

REQUEST FOR PROPOSALS

Notice is hereby given that vendor proposals will be received by the City of Mountain Park, Georgia for:

Life Guards & Pool Maintenance Services 2016

Please submit your qualifications by:

Date: 04/01/2016

Time: 3:00pm E.S.T.

Qualifications submitted after the due date may not be considered in this RFP solicitation.

The City of Mountain Park (CMP) reserves the right to reject any and all submittals and to waive irregularities and informalities in the submittal and evaluation process. This RFP does not obligate the CMP to pay any costs incurred by respondents in the preparation and submission of their statement of qualifications. Furthermore, the RFP does not obligate the CMP to accept or contract for any expressed or implied services. The CMP is committed to a program of equal employment opportunity regardless of race, color, creed, sex, age, nationality, disability, or sexual orientation.

Request for Proposals

Request for Qualification Information:	Submittals Delivered to:
RFP Number: MP-Pool	POOL ADDRESS: 100 Russell Rd Mountain Park, Ga 30075
RFP Name: Mountain Park Swimming Pool Management Season 2016	Mailing Address: City of Mountain Park 118 Lakeshore Dr Mountain Park, GA 30075
Date Issued:	Electronic submissions: "Karen Segars" <city.clerk@mountainpark-ga.gov>
Contact Person: "Karen Segars"	Accepted Until: April 1, 2016
Phone #: 770-993-4231	
Email Address: <city.clerk@mountainpark-ga.gov>	

General Information

NOTICE: Notice is hereby given that letters of interest and statement of qualifications will be received by the Mountain Park by submitting to the Project at the above location via email or postal mail.

SCOPE OF WORK:

Dates Season 2016

One Season May 28 to September 11, 2016

Daily (11am-8pm) May 28 through September 11

Lifeguards will be responsible for the following duties on a **daily** basis:

1. LIFEGUARD.
2. Checking water chemistry and recording readings.
3. Maintaining chemical balance of pool water and *Vacuum the bottom of pool*
4. CLEANING BATHROOMS
5. **Mountain Parks Pool Is a PUBLIC POOL the LG will have to collect daily fees. \$**
6. Assisting City in monitoring current pool TAGS
7. Replenishing janitorial supplies in bathhouse
8. Cleaning swimming pool area, clean & wipe the tables
9. Cleaning tiles around pool
10. Enforcing rules of the City swimming pool rules
11. Straightening deck furniture
12. Emptying trash and Recycles as needed.

Opening:

- Remove, clean & store the cover
- Blow the deck & put the furniture around pool, Ladders & hand guards
- Vacuum the pool & balance the water
- Check the equipment & start up the system
- Meet county inspector to obtain pool permit
- Store pool cover in storage

summer pool service including chemicals & supplies: (May 28 through September 11, 2016)

NO liquid chemicals

Name of chemicals to be used.

Weekly service performed by Certified Pool Operator includes:

Test chemical (each visit)

Clean skimmer baskets

Add chemical as needed

Vacuuming / Backwash filter (as needed)

Closing:

- Vacuum the pool & balance the water
- Winterize the pool & pump system
- Install the cover
- stack up the furniture for storage
- Blow off the deck

SUBMITTAL REQUIREMENTS:

Responses to this RFP must include the following information:

A Copy of Venders contract:

References List 3: A minimum of three (3) references relating to projects for the services being requested with full name, title, address, and phone and fax numbers.

Insurance coverage info INSURANCE REQUIREMENTS: The selected firm shall maintain insurance that is sufficient to protect the firm's business against all applicable risks. Current certificates' for general liability and worker compensation must be included in the RFP response. Individual program participants may require specific coverage amounts based upon the needs and requirements of their specific projects.

RFP SCHEDULE:

Event	Date
RFP Release	03/2/2016
Vendor Questions (if any) Due	03/24/2016
Proposals Due	04/1/2016
Vendor selection	04/25/2016
Contract Signed by	04/29/2016

PERMITS: City will submit any pay permit fees listing Vendor operator on permit.

SIGNATURES: RFP submittals shall be signed by one of the legally authorized officers of said corporation.

QUESTIONS: Questions regarding this Program may be directed to **Karen Segars via e-mail at cityclerk@mountainpark-ga.gov**.

IF vendor needs to see the inside of Pool House make an appointment with Karen Segars to setup with maintenance man for opening pool area.

Questions directed to an unauthorized contact regarding this RFP with other Program employees or utility sponsors may result in disqualification. Any oral communications will be considered unofficial and non-binding on the Program and/or its sponsors. Any questions will be answered in writing and available for disclosure upon request.

REJECTION OF SUBMITTALS The program reserves the right to reject any and all submittals and to waive irregularities and informalities in the submittal and evaluation process. This RFP does not obligate the CMP to pay any costs incurred by respondents in the preparation and submission of their qualifications. Furthermore, the RFP does not obligate the program to accept or contract for any expressed or implied services.

PROGRAM STATUS AWARD: The Program reserves the right to make awards without further discussion of the submittals. The firm selected will be expected to enter into contract with the CMP for payment of the firms services

NON-ENDORSEMENT: As a result of the selection of a firm to supply products and/or services to the Program participants, firm agrees to make no reference to the Program in any literature, promotional material, brochures, sales presentation or the like without the express written consent of the CMP

NON-COLLUSION: Submittal and signature of a statement of qualifications swears that the document is genuine and not a sham or collusive, and not made in the interest of any person not named, and that the consultant has not induced or solicited others to submit a sham offer, or to refrain from proposing.