



Monmouth County Park System

Providing Open Space, Parks, and Recreation

Board of Recreation Commissioners

805 Newman Springs Road, Lincroft, NJ 07738-1695 • 732-842-4000
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REQUEST FOR PROFESSIONAL QUALIFICATIONS (RFPQ) PS#48-24

PROFESSIONAL ENGINEERING SERVICES FOR IMPROVEMENTS TO THE LOWER POND AREA DEEP CUT GARDENS, MIDDLETOWN TWP., NJ

Notice is hereby given that Monmouth County Park System is requesting professional qualifications be submitted by interested Consultants for the above referenced project. Interested Consultants are invited to submit their qualifications to Jennifer Kaczala, Purchasing Agent, Monmouth County Board of Recreation Commissioners, 805 Newman Springs Road, Lincroft, New Jersey 07738, **no later than 10:00am, prevailing time, Friday October 25, 2024**, at which time the professional qualifications will be opened by the Purchasing Agent at the Monmouth County Park System Headquarters Building, Thompson Park, 805 Newman Springs Road, Lincroft, New Jersey. Qualifications may be mailed in or placed in the drop box located outside of the Park System Headquarters Building in Thompson Park, 805 Newman Springs Road, Lincroft, NJ, prior to the opening date.

Late proposals will not be accepted. Inquiries regarding this project should be directed to Laura Orecki, Landscape Architect in MCPS Acquisition and Design Department, at (732) 842-4000 ext. 4269 or Laura.Orecki@co.monmouth.nj.us.

Professional qualifications shall be submitted in one sealed envelope and include three (3) bound copies of the qualification packet and required Signature Page.

I. Project Objective

Professional design services are required for improvements to the small pond, upstream channel, and surrounding areas located at Deep Cut Gardens, Red Hill Road, Middletown, NJ. The Monmouth County Park System (MCPS) is seeking a consultant to examine and evaluate the existing conditions and work collaboratively with MCPS staff to advance the attached concepts to construction drawings and specifications, secure all requisite permits, attend meetings, and provide construction administration for the work per the specification.

The Nation's First Accredited Park and Recreation Agency



II. Project Description

The 54-acre property of Deep Cut Gardens consists of gardens and greenhouses dedicated to the education and enjoyment of the home gardener. The site was originally developed as a private residence in 1935 with an Italian garden inspiration and contains several historic elements including peanut stone walls. A ravine approximately six feet deep by 310 feet long with an intermittent stream is located along the southern edge of the historic core area, bisecting the property. An isolated wetland serves as the headwaters for the stream which flows at a 5% slope into an 8,000 square feet excavated pond. The ravine is heavily vegetated along both banks. The contributing drainage area is approximately 26 acres, the majority of which is located within Deep Cut Gardens.

Historically this 8,000 square foot pond discharged via a standpipe into (2) 6" ceramic pipes and through a downstream catch basin. From the catch basin the water drains into a 28" ceramic pipe which then discharges into the town brook on the eastern edge of the property. The standpipe and 6" ceramic pipes have failed, and the pond currently floods adjacent areas after storm events and in times of seasonal high ground water. Sedimentation of the pond has also impacted its flow and capacity.

There is opportunity to expand the historic and horticultural offerings of Deep Cut Gardens by improving this pond and surrounding area, which is unique within the park. This area is to host display gardens and horticultural programs showcasing native aquatic and semi-aquatic plantings. It also serves as the visitor pathway between the formal gardens and naturalized meadow areas. An adjacent half-circle peanut stone retaining wall is intended to be preserved as the border for a new circular meditation garden that connects to the pond area.

The attached concept plan prepared by MCPS depicts the key design elements and overall intent of this project. Working collaboratively with MCPS staff, the Consultant shall further develop this concept plan, obtain all necessary permits, and prepare construction documents for public bidding.

III. Content of Statement of Professional Qualifications

The Statement of Professional Qualifications shall be no more than two (2) double-sided, 8 ½" x 11" sheets in length. Anything in excess of this page limitation will not be read or considered. The Statement of Qualifications shall include the following:

1. Demonstrate the firm's success in providing design services for projects similar in nature and scope to the project described in this RFPQ. Qualified consultants shall demonstrate experience in hydraulic analysis, wetlands permitting, and landscape architecture. List three (3) to four (4) projects completed in the past ten (10) years. Include a concise description of the project, state the firm's role in the project, and include total project value.
2. Identify proposed key personnel for this project. Attach resumes of proposed key personnel, including the proposed project manager and technical staff. Each resume shall be a maximum of one (1) double-sided, 8 ½" x 11" sheet in length and should highlight education, professional credentials, and reference work performance on projects similar to that described. Resumes will not be counted towards the page limit of the Statement of Qualifications.

3. Identify the work areas which the Consultant would subcontract to other firms. Identify the proposed subconsultants and key personnel. Attach resumes for subconsultants. Resumes will not be counted towards the page limit of the Statement of Qualifications.

IV. Evaluation of Consultant Statement of Qualifications

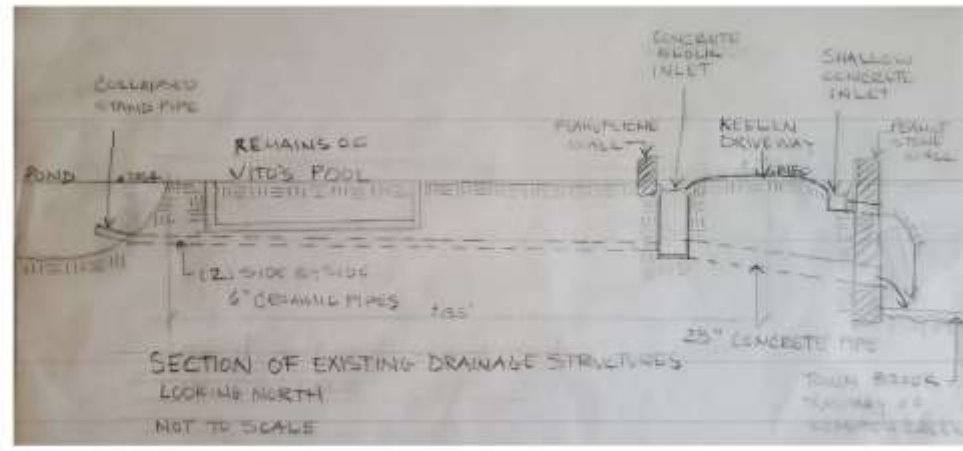
All Statements of Qualification received in accordance with the requirements of this RFPQ will be evaluated using the following criteria:

- A. The location of the Consultant considering their proximity to the project and MCPS headquarters.
- B. The Consultants, their project personnel, and their subconsultants must demonstrate successful prior experience with projects similar to this project in scope and size.
- C. Performance on past projects with the Park System, if applicable, will be considered.

Qualified firms will receive a Request for Proposal (RFP) with a detailed scope of work and an invitation to submit formal technical and cost proposals which will be evaluated using separate criteria described in the RFP. Please note that all qualified firms will be required to submit the following legal documents with the formal and technical Proposal:

- A. Statement of Ownership
- B. Non-Collusion Affidavit
- C. N.J. Business Registration for Consultant and Sub-Consultant(s)

Deep Cut Gardens Lower Pond - Existing Conditions Prepared by Monmouth County Park System



Deep Cut Gardens Lower Pond - Preliminary Concept Plan
Prepared by Monmouth County Park System



SIGNATURE PAGE

Company Name: _____

(PRINT)

Preparer's Name: _____

(PRINT)

Signature: _____

(DATE)

Address: _____

Telephone No.: _____

Fax No.: _____

E-Mail Address: _____

*****(This should be the email where Contracts would be sent)*****

Contact Person: _____

*****PLEASE COMPLETE AND SUBMIT WITH YOUR RFP-Q*****