



## **Request for Quotations for Swimming Pool Use - Municipal Red Cross Water Safety Program**

**ISSUE DATE:** May 14, 2018

**CLOSING DATE:** May 18, 2018

**CLOSING TIME:** 2:00 pm

### **1. OVERVIEW**

The Municipality of the County of Richmond is seeking residents/businesses who may be interested in hosting municipally run swimming lessons within Richmond County for the Summer of 2018.

The Municipality of the County of Richmond reserves the right to award the RFQ at their sole and unique discretion. This could mean the RFQ may not necessarily be awarded to the lowest bidder or be awarded at all.

### **2. SCOPE**

Details pertaining to the use of swimming pools are as follows:

- 2.1.** Pool would be required daily (Monday to Friday) for a 3 hour period (either 9:00 am – 12:00 pm or 1:00 – 4:00 pm) and for 3 consecutive weeks (either July 3 – 20 or July 23 – August 10).
- 2.2.** Pool must be able to comfortably accommodate up to 20 swimmers of various ages.
- 2.3.** Pool must have a shallow end that is a maximum of 4 feet.
- 2.4.** Location must have sufficient parking for parents/guardians of participants.
- 2.5.** Location must have cellular reception in case of emergencies.

**\*\*\* Please note, there will be NO access to the resident's home during swimming lessons. The Municipality will provide portable toilets on location.**

### **3. BID SUBMISSION INSTRUCTIONS**

#### **3.1. Questions**

Questions regarding this Request for Quotations may be submitted by email to [lsamson@richmondcounty.ca](mailto:lsamson@richmondcounty.ca) until Friday, May 25, 2018 at 2:00 pm. The Municipality of the County of Richmond reserves the right to post relevant answers and/or issue addendums to the RFQ on the Municipality's website ([www.richmondcounty.ca](http://www.richmondcounty.ca)) for review by all potential bidders.

### **3.2. Bid submission and closing date**

Bids must be submitted by filling out the attached Request for Quotations Form, and must be submitted to the undersigned prior to the closing date of Monday, May 28, 2018 at 2:00 pm:

**Laurier Samson - Recreation Manager**  
Municipality of the County of Richmond,  
2357 Highway 206,  
Arichat, NS B0E 1A0

### **4. TERMS**

#### **4.1. Responsibilities**

If a business/resident's pool would be chosen, they would be responsible for maintaining the following pool standards:

- i) Safety equipment must be conveniently located and readily accessible for emergency use (Please see Appendix A)
- ii) Every owner shall maintain effective pool clarity. (Please see Appendix B)
- iii) An enclosed deck must surround the swimming pool, which must be stable and free of hazards.
- iv) Owner shall identify appropriate cleaning schedules to ensure the health and safety of participants and instructors. (Please see Appendix C)
- v) Pool must be treated to remove particulates, pollutants and microorganisms including filtration and disinfection to remove/inactivate infectious microorganisms. Accurate records of these treatments and tests must be kept and available to the Recreation Department employees at any time.
- vi) The pH value of the pool shall be maintained at not less than 7.0 ppm and not more than 7.6 ppm.
- vii) Pool must be kept at a reasonable temperature.

#### **4.2. Other information**

Once the swimming pool has been accepted for the Red Cross Water Safety Program, it will be covered under the insurance of the Municipality of the County of Richmond (only during listed dates and times). Interested businesses/residents are asked to submit the attached form of quotation to the Municipality no later than 2:00 pm on May 28, 2018. The form of quotations may be delivered directly to the Municipal Office or sent via email to Laurier Samson at [lsamson@richmondcounty.ca](mailto:lsamson@richmondcounty.ca).



**Request for Quotations Form - Swimming Pool Use - Municipal Red Cross Waer Safety Program**

<b>Name</b>	<b>Email</b>	<b>Telephone</b>

**Mailing Address**

What date range(s) is your pool available to be used?  July 3 - July 20  July 23 - August 10

What times is your pool available to be used?  9:00 am - 12:00 pm  1:00 - 3:00 pm

<b>Total Proposed Quotation Price for Pool Rental</b>	\$
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The Request for Quotation form must be fully completed for each submission.

In order to be considered, quotations must be submitted on this form by email, fax or dropped off in person, in a sealed envelope, and be received at the Municipal Office in Arichat on or before the deadline for RFQ submissions.

The Municipality reserves the right to accept or reject any or all quotations at its sole discretion. **THE BID/OFFER SUBMITTED HERE IN SHALL BE VALID FOR A MINIMUM OF 60 DAYS.**

I/We the undersigned agree to pay to the Municipality of the County of Richmond the sum of money written above (QUOTATION PRICE) for the above noted equipment.

I/We understand that the items offered by quotation are available for visual inspection and I am/we are fully aware of the completeness and condition of the equipment being offered in this RFQ.

**Signature**

**Date**