



# Monmouth County Park System

805 NEWMAN SPRINGS ROAD, LINCROFT, NJ 07738  
[www.monmouthcountyparks.com](http://www.monmouthcountyparks.com)

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## NOTICE OF RFP Exempt Services

The Monmouth County Park System is soliciting proposals through a Fair and Open process in accordance with the N.J.S.A. 19:44A-20.4 et seq.

Sealed RFP responses will be received by the Purchasing Agent on **TUESDAY, FEBRUARY 26, 2013 at 10:00AM** at the Park System Purchasing Department located at the Monmouth County Park System Headquarters, 805 Newman Springs Road, Lincroft, NJ 07738 at which time and place responses will be opened for:

### FURNISHING OF SWIMMING POOL REPAIR SERVICES AND POOL CHEMICALS AND SUPPLIES (PS #18-13)

Specifications and instructions may be obtained at the Purchasing Office or on the Monmouth County Park System website, [www.monmouthcountyparks.com](http://www.monmouthcountyparks.com).

Respondents shall comply with the requirements of Affirmative Action P.L. 1975 c127 N.J.S.A. 17:27 et seq.) A copy of your New Jersey Business Registration Certificate is required with your proposal.

Stephanie Weise, QPA  
Purchasing Agent



THE NATION'S FIRST ACCREDITED PARK AND RECREATION AGENCY

*Serving the Citizens of Monmouth County Since 1961*  
RECYCLED PAPER

**SPECIFICATIONS FOR THE FURNISHING OF SWIMMING POOL REPAIR SERVICES AND POOL CHEMICALS AND SUPPLIES TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS, LINCROFT, NEW JERSEY**

**SCOPE:** It shall be the purpose of this contract to make available to the Monmouth County Park System authorized sources for the procurement of swimming pool chemicals and swimming pool repair services, as specified herein.

**PROPOSAL:** This proposal must be submitted in order for bidders to be considered. Contractors currently supplying the agency must reapply on this proposal. Award will be made to the bidder offering the lowest Labor and Repair Rate (Proposal # 1) or unit cost of chemicals (Proposal # 2) to the Monmouth County Park System. Proposal #1 and Proposal #2 will be awarded separately. The Purchasing Committee reserves the right to accept or reject any or all bids and to award in a manner which in their estimation will be in the best interest of the agency.

**PERIOD OF CONTRACT:** The contract period shall be for an six (6) month period beginning April 1, 2013 and ending September 30, 2013.

**NATURE OF WORK:**

**Proposal #1**

Repairs to existing swimming pool systems. Includes repairs, adjustments and servicing to filters, pumps, skimmers and lines as needed.

**Pool 1, Dorbrook Recreation Area, Colts Neck:** 54,000-gallon gunite pool (T-shaped pool) with 8 skimmers and one 4" return, two drains, 18 inlets, and one 2 cell pressure sand filter.

**Pool 2, Dorbrook Recreation Area, Colts Neck:** 20,000-gallon gunite pool with 2 skimmers, one main drain, one 3" return split to six 2" outlets, and one sand filter.

**Pool 3: Fort Monmouth, Charles Wood Area, Tinton Falls:** 71,500 gallon concrete pool with 5 skimmers and two (2) 2.5 hp pumps and one sand filter. (opening approximately 6/1/13)

**Sprayground, Dorbrook Recreation Area, Colts Neck:** 3,900-gallon concrete holding/reservoir tank; two 7.5 HP feature pumps; one 3 HP filter supply pump; filter; water quality management system; feature supply manifolds and 20 individual feature supply lines and shut offs; 3 main drains; 12" drain/return to reservoir; backwash line; drain lines from outdoor shower and overflow sump accompanying features manifold, draining to stone seepage pit.

Opening of pool 1,2 & 3 to include but not limited to:

- Unplugging lines and inlets
- Repair of cracks
- Draining the pool with portable auxiliary pump (if necessary)
- Starting Heaters (Pool 1 & 2)
- Getting filters operating
- Replace caulking around coping/deck on Pool 1 & 3
- Replace expansion joints on Pool 1
- Grind rough areas on pool floor in both Pool 1,2 & 3 (if necessary)
- Installation of railings and ladders in both Pool 1, 2 & 3

Winterization of pool 1,2 & 3 to include but not limited to:

- Lowering water level
- Blowing out and plugging all lines
- Draining filters, pumps and heaters
- Adding winterizing chemicals
- Diver for Pool 1
- Putting covers on pools 1,2 & 3
- Removal of ladders and railings

Winterizing of sprayground, to prevent damage to all water carrying or controlling sprayground items, including but not limited to:

- Draining reservoir, feature supply and drain lines, and fresh water supply lines, originating at Building #2025 ("softball shelter")
- Draining filters, pumps, manifolds, other piping as needed
- Blowing out and plugging lines
- Adding winterization chemicals as needed

**Proposal #2**

Furnishing of pool chemicals as per attached specifications.

- Items must be available for delivery or pick-up within 24 hours of requests.
- Amount of contract is only an estimate. Will only be paid for actual amount of chemicals purchased.
- Prices must reflect actual size of product in stock.

**LIABILITY:** Contractor shall present proof of liability and property damage insurance coverage at time of submission of bid. Adequate measures shall be taken to protect the public, the work site, and the owner's property in the course of the execution of this contract.

**EQUIPMENT:** Contractor shall provide all necessary tools and equipment for completion of repairs.

**CREW:** Contractor shall furnish a minimum one (1) person crew. The crew shall perform work as directed by the agency.

**JOB SCHEDULE:** Work shall be scheduled within 24 hours of the agency's request.  
Opening of pools to be completed by May 14, 2013.  
Winterization of pools to be completed by October 1, 2013.  
Winterization of Sprayground to be completed by October 31, 2013.

**ESTIMATED**

**ANNUAL AMOUNT  
OF CONTRACT:**

As this is only an estimate, the Monmouth County Park System will be responsible only for actual work vendor has performed. Estimated value of Proposal #1 \$10,000. Estimated value of Proposal # 2-\$9,000.

**METHOD OF  
AWARD:**

Proposal #1 & Proposal #2 to be awarded to separately. Proposal #1 to be awarded based on lowest average price for items 1, 2, 4, & 5. Proposal #2 to be awarded total based on the lowest price on Pool Chemicals.

(PS #18-13)

SUBMITTED BY: \_\_\_\_\_  
(Company Name)

**PROPOSAL # 1**

**FURNISHING AND DELIVERY OF SWIMMING POOL REPAIR SERVICES**

**TO THE MONMOUTH COUNTY PARK SYSTEM, LINCROFT, NEW JERSEY  
TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS**

The undersigned hereby declares that \_\_\_he has carefully examined the advertisement, specifications, and form of contract for furnishing the specified items and that \_\_\_he will execute the contract according to the specifications, terms, and conditions with respect to the following:

- 1. Service Call Fee \_\_\_\_\_
- 2. Labor rate per hour for a two (2) person crew \_\_\_\_\_ (weekdays)  
\_\_\_\_\_ (weekends)
- 3. Labor rate per hour for a one (1) person crew \_\_\_\_\_ (weekdays)  
\_\_\_\_\_ (weekends)
- 4. Labor rate per hour for diver \_\_\_\_\_ (weekdays)  
\_\_\_\_\_ (weekends)
- 5. Discount on repair parts/vacuum parts/pool related parts, maintenance equipment (percent off store/retail price)  
\_\_\_\_\_ %

- 6. Opening fee (includes labor & Muriatic acid) per pool:
  - Pool 1 \_\_\_\_\_
  - Pool 2 \_\_\_\_\_
  - Pool 3 \_\_\_\_\_
  - Sprayground \_\_\_\_\_
- 6. Winterizing fee (includes labor and anti-freeze), per pool:
  - Pool 1 \_\_\_\_\_
  - Pool 2 \_\_\_\_\_
  - Pool 3 \_\_\_\_\_
  - Sprayground \_\_\_\_\_

**NOTE: TAX EXEMPT NUMBER: 69-0220842**

VARIANCE IF ANY: \_\_\_\_\_

The undersigned is a partnership \_\_\_\_\_ under the laws of the State of \_\_\_\_\_  
a corporation (circle one)  
an individual  
having principal offices at \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATED \_\_\_\_\_

ADDRESS \_\_\_\_\_

BUSINESS PHONE \_\_\_\_\_ FAX \_\_\_\_\_

FEDERAL TAX ID NO. OR SOCIAL SECURITY NO. \_\_\_\_\_

**PROPOSAL # 2**

**SPECIFICATIONS FOR THE FURNISHING OF POOL CHEMICALS AND SUPPLIES TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS, LINCROFT, NJ**  
**Substitutions for Brand and Unit Size are considered. Changes in sizes must be indicated on Specifications sheet below.**

- **MSDS SHEETS MUST BE PROVIDED FOR ALL CHEMICALS LISTED \***
- **PRICES MUST REFLECT ACTUAL SIZE OF CHEMICAL**
- **ESTIMATED AMOUNT OF CONTRACT \$9,000.00**
- **PERIOD OF CONTRACT: APRIL 1, 2013 – NOVEMBER 30, 2013**

<u>Item No.</u>		<u>Unit (Container Size)</u>	<u>Unit Price</u>
1	Lythium Hypochlorite, <u>Seaboard</u> "Sea-Chlor"	8 LB.	_____
		25 LB.	_____
		50 LB.	_____
2	Non-Chlorine Shock Treatment, <u>Swim Free</u> Seaboard Clear Shock	2 LB.	_____
		4 LB.	_____
		8 LB.	_____
		25 LB.	_____
3	Sodium Carbonate, <u>Seaboard</u> "pH Plus"	5 LB.	_____
		9 LB.	_____
		20 LB.	_____
4	Sodium Bisulphate, <u>Seaboard</u> "pH Minus"	6 LB.	_____
		12 LB.	_____
		25 LB.	_____
5	Algaecide, <u>Seaboard</u> 5% "Algi-Cide"	1 GALLON	_____
6	Algaecide, Black, <u>Seaboard/Polytech 60</u>	1 QT.	_____
7	Algaecide, Non-Foaming, <u>Seaboard</u> "Algi-Tech"	1 QT.	_____
8	Algae and Organic Matter Coagulator, Seaboard Algi-Clear	1 PT.	_____

<u>Item No.</u>		<u>(Container Size)</u>	<u>Unit Price</u>
9	Pool Water Clarifier, <u>Seaboard</u> "Super Clear"	1 QT.	_____
		½ GALLON	_____
10	Iron Control, "Conquest"	1 QT.	_____
11	Pool Water Clarifier Tablets, <u>Swim Free</u> "Claritabs"	8 TABLETS	_____
12	Water Treatment Tablets, <u>Swim Free</u> "Feritabs"	8 TABLETS	_____
13	Calcium Chloride, <u>Seaboard</u> "Sea-Cal"	8 LB.	_____
		16 LB.	_____
14	Sodium Bicarbonate, <u>Seaboard</u> "Alka-Lite"	5 LB.	_____
		10 LB.	_____
		16 LB.	_____
		25 LB.	_____
15	Muriatic Acid	1 GALLON	_____
16	Test Reagent, OTO	¾ OZ.	_____
17	Test Reagent, Phenol Red	¾ OZ.	_____
18	Filter Sand	50 LB.	_____
19	"Decko-Seal," Deck Joint Filler and Sealer	¾ GALLON	_____
		Caulk 10 OZ.	_____
20	Slow Dissolving Chlorine (Trichlor-S-Triazinetrione), <u>Seaboard</u> "Slo Tab 8"	16 LB.	_____
		25 LB.	_____
		50 LB.	_____
21	Pool Putty, Two-Part, "Epoxybond"	1 SET	_____
22	Liquid Chlorine	5 GALLON	_____

<u>Item No.</u>		<u>(Container Size)</u>	<u>Unit Price</u>
23	<u>Sustain</u> 3" Chlorinating Tablets	50 lb.	_____
		25 lb.	_____
		16 lb.	_____
		6.6 lb.	_____
24	<u>Sustain</u> Shield Energizer	35 lb.	_____
		20 lb.	_____
		10 lb.	_____
25	<u>Sustain</u> Summer Shield	½ gallon	_____
26	Calcium Shock (Non-Chlorine)	1 LB.	_____
		5 LB.	_____
27	Liquid Shock	1 GALLON	_____
28	Safety rescue equipment, parts, maintenance items, test kit parts, skimmer nets, etc. Percent discount off store price: _____.		

**Total Cost of units for items # 1-27** \_\_\_\_\_

(PS #18-13)

SUBMITTED BY: \_\_\_\_\_  
(Company Name)

**PROPOSAL # 2**

**FURNISHING OF SWIMMING POOL CHEMICALS TO THE MONMOUTH COUNTY PARK SYSTEM, LINCROFT,  
NEW JERSEY TO THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS**

NOTE: TAX EXEMPT NUMBER: 69-0220842

VARIANCE IF ANY:

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

The undersigned is      a partnership      under the laws of the State of \_\_\_\_\_  
                                 a corporation      (circle one)  
                                 an individual

having principal offices at  
\_\_\_\_\_  
\_\_\_\_\_

CONTRACTOR \_\_\_\_\_

SIGNATURE \_\_\_\_\_

ADDRESS \_\_\_\_\_

BUSINESS PHONE \_\_\_\_\_ FAX \_\_\_\_\_

DATED \_\_\_\_\_

FEDERAL TAX ID NO. OR SOCIAL SECURITY NO. \_\_\_\_\_

## **NEW JERSEY BUSINESS REGISTRATION REQUIREMENTS NON-CONSTRUCTION**

All New Jersey and out of state business organizations must obtain a Business Registration Certificate (BRC) from the Department of Treasury, Division of Revenue, prior to conducting business in the State of New Jersey. Proof of valid business registration with the Division of Revenue, Department of Treasury, State of New Jersey, must be submitted. No contract will be awarded without proof of business registration with the Division of Revenue. The contract will contain provisions in compliance with N.J.S.A. 52:32-44, as amended, outlined below.

The contractor shall provide written notice to its subcontractors and suppliers of the responsibility to submit proof of business registration to the contractor.

Before final payment of the contract is made by the contracting agency, the contractor shall submit an accurate list and proof of business registration of each subcontractor or supplier used in the fulfillment of the contract, or shall attest that no subcontractors were used.


For the term of the contract, the contractor and each of its affiliates and each subcontractor and each of its affiliates (N.J.S.A 52:32-44 (g) (3)) shall collect and remit to the Director, New Jersey Division of Taxation, the use tax due pursuant to the "Sales and Use Tax Act" (N.J.S.A. 54:32 B-1, et seq.) on all sales of tangible personal property delivered into this state.

A business organization that fails to provide a copy of a registration as required pursuant to section 1 of P.L. 2001, c.134 (N.J.S.A. 52:32-44 et seq.) or subsection e. or f. of section 92 of P.L. 1977, c.110 (N.J.S.A. 5:12-92), or that provides false business registration information under the requirements of either of those sections, shall be liable for a penalty of \$25.00 for each day of violation, not to exceed \$50,000.00 for each business registration copy not properly provided under a contract with a contracting agency.


Sample Business Registration Certificates are attached. Certain other forms, such as a Certificate of Authority to collect Sales and Use Taxes or a Certificate of Employee Information Report Approval, are **not** proof of business registration.

Any questions in this regard can be directed to the Division of Revenue at (609) 292-9292. Form NJ-REG can be filed online at: <http://www.state.nj.us/treasury/revenue/gettingregistered.shtml>

**THESE ARE SAMPLES OF THE ONLY ACCEPTABLE  
N.J. BUSINESS REGISTRATION CERTIFICATES:**

	<b>STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE</b>
Taxpayer Name:	
Trade Name:	
Address:	
Certificate Number:	
Effective Date:	
Date of Issuance:	
For Office Use Only:	

**OR**

<b>STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE</b>		DEPARTMENT OF TREASURY DIVISION OF REVENUE PO BOX 322 TRENTON, N.J. 08646-0322
TAXPAYER NAME:	TRADE NAME:	
ADDRESS:	SEQUENCE NUMBER:	
EFFECTIVE DATE:	ISSUANCE DATE:	
 Acting Director New Jersey Division of Revenue		
FORM-BRC(09-01)	This Certificate is NOT assignable or transferrable. It must be conspicuously displayed at above address.	