



# MEMO

## Engineering Department

To: Board of Public Works  
From: John Neumeier, Director of Public Works/City Engineer  
Date: 1/19/2026  
Re: Recommendation to award proposal 12-25 Inside the Park Place Sports Complex; design, bidding, and construction services.

### Background information:

The Inside the Park Place development was planned to accommodate a large recreational facility for the City of Kaukauna. Staff has been meeting internally and starting discussions with outside groups to identify the needs we could address with this facility. Engineering Department worked with the Community Enrichment and Recreation Director and Street/Park Departments to send a request for proposals (RFP) for the design, bidding, and construction services. We received seven proposals from consultants or teams of consultants from around the region. Five staff members individually reviewed and scored proposals based on criteria in the RFP including:

- Experience with similar recreational and public facility projects.
- Experience with wetland, floodplain, and other DNR permitting.
- Qualifications of the project team
- Understanding of the project scope and community needs
- Proposed methodology and timeline
- Cost-effectiveness and value
- References and past performance

A summary of the average scoring is attached. Staff, including representatives from Street, Parks, Community Enrichment, Engineering, and Mayor's office, then hosted brief presentations and discussions by the two highest scoring consultants. After the presentations, we discussed pros and cons of each firm and made our recommendation based on the information and opinions developed through the entire process.

**Strategic Plan:**

The proposed project is the continuation of planning for this development and aims to bring a new showcase park into our park system. The project will be improving quality of life, increasing park usage, and will help work toward being a community of choice.

**Budget:** The City has previously borrowed funds for a portion of the anticipated project budget, so we are able to start the design and construction phases in 2026 if authorized. Estimated design, bidding, and construction services would be between \$200,000-225,000

**Staff Recommended Action:**

Authorize Director of Public Works to enter into an agreement for Proposal 12-25, Inside the Park Place Sports Complex including design, bidding, and construction services with Point of Beginning, Inc.

**Individual Review Scoring - 12-25 Inside the Park Place**

Consultant	Avg Individual Review Total
McMahon Associates	51.8
Point of Beginning	51.2
Rettler Corporation	47
raSmith	45
Mead and Hunt	44
Ayres and Associates	39.4
Robert E. Lee and Associates	34