



**Request for Quotations for Swimming Pool Use - Municipal Life Saving Water Safety Program
MOCR202604**

ISSUE DATE: April 8, 2026

CLOSING DATE: May 6, 2026

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 2026.

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 2 consecutive weeks (either July 6 – 17 or July 27 – August 7).
- 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 smury@richmondcounty.ca until Tuesday, May 5, 2026 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) 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 Wednesday, May 6, 2026 at 2:00 pm:

Shannon Mury, Director of Community Development & Recreation
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) If the pool is outdoors, an enclosed deck or fence 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 Life Savings 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 6, 2025. The form of quotations may be delivered directly to the Municipal Office or sent via email to Shannon Mury at smury@richmondcounty.ca.



Request for Quotations Form - Swimming Pool Use – Life Savings Water Safety Program MOCR202504

Name _____ **Email** _____ **Telephone** _____

Mailing Address _____

What date range(s) is your pool available to be used? July 6 - July 17 July 27 - August 7

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

Total Proposed Quotation Price for Pool Rental \$ _____

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, 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 90 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 _____

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APPENDIX A

Required Emergency Equipment

All pool equipment shall be checked at the beginning of the season to ensure that is in good condition. Ensure the pool has the following emergency equipment available and appropriately located for use in an emergency.

- Buoy line: Position the buoy line in shallow water at least 30 cm or 1 ft. from the slope where the pool drops off toward the deep end.
- Reaching pole: At least 3 meters in length. Ideally the pole should have a large hook that can be used to pull a person to safety. It is very effective for rescuing a non-swimmer. One just needs to lay down, extend the pole, “hook” the person and pull them to the side.
- Buoyant throwing assist with a buoyant line attached: The length of the line should be a least the width of the pool.
- Sound signaling device: For example, a loud whistle or personal alarm.
- First aid kit: that can be used for basic first aid. It is recommended that barrier devices be provided to prevent disease transmission. This includes pocket masks and vinyl gloves.

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APPENDIX B

Pool Water Clarity

The pool water clarity or the visibility of the pool bottom shall be evaluated regularly throughout each day that the pool is in use. You must be able to clearly see the pattern of the pool drain when standing on the edge of the pool at the deep end.

If the water clarity does not meet this standard, there is a strong possibility that a submerged victim will not be clearly visible to supervisors. Good bottom visibility is imperative to safe supervision and cannot be compromised. If there is any doubt about water clarity, close the pool until water clarity can be restored.

Standard

Every owner and every operator of a pool shall ensure that the pool water is of a clarity to permit a black disc 150 millimeters in diameter on a white background located at the bottom of the pool in the area of its greatest depth to be clearly visible from a point on the deck nine meters away from the disc in the pool. When the disc is not clearly visible, the entire pool area shall be closed.



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APPENDIX C

Cleaning Plan

Operators shall identify appropriate cleaning schedules to ensure the health and safety of participants and instructors. This includes:

- frequency of cleaning for each part of the pool
- chemicals and cleaners used, ensuring cleaner and disinfectant compatibility
- step-by-step procedures to be used to clean and disinfect, when necessary, including required disinfectant contact time and manufacturer's instructions

A cleaning plan shall include and highlight the following:

- periodic removal of hard water scaling and body grease
- scrubbing and cleaning of all accessible surfaces as necessary to minimize the formation of slime and biofilms