



REQUEST FOR PROPOSAL

For

SWIMMING POOL MANAGEMENT SERVICES

***Recreation Center at Barium Springs
122 Grannis Lane.
Statesville, NC 28677***

Bid #21-655-RFP-01

**DEADLINE FOR SUBMITTING PROPOSALS
*4:00PM Monday, September 28, 2020***

ALL WRITTEN, EMAILED QUESTIONS:

By

Monday, September 21, 2020

~Contact~

Mrs. Antonia Stines
Purchasing Specialist
antonia.stines@co.iredell.nc.us

Introduction

Iredell County is soliciting proposals to obtain the services of a qualified pool management company to provide pool management of its Iredell County Recreation Center at Barium Springs to be performed in accordance with the specifications and requirements contained herein.

The chosen contractor will be awarded and enter a one-year Management Agreement for the 2021 pool season, with additional one-year renewal periods at the discretion of the County. Iredell County reserves the right to terminate the agreement for any reason with 30-day written notice or for Contractor's failure to follow the terms of the agreement, and at any time without notice for Contractors failure to follow safe operating procedures or to provide a safe environment for the patrons of the Facility or for its County's employees.

***A site visit is required for all contractors who intend to submit a proposal. To schedule a site visit, Contractors must contact James Huffman, 704-880-7419 or 704-878-3107, and sign in upon arrival to tour the area. **A Contractor whose name does not appear on this sign-in sheet will not be considered. Must visit the site prior to bid deadline.** Claims that result from Contractor's failure to visit the job site will not be considered by the County. All site visits must be between 8:00AM – 5:00PM. The site address is 122 Grannis Lane, Statesville, NC 28677.

Proposal Inquiries & Questions

All inquiries and questions regarding clarifications and interpretation concerning this service as described in this Request for Proposal **shall be submitted in writing by email** no later than 4:00 pm, Monday, September 21, 2020 to antonia.stines@co.iredell.nc.us. All inquiries shall list in the subject line of the e-mail: **Inquiry-Swimming Pool Management 21-655-RFP-01**. Your email shall list your questions detailing the subject matter the question pertains to. The County will issue addenda in response to questions and areas of the RFP needing clarifications as soon as practicable after receipt. No contact shall be made with County personnel other than the contacts specified in this solicitation.

The County shall not be bound by any oral representations, clarifications, or verbal changes made to the written specifications by County's employees, unless such clarification or change is provided to all vendors in written addendum.

Right to Reject Proposals

Iredell County reserves the right to reject any or all Proposals and to waive any informalities or minor irregularities in the Proposal and to make award that, in the sole judgment of the County, will be in the best interest of and most advantageous to the County.

Proposal Contents

The proposal must consist of four parts:

- (1) Written Statement;
- (2) Exhibit A, Applicant's Declaration;
- (3) Exhibit B, Statement of Applicant's Qualifications; and
- (4) Exhibit C, Management Fee.

Written Statement – No Management Agreement will be awarded to any Contractor who, as determined by the County, has an unsatisfactory performance record, lack of experience, or who lacks the necessary capital, organization, or equipment to conduct and complete the services in strict accordance with the specifications of this Request for Proposals and the Agreement. Each applicant must submit as a part of its Proposal, a written statement covering the following:

- a) Number of employees who will render services to the County, number of employees to be stationed at the aquatic facility, and a listing the specific responsibilities of each.
- b) Previous experience of at least five years in operating and managing an aquatic facility.
- c) Briefly state any additional information Contractor believes to be pertinent to the evaluation of its Proposal.

Exhibit A - Applicant's Declaration: The Contractor will not be permitted to use, to its advantage, any omission or error in the Request for Proposals, the specifications, requirements, or the Management Agreement documents, and the County reserves the right to issue new instructions for such error or omission if originally specified. All Contractors submitting Proposals must submit the Applicant's Declaration (the "Applicants Declarations), which is part of the Proposal Form, a copy of which is attached. The "Applicant's Declaration" states that he/she has examined the information and conditions surrounding the operation and management of the aquatic facility contemplated by the Proposal, and is familiar with the requirements as to equipment, supplies and labor of such undertaking; and that he/she has carefully prepared, examined and checked the Proposal to ascertain that no mistake or error is contained in the Proposal; and that he/she will make no claim for correction or modification after the closing time for the receipt of the proposals.

Exhibit B – Statement of Contractor's Qualifications: This Statement is to be completed in its entirety and all information to support Contractor's claim must be attached. Iredell County will not be responsible for, nor shall it be required to request, information not attached or that does not support the Contractors qualifications. It is the Contractor's sole responsibility to provide adequate information.

Exhibit C – Management Fee: Exhibit C must be filled out, signed and submitted along with the other noted documents. The Management Fee must include the total, "turn-key" costs for pre-season opening, management & operation, post-season closing, insurance, administrative fees, overhead, profit, salaries, and any other incidental costs/expenses related to management of a pool facility. No additional fees beyond those noted on Exhibit C shall be charged or paid for by Iredell County.

Proposal Requirements

Proposals should be as thorough and detailed as possible so that the County may properly and completely evaluate Contractor's capabilities to provide the required services. Contractors are required to submit information/items that show and support the following:

1. Primary contact person, company name, address, email address and phone number
2. Qualifications and experience:
 - a) Provide a complete and detailed description of the offeror's qualifications and experience relative to the services described herein.

- b) Provide at least three references including name, address, telephone number and email address where each reference may be contacted.
3. Plan for providing services:
 - a) Provide a complete and detailed description of the offeror's method and plan for providing the services as described herein.
4. Price:
 - a) Describe your plan for pricing materials, parts and supplies.
 - b) Provide labor rates for services.
 - c) Discuss price firmness and provide a plan for conveying price decreases/increases for renewal periods of any resulting contract.
5. Evidence that Contractor currently complies and has, or will comply and obtain without exception, insurance policies as stated in this RFP

Proposal Evaluation

Proposals will be collectively evaluated and ranked by an evaluation panel made up of County Staff involved with the Recreation Center that will, starting with the highest rated proposal, determine a final recommendation for award. At the option of the panel, interviews with one or more finalists may be scheduled. Failure to attend a scheduled interview may result in rejection of the proposal.

The following criteria will be used in making the selection of a contractor:

1. Experience in operating municipal/public aquatic facilities is preferred.
2. Demonstrated knowledge of legal requirements for municipal pools.
3. Experience with pools greater in size than 100,000 gallons and 4,800 square feet.
4. Demonstrated ability to recruit and train pool staff.
5. Experience with swim programs, such as swim lessons.
6. Past performance record and evaluations by former clients.
7. Ability to respond to all anticipated needs of the facility.
8. Price Proposal
9. Other factors that may be deemed to be by the County as appropriate for the project.

The above listing does not indicate the order of importance. The selection committee will establish a priority ranking for the final list of criteria for the project.

While proposals should not be specifically limited to covering these criteria, they should be assembled to cover these areas in an easily discernable manner so as to facilitate evaluation by the panel.

Interviews

The Evaluation Panel reserves the right to interview any, all or no Contractors under consideration prior to the determination of the award. If notified and scheduled for an interview, Contractors must be prepared to meet with County panelists to discuss their experience, abilities, proposal, methodology, or any aspect of their potential activity of this project. Failure to participate in any scheduled interview may be grounds for disqualification. Vendor finalists must be prepared to meet during the specific assigned appointment time.

Proposal Submission & Deadline

All proposal submissions in response to this RFP shall include the RFP Name and Number and the Contractor's Name on the outside of the submittal package. On-time delivery of submittals to the individual listed below is the sole responsibility of the proposer. Any proposal arriving after the deadline will not be considered regardless of reason. **The submittals must be delivered by 4:00 PM, Monday, September 28, 2020 and addressed to:**

By FedEx, UPS, Courier or in-person delivery:

Mrs. Antonia Stines, CLGPO
Iredell County Purchasing Specialist
200 South Center Street
Annex Building – Parking Lot
Statesville, NC 28677
Proposal – Swimming Pool Maintenance 21-655-RFP-01

By US Postal Service (allow enough time for delivery to Purchasing Office)

Mrs. Antonia Stines, CLGPO
Iredell County Purchasing Specialist
PO BOX 788
Statesville, NC 28687-0788
Proposal – Swimming Pool Maintenance 21-655-RFP-01

Terms of Submission

All material received in response to this RFP shall become the property of Iredell County and will not be returned to the vendors. Any and all costs incurred by offerors in preparing, submitting or presenting proposals are the offerors' sole responsibility and Iredell County shall not reimburse any offeror for such costs. All responses to this solicitation become public record after award and are subject to all public information request laws. Therefore, proposals should include as little "trade secret" (proprietary/confidential) information as possible to avoid such information being released. Any necessary response page containing "trade secret" (proprietary/confidential) information must be clearly stamped as such. The County will make final judgment as to the validity of the claim based on the definitions contained in North Carolina General Statute and will attempt to restrict such information from disclosure. In no case shall Iredell County be held responsible or liable for the release of information contained in any document submitted in response to this solicitation. No proposal is to be marked "TRADE-SECRET", "PROPRIETARY" or "CONFIDENTIAL" in its entirety.

Non-Commitment & Rejection of Proposals

The release of this solicitation, consideration of any proposal or any activity conducted as a result of this solicitation shall not be construed as committing the County to award a contract.

Iredell County reserves the right to accept or reject any and all proposals, to waive any informality in the process and to award the Contract in the best interest of the County.

Schedule of Events

<u>Event</u>	<u>Date</u>	<u>Time</u>
RFP Released	9/10/2020	
Question Deadline	9/21/2020	4:00PM
Addendum Issued	As needed	
Deadline for Proposal Submission	9/28/2020	4:00PM
Contractor Notification of Award	TBD	

Statement of Needs/Scope of Work – Swimming Pool Management:

Basic Services

Contractor shall provide for the operation of the pool during the following dates and hours.

Dates:

The pool will open the Saturday of Memorial Day Weekend and operate through Labor Day.

Hours of Operation

Monday – Friday 9:00 AM – 6:00 PM (pool will not be open on weekdays, when ISS is session)

Saturday 8:00 AM – 4:00 PM

Sunday 1:00 AM – 6:00 PM

Admissions

The Iredell County will be responsible for collecting admission for the Pool and will retain all admission fees.

Concessions

Iredell County will offer concessions and retain all revenues.

Swim Lessons

- The County will register and schedule participants for swim lessons.
- The chosen Contractor shall provide instruction.
- The Contract will collect all fees and pay the County 15% of all fees collected. An accounting of all fees received for lessons will be maintained by Contractor and delivered to County along with payment.
- Swim lesson fees will be a mutually agreed upon charge by the County and chosen Contractor
- Times available for swim lessons are:
Monday – Thursday 6:30PM – 8:30PM

Iredell County Summer Camps

Iredell County summer camps shall have priority access, during which times the public can access the pool up to the maximum capacity.

Closures

The Contractor shall have the authority to close the facility for the following reasons with the mutual agreement of the Recreation Center Manager.

Temperature below 65° F, or

Imminent dangerous weather (e.g. inclement weather, high wind or lightning).

Contractor shall be prepared to reopen when the weather permits at least one-half hour after the last lightning strike is heard. If the Facility is to be closed for the day, there shall be a mutual agreement to do so between the Contractor and the County to close the Facility to the public.

Season Opening/Season Closing

Pre-season Preparations - Access to the Facility for pre-season preparation work shall be coordinated with the Recreation Center Manager. Pre-season preparation shall consist of the following:

- 1) Setup and prepare for usage all movable equipment, including tables, chairs, lounges, and lifeguard chairs, and shade covers, etc.
- 2) Clean, inspect and prepare vacuuming equipment.
- 3) Inspect and prepare all hoses.
- 4) Check and clean all gutters and drains, including gutter covers.
- 5) Vacuum pool
- 6) Inspect chemical feeders
- 7) Install ladders, check slides, place lifeguard chairs, place and clean furniture.
- 8) Check all pumps and motors.
- 9) Clean pool area within the pool enclosure.
- 10) Clean bathroom.
- 11) Backwash filters and inspect for any defects.
- 12) Have pools ready for operation at least ten (10) days before opening day.
- 13) Report to the Town all operating deficiencies.
- 14) Be responsible for check out and handling of facility keys to staff.
- 15) Other items as assigned by the County.

Operation of the Facility - The Contractor shall use reasonable care and diligence to provide the following services for the actual operation of the Facility:

1. Complete a daily documented (written) safety check of the entire Facility.
2. Check and test all safety equipment.
3. Clean the entire Facility, including, but not limited to the following: guard office area, all areas within the fencing, and restrooms, including proper collection of waste, garbage, and all other debris. Restroom cleaning shall be completed prior to operational hours.
4. Enforce all rules and regulations stipulated by state regulations for public pools and the County, and suggest and advise with regard to additional rules and regulations for the operation of the pool.
5. Maintain tests and records for the Facility as may be required by the State of North Carolina & Iredell County and meet all requirements for such.
6. Maintain any additional records for the Facility as required by the County.
7. Restock First Aid kits as needed.
8. Maintain, and operate the filter equipment in accordance with health department requirements.
9. Pools shall be vacuumed before the public enters the pool.
10. Backwash the filter system per manufacturer's recommendation as required.
11. Work with the County in handling guest complaints and reporting all complaints to the Recreation Center Manager within 24 hours.
12. Conduct in-service training as per professional standards.
13. Contractor will clean the hair and lint strainers on all pumps and associated filtering devices daily or more often than daily on heavy use days. This should be done as needed or when managers and or Facility Supervisor notice a reduction in flow.
14. The Contractor shall retain a record log of all problems brought to their attention. The County will review this log at weekly intervals. A daily log of communication shall be kept in the manager's office for the managers and the Recreation Center Manager to review on a daily basis.
15. Keep detailed records of any pullouts describing the circumstances surrounding the incident and denoting the specific location of the pull out.
16. The Contractor shall closely monitor levels of chemical available on site and anticipate the need. The chosen Contractor is to supply all chemicals.

17. The Contractor shall closely monitor and record chlorine, acid, calcium hardness, total alkalinity levels at least every four hours and maintain accurate, complete records of testing for review by the County.

Season Closing / Winterizing - At the end of the swimming season, as herein specified or as extended by mutual agreement between the Contractor and the County, the Contractor will winterize and close the pool and perform and furnish the following services:

1. Inspect pumps and motors and notify County of any malfunctioning equipment.
2. Remove and store movable equipment.
3. Drain and store all hoses.
4. Remove and store all plugs from plumbing.
5. Backwash all filters and inspect for any defects.
6. Leave all valves at appropriate settings.
7. Store all equipment.
8. Inspect all pool machinery and equipment and list parts required for next season's operation to the County.
9. Check all pool plumbing and electrical systems, notify the County of any problems.
10. Clean bathhouse areas, restrooms, lifeguard room, guard dressing rooms, manager's office, breezeway entry, deck area, storage areas, etc.
11. Drain all plumbing, removing any debris.
12. Remove hair and debris from hair and lint traps.
13. An end-of-season inspection shall be conducted immediately upon conclusion of the pool season, and a written report turned into the Recreation Center Manager. The Contractor shall perform reasonable inspections of all equipment and advise the County of needed repairs and/or replacement of defective, worn, or damaged equipment in the year-end written report. At the County request, the Contractor shall provide specifications for the repairs and/or replacement and present to the County.
14. The Contractor shall also be responsible for inspecting pool signage and shall advise the County of any needed replacements to ensure safe pool operations. The County will be responsible for providing signs. The Contractor shall submit its year-end report to the County by October 31st.

Maintenance and Replacement of County-Owned Equipment - The Contractor shall perform minor adjustments and maintenance to the equipment as part of its Management Agreement, provided that the County shall pay for the cost of parts and materials upon prior approval of the County. The County will be responsible for the maintenance and replacement of the equipment, buildings, structures, utilities, and surrounding areas including shrubbery. The Contractor will try to prevent losses and damages to County- owned property during hours of operation. Damaged or malfunctioning equipment should be reported immediately to the Recreation Center Manager.

Staffing/Personnel - The Contractor shall recruit, hire, adequately train and furnish sufficient personnel for the operation of a safe and sanitary facility. Background checks shall be performed for all recruits and, due to their access and proximity to children, the process must be an acceptable process to the County's HR Department. All lifeguards will hold a minimum qualification of an advance lifeguard and preferably be at least 17 years of age (credentials of certifying organization to be incorporated into the Agreement).

The County shall require confirmation of all training provided for the employees used (e.g.

AED/CPR/First Aid/Hazcom/GHS, pool safety, etc.). Said personnel will be furnished in a manner to operate the Facility in the safest manner possible and in the best interest of the County. All personnel employed by the Contractor in the performance of its Management Agreement for the operation of the Facility shall be considered employees of the Contractor and not of the County. All personnel employed by the Contractor shall be paid in accordance with the minimum Federal Wage and Hour Laws. The Contractor shall be responsible for the payment of all employment taxes and Social Security taxes related to the employment of said personnel. The County shall have the right to request replacement of any of the Contractor's employees whose conduct, character, or performance is detrimental to the best interest of the County, and the Contractor agrees to make such replacement within seven (7) days.

Additional Services - Contractor may wish to provide other services outside public swimming hours, including but not limited to, fitness classes and other specialized programs. These programs will be subject to approval of the County, with staffing and fees for such programs are the responsibility of the Contractor, with percentage of fees to be paid to the County negotiated. The County may desire to include additional programs and request Contractor to facilitate and staff program for the services. Fees will be negotiated.

Operational Supplies/Utilities - Contractor shall furnish all first-aid supplies as specified, for the pool operation during the season. The County shall provide janitorial supplies (e.g., paper towels, soap, trash bags, toilet paper, cleaners, and light bulbs) for the Facility. The County shall furnish water, telephone, electricity, gas and pay for the same. The County shall provide four (4) sets of keys for locks that access the pool, bathhouse and equipment areas, as well as an AED and normal poolside equipment (deck chairs, umbrellas, etc.).

Payment

Method of Payment - Applicants shall submit a firm management fee, which will include all personnel costs, overhead cost, insurance and chemical supplies required for the season. The management fee shall be paid in six equal installments beginning April 30th and payable on the 15th of each month thereafter through September 30th.

Renewal Option

Upon expiration of the 2021 Management Agreement, the County shall have the option to renew the Management Agreement annually, one year at a time, pending approval of funding, provided there are minimal increases in the management fee that are agreed upon in advance between the County and Contractor.

Licenses and Permits

The Contractor shall be responsible for obtaining and paying the costs of all necessary permits and licenses required by any applicable laws, rules and/or regulations necessary for the operation of the Facility, provided, however, the Contractor shall not be responsible for obtaining a use permit.

Health and Safety Standards

The Contractor shall meet all Health and Safety Standard regulations set forth by Iredell

County Ordinance. The Facility will be maintained in a clean manner at all times, and all safety precautions shall be taken by the Contractor. The Contractor shall be responsible for maintaining the condition of the pool water in conformity with the standards specified by the American Public Health Association and Iredell County, and the operation shall be in accordance with all the rules and regulation of the State of North Carolina. The Contractor shall maintain the pool enclosure in a clean and safe condition at all times.

The Contractor will be required to participate in a complete aquatic audit review program. The costs to participate in such programs shall be borne by the Contractor.

Contractors Books and Records

The Contractor shall keep and maintain proper and adequate books, records and accounts which accurately reflect daily usage, financial data, chemical levels, injuries, and staff dialogue of daily occurrences, maintenance information, payroll records, and all necessary data to properly manage the Facility. All daily information, as well as a year-end report is to be provided to the Recreation Director of Iredell County.

MINIMUM INSURANCE REQUIREMENTS:

Iredell County requires that all contractors performing services on County property shall provide insurance certificates to the County naming Iredell County as secondary insured. The contractor shall procure, maintain and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from, or in conjunction with, the work performed on behalf of the County by the contractor, his agents, representatives, employees or subcontractors. Proof of coverage as contained herein shall be submitted **prior to the commencement of work** and the contractor shall maintain such coverage for the duration of the contract period. In addition, Contractor shall require its subcontractors to maintain the same coverages or shall include such subcontractors to be covered under its policies.

Minimum Insurance Coverage Limits (when applicable to contract):

- Worker Compensation Insurance – Statutorily required amounts to cover all Contractor's employees regardless of the number of employees.
- General Liability: \$2,000,000 combined single limits, \$1,000,000 annual aggregate (\$1,000,000 products and completed operations aggregate)
- Automobile Liability: \$1,000,000 combined single limits, \$1,000,000 annual aggregate. Workers Compensation: **Workers Compensation is required by all contractors or subcontractors regardless of the number of employees.**
- Builders Risk: Contractor to decide amount of coverage needed for the project materials.
- Professional Liability: \$1,000,000 combined single limits, \$1,000,000 annual aggregate

The contractor's insurance shall be primary over any applicable insurance or self-insurance maintained by the County.

The contractor shall provide 30 days written notice to the County before any cancellation, suspension, or void of coverage in whole or part, where such provision is reasonable.

All coverage for subcontractors of the contractor shall be subject to all of the requirements stated herein.

Failure to comply with any reporting provisions of the policy(s) shall not affect coverage provided the County, its officers/officials, agents, employees and volunteers.

The insurer shall agree to waive all rights of subrogation against the County, its officers/officials, agents, employees or volunteers for any act, omission or condition of premises which the parties may be held liable by reason of negligence.

The contractor shall furnish the County certificates of insurance including endorsements affecting coverage. The certificates are to be signed by a person authorized by the insurance company(s) to bind coverage on its behalf.

All insurance shall be placed with insurers licensed for business in North Carolina and maintaining an A.M. Best rating of no less than A-.

All insurance policies shall be in effect for the duration of the project or contract and shall be written on an occurrence Basis. No claims-made policies will be accepted.

The Contractor shall indemnify and hold harmless the County of Iredell, its officers/officials, agents, employees and volunteers from and against all claims, damages, losses and expenses including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than work itself) including the loss of use resulting therefrom, and (2) is caused in whole or part by any negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

RISK CONTROL

The Contractor shall be required to comply with all federal, state, and local laws, regulations, and industry standard, or practices regarding safety of employees, the general public, and protection of physical property.

All subcontractors shall be subject to the same requirements.

The Contractor shall be responsible for self-inspection, as well as the inspection of all subcontractors to ensure compliance.

Any inspection of the operations of the Contractor or any subcontractor by the County or by any agent, employee or official of the County shall be done so to ensure compliance to the contract only. No inspection should be construed as a warranty of the operations of contractors and subcontractors.

The Contractor shall be solely responsible for the inspection and compliance of all operations.

The County maintains the right to require the Contractor to take corrective action regarding any hazard or potential hazard identified either by the Contractor or the County.

Failure to comply with these requirements or take any necessary corrective action may constitute reason for cancellation of the contract.

APPLICANT'S DECLARATION

Exhibit A

(To be submitted by the Applicant with his/her proposal)

Signature of applicant indicates that he/she has examined the information and conditions associated with the operation of the Iredell County Recreation Center Pool at Barium Springs and is familiar with requirements as to equipment, supplies and labor of such undertaking; and he/she has prepared, examined and checked the Proposal to ascertain that no mistake or error is contained in the Proposal; and that he/she will make no claim for correction or modification after the closing time for the receipt of the proposals.

Applicant's Signature

Date

Applicant's Phone Number _____

Applicant's Fax Number _____

Applicant's Email _____

Applicant's Full Mailing Address _____

STATEMENT OF APPLICANT'S QUALIFICATIONS

Exhibit B

(To be submitted by the Applicant with his/her proposal)

All questions must be answered and the data given must be clear and comprehensive. If necessary, question may be answered on separate attached sheets. The Applicant may submit any additional information he/she desires

Company Name: _____

Permanent main Office address: _____

Phone Number: _____ When Organized: _____

If a corporation, where incorporated: _____

Number of years in business: organizations. IF not under present firm name, list previous firm names and types of organizations: _____

General character of work performed by your company: _____

Other experience qualifying you for this project: _____

The undersigned hereby authorizes and requests any person, firm or corporation to furnish any information requested by the Owner in verification of the recitals comprising this Statement of Applicant's Qualifications.

Dated this _____ of _____, 2020.

Name of Applicant _____

By: _____

Title: _____

IREDELL COUNTY PROPOSAL

Exhibit C (Management Fee)

The undersigned, having examined and being familiar with the conditions affecting the service desired to be performed as outlined in the specifications and other management Agreement documents relating to the Iredell Recreation Center Pool at Barium Springs, hereby agrees to provide all items listed in the accompanying specifications as part of the “Management Fee”.

Management Fee Due By:	
April 30th	\$
May 30th	\$
June 30th	\$
July 30th	\$
August 30th	\$
September 30th	\$
Total Management Bid	\$

The undersigned hereby certifies:

They are authorized to find the firm to the information herein set forth.

1. They have read the terms and conditions of this document and the company will be bound by said Terms and Conditions without exception.
2. By execution and delivery of this document, the offeror agrees that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect.
3. They have read and understand the specifications and their product will comply without exception unless specifically noted and approved by Iredell County.
4. That this offer is not a “sham” offer and is made without collusion.
5. They do or will meet all insurance requirements noted in attachment titled INSURANCE AND RISK.

Name of Firm

Printed Name of Authorized Representative

Title

Signature

Date