



To: Health and Recreation Committee

From: Terri Vosters, Community Enrichment & Recreation Director

Date: 10/17/2023

RE: RFP for Live! at Hydro Park

Discussion:

The City of Kaukauna Community Enrichment Department is seeking proposals for entertainment management of the City's Live! From Hydro Park Concert Series. The series begins in early June and runs ten (10) consecutive Wednesdays with two additional dates as rain dates.

A proposal for entertainment management should include the following:

- Ability to set up and take down a portable stage.
- Contract ten (10) bands of significant talent and experience to perform for two (2) consecutive hours.
- The selected contractor will be expected to provide a schedule of entertainment for approval no later than February 1st.
- Ability to provide proof of insurance.
- Provide a list of prior events hosted and references.

Proposals are due October 31, 2023, before 4:30 p.m. in the Recreation Office: Attention Roger Russove, delivered to 207 Reaume Avenue, PO Box 290, Kaukauna, WI, 54130 or by email to Roger at russove@kaukauna.gov.

This proposal will be in effect for 3 years, with individual contracts to be signed on an annual basis.

Recommended Action: Authorize Community Enrichment & Recreation Director to seek proposals for entertainment management of the City's Live! at Hydro Park Concert Series.