

Specifications For Wythe County Request for Proposals Rural Retreat Lake Pool Renovations

Scope of Services

Wythe County requests proposals from qualified contractors to inspect and renovate Rural Retreat Lake Pool, including equipment replacement, as follows:

1. Main Pool - inspect repair/replaster
 - a. Existing surface coatings must be removed prior to replaster, using waterjet or similarly safe removal.
2. Repair/replace cracked & broken wall skimmers
3. Repair/replace wall and floor tiles
4. Replace main drain covers to comply with current standards
5. Re-caulk/seal/patch concrete on and around the pool/pool deck
6. Repair/replace anchors on deck used for off season cover
7. Inspect, repair, re-paint mushroom water feature, including pump if necessary
8. Inspect and repair any precast coping around the edge of the pool
9. Inspect chlorination system and repair/replace if needed
10. Inspect, repair and/or replace underwater lighting if needed meet current standards

Include separate proposal for the following:

Replace and install a heating system for the pool with an appropriate shelter

A **Mandatory pre-proposal meeting** will be held on-site on September 29, 2022 at 10am.

Pool will be uncovered for inspection.

Rural Retreat Lake Pool is located at

250 Lake Road

Rural Retreat, VA 24368

Proposed work must be completed at least two weeks prior to opening for the 2023 season on Friday May 26th, 2023 (Memorial Day Weekend)

Proposal Questions and addenda: All questions must be submitted in writing (e-mail) to Kevin Williams or Matt Hankins no later than October 3rd 2022. Any addenda issued will be available and notified to those involved after the pre-proposal meeting.

All proposals will be due Tuesday October 11th, 2022 by 12pm. Proposals may be mailed or delivered to

**Wythe County Parks and Recreation
Attention: RR Lake Pool Proposal
340 South Sixth Street
Wytheville, VA 24382**

I. Background

Rural Retreat Lake Pool was re-built in the mid-1990s and has been used seasonally since that time. The main pool area is approximately 92'X46', has a 6'X8' alley that connects to a zero-depth section, which includes the mushroom water feature. The main pool ranges in depth from 3' to 5'. This pool has a approximate water volume of 133,500 gallons.

Plaster has been painted and is chipping and pitted. Expansion joints are insufficient. Paint has faded and tiles have been replaced and are coming off the walls. Some skimmers are cracked from winter ice expansion.

The Pool is located on property leased by Wythe County from the Virginia Department of Wildlife Resources (DWR). Per DWR's requirements, this pool facility cannot use a traditional sand filter system that utilizes backwash. The pool currently utilizes a cartridge filter system. There are 4 tanks that hold 4 filters each and must be exchanged and cleaned regularly. The pool is operated and maintained by the Wythe County Parks and Recreation Department.

I. Technical Specifications

Contractor shall furnish all labor, equipment, and materials to inspect, renovate and update the main pool and Zero Entry/wading pool area as follows.

- a. INSPECTION - inspect all interior surfaces, steps, skimmers, expansion joints, main drains, winter overflow drain, deck drains, in pool lighting and mushroom water feature. Plumbing should be pressure tested.
- b. REPAIRS - repairs to all surfaces to ensure proper installation and bonding of new finish material. Repairs will include replacing/repairing broken or cracked wall skimmers, wall tiles and off-season tarp anchors. Plumbing will be repaired and/or replaced as needed. Existing in pool lighting will be inspected and repaired as needed. Lights shall be filled in flush with the existing pool walls.
- c. RENOVATION - Racing lanes will be installed, depth marking tiles and markers on deck will be refurbished along with including additional NO DIVING along the deck.
- d. MATERIAL LISTS - Proposals shall include information on specific tiles, sealing materials, paints, and other materials/equipment proposed. This will include a **minimum of 10%** in additional loose plaster. Wythe County reserves the right to approve final material selection.
- e. CHEMICALS - Contractor will supply all chemicals including Calcium Chloride, Sodium Bicarbonate, Muriatic Acid and any other chemicals needed for initial water balance and water treatment to prevent staining of new plaster.

Contractor shall consider and price an option on replacing and installing a water heating system. Wythe County will take into consideration this additional option and upon awarding the proposal may include replace/install the heating system. The following are requested specifications of the heating system:

- a. Replace the disconnected heating system with a Copper-Fin II Model heater that is compatible with size of pool or a similar type unit.

- b. Ensure connections needed for power supply is sufficient and up to code.
- c. Building an adequate shelter above/around unit that will help protect weather during winter months, but will allow enough room to service unit.
- d. Proposal should include all necessary plumbing, electrical and gas needs, as well as cost of installation, testing and training of county staff of new system.

II. Miscellaneous Conditions

- a. Owner will drain pool for work and refill pool once all work is accepted.
- b. Bonds Required: Simultaneously with delivery of the executed contract, the Contractor agrees to furnish a surety bond or bonds as security for faithful performance of this contract and for the payment of all persons performing labor on the project under the contract and furnishing materials in connection with this contract. Both payment bond and performance bond shall be in the amount of 100% of the contract price. All bonds shall be on forms provided in the Contract Documents and written by companies LICENSED TO DO BUSINESS IN VIRGINIA and shall be administered through agent(s) registered in Virginia.
- c. Work must be completed no later than May 12, 2023, two weeks prior to opening.
- d. All work shall include a warranty for two-pool seasons (May-September). Warranty begins with the County's acceptance of the completed project. Pricing shall include on-site assistance to County staff as needed.
- e. Contractor shall provide County Staff with written shutdown and operating procedures for any new or updated equipment.
- f. Any required County permits must be obtained by the contractor at contractor's expense.

III. Terms and Conditions

Proposals should be as thorough and detailed as possible so that the county may properly evaluate the capabilities of respective offerors to provide the required services. Offerors are required to submit the following items for a complete proposal:

1. An expected schedule of work.
2. A statement of the offeror's understanding of the work to be performed in accordance with the timeline.
3. Information as to the offeror's background and experience relative to the services being requested.
4. Complete literature and description of equipment being offered.
5. Listing of previous clients who may be contacted as reference, for whom similar services have been provided.
6. Agreement to provide Wythe County a copy of their General Liability, Vehicle Liability and Worker's Compensation Insurance prior to beginning work. Insurance shall be in the amounts not less than \$2,000,000, \$500,000, and \$500,000 respectively and shall be written by companies licensed to do business in the Commonwealth of Virginia and shall list the County and the Department of Wildlife Resources as an additional insured.
7. Any special experience, qualifications and recommendations for this project.

IV. Review and Award.

To be considered for selection, offerors must submit a complete response to this Request for Proposal. Failure to submit all information requested may result in the rejection of the incomplete proposal.

Proposals shall be signed by an authorized representative of the offeror. Three copies of the proposal must be submitted to the County. Each copy of the proposal should be bound in a single volume as practical. All documentation submitted with the proposal also should be bound in the single volume

The following criteria will be used in evaluating the responses to this RFP with weighting as determined in the sole discretion of the County:

1. Scope of services to be provided, as described in the proposal.
2. Cost of proposed system. Detailed costs shall be provided to allow Wythe County to evaluate costs to select specific options
3. Timeframe for beginning and completing work.
4. Previous experience and applicability to services requested.
5. References
6. Credentials of project team proposed to perform work.

Procurement Guidelines

I. Competitive Negotiation

The procurement method is competitive negotiation of other than professional services, as defined in section 2.2-4301 of the Code of Virginia as amended. This Request for Proposal indicates, in general terms, the nature of the program and serviced being sought. Each offeror is to submit the proposal(s) that best suits the needs of Wythe County.

The specific requirements of the contents of the proposals are contained in the RFP. Offerors are encouraged to provide additional information not specifically identified as a requirement if that additional information enables the proposal to better suit the needs of Wythe County. In order to procure the program that best suits the needs of Wythe County, the competitive negotiation process and evaluation criteria consider factors in addition to cost.

II. Awarding the Contract

The award of a contract shall be determined in the sole discretion of Wythe County based upon evaluation of all information as Wythe County may request. Wythe County reserves the right to waive any informality in proposals submitted in response to this RFP when such waiver is in the best interest of Wythe County.

The evaluation process shall be based upon the criteria set forth in Section IV of this request for proposals. Price will be considered but will not be the sole determining factor. Selection shall be made of two or mor offerors deemed to be fully qualified and best suited among those submitting proposals, on the basis of the factors involved in the Request for Proposal. Negotiations shall then be conducted with each of the offerors so selected. After negotiations have been conducted with each offeror so selected, Wythe County shall select the offeror which, in its opinion, has made the best proposal, and shall award the contract to that offeror. When the terms and conditions of multiple awards are so provided in the Request for Proposal, awards may be made to more than one offeror. Should Wythe County determine in writing and in its sole discretion that only one offeror is fully qualified, or that one offeror is clearly more highly qualified

than the others under considerations, a contract may be negotiated and awarded to that offeror.

Wythe County shall endeavor to award the contract within thirty days from the deadline for proposals.

III. Public Inspection of Procurement Records

Proposals submitted shall be subject to public inspection only in accordance with Section 2.2-4342 of the Code of Virginia, which reads, in essence, as follows:

Except as provided in this section, all proceedings, records, contracts and other public records relating to procurement transactions shall be open to the inspection of any citizen, or any interested person, firm or corporation, in accordance with the Virginia Freedom of Information Act.

Cost estimates relating to a proposed procurement transaction prepared by or for a public body shall not be open to public inspection.

Any competitive negotiation offeror, upon request, shall be afforded the opportunity to inspect proposal records within a reasonable time after the evaluation and negotiations of proposals are completed but prior to award, except in the event that Wythe County decides not to accept any of the proposals and to reopen the contract. Otherwise, proposal records shall be open to public inspection only after award of the contract.

Any inspection of procurement transaction records under this section shall be subject to reasonable restrictions to ensure the security and integrity of the records.

Trade secrets or proprietary information submitted by a bidder, offeror or contractor in connection with a procurement transaction shall not be subject to the Virginia Freedom of Information Act; however, the bidder, offeror or contractor shall (i) invoke the protections of this sections prior to or upon submission of the data or other materials, (ii) identify the data or other materials to be protected, and (iii) state the reasons why protection is necessary.

IV. Ethics in Public Contracting

By submitting their proposal, all offerors certify that their proposal is made without collusion or fraud and that they have not offered ore received any kickbacks or inducements from any other offeror, supplier, manufacturer or sub-contractor in connection with their proposal, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised unless consideration of substantially equal or greater value was exchanged.

V. Anti-Discrimination

By submitting their proposal, offerors certify to Wythe County that they will conform to the provisions of the Federal Civil Rights act of 1964, as amended, the Virginia Fair Employment Act of 1974, as amended where applicable and Section 2.2-4311 of the Virginia Public Procurement Act.

1. During the performance of this contract the offeror agrees as follows:

a. The offeror will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the

normal operation of the offeror. The offeror agrees to post in conspicuous places, available to employees and the applicants for employment, notices setting forth the provisions of this nondiscrimination clause

b. The offeror, in all solicitations or advertisements for employees placed by or on behalf of the offeror will state that such offeror is an equal opportunity employer.

c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

2. The offeror will include the provisions of the foregoing paragraphs a, b, and c in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor

VI. Drug-Free Workplace

By submitting their proposal, offerors certify to Wythe County that they will conform to the provisions of Section 2.2-4312 of the Virginia Public Procurement Act. Offerors agree to (i) provide a drug-free workplace for the offeror's employees; (ii) post in conspicuous places, available to employees and applicants for employment a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance is prohibited in the offeror's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the offeror that the offeror maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

VII. Immigration Reform

By submitting a proposal, offerors certify that, they will not, and shall not knowingly employ an unauthorized alien as defined in the Federal Immigration Reform and Control act of 1986.

VIII. Prompt Payment Act

Any Contract awarded as a result of this Request for Proposal shall incorporate the terms and conditions of Article 4 of the Virginia Public Procurement Act with respect to Prompt Payment.

IX. Rejection of Proposals

Wythe County reserves the right, at any time prior to award of the contract, to reject any and all proposals, or any thereof, to make no award, and/or to issue a new Request for Proposal, or make modifications, corrections or additions to the information contained herein.

Offerors are cautioned this is a Request for Proposal, NOT a request to contract.

X. Cost for Proposal Preparation

Any costs incurred by the offerors in preparing or submitting proposals are the offeror's sole responsibility; Wythe County will not reimburse any offeror for any costs incurred as a result of the preparation of this Request for Proposal.

XI. Appropriations

The obligations of Wythe County are subject and contingent upon annual appropriation by the Board of Supervisors of sufficient funds for the purposes of this contract. In the absence of such annual appropriation, either the County or offeror may

terminate the contract by giving not less than ten (10) days prior notice to the other, specifying this reason for the termination, and upon effective termination pursuant to this provision, any compensation due shall be equitably adjusted by mutual agreement.

XII. State Corporation Commission Identification Number

Pursuant to Code of Virginia, 2.2-4311.2 subsection B, a bidder or offeror organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 is required to include in its bid or proposal the identification number issued to it by the State Corporation Commission (SCC). Any bidder or offeror that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law is required to include in its bid or proposal a statement describing why the bidder or offeror is not required to be so authorized.

XIII. Forum Selection

Any action, proceeding, or claim in any way related to this agreement or the relationship between the parties shall be filed and maintained solely in the General District Court or the Circuit Court of Wythe County.