

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, SEPTEMBER 8, 2014– 7:00 PM

**THOMPSON PARK VISITOR CENTER, “BEECH ROOM”,
1ST FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ**

A. Roll Call _____ PM – By _____

B. Statement of Adequate Public Notice – Read by _____

Salute to the flag and the Pledge of Allegiance followed by a moment of silence.

C. Approval of MINUTES—REGULAR MEETING: MONDAY, AUGUST 25, 2014
(Excused: Commissioners Loud and Horsnall)

D. Approval of EXECUTIVE SESSION MINUTES—LAND ACQUISITION MATTERS:
MONDAY, AUGUST 25, 2014. (Excused: Commissioners Loud and Horsnall)

E. Approval of 2014 VOUCHER LIST

F. SECRETARY—DIRECTOR’S REPORT:

1. GOLF REPORT – MIKE JANOSKI, CO. PARK SUPT./GOLF OPERATIONS
2. PARKS REPORT – TOM FOBES, SUPT. OF CO. PARKS/PARK OPERATIONS
3. VISITOR SERVICES REPORT – PATTI CONROY, SUPT. OF RECREATION

G. BOARD CORRESPONDENCE RECEIVED:

H. Motion to OPEN the HEARING OF THE PUBLIC. (Time: _____PM)
(Presentations are limited to three (3) minutes per person.)

I. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: _____PM)

J. PRESENTATION:

“Employee Training”
by Ryan Kimble, Assistant Recreation Supervisor

K. FREEHOLDER’S REPORT:

L. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending Award of Contract to EZ Docks Unlimited, Seaside Heights, NJ, for Dock Replacement at Turkey Swamp Park, Freehold, NJ (Bid #0048-14), Items: #1-4 (Total Base Bid); in the Total Contract Amount of \$37,946.00.
2. Board Action Item #2 – Recommending Change Order #1 in the amount of \$16,000.00, increasing existing aggregate 2014 Supply/Service Contract by 20% as allowed by law, to 15 vendors, for Furnishing and Delivery of Automotive Repair Parts and Services (Bid #0001-14), as originally awarded by Resolution #R-13-12-2=394, in the Estimated Total Aggregate Contract Amount of \$80,000.00, for a New Estimated Total Aggregate Change Order #1 Contract Amount of \$96,000.00.
3. Board Action Item #3 – Recommendation to Exercise the Option to Extend Contract, as per bid proposal, for an additional one (1) year period (2015), as originally awarded by Resolution #R-14-1-22=57, to Campus Coordinates, Freehold, NJ, for Furnishing and Delivery of Screen Printed Tee Shirts, Sweatshirts & Sweatpants (Bid #0011-14), Items: #1-9, 2015 Supply Contract for the Period of 01/01/15 through 12/31/15, under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$30,000.00.
4. Board Action Item #4 – Recommendation to Exercise the Option to Extend Contract, as per bid proposal, for an additional one (1) year period (2015), as originally awarded by Resolution #R-13-9-23=311, to Evergreen Printing, Bellmawr, NJ, for Printing and Mail Preparation of the MCPS Program Directory, Year 2015, Volumes 1-5 (Bid #0059-13), Items: Total Price for Five (5) Volumes (Period of 09/08/14 through 08/31/15) under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$72,000.00.
5. Board Action Item #5 – Recommending Change Order #2, in the amount of \$2,754.00 for installing 71 LF of concrete curbing in parking lot @\$18/LF (\$1,278.00), installing 164 SY of hot mix asphalt base course @\$4.40/SY (\$721.60), and installing 164 SY of hot mix asphalt surface course @\$4.60 SY (\$754.40), to V & K Construction, Inc., Edison, NJ, for Patio Reconstruction and Parking Lot Improvements at Holmdel Park (Bid #0027-14), Items: #1-17 Inclusive (Total Base Bid Price), as originally awarded by Resolution #R-14-3-11=138 in the Contract Amount of \$195,672.50, and as modified by Change Order #1 awarded by Resolution #R-14-6-9=292 in the Total Change Order #1 Contract Amount of \$197,947.08, for a New Total Change Order #2 Contract Amount of \$200,701.08.
6. Board Action Item #6 – Authorize the Chairman and Secretary-Director of the Board to Enter Into a Donation Agreement (Conditional Deed of Gift) on behalf of the Board, with the Naval Sea Systems Command for One (1) USS New Jersey (BB 62) 16"/50 MK VII Gun Barrel, No. 291 for display at Battery Lewis, Hartshorne Woods Park (Display Location: 1402 Portland Road, Highlands, NJ).
7. Board Action Item #7 – Recommending the Rejection of the lowest bid proposal of Earthworks, Inc., Farmingdale, NJ, for Hominy Hill Golf Course Bunker Restoration, Phase 3 (Bid #0046-14), as Contractor has not and cannot demonstrate necessary skills and experience for this project.

8. Board Action Item #8 – Recommending Award of Contract to 360 Golf LLC, White Plains, NY, for Hominy Hill Golf Course Bunker Restoration, Phase 3 (Bid #0046-14), Items: #1-10, Total Base Bid Price, Plus Alternate Bid Items #1-4; in the Total Contract Amount of \$390,372.50.

9. Board Action Item #9 – Recommending the Exercising of the Board’s Option to Extend Contract, as per bid proposal, for an Additional One (1) Year Period (2015), as originally awarded by Resolution #R-14-1-22=56 to Automated Building Controls, Neptune, NJ, for Furnishing and Delivery of Heating and Air Conditioning Maintenance and Repair Parts and Service (Bid #0013-14), ITEMS: #1-24, 2015 Supply/Service Contract for the Period of 01/01/15-12/31/15, under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$150,000.00.

10. Board Action Item #10 – Recommending Award of Contract to Compass Construction, Inc., New Egypt, NJ, for Repairs to Concrete Wall & Walkways at Seven Presidents Oceanfront Park (Bid #0047-14), ITEMS: #1-10, Total Base Bid Price, in the Total Contract Amount of \$263,346.00.

11. Review of Agenda Items For Board Action #11 through #13 as Added to the Agenda:
 - Item #11 For Board Action – Recommending acceptance of the written proposal of French & Parrello Associates, PA, Wall, NJ, for providing Preliminary Assessment/Site Investigation (PASI) of Block 44, Lots 14 and 14 Q, Millstone Township, NJ, ±20.8 Acres, Owner: County of Monmouth, Improved Property, Project: Charleston Springs Golf Course (Ref. #14-23 & PS #49-14), in an Amount Not To Exceed \$8,850.00.

 - Item #12 For Board Action – Recommending award of contract to Greenscape Landscape Contractors, Inc., Glenside, PA, for Application of Bulk Post-Emergent Herbicide (Bid #0049-14), Item #1, in the Total Contract Amount of \$26,500.00.

 - Item #13 For Board Action – Recommending the rejection of all proposals received on September 3, 2014, for Providing Engineering Services for the Restoration of Coastal Bluffs on the Navesink River at Portland Place, Hartshorne Woods Park, Middletown, NJ (PS #50-14), as only one (1) proposal was received and said proposal is in excess of budgeted amount.

14. Status of Funded Projects as of August 28, 2014.

RESOLUTION OF CONSENT:

At _____ PM, the following **Resolution of Consent** was offered for adoption by _____:

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Agenda for the Board Meeting in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items #1 through #10 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #11, 12 & 13 as added to the Agenda; and

WHEREAS, the Board is satisfied that the above items as presented to the Board are in order and complete.

NOW, THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby approve by consent, Agenda Items #_____ through #_____.

Resolution of Consent seconded by: _____.

ITEMS FOR BOARD ACTION:

1. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to EZ DOCKS UNLIMITED, Seaside Heights, NJ, for DOCK REPLACEMENT AT TURKEY SWAMP PARK, FREEHOLD, NJ (Bid #0048-14), ITEMS: #1-4 (Total Base Bid); in the Total Contract Amount of \$37,946.00.

2. Resolution Authorizing CHANGE ORDER #1, in the amount of \$16,000.00, increasing existing aggregate contract by 20% as allowed by law, to the following vendors, for FURNISHING AND DELIVERY OF AUTOMOTIVE REPAIR PARTS AND SERVICES (Bid #0001-14), as originally awarded by Resolution #R-13-12-2=394, ITEMS: 2014 Supply/Service Contract for the Period of 01/01/14 through 12/31/14, with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2015), under the same terms and conditions, as per bid specification; in the Estimated Total Aggregate Contract Amount of \$80,000.00, for a NEW ESTIMATED TOTAL AGGREGATE CHANGE ORDER #1 CONTRACT AMOUNT OF \$96,000.00:

1. ALLIED DIESEL SERVICE, INC., 869 State Hwy. #33 East, Freehold, NJ 07728
2. BRICE'S AUTO SUPPLY, INC., 626 Park Avenue, Freehold, NJ 07728
3. CIRCLE AUTO GROUP, 641 Shrewsbury Avenue, Shrewsbury, NJ 07702
4. F & C AUTOMOTIVE SUPPLY, INC., 1700 Asbury Ave., Asbury Park, NJ 07712
5. FREEHOLD DODGE, INC., 299 South Street, Freehold, NJ 07728
6. FREEHOLD FORD, INC., 3572 U.S. Route 9, Freehold, NJ 07728
7. GEORGE WALL FORD LINCOLN, 700 Shrewsbury Ave., Red Bank, NJ 07701
8. LARSON FORD, INC., 1150 Ocean Ave., Lakewood, NJ 08701
9. LAWSON PRODUCTS, INC., 8770 W. Bryn Mawr Ave., Ste 900, Chicago, IL 60631
10. LESTER GLENN AUTO GROUP, 386 Rt. 37 East, Toms River, NJ 08753
11. LESTER GLENN FORD, 386 Rt. 37 East, Toms River, NJ 08753
12. MID-ATLANTIC TRUCK CENTRE, INC., 525 Linden Ave. West, Linden, NJ 07036
13. RAPHAEL BUS SALES, LLC, 550 Old Stage Road, East Brunswick, NJ 08816
14. SEA BREEZE FORD, INC., 1701 Route 35, Wall, NJ 07719
15. VAN WICKLE AUTO SUPPLY, INC., 201 Highway 71, Spring Lake, NJ 07762

3. Resolution AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2015), as originally awarded by Resolution #R-14-1-22=57, to CAMPUS COORDINATES, Freehold, NJ, for FURNISHING AND DELIVERY OF SCREEN PRINTED TEE SHIRTS, SWEATSHIRTS & SWEATPANTS (Bid #0011-14), ITEMS: #1-9, 2015 Supply Contract for the Period of 01/01/15 through 12/31/15, under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$30,000.00.
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4. Resolution AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2015), as originally awarded by Resolution #R-13-9-23=311, to EVERGREEN PRINTING, Bellmawr, NJ, for PRINTING AND MAIL PREPARATION OF THE MCPS PROGRAM DIRECTORY, YEAR 2015, VOLUMES 1-5 (Bid #0059-13), ITEMS: Total Price for Five (5) Volumes (Period of 09/08/14 through 08/31/15) under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$72,000.00.
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5. Resolution Authorizing CHANGE ORDER #2, in the amount of \$2,754.00 for installing 71 LF of concrete curbing in parking lot @\$18/LF (\$1,278.00), installing 164 SY of hot mix asphalt base course @\$4.40/SY (\$721.60), and installing 164 SY of hot mix asphalt surface course @\$4.60 SY (\$754.40), to V & K CONSTRUCTION, INC., Edison, NJ, for PATIO RECONSTRUCTION AND PARKING LOT IMPROVEMENTS AT HOLMDEL PARK (Bid #0027-14), ITEMS: #1-17 Inclusive (Total Base Bid Price), as originally awarded by Resolution #R-14-3-11=138 in the Contract Amount of \$195,672.50, and as modified by Change Order #1 awarded by Resolution # R-14-6-9=292 in the Total Change Order #1 Contract Amount of \$197,947.08, for a NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF \$200,701.08.
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6. Resolution AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR of the BOARD to ENTER INTO a DONATION AGREEMENT (Conditional Deed of Gift) on behalf of the BOARD, with the NAVAL SEA SYSTEMS COMMAND for ONE (1) USS NEW JERSEY (BB 62) 16"/50 MK VII GUN BARREL, NO. 291 FOR DISPLAY AT BATTERY LEWIS, HARTSHORNE WOODS PARK, (DISPLAY LOCATION: 1402 PORTLAND ROAD, HIGHLANDS, NJ.
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7. Resolution REJECTING lowest bid proposal of EARTHWORKS, INC., Farmingdale, NJ, for HOMINY HILL GOLF COURSE BUNKER RESTORATION, PHASE 3 (Bid #0046-14), as Contractor has not and cannot demonstrate necessary skills and experience for this project.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to 360 GOLF LLC, White Plains, NY, for HOMINY HILL GOLF COURSE BUNKER RESTORATION, PHASE 3 (Bid #0046-14), ITEMS: #1-10, Total Base Bid Price, Plus Alternate Bid Items #1-4; in the Total Contract Amount of \$390,372.50.
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9. Resolution AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2015), as originally awarded by Resolution #R-14-1-22=56 to AUTOMATED BUILDING CONTROLS, Neptune, NJ, for FURNISHING AND DELIVERY OF HEATING AND AIR CONDITIONING MAINTENANCE AND REPAIR PARTS AND SERVICE (Bid #0013-14), ITEMS: #1-24, 2015 Supply/Service Contract for the Period of 01/01/15-12/31/15, under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$150,000.00.
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10. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to COMPASS CONSTRUCTION, INC., New Egypt, NJ, for REPAIRS TO CONCRETE WALL & WALKWAYS AT SEVEN PRESIDENTS OCEANFRONT PARK (Bid #0047-14), ITEMS: #1-10, Total Base Bid Price, in the Total Contract Amount of \$263,346.00.
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11. Resolution ACCEPTING the WRITTEN PROPOSAL of FRENCH & PARRELLO ASSOCIATES, PA, Wall, NJ, as received on August 26, 2014, proposal dated August 26, 2014, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 44, LOTS 14 AND 14Q, MILLSTONE TOWNSHIP, NEW JERSEY, ±20.8 ACRES, OWNER: COUNTY OF MONMOUTH, IMPROVED PROPERTY, PROJECT: CHARLESTON SPRINGS GOLF COURSE (Ref. #14-23 & PS #49-14), in an Amount Not To Exceed \$8,850.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
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12. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to GREENSCAPE LANDSCAPE CONTRACTORS, INC., Glenside, PA, for APPLICATION OF BULK POST-EMERGENT HERBICIDE (Bid #0049-14), ITEM: #1; in the Total Contract Amount of \$26,500.00.
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13. Resolution REJECTING ALL proposals received on September 3, 2014, for PROVIDING ENGINEERING SERVICES FOR THE RESTORATION OF COASTAL BLUFFS ON THE NAVESINK RIVER AT PORTLAND PLACE, HARTSHORNE WOODS PARK, MIDDLETOWN, NJ (PS #50-14), as only one (1) proposal was received and said proposal is in excess of budgeted amount.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Temporary Use and Occupancy of Monmouth County Board of Recreation Commissioners' Land for Agricultural Use—Perrineville Lake Park East, for the Years 2015-2016-2017-2018
 2. Furnishing and Delivery of Electric Golf Carts
 3. Furnishing, Delivery and Installation of Replacement Boilers and Furnaces
 4. Supply & Installation of Components of a New Electric Service for Building #3801 and #3804 at Fort Monmouth Recreation Area
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MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Two (2) Appraisals, Block 143, Lot 7, Howell Township, Owner: Tantillo, for Additions to Manasquan River Greenway (Ref. #14-46) (*FAIR & OPEN*)
 2. Preliminary Assessment & Site Investigation (PASI), Block 21, Lot 3.01, 251 Trenton-Lakewood Road, Upper Freehold Twp., Owner: Muccie, Additions to Clayton Park (Ref. #14-47) (*FAIR & OPEN*)
 3. Surveying Services, Block 21, Lot 3.01, 251 Trenton-Lakewood Road, Upper Freehold Twp., Owner: Muccie, Additions to Clayton Park (Ref. #14-48) (*FAIR & OPEN*)
 4. Digital Surveying Services of the Henry Hudson Trail from Matawan to Atlantic Highlands/Highlands (Ref. #14-49) (*NON-FAIR & OPEN*)
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DATES TO REMEMBER:

1. **THURSDAY MORNING, SEPTEMBER 11, 2014** - 8 AM. “**Monmouth County’s 9/11 Memorial Remembrance Ceremony.** Mt. Mitchill Scenic Overlook, 460 Ocean Boulevard, Atlantic Highlands, NJ.
2. **WEDNESDAY, SEPTEMBER 17, 2014** – 5:30 PM—7:30 PM. **Employee Recognition & Awards.** Thompson Park Activity Barn, Newman Springs Road, Lincroft, NJ. (By Invitation)
3. **MONDAY EVENING, SEPTEMBER 22, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, OCTOBER 6, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, OCTOBER 20, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, NOVEMBER 3, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, NOVEMBER 17, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

Statement of Adequate Public Notice – Read by _____

“Statement of Adequate Public Notice of Executive Session Meeting in compliance with the ‘Open Public Meetings Act’, Laws of the State of NJ, Chapter 231, P.L. 1975. Notice of meeting has been posted, and the County Clerk and two (2) newspapers as designated by the Board have been noticed, including date, time and place, as adopted by the Commission at their regular meeting of August 25, 2014, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

At _____ PM, the following Resolution was introduced by _____, seconded by _____, to move into EXECUTIVE SESSION for the purpose of discussing LAND ACQUISITION MATTERS, being additions to county park lands;

WHEREAS, the Open Public Meetings Act provides that the Monmouth County Board of Recreation Commissioners may recess into Executive Session pursuant to the Notice as set forth in the Agenda and the Statement of Public Notice as referred to therein for the purposes as set forth therein including the purposes of discussing “land acquisition matters”; and

WHEREAS, the Board of Recreation Commissioners, pursuant to the Open Public Meetings Act, may recess into Executive Session to discuss matters involving the Attorney/Client Privilege and matters involving negotiations and real estate matters and procedures related thereto as may relate to a Hearing held pursuant to Resolutions as adopted by the Board of Chosen Freeholders and the Board of Recreation Commissioners.

NOW THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby recess into Executive Session to discuss the aforementioned subject matters and the Minutes of the same may be disclosed at such time in the future as the Board of Recreation Commissioners may, in its discretion, determine according to law.

Motion to RECONVENE the REGULAR MEETING. (Time: _____ PM)

NOTE: Minutes of the Executive Session to discuss Land Acquisition Matters being additions to county park lands will be available to the public in ninety (90) days or upon completion of acquisition or potential litigation.

ITEM(S) FOR BOARD ACTION FOLLOWING THE EXECUTIVE SESSION:

ITEMS FOR THE GOOD OF THE ORDER:

Resolution scheduling an **Executive Session Meeting** to be held during the Board's regularly scheduled meeting of **September 22, 2014**, at **7 PM**, in the "**Beech Room**" of the **Thompson Park Visitor Center, 1st Floor, 805 Newman Springs Road, Lincroft, NJ**, for the purpose of discussing **Personnel Matters, Land Acquisition Matters, being additions to county park lands; and Potential Litigation**, and authorizing the Secretary-Director to post and send notice of said meeting to the County Clerk and two (2) newspapers as designated by the Board, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.

Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners.
(Time: _____PM)
