



**CITY OF NEDERLAND, TEXAS**

**REQUEST FOR PROPOSALS**

**OPERATION AND MAINTENANCE OF THE  
NEDERLAND SWIMMING POOL**

**January 2024**

## SECTION 1. INSTRUCTIONS TO PROPOSERS

### A. Submission Requirements

1. All proposals must be submitted in a sealed envelope marked "Proposal, Operations and Maintenance of Nederland Swimming Pool" to:

CITY CLERK  
CITY OF NEDERLAND, TEXAS  
PO BOX 967  
NEDERLAND, TEXAS 77627

2. One (1) original and 2 copies of the proposal must be submitted.
3. Proposals may not be withdrawn until expiration of ninety (90) calendar days from the date of proposal opening (February 1, 2024).
4. Proposals must be submitted on the form provided herein with all requested supporting documentation attached to the required form.
5. All variances from the City's specifications, requirements, terms and/or conditions must be clearly indicated on the proposal forms. Otherwise, it will be assumed that the proposal fully complies with the stated terms and conditions specified herein.
6. This Request for Proposals does not commit the City of Nederland to enter into any formal or informal agreements and/or contracts or to incur any costs related to the preparation of a response.
7. The City reserves the right to accept or reject any and/or all proposals. The City reserves the right to waive any irregularities and/or informalities in any proposal and to request additional information as necessary. It is the intent of the City to accept such proposal that is deemed to be in the best interest of the City.

### B. Additional Information

Any question or requests for additional information shall be made to:

Toby Latiolais  
Director of Parks & Recreation  
(409) 724-0773  
tlatiolais@ci.nederland.tx.us

C. Schedule of Events

The City will attempt to adhere to the following schedule of events. The City reserves the right to amend the schedule as needed. The City will notify firms in writing or by email of any such schedule changes.

<u>Event</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Facility Inspection	January 24,2024	10:00 AM	Nederland Swimming Pool
Proposal Receipt	February 1, 2024	2:00 PM	City Hall, 207 N. 12 <sup>th</sup> St.
Proposal Opening	February 1, 2024	2:00 PM	City Hall, 207 N. 12 <sup>th</sup> St.
Interview with Firm(s)	February 2, 2024	10:00AM	Nederland Rec Center
Award Contract	February 12, 2024	4:30PM	City Hall, 207 N. 12 <sup>th</sup> St.
Project Start-up	May 1, 2024		

D. Facility Inspection

The Facility Inspection is scheduled for 10:00 AM on January 24, 2024 at the Nederland Swimming Pool (2301 Avenue H). An inspection tour of the Pool will be conducted. It is understood that each firm interested in submitted a proposal will evaluate and inspect the Pool. At the firm’s request, the City can provide construction plans and specifications, operation and maintenance manuals, previous City budgets, and other pertinent information. Requests for such information shall be made to Toby Latiolais, Parks & Recreation Director.

**SECTION II. GENERAL**

A. Project Description

1. The City of Nederland is seeking proposals from qualified firms to provide operations and maintenance services for the Nederland Swimming Pool. The facilities include the following:

A zero depth to 12-foot depth swimming pool with slide, rockwall, concession stand, bathhouse, and picnic and lounge chairs on the deck. The swimming pool is equipped with a secondary UV sanitizer. Two ADA lifts are on site as well. Attachment 1 provides a detailed overview of the facility. Operation manuals for all available items can be provided upon request.

**SECTION III. CONTRACTOR QUALIFICATIONS**

This section of the Request for Proposals establishes certain standards of experience and financial capability that the City requires for a Contractor to be deemed qualified. Proposals from firms that do not meet the prescribed standards will be considered by the City to be non-responsive.

The City, at its sole discretion, will decide if a Contractor meets the standards. Each firm must answer the following questions completely.

1. Contractor must have been operational for at least ten (10) years.
2. Contractor must provide client name, contact person, address, and telephone number for all swimming pool facilities operated in past 10 years. Do not list any facilities operated by parent or subsidiary company.
3. Contractor must demonstrate the ability to provide a performance bond in an amount equal to one year's estimated cost of the contract. Provide a certification from a surety company indicating that it will provide such a bond.
4. Contractor must furnish provide the following insurance:
  - Public Liability Insurance in the amount of \$1,000,000 for each person and \$1,000,000 for each occurrence
  - Property Damage Liability Insurance in the amount of \$1,000,000 for each occurrence. Provide a certificate of insurance from an acceptable insurance company indicating such coverage.
  - Workman's Compensation Insurance for staff.

Contractor shall name the City as an additional insured on insurance policies. The policies or duplicate originals must be filed with the City before any operations are begun.

#### **SECTION IV. CONTRACTOR PROFILE**

Each qualified firm must respond to each of the following requests/questions in a clear and comprehensive manner. An incomplete or inaccurate response will preclude the firm from further consideration for work described in this RFP.

1. Provide the full name, tax identification number, and main office address of the entity (hereinafter referred to as the "firm") that would be ultimately enter into a contract.
2. Identify when the firm was organized and, if a corporation, where incorporated and how many years engaged in providing full-service contract operations under that name; full-service contract operations is defined as where the firm employs all the pool staff, is responsible for the pool management, operation, and maintenance.
3. Does any elected official, appointed official, employee, or person living in or associated in any way with the City have any direct or indirect personal interest in the firm. If so, describe the circumstances.

4. Provide a detailed organizational chart and proposed staffing plan indicating the total number of proposed employees and their job classifications.
5. Describe the firm's proposed program for operation and maintenance in detail.
6. Describe the firm's approach for transition from City operation to firm operation.

#### **SECTION V. EQUIPMENT OWNED BY THE CITY**

All land, buildings, improvements, and permanent equipment that are presently in place or new facilities that will be added by the construction projects, shall remain as property of the City. All such facilities shall be made available to the firm for their use in providing the services under the contract.

Expendable supplies and spare parts that are on-hand on the day and date of the contract execution shall be inventoried. The firm shall have access to these materials during the duration of the contract but shall maintain the inventory such that at the end of the contract period, the City's inventories shall be replenished.

The firm shall maintain all land, buildings, improvements, and permanent equipment. Equipment maintenance shall be performed by the firm in accordance with the manufacturer's recommendations, and the firm will be required to provide proof thereof to the satisfaction of the City.

#### **SECTION VI. SCOPE OF SERVICES/DUTIES OF FIRM**

- A. Operations – the firm shall provide a sufficient number of certified, qualified personnel to operate the swimming pool and shall pay all costs, fees, and expenses required for the staff and services.
  1. Staffing – the firm shall employ:
    - one (1) qualified Aquatic Director/Pool Manager with experience in all aspects of pool operations. The Aquatic Director/Pool Manager is required at a minimum to be trained in the operation of all pool equipment and must have the following experience and qualifications: two (2) or more years of prior pool management experience, Red Cross lifeguard, Red Cross or American Heart Association CPR/PR certification, CPO (Certified Pool Operator) or equivalent.

- One Head Lifeguard ON SITE who shall be required at a minimum to be trained in the operation of all pool equipment and to have at least two years prior lifeguarding experience; the head lifeguard shall be a certified or Red Cross lifeguard.
  - Lifeguards who have the following certifications: Red Cross Lifeguard, Red Cross or American Heart Association CPR/PR & AED, and Red Cross or American Heart Association First Aid. The firm will use its best efforts to recruit, train, and hire City residents to serve as lifeguards.
  - All certifications should be provided to the City of Nederland.
2. Regulations/Requirements – the firm shall operate the pool in accordance with applicable federal, state, and local regulations and requirements and in accordance with their certification parameters.
  3. Utilities – the City shall pay for all telephone service and electrical power to the pool. The City shall supply water service to the pool at no charge.
  4. Chemicals – the City shall purchase and maintain an inventory of chemicals used or required to operate and maintain the pool. This includes, but is not limited to:
    - Calcium Hypochlorite (accutab system), granular
    - Muriatic Acid (drums, gallons)
    - Sodium Bicarbonate
  5. Schedule – the schedule will be determined by City for each pool season. Attached is the 2023 pool schedule (Attachment 2). The City, at their discretion, may adjust the schedule to meet the needs of the community or to handle necessary repairs that may result in temporary closure.
  6. Customer Service/Complaints – the firm shall deal immediately and in a professional manner with residents and community groups concerning the operation of the pool. The City will notify the firm of any complaints within 24 hours of their receipt.
  7. Testing – the firm shall perform all sampling and testing required by local, state, and federal codes, and shall be recorded in a chemical log that will be housed at the facility and available at all times. This will include a weekly chemical balance test to be documented as part of the log. Upon completion of the pool season, the chemical log will remain at the facility and is the property of the City. (Attachment 3)
  8. Training – the firm shall provide training for personnel in areas of operations, maintenance, safety, community service, etc. The firm shall develop and maintain a written safety program for the pool operations and maintenance.
- B. Maintenance – the firm shall provide sufficient number of qualified personnel to perform routine and preventative maintenance for the pool. The firm shall supply all tools and

equipment required to perform pool maintenance. Maintenance that the firm will provide at the pool include but are not limited to the following:

- Pool shall be cleaned as necessary to provide a healthy swimming environment. This will include the walk area around the pool which must be kept clean, sanitized, and in good repair.
- All toilet, shower, and bath house facilities shall be kept in sanitary condition at all times. Disinfection of the floors and fixtures will be done daily to prevent infections and illness.
- Water analysis shall be maintained and recorded in the pool log to assure healthful water.
- Water balance, a condition in which dissolved minerals prevent the water from acting as an acid or caustic, will be calculated weekly to prevent undue stress on equipment and plumbing as well as bathers.
- Mechanical systems shall be monitored for proper maintenance and efficiency.
- Water levels are to be constantly maintained for optimum pool health and safety.
- Drain covers shall be in good repair with no cracks or breakage. All drain covers shall be of the anti-entrapment type.
- Other equipment such as first aid kits, lifesaving equipment, lightning detection, chair lifts, is to be maintained in peak operating conditions and shall be closely monitored at the end of each shift.
- Chemicals are to be properly store. After use, all containers are to be returned to storage and not left out or in the pump room.
- The firm will be responsible for seeing that staff completes regular in-service training and review proper life-saving techniques at each training and recorded appropriately.

Pool inspections will be performed on a monthly basis. Result will be recorded on provided inspection forms (state and internal) and presented to the Parks Director by the firm for review. Any problems will be discussed and corrected at that time. State of Texas Pool Inspection Form with TAC information: <https://www.dshs.state.tx.us/poolspa/forms.shtm>

The preferred Internal inspection form is Attachment 4.

1. Equipment Maintenance – the firm shall perform routine maintenance on the pool as recommended by the manufacturer’s operations and maintenance manuals. The firm shall develop a preventative maintenance schedule for the equipment. The firm shall maintain detailed logs of all maintenance activities. Maintenance records are the property of the City of Nederland.
2. Maintenance of Warranties – the firm shall perform maintenance required to maintain equipment warranties. The firm shall be responsible for maintaining all manufacturer’s warranties on new equipment purchased by the City and shall assist the City in enforcing existing equipment warranties and guarantees. Maintenance records are the property of the City of Nederland.

3. Preventative Maintenance – the firm shall perform any other preventative maintenance required for efficient operation of the pool.
  4. Cleaning – the firm will be responsible for the daily cleaning of the entire facility, including trash removal, pool, pool deck, restroom, and bathroom cleaning, and any other areas necessary to maintain and clean a healthy environment.
  5. Building and Facility Maintenance – the firm shall provide routine maintenance and housekeeping functions for the pool including but not limited to:
    - Janitorial services
    - Building consumables, such as paper, towels, cleaning supplies, etc. shall be considered part of housekeeping
  6. Site and Grounds Maintenance – the City shall mow and maintain the pool site and grounds.
  7. Repairs – Upon discovery during operations, inspections or other activities of a necessary repair, the firm shall promptly notify the Parks Director. Repairs will be addressed by the City either through City staff or by a contractor arranged by the City. No contractors will be hired by the firm for repairs or service of any nature.
  8. Contamination – in the event of a fecal or vomit contamination, the firm will promptly notify the Parks Director and take measures to remediate the contamination in accordance with the CDC, local, state and federal guidelines, and in compliance with CPO certification. Documentation of the contamination and the corrective action will be provided to the Parks Director prior to the reopening of the facility.
- C. Emergency Operation – During emergency conditions, such as a hurricane, the City will work with the firm to secure the facility.
- D. Reports
1. Chemical logs, incident forms, accident reports, entry payment and party payment information, daily opening and closing check lists, and rock wall and slide opening and closing check lists, and weather logs will be turned in daily to the Parks Director. The City of Nederland will provide check lists, and additions can be made by the firm if necessary. Additional reports may be requested by the City of Nederland during the term of the agreement. All reports are the property of the City of Nederland.
  2. The firm will provide staff to collect fees and record number of patrons entry each day with appropriate documentation of collection. The firm will provide collected gate fees/party rental fees, etc. to the City with appropriate documentation of collection. The firm will handle all refunds/reimbursements and provide documentation to the City as



needed per occurrence. A detailed log of inclement weather shall also be submitted as part of the record keeping/documentation. Prior to any agreement, the City will book private parties at the Nederland Recreation Center for the summer season and turn the calendar over to the firm at the time an agreement is in place.

3. Monthly Operations & Maintenance Reports to the City – the firm shall submit to the City a monthly operations report on or before the 10<sup>th</sup> of each month for the previous month, which shall include the following information:
    - Copy of operations log
    - Itemized list of all basic service activities
    - Itemized list of all approved additional service activities
    - Summary of maintenance activities
    - Preventative maintenance reports
  4. End of Pool Season Operations & Maintenance Report to the City – by no later than the end of September of each contract year, the firm shall submit to the City a written operations report which shall include:
    - Itemized expenditures
    - Recommended capital improvements
    - Recommended changes in the contract scope
    - Other information requested by the City
- E. Audits by the City – the City shall have the right, at its cost, to inspect or audit the firm’s books and records for the project for any contract year to determine whether the firm has complied with this Agreement.

## **SECTION VII. ADMINISTRATION**

- A. Renewal and Adjustments – the contract shall be effective through September 2, 2024. Thereafter, the contract shall automatically be renewed for successive one-year periods subject to the right of either party to terminate, for any reason, by giving written notice of termination to the other party at least sixty (60) calendar days prior to the renewal date. The contract can be renegotiated at the request of either party for the succeeding one-year period.
- B. Termination
  1. Either party may terminate the contract for breach by the other party or failure to perform to the standards set forth in the contract to the satisfaction of the other party, providing that the terminating party first provides written notice of the breach or failure

to perform to the other party and the breach or failure to perform is not corrected within forty-five (45) calendar days from the date notice is given.

2. Upon termination, the City shall pay the firm for services rendered to the date of termination, pro-rated for less than a full month, if applicable.
- C. Change in Scope – if any significant and material changes to the scope of services for the pool should occur, including changes in governmental regulatory compliance regulations, the firm and City shall be entitled to negotiate a change in compensation for such change services. These negotiations shall be completed within thirty (30) days. If no negotiated agreement is achieved within the 30 days, the contract may be terminated immediately upon notice by the City.
  - D. Hours of Operation – the firm shall operate the plan (hours of operation)
  - E. Non-Performance Penalties – failure of the contract to provide the service or perform the duties described in this RFP shall result in a penalty of \$500 per day per item being assessed against the firm.
  - F. Certificate of Interested Parties (HB 1295) – in 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submitted the signed contract to the governmental entity or state agency.
  - G. Texas Government Code Chapter 2271 – in 2017, the Texas Legislature adopted House Bill 89, which added section 2271 to the Texas Government Code. The state law requires governmental entities to receive written notification regarding the boycotting of Israel from a company before entering into a contract: is between a governmental entity and a company with 10 or more full-time employees and has a value of \$100,000 or more that is to be paid wholly or partly from public funds of the governmental entity they seek to enter into a contract with for goods or services stating that the company does not boycott Israel and will not boycott Israel during the term of the contract.
  - H. The firm shall agree to indemnify and hold harmless and defend the City, its offices, agents, and employees from any and all claims, losses, causes of action and damages, suits, and liability for negligence and willful misconduct of the firm including without limitation, all expenses of litigation, court costs, and attorney fees, for injury to or death to any person, or from damage to any property, arising from or in connection with the operations of the Pool, its officers, agents and employees carried out in furtherance of this contract.

### **SECTION VIII. DAMAGE TO EQUIPMENT AND FACILITIES**

- A. The firm shall pay for, without reimbursement from the City, any and all damages to equipment and facilities caused by the firm's negligence, omissions, or non-conformance with operations and maintenance requirements.
- B. The firm shall not be required to repair all or any portion of damage to equipment or facilities caused by flood, fire, explosion, riot, civil disturbance, war, other acts of God, or any other cause whatsoever beyond the control of the firm or due to the acts or omissions of any other person other than the firm, its employees, agents, or subcontractors; except upon the request and at the expense of the City.

### **SECTION IX. ADDITIONAL SERVICES**

The City reserves the right to negotiate additional services not described in the Request for Proposals. Additional Services are not included in the Basic Services bid amount.

**EXHIBIT A**  
**NEDERLAND SWIMMING POOL OPERATIONS & MAINTENANCE COST ESTIMATE**

Cost for Operation and Maintenance through August 13, 2023

- |                                    |              |
|------------------------------------|--------------|
| 1. Monthly Cost and Basic Services | \$ _____     |
| a) Labor                           | \$ _____     |
| b) Chemicals                       | \$ _____     |
| c) Equipment and Supplies          | \$ _____     |
| d) Maintenance and Repairs         | \$ _____     |
| e) Overhead/Profit                 | \$ _____     |
| f) Other (specify) _____           | \$ _____     |
| <br>TOTAL                          | <br>\$ _____ |

g) Cost for additional time August 14 – September 2, 2024 \$ \_\_\_\_\_

2. Describe proposed methodology for annual adjustments in contract cost:

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Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT B**

**SWIMMING POOL OPEATIONS**

Client Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Client Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Client Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT C**

**FIRM PROFILE**

Section IV.A.

Firm Name: \_\_\_\_\_

Firm Tax Identification No.: \_\_\_\_\_

Firm Address: \_\_\_\_\_

\_\_\_\_\_

Firm Phone Number: \_\_\_\_\_

Firm Website: \_\_\_\_\_

Section IV.B. Corporate Information

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Section IV.C. Indirect Personal Interest

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Section IV.D.

Describe the proposed staffing plan for the Nederland Swimming Pool and attach an organization chart to this form.

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Section IV.E.

Describe the proposed operation and maintenance program for the Nederland Swimming Pool.

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Section IV.F.

Describe the proposed transition from City operations to firm operations.

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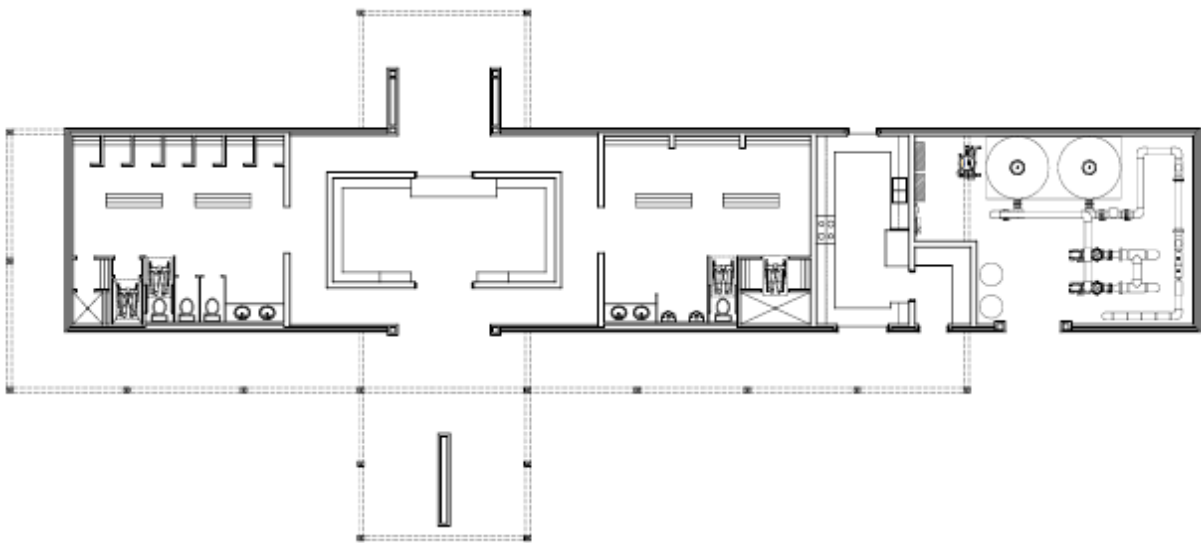
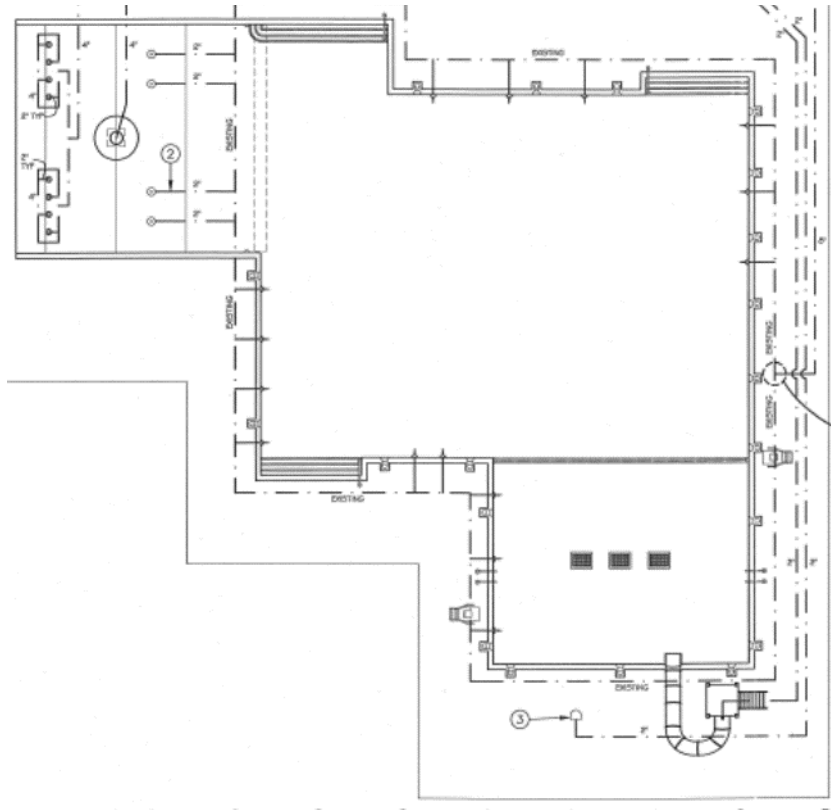
# SWIMMING POOL INFO

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TX D <sub>o</sub> SHS CLASSIFICATION	B
BATHER LOAD	345 SWIMMERS
TOTAL WATER SURFACE AREA	8,867 SQ. FT.
TOTAL VOLUME	302,498 GAL.
MIN DEPTH	3.0 FT.
MAX DEPTH	12.0 FT.
AVERAGE DEPTH	4.55 FT.
MIN TURN OVER PERIOD	6.00 HOURS
MIN FLOW RATE	840 G.P.M.
PROVIDED FLOW RATE	950 G.P.M.
PROVIDED TURN OVER PERIOD	5.31 HOURS
TOTAL PERIMETER	488 L.F.
MIN DECK WIDTH	6 FT.
MIN DECK AREA	2,928 SQ. FT.
DECK AREA PROVIDED	14,336 SQ. FT.
MIN SURGE REQUIRED	NA GAL
GUTTER CAPACITY	NA GAL
SURGE TANK CAPACITY	NA GAL
TOTAL SURGE CAPACITY	NA GAL
MIN SKIMMERS	18
MIN SIDE OR FLOOR RETURNS	20
MIN WATTS LIGHTING	4,434 WATTS







<http://www.spectrumproducts.com/product-category/ada-pool-lifts-assisted-access/battery-powered-lifts-anchored/>

**Disinfection:**

Pool water shall be automatically and continuously disinfected with automated feeders. Our pool uses a chemtrol system( [http://www.poolweb.net/Chemtrol/CHEMTROL\\_PC3000\\_5000\\_6000\\_7000\\_OM.pdf](http://www.poolweb.net/Chemtrol/CHEMTROL_PC3000_5000_6000_7000_OM.pdf))

(<http://www.sbcontrol.com/pc3000.htm>) and chemical corrections and additions will only be made by certified pool managers. The Accutab chemical feeder is specifically designed to accept PPG Accutab Calcium Hypochlorite only. No other chemicals should be used through this system. The chemical feeder should be checked often, especially during high temperatures and heavy usage, to ensure that the unit has chemicals in the hopper. The original Chemtrol manual is at the Nederland Recreation Center for reference.

## **Rockwall Information**

[https://cdn.shopify.com/s/files/1/1660/1695/files/Kersplash-Guidelines-Safety-Overview\\_10.13.pdf?2451613364896638632](https://cdn.shopify.com/s/files/1/1660/1695/files/Kersplash-Guidelines-Safety-Overview_10.13.pdf?2451613364896638632)

[https://cdn.shopify.com/s/files/1/1660/1695/files/Kersplash\\_WaterDepth-Safety-Size-Guide\\_10.13.pdf?5898435124322401016](https://cdn.shopify.com/s/files/1/1660/1695/files/Kersplash_WaterDepth-Safety-Size-Guide_10.13.pdf?5898435124322401016)

[https://cdn.shopify.com/s/files/1/1660/1695/files/Kersplash-Pool-Climbing-Wall-Brochure\\_11.13.pdf?10469258689303696316](https://cdn.shopify.com/s/files/1/1660/1695/files/Kersplash-Pool-Climbing-Wall-Brochure_11.13.pdf?10469258689303696316)

[https://cdn.shopify.com/s/files/1/1660/1695/files/Kersplash-Installation-Instructions\\_01.14.pdf?7903737898406314884](https://cdn.shopify.com/s/files/1/1660/1695/files/Kersplash-Installation-Instructions_01.14.pdf?7903737898406314884)

**Slide information—manual available upon request**

**ATTACHMENT 2**

Times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday		
10:15AM	<b>C L O S E D</b>	<b>C L O S E D</b>							
10:30AM						Cleaning 10:30-11:00am			
10:45AM									
11:00AM									
11:15AM									
11:30AM									
11:45AM									
12:00PM									
12:15PM									
12:30PM					Cleaning 12:30-1:00pm	Cleaning 12:30-1:00pm	Cleaning 12:30-1:00pm	Cleaning 12:30-1:00pm	Cleaning 12:30-1:00pm
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7:45 PM									
8:00 PM			Private Rental 7:30p - 9:00p TBD	Private Rental 7:30p - 9:00p TBD	Private Rental 7:30p - 9:00p TBD	Private Rental 7:30p - 9:00p TBD			
8:15 PM									
8:30 PM									
8:45 PM									
9:00 PM			Cleaning 9:00 - 9:30pm	Cleaning 9:00 - 9:30pm	Cleaning 9:00 - 9:30pm	Cleaning 9:00 - 9:30pm			
9:15 PM									

## ATTACHMENT 3

1. Environmental Protection Agency (EPA) registration. A sanitizer, disinfectant, or other chemical used to treat the water shall be EPA-registered for use in pools and spas under the Federal Insecticide, Fungicide, and Rodenticide Act and shall be a pesticide as defined by the EPA.
2. Required chemical levels. Water quality for a pool or spa shall meet the following criteria when the pool or spa is open for use. The water quality parameters in Figure 25 TAC §265.206(b) shall apply to both pools and spas unless otherwise indicated.

Figure: 25 TAC §265.206(b)

<b>Required Chemical Levels</b>			
<b>Disinfectant Level</b>	<b>Minimum</b>	<b>Ideal</b>	<b>Maximum</b>
Pool Free Available Chlorine	1.0 ppm	2.0 – 3.0 ppm	8.0 ppm
Spa Free Available Chlorine	2.0 ppm	3.0 ppm	8.0 ppm
Pool Bromine	3.0 ppm	4.0 – 6.0 ppm	10.0 ppm
Spa Bromine	4.0 ppm	5.0 ppm	10.0 ppm
Combined Chlorine	None	None	0.4 ppm
pH	Not less than 7.0	7.2 – 7.6	7.8
Cyanuric Acid	None	30 – 50 ppm	100 ppm
ORP	600 mV	650 – 750 mV	900 mV
Alkalinity	60 ppm	60 ppm – 180 ppm	>180 ppm
Calcium Hardness in Pools	150 ppm	>150 – 400 ppm	1000 ppm
Calcium Hardness in Spas	100 ppm	150 – 400 ppm	800 ppm
Algae	None	None	None

3. Cyanuric acid shall not be used in any indoor pool or spa or in therapy pools. Cyanuric acid levels shall not exceed 100 ppm. Whenever cyanuric acid levels exceed 100 ppm, sanitizer level must be raised to 2.0 ppm free available chlorine and maintained at that level until the cyanuric acid level drops to less than 100 ppm. Sanitizer level, pH, and cyanuric acid levels must be measured once a day until the cyanuric acid level drops below 100 ppm.

4. Water clarity shall be sufficient such that an eight-inch black disk or Secchi disk on the floor at the deepest part of the pool can be clearly and immediately seen by an observer on the water surface above the disk or by someone standing on the deck closest to the disk.
5. Reliable means of water testing required. A reliable means of testing for pH, free and total (combined) chlorine, bromine, cyanuric acid (when used) alkalinity, and calcium hardness, to minimum and maximum levels and levels in between shall be provided and available for the pool operator at the pool or spa when the pool or spa is open for use.
6. DPD chemical test. Free available chlorine levels and bromine levels shall be determined using the DPD method.
7. ORP readings shall be recorded at the same time sanitizer and pH tests are performed where in-line ORP meters are used.
8. Storage of test kits and reagents. Test kits and reagents shall be stored according to the manufacturer's instructions and protected from extreme heat and cold and from exposure to water, chemicals, petroleum products or any other element or environment that could adversely affect the efficacy of water quality test results.
9. Testing reagent accuracy. Testing reagents shall be changed at frequencies recommended by the manufacturer to ensure accuracy of the tests.
10. Chemical balance. Water in the pool or spa shall be chemically balanced. Testing methods to determine the chemical balance of the water in the pool or spa, such as the Langelier Saturation Index, shall be conducted at a minimum, every 10 days while the pool or spa is open.
11. Testing frequency and record keeping when pools and spas are open for use:
  - i. When Class A and Class B pools and spas are open, they shall be tested for disinfectant levels, and pH every 2 hours. If a system is used to automatically control disinfectant and pH, testing for disinfectant level and pH shall be made at least once per day and a reading of the automatic control device shall also be made. Cyanuric acid levels shall be measured once each week.
  - ii. Class C pools and spas that have on-site staff primarily responsible for pool and spa operations, such as lifeguards, shall be tested for disinfectant levels and pH a minimum of 3 times a day. If a system is used to automatically control disinfectant and pH, testing for disinfectant level and pH shall be made once a day and a reading

of the automatic control device shall also be made. Cyanuric acid levels shall be measured once per week.

- iii. Class C pools and spas that do not have on-site staff primarily responsible for pool and spa operations, such as lifeguards, shall be tested for disinfectant levels and pH a minimum of one time a day. If a system is used to control disinfectant and pH electronically, and the system has the ability to transmit the mV level, or free chlorine level and pH to the trained and certified operator once a day, sanitizer level and pH shall be measured once a week using a test kit. A reading of the automatic control device shall also be recorded. Cyanuric acid levels shall also be measured once per week.
- iv. Other required tests for pools and spas. Tests for alkalinity, calcium hardness, and chemical balance shall be performed every 30 days or as often as is necessary to maintain required water quality parameters and water clarity.
- v. Records of all testing of the pool and spa water shall be maintained at least 2 years and be available or made available upon request by the department or local regulatory authority. Records of testing can be kept on-site or off-site. If records are stored off-site they must be provided within 5 business days

**ATTACHMENT 4**

**Pool Inspection Form – Front**

City of Nederland  
 Parks and Recreations Department  
 2301 Ave H  
 Nederland, TX 77627  
 Phone: (409) 724-0773

**Pool Inspection**

Public Pool

Date: \_\_\_\_\_ Contact: \_\_\_\_\_

Name/Location: \_\_\_\_\_

	<b><u>POOL AREA:</u></b>	S	U	N/A	<b><u>LOCKER ROOM:</u></b>	S	U	N/A
1. Pool Markings	_____	_____	_____	_____	15. Lighting	_____	_____	_____
2. Proper Signage	_____	_____	_____	_____	16. Dressing Room	_____	_____	_____
3. Steps/Ladders	_____	_____	_____	_____	17. Shower Room	_____	_____	_____
4. Lighting	_____	_____	_____	_____	18. Lavatories	_____	_____	_____
5. Drain Cover	_____	_____	_____	_____	19. Floors	_____	_____	_____
6. Walk Area (Deck)	_____	_____	_____	_____	20. Signage/Instructions	_____	_____	_____
7. Diving Board(s)	_____	_____	_____	_____				
8. Floating Markers	_____	_____	_____	_____				
9. Life Saving Equip.	_____	_____	_____	_____	<b><u>OTHER:</u></b>	S	U	N/A
10. First Aid Kit	_____	_____	_____	_____	21. Records Check	_____	_____	_____
11. Water Clarity	_____	_____	_____	_____	22. Chemical	_____	_____	_____
12. Skimmer/Gutter	_____	_____	_____	_____	23. Filter System	_____	_____	_____
13. Hair/Lint Catcher	_____	_____	_____	_____	24. Disinfecting System	_____	_____	_____
14. Supervision	_____	_____	_____	_____	25. Vacuum System	_____	_____	_____

**CURRENT READINGS:**      pH: \_\_\_\_\_      Cl: \_\_\_\_\_ ppm      Turbidity: \_\_\_\_\_      Temp: \_\_\_\_\_ °F  
 (7.2-7.8)                              (2.0-5.0)

Tot Alk \_\_\_\_\_ ppm      Ca++ Hardness \_\_\_\_\_ ppm      Br \_\_\_\_\_ ppm      Bacteriological \_\_\_\_\_

**PRIMARY DISINFECTING TYPE:**

Sodium Dischloro-s-triazinetrione \_\_\_\_\_  
 Trichloro-s-triazinetrione \_\_\_\_\_  
 Sodium Hypochlorite \_\_\_\_\_  
 Calcium Hypochlorite \_\_\_\_\_  
 Lithium Hypochlorite \_\_\_\_\_  
 Chlorine Gas \_\_\_\_\_  
 Bromine \_\_\_\_\_  
 Other: \_\_\_\_\_

**COMMENTS:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Inspected By \_\_\_\_\_

## Pool Inspection Form – Back

### Explanation of Numbered Items

1. Pool depths are to be marked with clearly visible lettering/numbering at least 4 inches high on deck and pool side.
2. Proper signs of instruction are to be displayed in a manner consistent with high visibility. Special conditions such as “Children must have adult supervision” are to be identified and posted at all entrances to the pool.
3. All steps and ladders shall be in good repair and firmly attached to the pool.
4. Lighting in the pool area, locker rooms and lavatories shall be sufficient for personal safety and security. Lights shall be changed out as necessary.
5. Drain cover shall not be broken, damaged or missing. Non-entrapment covers are encouraged.
6. Deck areas shall be of a non-slippery composition and wide enough to accommodate all patrons and guests using the pool. This also includes pool furniture. Deck will be kept in good repair at all times.
7. Slide and rock wall shall be in the good repair and have a sufficient depth and surface area for swimmer/diver safety.
8. Floating markers shall be kept in good repair. And indicate where the depth begins to exceed 5 foot.
9. All lifesaving equipment shall be in good repair and readily available for use. At a minimum, there shall be a life ring with line and a Shepherd’s Crook/reaching pole with a minimum length of one-half the pool width.
10. A standard first aid kit shall be available. First aid supplies shall be maintained.
11. Water clarity shall be as such as to clearly see drain cover at the bottom of the pool.
12. Water level maintained for continuous skimming.
13. Hair/lint catcher cleaned as necessary.
14. Supervision of pool to be under certified operator.
15. Fences are to be inspected daily for security.
16. Dressing rooms shall be kept in a clean, sanitary condition and in good repair.
17. The shower room shall be cleaned on a daily basis.
18. The bathrooms shall be kept in a clean, sanitary condition with a supply of toilet paper, soap and paper towels for patrons. A waste receptacle shall be in a usable condition. A covered used sanitary napkin receptacle shall be maintained in the women’s room.
19. All floors shall be kept clean and in good repair.
20. Signage/instructions shall be used for the knowledge of patrons. Defaced/unreadable signs will be replaced.
21. A record of all pool chemistry and maintenance will be kept on a daily basis.
22. All chemicals shall be stored in a manner consistent with EPA and EHS guidelines.
23. Filter system shall have gauges for influent and effluent.
24. Disinfecting system identified as to chlorine, bromine or other disinfectant and be in good working order.
25. Vacuum System employed as needed to keep pool in pristine condition.