

Project Name: Business Opportunities for Recreation and Food Service Concessions in Kirkland's Parks

Job Number: 40-25-PCS

Question and Answer Period: Published December 18, 2025

Received 11/25/2025 5:28 P.M.

Question #1. *You answered one question with the timeline, the other we have is whether there was any active park-to-park mobile concessions contracts in place over the last couple of years?*

Answer to #1: Yes. The City of Kirkland has had a mobile frozen confection concession vendor who operated ice cream truck-style vehicles. They serviced multiple parks defined in their contract daily between April 1 and October 31 (weather-dependent). The City's mobile vendor has operated on behalf of the City of Kirkland for a number of years, with the most recent contract running from April 2023 through October 31, 2025.

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Question #2. *Submitted requirement line item 11 regarding references: What is the preferred format for our reference list? Contact info, letters of reference, something else?*

Answer to #2: To meet the reference requirement, it is essential to provide contact information for each reference. If a bidder advances to the reference check stage of the RFP process, staff will contact the business or individual listed as a reference directly.

Question #3. *One of our references is a high profile pseudo-public figure. They are supportive of providing a reference for our business but are concerned about listing their contact info on any written discourse if it will become a matter of public record. Are there avenues to accommodate those concerns of public anonymity, or would we need to not include them in any list to ensure that?*

Answer to #3: The City is required to follow all State public records laws. This is explained in the "Public Disclosure" section of the RFP. So while the City won't actively broadcast the content of proposals we receive, we are required to provide that information to anyone submitting a public records request related to the RFP submittals. We do allow the proposers an opportunity to obtain a court injunction should they believe any material submitted is proprietary. However, my experience is that the materials generally are turned over to the public in their entirety in pretty much every circumstance.

Public Disclosure

Once submitted to the City, proposals shall become the property of the City, and all proposals shall be deemed a public record as defined in the "Public Records Act," chapter 42.56 RCW. Any proposals containing language which copyrights the proposal, declares the entire proposal to be confidential, declares that the document is the exclusive property of the company, or is any way contrary to the Public Records Act or this RFP, could be removed from consideration. The City will not accept the liability of determining what the company considers exempt from disclosure under the Public Records Act. Therefore, any information in the proposal that the company claims as exempt from disclosure under RCW 42.56.270 or other provision of the Public Records Act must be clearly designated as described in the "Proprietary Material Submitted" section above. It must also include citations to the specific statutory exemption(s) from disclosure upon which the company is making the claim, and the page any claimed exemption is found on must be identified. With the exception of lists of prospective companies, the City will not disclose RFP proposals in response to a public records request until a selection is made. At that time, all information about the competitive procurement will be available with the exception of any claimed exempt portion(s) of the proposal. In response to a public records request, the City will consider a company's request for exemption from disclosure. If the City disagrees with the claimed exemption or is unsure of its validity, the City will notify the company and will wait for a period of 14 calendar days before disclosing in order to give the company an adequate opportunity to seek a court order preventing disclosure.

Question #4. *Have there been mobile park to park concessions working at Juanita Beach Park under contract the past 2 years?*

Answer to #4: No. Mobile concessions have not included Juanita Beach in the last two years.

Question #5. *We are considering also submitting a bid for indoor concessions at Juanita Beach. Is it possible to gain viewing access to any potential indoor facilities to see if they would be feasible for our operations?*

Answer to #5: Juanita Beach Park is located at 9703 NE Juanita Drive, Kirkland, WA 98033. To ensure equal access to visuals of the space, in-person tours will not be offered at this stage; instead, photographs are provided below. The space is 369 square feet and features barn-door-style entries on both the east and west walls. There are four 20-amp outlets, one on each wall, all connected to a single 20-amp breaker. No other storage is available within any on-site building; only the 369 square feet is offered.

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Question #6. *My question for the QA period is if the City is open to self-serve kayak/SUP rental kiosk programs as a concession?*

Answer to #6: The City is seeking and will select concessionaires that best demonstrate the ability to provide innovative, affordable, and reliable products and services to park patrons. Applicants are encouraged to offer services that enhance a park visitor's experience; however, the City also encourages unique proposals that may elevate the visitor experience beyond the ordinary. The City maintains the discretion to accept or reject any submittal.

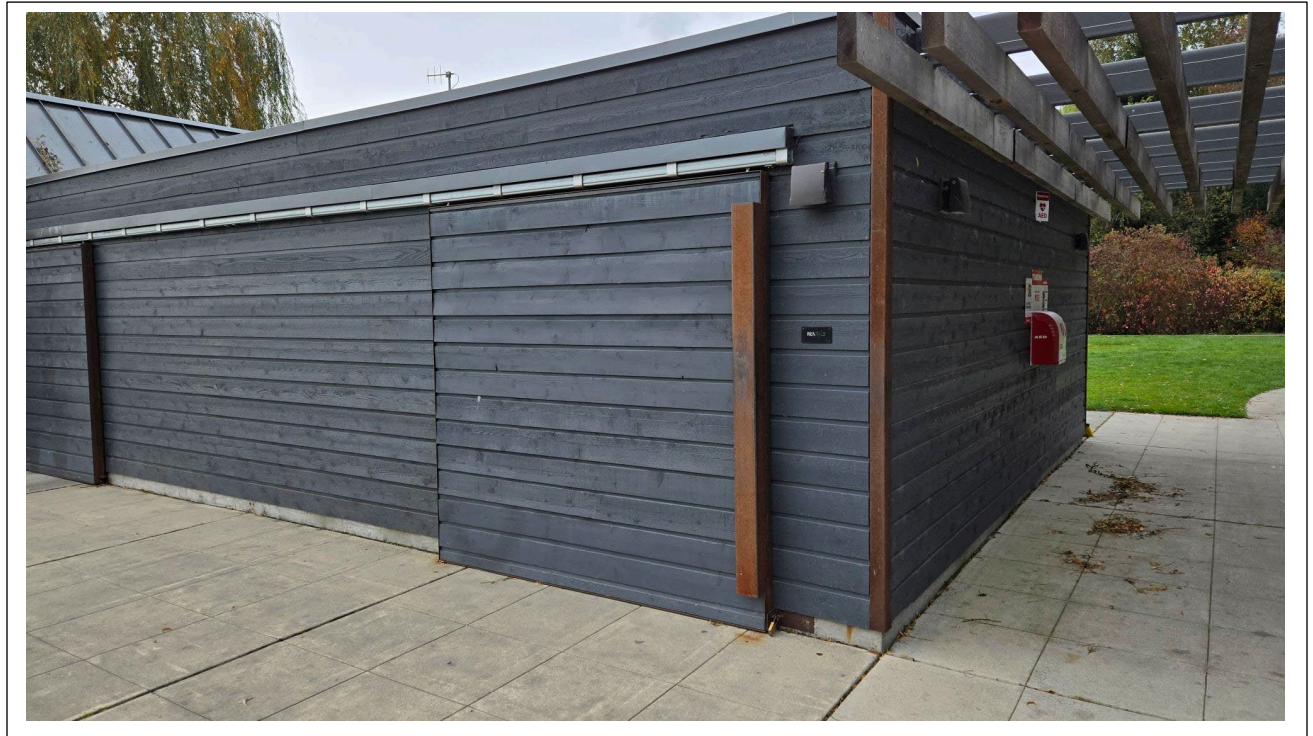


Image 1 of 4. East entrance, near playground.

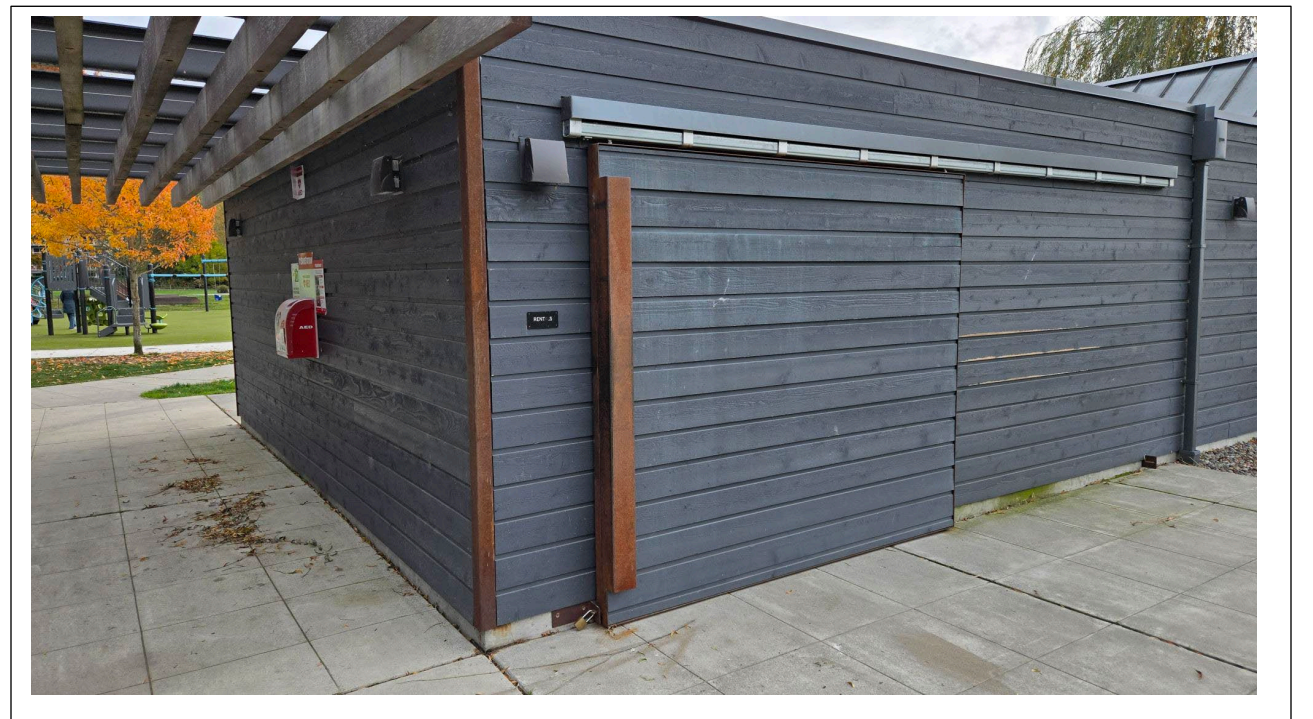


Image 2 of 4. West entrance, near open lawn.



Image 3 of 4. Interior space, facing west entrance.

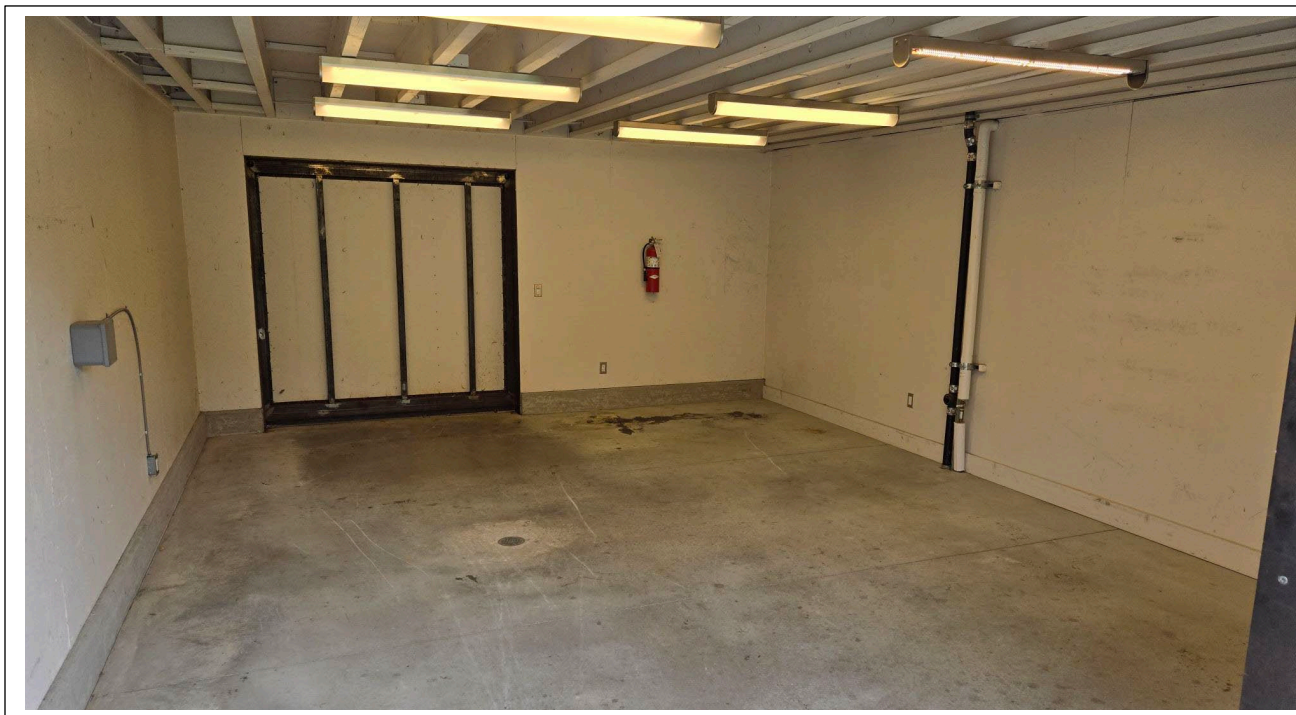


Image 4 of 4. Interior space, facing east entrance.