

Wellington Station/Ethan's Glen HOA
Pool Service Request for Proposal (RFP) for Year 2026

Form approved by the Board 2020-09-28

This document outlines the desired services to be provided by

_____ (Thereafter Vendor).

Address: _____

Phone #: _____ E-Mail: _____

If accepted by Association, the proposal below shall be delivered to the Vendor as an Agreement for service. No agreement for services shall be binding without authorized signatures from both parties.

Please return by September 15, 2025 to:

Ethan's Glen Homeowners Association, 3915 NE 22nd Lane, Ocala, FL 34470

Or send to: eghoa.secretary@gmail.com

Specifications for the Pool Services Agreement are as follows:

1. TERM - The period for this service shall be one (1) year, beginning Jan. 1, 2026 until Dec. 31, 2026.

2. SERVICE DESCRIPTION

1. Vendor shall at all times comply with Florida State Health Code.
2. Vendor shall perform service on Monday, Wednesday and Friday of each week. In the event that Vendor cannot make the required check, Vendor shall notify the Maintenance Chairperson or cabana Committee Member as soon as it is known that service will not occur.
3. Vendor shall note the chemical levels in the pool according to the State Code and record on the STATE OF FLORIDA DEPARTMENT OF HEALTH MONTHLY SWIMMING POOL REPORT (DH 921) sheet in the Cabana.
4. Vendor shall apply chemicals as needed, noting on the State Sheet and notifying the Maintenance Chairperson or Cabana Committee Member if chemicals are found to be out of acceptable limits.
5. Vendor shall clean and vacuum the pool as necessary or when directed to do so by the Maintenance Chairperson or Cabana Committee Member.
6. Vendor shall check and clean the skim filter on every service visit.
7. Vendor shall check the pool filter on every service visit and clean accordingly.
8. Vendor shall be issued a set of keys: (1) to the pool cage, (1) to the Cabana, and (1) to the pool equipment area. Vendor shall use the utmost care to prevent loss or damage to the keys. In the event that keys are lost or damaged, the cost of replacing keys shall be deducted from the Vendor's invoice for services performed.

3. EXCLUSION

4. CANCELLATION - This agreement may be cancelled by either party with or without cause. A minimum of thirty (30) days' notice must be sent by Certified Mail - Return Receipt Requested by the terminating party.

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5. LITIGATION - In the event of any litigation arising from the execution of this agreement, the prevailing party shall be entitled to recover any attorney fees as well as related costs and expenses for the enforcement of the rights and obligations of the parties to this agreement.

6. COST OF SERVICE_____

Signature EGHOA_____ by Hellena Smejda, President Date_____

Signature Vendor_____ by_____ Date_____