



Monmouth County Park System

Providing Open Space, Parks, and Recreation

805 Newman Springs Road, Lincroft, NJ 07738-1695 732-842-4000
www.monmouthcountyparks.com

Board of Recreation Commissioners

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NOTICE

DATE: TUESDAY, JANUARY 22, 2013

Notice is hereby given that in compliance with the New Jersey Public Contract Law 40A;11-3 pertaining to NOTICE OF REVISIONS, the following **ADDENDUM #1** has been issued for the following project, **FURNISHING OF FACILITIES AND STAFF FOR SUMMER SPORTS CAMPS (BID #0023-13)**, as previously advertised by the Monmouth County Board of Recreation Commissioners, 805 Newman Springs Road, Lincroft, New Jersey.

This addendum shall be incorporated into the Contract documents and made a part thereof. The provision of all articles and specifications not specifically amended shall be as stated in the original specifications.

ADDENDUM #1 –

Revised Specifications and Camp Dates.

Please see the Monmouth County Park System website; www.monmouthcountyparks.com; “Doing Business with Us”; “Request for Bids” for the corrected specifications and proposal pages.

All inquiries are to be directed to the Purchasing Department at (732) 842-4000.

By order of the Board of Recreation Commissioners of the County of Monmouth.

Edward J. Loud, Chairman
James J. Truncer, Secretary-Director
Stephanie Weise, Purchasing Agent

The Nation's First Accredited Park and Recreation Agency



SPECIFICATIONS FOR THE FURNISHING OF FACILITIES AND STAFF FOR SUMMER
SPORTS CAMPS TO THE MONMOUTH COUNTY BOARD OF RECREATION
COMMISSIONERS, LINCROFT, NEW JERSEY.

SCOPE:

It shall be the purpose of this contract to make available to the Monmouth County Park System an authorized source for the staging of Summer Sports Camps.

PROPOSAL:

The attached proposal must be submitted in order for bidders to be considered. Award will be made to the bidder offering the lowest net prices to the Monmouth County Park System. The purchasing committee reserves the right to accept or reject any or all bids and to award in a manner which in their estimation will be in the best interest of the agency.

PERIOD OF
CONTRACT:

The original contract period shall be for one season, beginning June 1, 2013 and ending August 31, 2013. The contract shall not bind, nor purport to bind, the County for any contractual commitment in excess of the original contract period. The county shall have the right, at its sole option, to extend the contract for one (1) additional season (summer of 2014). In the event the County exercises such right, all terms, conditions, and provisions of contract shall remain the same and apply during the renewal period.

FACILITY:

The contractor shall provide a suitable facility within Monmouth County to stage instructional sports programs, including the following:

- Indoor air-conditioned gymnasiums with a minimum of six (6) baskets for basketball instruction.
- Indoor air-conditioned Bubble with a minimum of four (4) baskets for basketball instruction.
- Adequate restroom facilities.
- Air Conditioned cafeteria equipped to serve hot and cold meals, snacks and beverages.
- Minimum of two (2) outdoor baseball/softball diamonds. *Facility shall meet all standards of the NJ Department of Education for public and private schools.
- Minimum of one (1) outdoor lacrosse field.
- Minimum of one (1) gym with use of wrestling mats.
- Minimum of one (1) outdoor turf soccer field.

STAFF:

- Camps shall be under daily, direct supervision of a state certified, secondary school level athletic director.
- Athletic Director shall have a minimum of 1 years of sports camp administration experience.
- Each week-long camp shall be coordinated and directed by a minimum of two (2) coaches, each having sufficient experience coaching the respective sport at the varsity, junior varsity or freshman level.
- Coaches shall be assisted by responsible and mature instructors, sufficient in quantity so that the instructor to participant ratio is at least 1:12.
- Facilities shall be cleaned between each day that the camp meets by a custodian.

INSURANCE:

- Vendor will provide proof of comprehensive, general liability insurance, naming the County of Monmouth as an additional insured with the minimum coverage amount of \$1,000,000.00.

CAMP DATES:

Week 1, July 1-3 & 5

Football skills camp grades 1-8.

Camp meets 9:00 am – 12:00 pm.

Estimated enrollment: 20-40 people.

Volleyball instruction for boys/girls in grades 2-9

Camp meets 9:00 am – 12:00 pm

Estimated enrollment: 40-80.

Week 2, July 8-12

Junior Cheerleading instruction for girls in grades K-7.

Camp meets 9:00 am - 12:00 pm

Estimated enrollment: 40-80 people

Lacrosse instruction for girls in grades 4-10

Camp meets 9:00 am - 12:00 pm

Estimated enrollment: 40-80 people.

Cheerleading instruction for girls in grades 8-12

Camp meets 12:30 pm-3:30 pm

Estimated enrollment: 40-80 people.

Week 3, July 15-19
Basketball instruction for boys in grades 2-9
Camp meets 9:00 am - 3:00 pm
Estimated enrollment: 40-100 people.

Softball instruction for girls in grades 3-9
Camp meets 9:00 am- 12:00 pm
Estimated enrollment: 40-80 people.

Week 4, July 22-26
Basketball instruction for girls in grades 2-9
Camp meets 9:00 am - 3:00 pm
Estimated enrollment: 40-80 people.

Baseball instruction for boys in grades 3-9
Camp meets 9:00 am - 12:00 pm.
Estimated enrollment: 40-80 people

Week 5, July 29-August 2
Soccer instruction for boys/girls in grades 2-9
Camp meets 9:00 am – 12:00 pm
Estimated enrollment: 40-80 people.

Week 6, August 5-9
Basketball instruction for boys in grades 2-9
Camp meets 9:00 am - 3:00 pm
Estimated enrollment: 40-100 people.

Field Hockey instruction for girls in grades 4-10.
Camp meets 9:00 am - 12:00 pm
Estimated enrollment: 40-80 people.

METHOD OF AWARD:

Total contract for all six (6) weeks to be awarded to one vendor. Award based on the lowest aggregate cost per person for all ten (12) programs.

Submitted By: _____
(Organization Name)

PROPOSAL

FOR THE FURNISHING OF FACILITIES AND STAFF FOR SUMMER SPORTS CAMPS.
TO THE MONMOUTH COUNTY PARK SYSTEM, LINCROFT, NJ

TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS

The undersigned hereby declares that he has carefully examined the advertisement, specifications, and form of contract for furnishing the specified items and that -he will execute the contract according to the specifications, terms, and conditions with respect to the following:

	2013 Cost Per Registrant To the MCPS
Week 1	
Football Skills Camp	_____
Volleyball Camp	_____
Week 2	
Junior Cheerleading Camp	_____
Cheerleading Camp 2	_____
Lacrosse Camp	_____
Week 3	
Basketball Boys Camp I	_____
Softball	_____
Week 4	
Basketball Girls Camp	_____
Baseball Camp	_____
Week 5	
Boys/Girls Soccer Camp	_____

Week 6

Basketball Boys Camp II
Field Hockey Camp

TOTAL AGGREGATE
COST PER PERSON

\$ _____

VARIANCE IF ANY: _____

_____ a partnership
The undersigned is a corporation under the laws of the state of _____
_____ an individual

Having principle offices at _____

CONTRACTOR _____

SIGNATURE _____

ADDRESS _____

BUSINESS PHONE _____ FAX # _____

DATED _____