

City of Dublin
Ice Rink RFP
Questions & Answers

**In the Introduction under General Information, it mentions “Purchase.”
Can you confirm whether the equipment is to be purchased or rented?**

The intent of this requirement is to ensure that the selected operator provides all equipment necessary to support safe, efficient, and comprehensive ice rink operations. This includes, but is not limited to, equipment required for ice maintenance, facility operations, and patron services. The City is not prescribing the method of acquisition; rather, the responsibility rests with the operator to determine the most effective approach based on their business model and operational expertise. Equipment may be rented, leased, or purchased at the operator’s discretion, provided all equipment meets applicable industry standards and is sufficient to deliver high-quality operations throughout the term of the agreement.

Is there a preferred location for the ice mat header? Would you prefer it along the 50-foot side or the 100-foot side of the rink?

To accommodate the Christkindlmarkt layout, the preferred configuration is to align the ice mat header along the 50-foot side of the rink.

Do you have any drawings, site plans, or photos from last season’s installation that you can share?

<https://www.instagram.com/p/DEYDqoqJRHY/>

The RFP states the rink must be a minimum of 40' x 80'. What is the preferred rink size, and how much space is available if we propose a larger rink?

Based on the currently available space within the plaza, the maximum feasible ice rink size is approximately 40 feet by 80 feet. This reflects existing site constraints, including circulation requirements and adjacent programming. Opportunities for future expansion are tied to broader master planning efforts for Riverside Crossing Park. Any increase in rink size would be contingent upon either (1) expansion of the plaza area through future capital improvements or (2) relocation of the rink to an alternative location within the park that can accommodate a larger footprint. These considerations are also closely aligned with the long-term vision and growth of the Christkindlmarkt, as expansion of the event footprint may necessitate reconfiguration of the rink location or supporting infrastructure.

What is the subsurface beneath the rink, and what is the slope? Who is responsible for providing a level surface?

The subsurface of the rink consists of a concrete base with brick pavers, providing a stable and suitable foundation capable of accommodating the level surface required for seasonal ice rink installation. The existing base supports the structural integrity and uniformity needed to ensure proper ice formation and maintenance without significant modification under current conditions.

Who is responsible for overnight security, site lighting, and any temporary structures?

Overnight security is generally supported through a network of security cameras that are accessible to and monitored by the City of Dublin Police Department. The site also incorporates ambient lighting elements, including illuminated trees consistent with seasonal aesthetics, contributing to overall visibility and deterrence. All temporary structures associated with rink operations and related programming—including installation, maintenance, and removal—shall be the responsibility of the operator.

Where will the chiller be located? Will it need to be removed from the trailer using a forklift or crane?

Historically, the chiller unit has been positioned on the north end of the ice rink and installed using crane and forklift equipment. This location has proven functional, providing appropriate access for installation, removal, and connection to rink systems.

Once the advance setup is complete, when will we have access to the site to finish the installation before opening?

The operator will be provided access to the site for installation and operational preparation. It is the intent that the majority of rink equipment and associated infrastructure be delivered and installed in advance of the Christkindlmarkt setup. This sequencing is intended to minimize conflicts, ensure efficient site coordination, and support timely readiness for both rink operations and event activities.

What is the anticipated timeline for awarding the contract?

The estimated timeline for awarding the contract is August 21, 2026.

Do you have any historical financials around attendance?

The ice rink at Riverside Crossing Park has been operated by a third-party vendor for the past four seasons, with estimated attendance averaging approximately 7,000 visits per year. With the introduction of the Christkindlmarkt this season, attendance is anticipated

to increase; however, projections remain variable and are largely dependent on weather conditions and other external factors.

What was your skater attendance for the last 2 years? What do you project for 2026–27?

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Do you provide benches for the skate change area?

The designated skate change area is part of the operator's scope and responsibility, including the provision and maintenance of benches and protective matting to cover the brick paver surface.

Where is the water source located?

The water source is located immediately west of the rink area and is equipped with freeze protection measures to ensure availability and functionality during winter operations.

I see that the rink may encroach onto the grass from the concrete area. Is that a smooth/flat transition from grass to concrete?

The ice rink footprint does not encroach onto adjacent grass areas. While the rink liner has historically extended slightly beyond the rink perimeter onto the grass, this condition is minimal and does not require transition treatments or edge protection measures.

Is the concrete area flat (within a 3" grade) and free of any storm drains or other obstacles? Any pictures of the area would be helpful.

The plaza area designated for the ice rink is a level, unobstructed surface and does not contain features that would interfere with rink installation or operation.

Is there nearby parking for staff? Would the City provide a complimentary parking pass for all staff?

There is ample public parking available along Riverside Drive and within nearby public parking garages. These facilities are available for public use and do not require payment.

What are your preferred hours of operation by day?

The typical operating schedule for the ice rink has been Friday through Sunday, with additional hours added during holiday periods to maximize attendance and community use. The operator is expected to evaluate demand, weather conditions, special events, and

seasonal visitation patterns when determining opportunities to extend hours. Expanding operations during peak holiday periods aligns with the business objective of maximizing utilization, increasing participation, and enhancing the overall visitor experience while balancing operational costs and staffing requirements.