

## Board of Park Commissioners Approval Form

### Conservatory Exploration and Terrace Garden Design Project

Project: 2025078 RFP# 9873460

#### Project Approval Request

##### Scope of Work:

The City of Fort Wayne Parks and Recreation Department (FWPRD), on behalf of the Board of Park Commissioners, has requested proposals with fees from firms qualified to prepare conceptual and schematic designs, including surveys, geotechnical services, and marketing graphics for the **Conservatory Exploration and Terrace Garden Design**. Proposals from fifteen (15) design firms were received on October 2, 2025. Four (4) firms were shortlisted and interviewed. This project includes the following general components:

1. New indoor rental and program space
2. Outdoor event space
3. Greenhouse
4. Redesigned landscape
5. Accommodations for utilities and maintenance needs
6. Universal accessibility throughout
7. Sustainable elements throughout

Proposals were evaluated by a committee consisting of various administrative members of the FWPRD. All proposals were evaluated and judged according to their merit and demonstration of each company's project understanding, ability to complete, experience, methodology, and proposed fee. The selection committee and Park staff recommend that the Board of Park Commissioners enter into a contract with Merritt Chase for the above-mentioned work.

##### Board Approval:

At this time, I would like to request approval for a contract with **Merritt Chase** at a total cost of **\$250,000.00**. This project will be funded through the Foellinger Foundation grant funding.

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The Fort Wayne Parks and Recreation and the Board of Park Commissioners met to host their regularly scheduled monthly Board meeting on **December 11, 2025**, to approve the above-referenced project and contract, in the amount of **\$250,000.00**.

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

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Justin Shurley, President

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Cory Miller, Vice-President

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Richard Briley, Commissioner

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Jenna Jauch, Commissioner

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Steve McDaniel, Director/ Board Secretary

## Score Tabulation

### Conservatory Exploration and Terrace Garden Design

Project #2025078 Quest#9873460

10/2/25

#### Proposal Scores

Merritt Chase	92	interview
Hoerr Schaudt	92	interview
Studio Outside	90	interview
MKSK	88	interview
REA	85	
Land Collective	84	
JPR	78	
Kimley Horn	78	
Confluence	76	
RATIO	75	
V3 Companies	75	
Anderson Bohlander	73	
Context Design	68	
SWA	68	
Troyer Group	65	