

# SPR Seasonal Concessions Food and Non-Food 2024 Request for Proposal (RFP)

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**Seattle**  
Parks & Recreation

Contracts Administration & Support Office  
Attn: Parks Concessions Coordinator  
300 Elliott Ave W, Suite 100  
Seattle, WA, 98119

Office: (206) 684-0902

Email: [sprconcessions@seattle.gov](mailto:sprconcessions@seattle.gov)

<https://www.seattle.gov/parks/about-us/contracts-and-partnerships/partnership-opportunities/concessions>

## Seeking Healthy, Innovative Concessions in Parks

Each year Seattle Parks and Recreation (SPR) offers a limited number of concessions permits in select city parks. Concession permits are awarded through a competitive evaluation process called the Request for Proposal (RFP). Successful proposals must demonstrate the ability to provide healthy, innovative, affordable, safe, and reliable services to park patrons while paying reasonable concession fees.

## Seasonal Concessions – Vending in Parks

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### Evaluating the Proposals

An independent panel will review proposals submitted through the RFP process. The panel will score the proposals and interview the proposers (if necessary). The proposer with the highest scored proposal will be offered the permit opportunity. Once the RFP selection concludes and successful proposers are notified, the SPR website will be updated to show which parks remain available. Late applicants for parks will be evaluated if space is available on a first-come first-served basis.

### Exclusions

- Concession applications will not be accepted for marketing or promotional activities in City of Seattle parks.
- Concession applications will not be accepted for saunas or hot tubs.
- SPR does not permit sales of commercial goods or merchandise at parks unless as part of a special event.
- No self-service vending.

### Park Locations

Park locations vary with sites appropriate for carts, food trucks, and other self-contained service businesses.

- Food Concessions: See site descriptions pages 5-14 for park information and fees.

- Non-Food Concessions: Applicants must submit a site plan showing how the business will fit into the park while adhering to park rules and without impacting safety and park operations.

Generally, park sites are as depicted. SPR will not add power or water to a site. SPR will not authorize the creation of storage space or structures to support a proposed business model.

### Questions about the Request for Proposal?

Please email [sprconcessions@seattle.gov](mailto:sprconcessions@seattle.gov). Responses to questions and additional information and/or changes will be posted on SPR's website within three business days. The deadline to submit questions is **January 30, 2024**.

### Submitting Your Proposal

- Use the attached application document to submit your proposal.
- Submit a clear and concise explanation of your proposed business. There is no need to submit elaborate materials.
- Provide all references and materials in the instructions including photos of vending cart, truck, etc. and site maps.
- All documents received by City of Seattle are public documents and subject to public review.

## 2024 Request for Proposal Schedule

December 6, 2023	Proposals Available
January 30, 2024	Deadline to submit questions
February 6, 2024	Application Deadline -Proposals due at 3pm
March 21, 2024	Successful applicants chosen and notified (Tentative)
May 1, 2024	Permit issued and payment collected
May 25-September 2	Peak vending season

### Parks that are Unavailable Through this Process

SPR is not accepting seasonal concessions applications for the following locations: Green Lake Park, Discovery Park, Waterfront Park, Occidental Park, Westlake Park, and Washington Park Arboretum.

### At the time of permitting, vendors are required to provide the following items:

- Proof of insurance listing City of Seattle as an additional insured accompanied by a policy endorsement on a Form CG 20 26
- \$75 permit administration fee per park
- City of Seattle business license
- Background check required for services directed to vulnerable populations, including children.
- Seattle-King County Department of Health Permits

### Other Considerations

- No gas, coal, charcoal, or similar portable cooking equipment is permitted unless prior written approval of SPR has been obtained and the Seattle Fire Department has issued a fire permit.
- **Most park sites do not have electricity so vendors must be self-contained.** If electricity is available, check the existing electrical capacity of the site to make sure there is sufficient electrical capacity for your equipment. Do not use multiple extension cords or multi-plug adapters. If you are not certain of the electrical capacity at a park site, then you are advised to seek the opinion of a qualified electrician. Electrical cords and cables must be covered with proper cable covering.
- The concessionaire must supply the appropriate fire extinguisher.
- All food vendors must include healthy options on their menu.

- There are specific dates when large community events take place in Seattle parks, such as Seafair, Art Fairs, Festivals, etc. **During these dates, the event holds the permit and concession permits are suspended.** Concessionaires may work with these event organizers to seek permission to vend during the event. A list of Major Special Events can be found at: [Seattle.gov/special-events-office/calendar](https://seattle.gov/special-events-office/calendar)
- You will not be permitted to place signs in the park except on your cart.
- You will not be assigned designated parking.
- Seattle-King County Department of Public Health must approve all proposed food carts. Please check with the Public Health Department to determine requirements prior to submitting a proposal.
- There is no overnight storage for equipment in the park. All equipment must leave the park each day.
- Styrofoam, glass containers, plastic straws and utensils are prohibited. All items must be compostable.
- You will need 2 large trash receptacles and appropriate recycling and compost container depending on the products you sell. If there is no dumpster in the park, then you will have to remove your own trash each day. Pick up any trash dropped in the park by your customers.
- Your cart, trailer, or vehicle must be reasonably attractive in the sole opinion of the Superintendent and well-maintained.
- Amplified sound is not permitted.

**If selected, you are required to fulfil the payment terms of your permit agreement. Concession permits may not be sold or transferred to another entity.**

**Failure to produce all permit requirements, including acceptable Commercial Liability Insurance, within two weeks of notification of selection, may result in the loss of vending opportunity and vending location may be offered to another vendor.**

**SPR reserves the right to disapprove of any proposed business activity. Proposals cannot be accepted for the sale of tobacco or cannabis products, firearms, pornography, alcoholic beverages, and products in glass containers. No sauna or hot tub businesses.**

## Scoring Criteria – What Does SPR Consider?

<b>1) WMBE Registered Business with the City of Seattle</b>	
	To receive these points the business or organization must be registered as a Women & Minority-Owned Business (WMBE) with the City of Seattle prior to the RFP due date of February 6, 2024, at 3:00PM. SPR expects all proposer(s) to self-register at: <a href="http://seattle.gov/obd">seattle.gov/obd</a>
<b>2) Experience</b>	
	How Long has this organization been in the concessions business? Experience operating a small business? Clearly articulate the business and the length of time in business?
<b>3) Proposed Service</b>	
	How does the business enhance the park and benefit users? Align with SPR mission? How will neighbors view the proposed activities? Is there a history of the proposed activity in the park? Are products unique with healthy options? Is the business plan fully developed and safe?
<b>4) Presentation</b>	
	Is cart/truck/canopy attractive and professional? Employee attire? Photos included?
<b>5) Proposed Schedule of Operations</b>	
	Present a clear operational plan and weekly schedule. Does vendor commit to a full season, May - September?
<b>6) Menu and Pricing</b>	
	Describe food and provide pricing. Points earned for interesting, gourmet or ethnic foods with emphasis on quality products offered in an attractive and appealing manner.
<b>7) Business References</b>	
	Must provide full name, title, and contact information to receive points.
<b>8) Complete Proposal</b>	
	Complete application with clear business plan showing an understanding of how the business concept meshes with parks?
<b>9) Insurance</b>	
	Does the proposer demonstrate an understanding of the insurance requirements?
<b>10) Preparedness</b>	
	Has the vendor researched and stated what additional permits are required (if any)? Does the vendor need a King County Health Permit or Seattle Fire Dept. Permit? Has the vendor noted any additional required permits? Has the vendor provided a copy of their City of Seattle Business License?

## Checklist (Be sure to read and follow application instructions)

This checklist is just an additional resource to assist you and is not part of the application. It is the responsibility of the applicant to thoroughly read and complete the application. Failure to complete the application may result in your application not being considered. Notifications to selected vendors will precede notification to vendors who were not selected and not considered.

	<b>1) Signature on application</b>
	RFPs without a signature will NOT be scored. Applicants who fail to provide a signature, print name, and Initial at the spaces provided at bottom of application will not be scored.
	<b>2) Completed application</b>
	Did you answer every question? You are competing with other vendors for this opportunity.
	<b>3) City of Seattle Business License</b>
	It can take time to process, have you applied for your City of Seattle Business License? Be sure to retain evidence of your business license application payment. Note: A State of Washington Business License is NOT acceptable. Failure to produce evidence of a City of Seattle Business License within two weeks of selection notification may result in loss of vending opportunity.
	<b>4) Insurance</b>
	The insurance requirement is very specific and non-negotiable. Failure to produce acceptable insurance documents within two weeks of notification of selection may result in loss of vending opportunity. Insurance documents must match the two-page requirements example provided.
	<b>5) Seattle-King County Health Permit</b>
	Seattle-King County Department of Public Health must approve all proposed food carts. Please check with the Public Health Department to determine requirements prior to submitting a proposal. Indicate on your application that you know what Seattle-King County Department of Public Health permits are required and list them.
	<b>6) WMBE registered business with City of Seattle</b>
	To receive these points the business or organization must be registered as a Women & Minority-Owned Business (WMBE) with the City of Seattle and/or the State of WA prior to the RFP due date of February 6, 2024, at 3:00PM.
	<b>7) Did you list park vending locations in order of preference?</b>
	List in order of preference vending locations. As you may not be selected for your first choice, having a second, third, and fourth option may provide you with a vending opportunity.
	<b>8) Did you visit the vending site(s) you are interested in?</b>
	Visiting the vending site prior to submitting the application is a requirement.

## Seasonal Concession Food Vending Locations: (pp. 5-14)

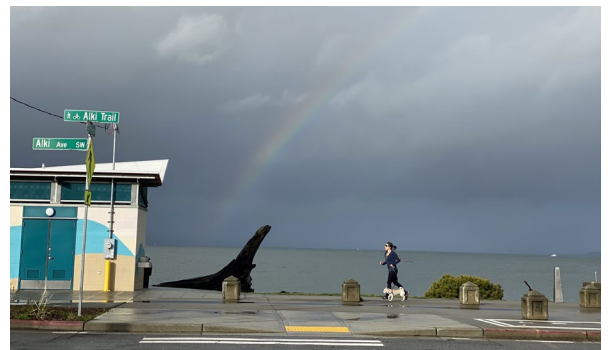
All applicants are required to visit their desired locations prior to submitting a proposal. Sites are as depicted and vary in locations and description; most sites require self-contained mobile units that are required to be removed at the end of each business day.

**Non-Food Concession Locations:** Additional parks may be considered. Applicants must submit a site plan showing how the business will fit into the park while adhering to park rules and without impacting safety and park operations.

### Alki Beach Park #1 - Pilot Program

57<sup>th</sup> and Alki SW

- **Description:** Busy beach location with pedestrian promenade, sand volleyball courts, and public restroom.
- **Space/Site Available:** An off-street paved walkway area next to the 57<sup>th</sup> Street public restroom on Alki Avenue. This is a small site and not appropriate for a large truck. The proposed business must suite the space available.
- Electricity may be available from an existing electrical service on the public restroom wall; the proposer must verify the electrical service prior to submitting a proposal.
- The public restrooms may not be open at all times.
- **Fees:** The regular concessionaire fee is \$600 per month; however, **the 2024 fee is reduced to \$75 per month as part of a pilot program.**
- This location has a number of special events in the summer at which the concessionaire may or may not be permitted to vend.



### Alki Beach Park #2 - Pilot Program

Alki Beach—Between 59<sup>th</sup> SW & 60<sup>th</sup> SW

- **Description:** Busy beach location with pedestrian promenade, sand volleyball courts, and public restroom.
- **Space/Site Available:** An off-street area north of the bathhouse and next to the grass area. Between 59<sup>th</sup> SW and 60<sup>th</sup> SW on Alki Avenue. This is a small site and not appropriate for a large truck. The proposed business must suite the space available.
- No utilities available.
- **Fees:** The regular concessionaire fee is \$600 per month; however, **the 2024 fee is reduced to \$75 per month as part of a pilot program.**
- This location has a number of special events in the summer at which the concessionaire may or may not be permitted to vend.

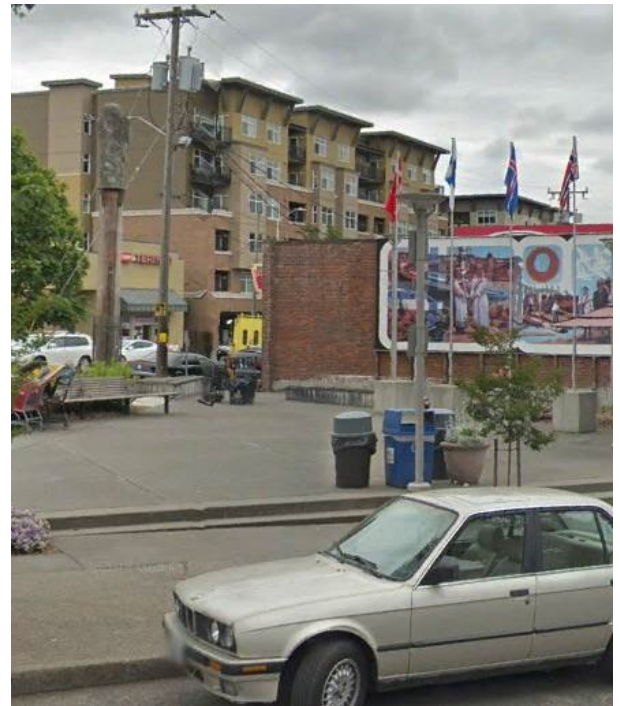




## Bergen Place

5240 22<sup>nd</sup> Ave NW

- **Description:** A community park located in the heart of the Ballard business district.
- **Space/Site Available:** A paved space for a cart. The concessionaire will coordinate the concession location with SPR staff. The cart must be pushed into the park as driving in the park is not allowed.
- No restroom.
- No electricity and no storage in the park.
- **Fees:** The concessionaire selected will pay \$300 per month during peak season.



## Cal Anderson Park

1635 11th Ave E

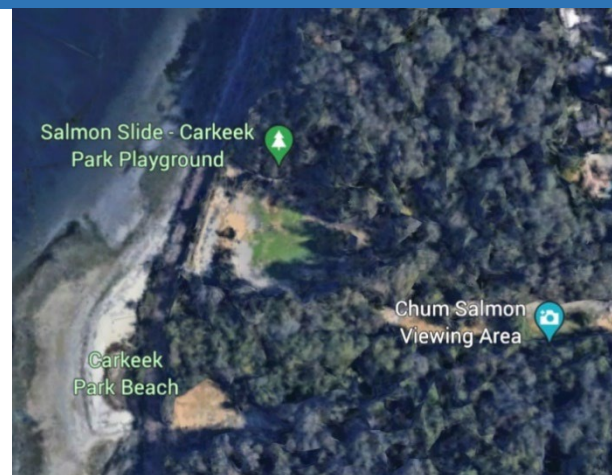
- **Description:** Youth and adult ball games, playground, wading pool, artistic water feature serves as a gathering place.
  - **Space/Site Available:** A paved space for a cart. The concessionaire will coordinate the concession location with SPR staff. Cart must be pushed into the park.
- Fees:** The concessionaire selected will pay \$150 per month during peak season.



## Carkeek Park

950 NW Carkeek Park Rd

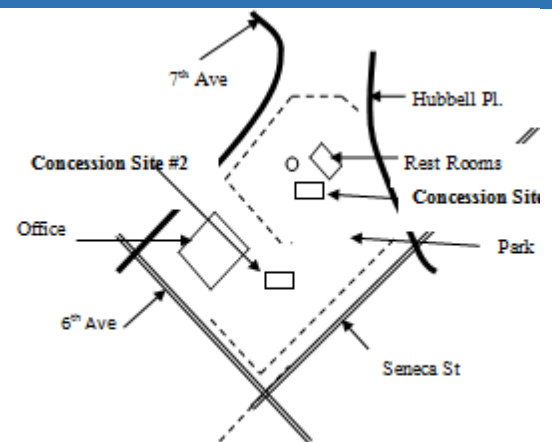
- **Description:** A large park with play and picnic areas, hiking trails, and beach access.
- **Space/Site Available:** Concessionaire may park in legal spaces only.
- No electricity or storage in the park.
- **Fees:** The concessionaire selected will pay \$150 per month during peak season.



## Freeway Park

700 Seneca St 98101

- **Description:** A 5.2-acre park in the heart of Downtown Seattle.
- **Space/Site Available:** A paved concession site located along Seneca Street near the fountain. Alternative site locations may be considered.
- Vehicles may not be parked in the park. No storage is available.
- There is no access to utilities.
- **Fees:** The concessionaire selected will pay \$150 per month during peak season.





## Jefferson Park

3801 Beacon Ave S 98108

- **Description:** Jefferson Park features a playground, skate park, spray feature, and paved walking lights.
- **Space/Site Available:** A space without utilities is available for a food truck or other self-contained concessionaire. Site to be agreed upon between SPR and concessionaire and with approval by SPR staff. Please submit a site plan map with your proposal.
- No electricity and no storage in the park.
- **Fees:** The concessionaire selected will pay \$150 per month during peak season.



## Lake Union Park

860 Terry Ave N

- **Description:** A unique urban gem, close to the center of downtown Seattle. This park provides access to green space and the water.
- **Space/Site Available:** A space without utilities is available for a food truck or other self-contained concessionaire.
- **Fees:** The concessionaire selected will pay \$150 per month during peak season.
- This location has a number of special events at which the concessionaire may or may not be permitted to vend.



## Lincoln Park

8011 Fauntleroy Way SW

- **Description:** This West Seattle Park contains ballfields, playgrounds, picnic sites, miles of trails, and a heated saltwater pool.
- **Space/Site Available:** A space without utilities is available for a food truck or other self-contained concessionaire. There is no storage or overnight parking. Please include a site plan map with your proposal.
- **Special Note:** The selected concessionaire may not sell products with heavy syrups, as syrups have been known to attract bees and wasps. Popcorn and similar items that are spread by the wind are likewise not permitted.
- Use of a generator is not permitted at this location. Electricity may be available from an existing electrical service; the proposer must have a qualified electrician verify the electrical service prior to submitting a proposal.
- **Fees:** The concessionaire selected will pay \$150 per month during peak season. A key deposit is required.

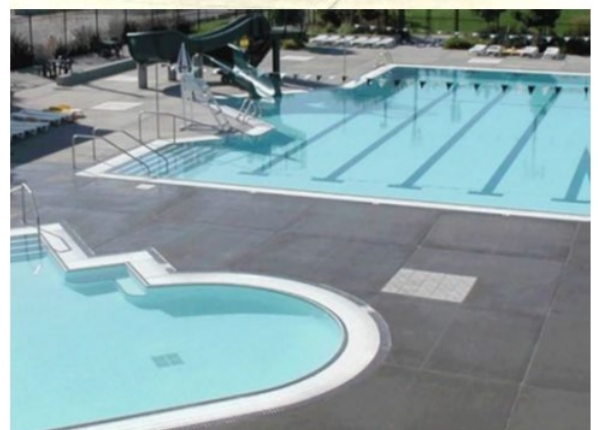




## Lowery C. “Pop” Mounger Pool

2535 32<sup>nd</sup> Ave W

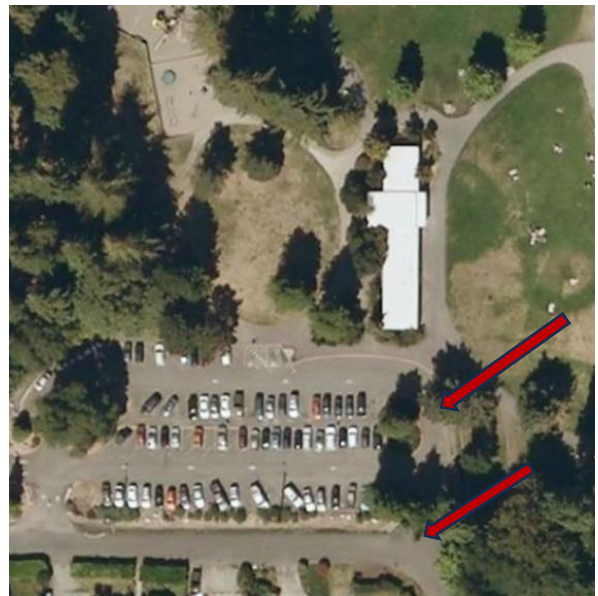
- **Description:** A busy community pool located in the heart of Magnolia, close to the Magnolia Village commercial core.
- **Space/Site Available:** A food service alcove approximately 12 feet wide by 4 feet deep is available for a concession stand. Food service area is equipped with locking gates that would allow for secure storage during non-operating hours. During concession hours, a large space of approximately 12 feet wide by 6 feet deep would be allocated by expanding the Food Service area out onto the pool deck. The concessionaire at this location will be asked to carry a small inventory of swim diapers in addition to food products.
- The food service area does not include any cooking facilities, but it is equipped with 208V 40W electricity. Potable water and hand washing facilities are adjacent to the food service area. The vendor would need to provide a rolling table or counter with locking wheels. The table would need to have a closed front, and appear neat, clean and well-maintained. The unit would be able to roll out approximately 2 feet during operation hours and then be rolled back and locked in the secure food service area.
- **Fees:** The concessionaire selected will pay \$300 per month during peak season. A key deposit is required.



## Matthews Beach Park

9300 51<sup>st</sup> Ave NE

- **Description:** Seattle’s largest freshwater bathing beach. There are picnic areas, a playground, and basketball courts.
- **Space/Site Available:** A parking lot location within the park or small concession available.
- The concessionaire should arrive early to obtain parking.
- Limited on-site storage with electrical service for one freezer or refrigerator is available.
- **Fees:** The concessionaire selected will pay \$600 per month during peak season. A key deposit may be required for this location.



## Madison Park

E Madison and Howe St

- **Description:** A lovely grass park on the shores of Lake Washington.
- **Space/Site Available:** A 10x10 space without utilities is available for a self-contained concession. The vending location is at the **top of the hill** near Howe St & 43 Ave E - circled on map.
- No power, no water, no storage.
- No parking available.
- **Fees:** The concessionaire selected will pay \$300 per month during peak season.



## Magnuson Park – Off-Leash Dog Park Parking Lot

NE 74<sup>th</sup> St Entrance

- **Description:** A lovely grass park on the shores of Lake Washington.
- **Space/Site Available:** A space without utilities is available for self-contained concessions. Two vending sites side by side at off-leash parking lot.
- Vendors to offer services/snacks to K-9s with approval only for a limited menu for people. Human menu may include:
  - Bottled water
  - Soda
  - Lemonade
  - Cold brew coffee
  - Coffee
  - Cocoa
  - Cider
  - Snacks
- Use of a gas generator is not permitted at this location.
- There is no overnight parking, storage, electricity, or water.
- **Fees:** The concessionaire selected will pay \$300 per month during peak season.





## Magnuson Park – Near Kite Hill

NE 65<sup>th</sup> St Entrance

- **Description:** A lovely grass park on the shores of Lake Washington.
- **Space/Site Available:** A space without utilities is available for a self-contained concession. 1 vending site at parking lot near Kite Hill. Vendor must park in a parking space. This is not a reserved space so the concessionaire should arrive early.
- Use of a gas generator is not permitted at this location.
- There is no overnight parking, storage, electricity, or water.

**Fees:** The concessionaire selected will pay \$300 per month during peak season.



## Mount Baker Beach Park

2205 Lake Washington Blvd S

- **Description:** Freshwater bathing beach on the shores of Lake Washington.
- **Space/Site Available:** A space without utilities is available for a self-contained concession. The concessionaire will coordinate concession location with SPR staff.
- **Fees:** The concessionaire selected will pay \$150 per month during peak season.



## Northacres Park

12718 1<sup>st</sup> Ave NE

- **Description:** A busy park with two ballfields, play area, an off-leash dog park and a spray park.
- **Space/Site Available:** The concessionaire will coordinate the concession location with SPR staff. Location works well for mobile vending.
- No electricity and no storage in the park.
- **Fees:** The concessionaire will pay the seasonal peak fee of \$150 per month.



## Pritchard Beach

8400 55<sup>th</sup> Ave S

- **Description:** A busy waterfront park with swim beach and beautiful waterfront views.
- **Space/Site Available:** A space without utilities is available for a food truck or other self-contained concession. Power and water may be available from the bathhouse if approved by SPR. The concessionaire will coordinate the concession location.
- **Fees:** The concessionaire will pay the seasonal peak fee of \$150 per month.



## Seward Park

5895 Lake Washington Blvd S

- **Description:** 300-acre park located in Southeast Seattle with trails, tennis courts, swim beach and picnic areas.
- **Space/Site Available:** A space without utilities is available for a food truck or other self-contained concession. This space is located near the Seward Park Environmental & Audubon Center.
- The concessionaire selected at this location will be asked to carry a small inventory of swim diapers for sale.
- **Fees:** The concessionaire will pay the seasonal peak fee of \$150 per month.





## Stan Sayres Park

3808 Lake Washington Blvd S

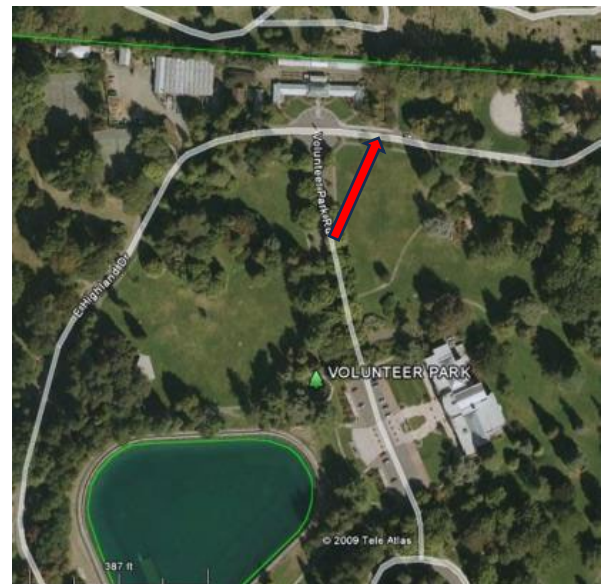
- **Description:** The home of the Mt. Baker Rowing and Sailing Center, Stan Sayres boasts beautiful mountain views.
- **Space/Site Available:** A space without utilities is available for a food truck or other self-contained concession.
- **Fees:** The concessionaire will pay the seasonal peak fee of \$150 per month.
- **Note:** this permit does not authorize vending during Seafair.



## Volunteer Park

14<sup>th</sup> Ave E and E Prospect to Roy St

- **Description:** Busy park with a playground, wading pool, gardens, and other amenities.
- **Space/Site Available:** A street parking location within the park. This is not a reserved space so the concessionaire should arrive early. Overnight parking is not allowed. The concessionaire will coordinate the concession location with SPR staff.
- There are no utilities or storage available.
- **Fees:** The concessionaire will pay the seasonal peak fee of \$150 per month.



## Lower Woodland Park

1000 N 50<sup>th</sup> St

- **Description:** Lower Woodland Park is a busy park location with ballfields in use throughout the summer.
- **Space/Site Available:** Concessionaire sought for ballfields during busy/heavily scheduled days. Schedule may vary but must include weekends through the summer.
- There are no utilities, storage, or overnight parking.
- **Fees:** The concessionaire will pay the seasonal peak fee of \$150 per month.



## Gas Works Park

2101 N Northlake Way

- **Description:** A lovely grass park located on the north shore of Lake Union at the south end of the Wallingford neighborhood.
- **Space/Site Available:** A space without utilities is available for a self-contained concession in vicinity of the parking lot. Suitable for food truck, 10x10 canopy, or concession cart. Space is only available Monday through Friday. NO WEEKENDS.
- There is no overnight parking, storage, electricity, or water.

**Fees:** The concessionaire selected will pay \$300 per month during peak season.





# Seattle Parks & Recreation

# 2024 Concession Proposal

## Contracts Administration & Support Office

Seattle Parks & Recreation  
300 Elliott Ave W, Suite 100 • Seattle, WA, 98119  
206-684-0902 • [sprconcessions@seattle.gov](mailto:sprconcessions@seattle.gov)

<https://www.seattle.gov/parks/about-us/contracts-and-partnerships/partnership-opportunities/concessions>

Please fill out in Adobe Reader, type or print information clearly and attach maps and photos. Unsigned applications will not be accepted or scored. Pages 15-18 of this document should be emailed to [sprconcessions@seattle.gov](mailto:sprconcessions@seattle.gov). If submitting an original copy via US Mail or in-person, attach two additional copies of the proposal and all attachments.

Proposals **must be received by SPR no later than 3 pm on February 6, 2024.**

**Language Assistance:** If you require assistance or language translation, please email with your phone number and the specific language for which you require translation services.

## **Contact Information**

*\*Required Information*

Organization Information					
Company Name:		Organization Type (Select from Drop-Down):			
Address:		Suite:	City:	State:	Zip Code:
Phone:	Email Address:	Organization Website:			
Business Owner(s) (Primary Contact)					
First Name*	Last Name*	Gender	Ethnicity (Optional)	Languages (Optional)	Date of Birth*
Residential Address*		Apt/Suite	City*	State*	Zip Code*
Primary Phone*	Cell Phone	Email Address*			
Secondary Contact					
First Name	Last Name	Gender	Ethnicity (Optional)	Languages (Optional)	Date of Birth
Residential Address		Apt/Suite	City	Zip Code	State
Primary Phone	Cell Phone	Email Address			

## **Organization Description and Proposed Services**

In this section, you will describe your proposed business, any positive financial, environmental, social, or cultural benefit to the City of Seattle. Please be as complete as possible in the space allotted.			
Type of Organization			
	Are you registered with the city as a Women/Minority Business Enterprise (WMBE)? Go to <a href="https://seattle.gov/obd">Seattle.gov/OBd</a> to register.	___ Yes	___ No
	How Long has this organization been in the concessions business? Experience operating a small business? Clearly articulate the business and the length of time in business?		

<b>Experience in Concessions Business</b>	
<b>Business License Insurance</b>	<p>Concessionaires need a City of Seattle business license and insurance that additionally covers the City of Seattle. Additional Insurance information found at <a href="https://www.seattle.gov/parks/about-us/contracts-and-partnerships/partnership-opportunities/concessions">https://www.seattle.gov/parks/about-us/contracts-and-partnerships/partnership-opportunities/concessions</a></p> <p>Failure to produce all permit requirements, including acceptable Commercial Liability Insurance, within two weeks of notification of selection, may result in the loss of vending opportunity and vending location may be offered to another vendor.</p> <p>Initial to confirm that you've reviewed/understood City insurance requirements. _____</p> <p><b><u>Please attach a photocopy of your City of Seattle Business License or a completed application to obtain one.</u></b></p>
<b>Proposed Services</b>	<b>Please describe the proposed services. How does your business enhance the park?</b>
	<b>Please explain the features of your menu/the products you are offering. Food Vendors-Describe what healthy/healthier menu options you intend to provide.</b>
<b>Presentation</b>	<b>Please describe your cart, awning and/or equipment and attach photos. Pictures of your proposed truck/equipment are appropriate and will be evaluated during the review process. Seattle-King County Department of Public Health must approve all proposed food carts.</b>
	<b>How will your employees be attired?</b>



Proposed Schedule of Operations	What are your dates of operation? What days and hours will you be vending in the park?			
Planned Prices	Please give us an idea of your proposed pricing and portion sizes. <u>Do not</u> include the sales tax.			
	Item	Portion	Price	Comment
	Example: Soda Pop	12 oz. can	\$1.00	
	Example: Coffee	8 oz. cup	\$1.00	Organic Fair-trade coffee
	All operators of food trucks, food carts, or other food service concessions will be required to provide some healthy food options on their menu.			
Business References or Financial References	Please provide three (3) financial or business references. These could be financial institutions, suppliers, insurance companies, or clients. Must provide full name, title, and contact information to receive points.			
	Name of Reference: _____			
	Address: _____ City: _____ State: ____ Zip: _____			
	Phone Number: _____ Relationship to Provider: _____			
	Name of Reference: _____			
	Address: _____ City: _____ State: ____ Zip: _____			
	Phone Number: _____ Relationship to Provider: _____			
	Name of Reference: _____			
	Address: _____ City: _____ State: ____ Zip: _____			
	Phone Number: _____ Relationship to Provider: _____			
Please attach photos, maps, menus, or any other documents that help us understand your proposal.				

## Seasonal Concession Fees

Based on your expertise in the seasonal concession business and having:

- 1) Thoroughly read the enclosed RFP documents
- 2) Asked SPR any questions you may have about the terms, conditions and responsibilities described
- 3) Visited the proposed sites
- 4) Sought legal and financial advice as needed
- 5) Researched the applicable laws, ordinances, statutes, and regulations, you make the following firm and irrevocable offer to pay concession fees as shown below:

<b>Fees</b>  <b>Peak Season Rates: May 1 – September 30</b>  <b>Off Peak Rates: October 1 – April 30</b>  <b>Leasehold Excise Tax of 12.84% applies to park concession fees</b>	You are bidding on a vending permit for the peak season Memorial Day to Labor Day (May 25 – September 2). May and September are pro-rated. Full-month permits are available if desired. Extended permit dates are dependent upon park availability and approval.	
	<b>Concession Food/Non-Food Vending Fees 2024</b>	<b>Monthly Rates</b>
	<b>Tier 1 Parks:</b> Alki Beach Park, Adams Boat Launch, Matthews Beach Park	\$600 Peak/Per Month of Use \$100 Off Peak/Per Month of Use
	<b>Tier 2 Parks:</b> Bergen Place, Golden Gardens Park (Non-Food Only), Madison Beach Park, Magnuson Park, Lowery C. "Pop" Mounger Pool	\$300 Peak/Per Month of Use \$75 Off Peak/Per Month of Use
	<b>Tier 3 Parks:</b> Cal Anderson Park, Carkeek Park, Delridge Playground, Denny Park, Freeway Park, Jefferson Park, Lake Union Park, Lincoln Park, Lower Woodland Playfield, Mount Baker Beach, North Acres Park, Pritchard Beach Park, Seward Park, Stan Sayres Park, Volunteer Park, Other Park: _____	\$150 Peak/Per Month of Use \$75 Off Peak/Per Month of Use
	Pilot Program: Alki Beach Park	\$75 per month of use
	* Tier levels are determined by a variety of factors including park attendance size and need of activation and services.	
<b>Please indicate the parks you are requesting in order of preference:</b>  1) _____ 2) _____ 3) _____ 4) _____  <i>Fees are payable in advance. For each park you operate in, there is a \$75 permit fee due at the time of permit issuance. Through this process, you are bidding on the peak season, May 25-September 2, and you will be required to pay the full rate for this time period. If you are requesting to vend at multiple parks or an extended season, note below:</i>		
<b>The payment plan options are as follows:</b> 1. Pay in full at the time of permitting or 2. Submit monthly payment to the City Treasury by the tenth of each month.		

**Your signature below indicates that you have read the document and understand your payment responsibilities.**

Applicant Signature	Date	Applicant Printed Name

\_\_\_\_ By initialing this line as an electronic signature, I agree to all the terms and conditions that my apply to the Seasonal Concessions permitting process and agree that all information contained in this proposal is true and correct to my knowledge. All documents received by the City of Seattle are public documents and subject to public disclosure in accordance with the Washington State Public Disclosure Act.

After completing application, please SAVE AS: 2024 RFP LASTNAME DATE  
 Example: 2024 RFP Jones 020424