

WORK ORDER #2025-02
TO MASTER SERVICES AGREEMENT, DATED January 27, 2022

This Work Order is made and entered into this **24 day of February, 2025**, by and between **TIMNATH RANCH METROPOLITAN DISTRICT NO. 1**, (the “District”), and **A&B POOL SERVICES** (“Contractor”), collectively, the “Parties.” Unless otherwise defined herein, all capitalized terms shall have the meaning given to them in that certain Master Services Agreement between the District and Contractor, dated **January 27, 2022** (the “Agreement”).

1. Services. The Services to be provided by Contractor pursuant to the terms of the Agreement and this Work Order are set forth in **Exhibit A-1** attached hereto and further described as follows: **Timnath Ranch O&M: West Village pool Maintenance Services.**

2. Compensation. Contractor hereby agrees to perform such Services as set forth in Paragraph 1 to this Work Order and the District hereby agrees to pay Contractor for the satisfactory performance of the Services **Time and Materials not to exceed \$11,500.00**, as set forth in **Exhibit A-1** attached hereto. The District’s payment obligation set forth in this Paragraph 2 is subject to the annual appropriation of funds by the District, as set forth in Section 13 of the Agreement. The District has appropriated sufficient funds to compensate Contractor for Services rendered pursuant to this Work Order for the current fiscal year. Payment by the District for any Services rendered by Contractor in the subsequent fiscal year shall be subject to the District appropriating such funds for payment for the subsequent fiscal year.

3. Term. The term of this Work Order shall begin on the date set forth above, shall be effective as of such date regardless of the date of execution hereof, and shall terminate **December 31, 2025.**

4. Modification. This Work Order may not be amended, modified or changed, in whole or in part, except by a Change Order executed by the District and the Contractor. Any Change Order resulting in an increase in compensation shall be subject to the appropriation of funds by the District prior to the execution of a Change Order, as set forth in Section 13 of the Agreement.

5. Integrated Agreement. This Work Order has been issued pursuant to, and is hereby made a part of, the Agreement. The terms and conditions of the Agreement remain in full force and effect and shall apply to this Work Order and the Services performed hereunder.

IN WITNESS WHEREOF, the Parties have executed this Work Order as of the **24 day of February, 2025.**

TIMNATH RANCH METROPOLITAN DISTRICT NO. 1:

Shannon Randazzo

Shannon Randazzo (Feb 24, 2025 13:19 MST)

By: _____

Its: _____

A&B POOL SERVICES:

Justin Carter

Justin Carter (Feb 24, 2025 14:26 MST)

By: _____

Its: _____

EXHIBIT A-1 TO WORK ORDER #2025-02
SCOPE OF SERVICES AND PAYMENT FOR SERVICES



Swimming Pool Management Proposal West Village Swimming Pool

A&B is pleased to have managed the West Village Pool since the past two seasons. We have been surprised and happy at how many people enjoy the pool on a consistent basis. We continue to be pleased for the many appreciative comments regarding the staff and the hard work they do keeping folks safe at the pool. We look forward to many more years of fun pool days and safe swimming.

Lifeguards/Pool Managers

We are so lucky that our guards are amazingly loyal to A&B; we never lose staff to our competitors. We think a combination of fair pay, excellent pools, and consistent supervision helps that loyalty. We are confident you will see many familiar faces on our staff next summer. Our lifeguards have really enjoyed the families at West Village and are already expressing their interest in returning next summer. And our supervisory staff have been with A&B pools a very long time and are at the pool very often.

Despite the national and local lifeguard shortage, we are fortunate to continue to be able to hire the most conscientious, most highly qualified lifeguards in Northern Colorado. **We had far more applicants this summer than we could possibly hire** as they understand that our team is THE team to work for. We try to compensate as well as possible for the work that they do, and expect the wage rate for guards to continue to go up faster than the rate of increase for the minimum wage, and much faster than the rate of inflation.

Safety First and Foremost

Our primary job is to keep the pool safe. To that end we insist our lifeguards and all staff have safety as their first focus. Our Safety Director, a long-time Windsor High School teacher and Loveland Swim Club coach is **the most experienced Red Cross instructor in northern Colorado, having taught lifeguard certification classes for more than 30 years.** He runs our staff meetings, our safety meetings, our audits and in-services. He also visits every pool several days a week. A&B offers lifeguard recertification classes to our guards, at A&B's expense. We believe our guards are well-trained and ready to handle any emergency while consistently enforcing pool rules. **We also think our guards are just super nice and work hard to make the pool a welcoming environment for families.**

Following is our proposal to manage the West Village pool in 2025.

Scope of Services

- **Spring pool preparation and Fall winterization.** A&B will start pool equipment in the Spring, prep the pool for the first day, and winterize the pool in the Fall.



- Summer pool maintenance.** A&B will monitor and adjust pool chemistry on a schedule consistent with best practices and regulatory requirements. Our technicians visit the pool at least once every day for chemistry and equipment checks, and our lifeguards help by monitoring chemistry daily and staying in touch with. **A&B is the the only company to provide multiple visits each day to the pool by technicians and senior staff to ensure the water is safe and beautiful and to ensure the lifeguards have everything they need to complete their responsibilities.**
- Swim Lessons.** A&B will offer group and private swim lessons in the morning before the pool opens.

Table 1. Pool and Lifeguard Schedule

Pool Schedule	
First Open Day	Saturday, May 24
Last Open Day	Labor Day, Sep 1

Costs

Costs for lifeguard and pool management services are presented in Table 2.

Table 2. Proposed Costs

Work Scope Item	Cost
Spring Pool Open and Prep	\$3,000
Daily Maintenance	\$6,500
Pool Closure and Winterization	\$2,000
Total	\$11,500

- Additional costs may be incurred that are outside the proposed scope of work.
- Maintenance expenses expected to be less than \$500 will require client pre-approval.
- Pool chemicals and supplies will be billed separately. Chemical purchases will not require client pre-approval.
- Additional items, supplies, chemicals will be billed at cost plus 15% or fair market price.
- The pool building is not included in spring prep or winterization.



Terms

1. A&B will utilize an overnight vacuum for daily pool vacuuming. A&B will rent the equipment to the client if not provided.

Client Responsibilities

The client will provide pool cleaning equipment, chemicals, first aid supplies, deck chairs, umbrellas and tables and other necessary equipment and supplies for operation. A&B will procure and bill separately for these items, if needed. All non-pool systems, and adjacent mechanical equipment, including landscaping-related equipment, plumbing, electrical and other ancillary equipment are the responsibility of the client. Client shall be responsible for winterizing the pool building and preparing non-pool related equipment in the Spring.

Payment Schedule

A&B will submit two invoices every month, one a percentage of the annual fees described in Table 2, and the other an invoice of expenses incurred during the prior month. The schedule of invoices for the annual fees is shown in Table 3. Invoices are due on the date shown in Table 3. Invoices for expenses, chemicals, supplies will be due 14 days after the date of the invoice.

Table 3. Payment Schedule

Invoice Date	Fees Due
April 15	15% of contract amount
May 30	15%
June 30	25%
July 31	25%
August 31	15%
September 30	5%

Note: Late-paid invoices will be charged 1.5%

Thank you for the opportunity to provide this proposal. We look forward to continuing to work with you next summer, and for many summers in the future. Please do not hesitate to contact me at 303-906-8448

Thank you very much for your consideration.

Sincerely,
A&B Pool Services, LLC.

Justin Carter
Owner

The information contained in this proposal is confidential. This information has been specifically prepared for the use of the individual or entity named herein and A&B Pool Services, LLC. Dissemination, distribution, or copying of this proposal may result in unintended misuse of the information and therefore shall be kept confidential by the recipient hereof.

