



# CITY OF *Brunswick* MARYLAND

"BIG TOWN. SMALL CITY"

**REQUEST FOR PROPOSALS**  
**CITY OF BRUNSWICK BID NO. 2025**  
Municipal Pool & Splash Park Management

**BIDS ARE DUE BY JANUARY 31, 2025 AT 4:30PM**

**1. LOCATION & HOURS OF OPERATION**

99 Cummings Drive, Brunswick, MD 21716  
State Rated Capacity of Facility: 322  
Pool, wading pool, splash park, and mini-golf

**Opening Date:** Saturday before Memorial Day

**Closing Date:** Labor Day Monday

**Highest Average Weekday Attendance at Once:** 125

**Highest Average Weekend Attendance at Once:** 175

**Preferred Guard to Patron Ratio:** 25:1

**Pool Schedule:**

Pool opens on Saturdays & Sundays only while FCPS is still in session

**Monday - Thursday:**

9:30AM-11:30AM – Swim Lessons ONLY (June – July)

Noon-7pm – Open Swim

**Friday:**

9:30AM-11:30AM – Swim Lessons ONLY (June – July)

Noon-5:30PM – Open Swim

6PM-8PM – Private Party (booked through City Staff)

**Saturday & Sunday:**

Noon-5:30PM – Open Swim

6PM-8PM – Private Party (booked through City Staff)

**2. SCOPE OF WORK**

All pool operations to include:

1. Seasonal opening and closing of facility
2. Health department inspections and permits
3. Ongoing pool and facility maintenance – Including but not limited to chemical purchasing and administration, paper and cleaning products, etc.
4. Training staff and maintaining appropriate certifications
5. Staffing for management, lifeguards, and cashiers for daily pool pass purchases
6. Swim lesson reservations and staffing; personal swim party reservations and staffing.
7. Provide a swimming lesson curriculum for each appropriate age group.

8. Communication in a timely manner with City staff concerning issues/concerns that arise
9. Inform City staff of supply needs, infrastructure needing repairs/maintenance
10. Putt Putt Golf rentals
11. Maintaining a safe environment for patrons (reporting patrons that are creating a risk to their own safety and that of others)
12. Staff may be responsible for delivering daily pool deposit (dropping off the daily deposit) and maintaining starting bank of cash drawer (may include bank runs). *May consider going cashless and taking credit cards only for 2025 Season.*
13. Assessing weather conditions to determine if it is safe to have the pool operational in collaboration with City staff. *Lightning detector on-site.*
14. General cleaning and maintenance of bath house, pool deck, chairs and tables, etc.