

Operation of Recreation Complex- Swimming Pool
File #: GM16-01

Background:

The Recreation Complex consists of a 25 metre swimming pool, a smaller wading pool and a hot tub, all for public use. The maximum capacity for the pool is 120 persons per swim. Parks Canada does not have in-house resources to operate the Recreation Complex located in Rocky Harbour and external services are required to carry out this function. The contract is intended to provide an administration mechanism, water treatment and janitorial services which will ensure that the level of service provided is of the highest standard, and is the most cost efficient for Parks Canada.

Description of the work:

Administration:

- Hire qualified staff to operate the swimming pool; all lifeguards must have the National Lifeguard Services Lifeguard Certificate and Water Safety Instructors Certificate or the Royal Life Saving Society Bronze Cross, Award of Merit or Award of Distinction; plus a Standard First Aid Certificate and a BCLS (CPR) Award; or another equivalent program approved by the Minister.
- Provide one hour long public swims from 1:00 p.m. to 9:00 p.m. daily.
- Provide swimming lessons to school groups from June 1st to June 30th and to general public from July 1st to Labour Day, Monday to Friday.
- Provide site supervisor.
- Provide financial statements detailing breakdown of revenues and expenses.
- Collect revenue for lessons, rentals and public swims.
- Ensuring Liability Insurance in the amount of \$1,000,000 is in place by the proponent to protect "Her Majesty" from harm.

Janitorial:

- Ensuring the cleanliness of the facility by supplying all materials, which are required for proper sanitation of areas associated with use of the pool and the labour to satisfactorily perform all the requirements of the contract.
- Quality control and daily monitoring of cleaning staff is required.
- All cleaning materials to be used must have a safety data sheet provided and all containers must be labelled in accordance with WHIMIS standards.
- Cleaning is required in all offices, reception area, washroom, entrance and hallway, pool decks, and change rooms.

Water Treatment:

- Provide vacuuming of pool daily.
- Taking water samples and test for chlorine residuals at the end of each day.
- Adding calcium hypochlorite, as required, to raise the free available chlorine to a level of 5 pm at the end of each day.

Qualifications and Experience

The proponent must have a minimum of 2 years experience in the operation of swimming pools and apply regulations outlined under the authority of Section 11 of the Public Health Act and the Subordinate Legislation Revision & Consolidation Act. All Lifeguards must have the National

Lifeguard Services Lifeguard Certificate and Water Safety Instructors Certificate or the Royal Life Saving Society Bronze Cross, Award of Merit or Award of Distinction. All staff must have the Standard First Aid Certificate and a BCLS (CPR) Award; or another equivalent program approved by the Minister. The Site Supervisor must have experience in managing staff in this type of facility.

Deliverables

Provide a financial statement detailing breakdown of revenues and expenses to Parks Canada by September 30th. Based on this statement, Parks Canada will retain the revenues collected for adult and child swims.

Contract Period

The contract period will be June 1, 2016 to September 30, 2020.

Submission of Statement of Capabilities

Suppliers who consider themselves fully qualified and available to provide the services/goods described herein, may submit a statement of capabilities in writing to the Contracting Officer identified in this Notice on or before the closing date of this Notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements. Statement of capabilities received after the mentioned delay will not be considered.

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The Agency File Number, the Contracting officer's name and the closing date of the proposal must appear on the outside of the envelope or, in the case of a facsimile transmission, on the covering page.