To Whom It May Concern,

RE: Request for Proposal for Swimming Pool Operations

We understand you may be interested in submitting a proposal to the Stevenson-Carson School District for consideration as an operator of the District’s swimming pool facility. The District desires to re-open the swimming pool for District use, public use, and uses determined by the independent operator. This depends on the District’s ability to find an independent operator to keep the costs of the public and District as low as possible making the pool available for District, public, and independent operator use, and maintaining and staffing the pool for safe operation.

With respect to maintenance and operations information, prior use history and prior utility costs, written reports and related information are available from Skamania County General Services at (509)427-3980 or parks@co.skamania.wa.us. Should you wish to submit a proposal for consideration on the operation of the pool facility, please address the following criteria:

General

- Evidence of demonstrated successful experience in recreational facilities, preferably pools, of a similar size, scale and complexity or larger;
- Evidence of institutional capacity to manage all operational requirements such as: pool technical capacity; payroll and benefits management; accounts payable and receivable; cash management; and independent operator insurance;
- Governance structure and legal status of proposing entity (e.g. not for profit or regular corporation); and
- Advertising and marketing experience and plans for promoting proposed operations

Technical

- Willingness to operate pool for proposed period of time;
- Willingness to make repairs necessary to keep the pool open and operating within all appropriate safety parameters and required federal and state regulations;
- Willingness to set uses, programs, hours of operations, and fees that generate the maximum potential use, by the public, of the pool and its facilities and minimized District subsidy;
- Willingness to generate a schedule of proposed uses and hours to users, such as swim lessons, private club practice lane rentals, and proposed swim and lesson fees;
- Willingness to generate and transmit operational reports (financial and program utilization) as requested from time to time by the School District; and
- Provide evidence of all required safety certification and trainings as appropriate.
In your proposal you may want to add any other requirements that you may have as part of the review process. Please send a written proposal to the Superintendent’s office not later than December 31, 2013 at 4:00 p.m. A determination to select the proposal best suited to District needs is planned not later than January 9, 2014.

Sincerely,

Dan Read
Superintendent