



Board of Park Commissioners Change Order Approval Form

2025 Botanical Conservatory Roof Glass Replacement

Project: 2025010

Change Order Approval Request

Original Scope of Work:

This annual project includes the labor and materials for replacement of twenty-five panels of tempered glass in the Conservatory's roof structure. A bid continuation quote was received from O'Neil's Glass for \$49,645.00, and a purchase order has been issued.

During the purchase order acquisition process, the Botanical Conservatory's manager determined additional trust and non-reverting funds were available to contribute to the project for additional glass panels replacement. The total of these additional funds, and the total change order increase is \$29,655.00

Board Approval:

At this time, I would like to ask the Board of Park Commissioners for approval of a change increase in the contract with O'Neil's Glass in the amount of \$29,655.00 for this project.

The Fort Wayne Parks and Recreation and the Board of Park Commissioners met to host their regularly scheduled monthly Board meeting on **August 14, 2025**, to approve the above-referenced project and **increase** to the contract, in the amount of **\$29,655.00**.

On the date stated, we, the Board of Park Commissioners do ATTEST, sign the above-referenced and attached documents, and approve as presented.

Justin Shurley, President

Cory Miller, Vice-President

Richard Briley, Commissioner

Jenna Jauch, Commissioner

Steve McDaniel, Director/ Board Secretary



FORT WAYNE PARKS AND RECREATION

1900 North Clinton Street

Fort Wayne, IN 46805

(260) 427-6000

www.fortwayneparks.org

Change Order No. 1 - Project #2025010

Issuant Date:	5/16/2025	Owner's File No. (P.O.):	25121154
Contractor:	O'Neil's Glass	Contract :	2025 Conservatory Glass Replacement

TYPE OF CHANGE:

Alteration	☒ Addition	☐ Deduction	☐ Other:
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You are authorized to make the following changes to this contract:

Addition:	Addition of 16 panels for Tropical and Arid buildings (Use Fund Number: 428-P270-5454)	\$27,655.00
Addition:	Addition of 16 panels for Tropical and Arid buildings (Use Fund Number: 422-P270-5454)	\$2,000.00
	Total change (additional amount added to contract):	\$29,655.00

\$49,645.00	Contract amount prior to this Change Order
\$29,655.00	Net increase resulting from this Change Order
\$79,300.00	Current contract price INCLUDING this Change Order

Change Order Initiator:	Contractor's Acceptance:	Owner's Approval:
By: <u>Brian T. Fiedler</u> Brian T. Fiedler	By: <u>Dalton Markley</u> Dalton Markley	By: <u>Steve McDaniel</u> Steve McDaniel
Date: May 16, 2025	Date: May 16, 2025	Date: 5/16/2025



CITY OF FORT WAYNE

SHARON TUCKER, MAYOR

April 16, 2025

Dalton Markley
O'Neil's Glass
3927 New Haven Avenue
Fort Wayne, IN 46803

Dear Mr. Markley,

Subject: 2025 Botanical Conservatory roof glass project (PAS # 2025010)

The City of Fort Wayne's Parks and Rec Project Administration Services (PAS) Department would like to extend the above subject contract from last year's 2024 Botanical Conservatory roof glass project (PAS # 2024011 where we replaced 20 roof glass panels for \$49,984) at the pricing and specifications called out in the O'Neil's Glass quote from April 8, 2025 (\$49,645 but for 25 roof glass panels – **5 more** than last year). These 25 roof glass panels are all on the South side of the Showcase building.

Please indicate your concurrence by signing below and returning this letter to my attention via email: brian.fiedler@cityoffortwayne.org at your earliest convenience.

Should you have any questions, please do not hesitate to contact our office at (260) 427-6412. Thank you in advance for your assistance.

Sincerely,

O'Neil's Glass

Brian T. Fiedler, CQE

Signature of Authorized Representative

4/16/25

Date

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