

## Board of Park Commissioners Approval Form

**2026 mailing of quarterly Fun Times Brochures & Postcards**  
**RFQ # 9931949**

**Scope of Work/Project Narrative:**

The Department produces a quarterly Fun Times brochure that will be mailed to approximately 31,000 households in **February, May, August, and November of 2026**. In addition, 20,000 postcards directing to our website will also be mailed at the same time to households on select carrier routes.

Quotes were requested on behalf of the Board of Park Commissioners for the mailing preparation of the brochures and postcards. One bid was received. The vendor also handles the postage; therefore, although not a part of the bid, it is included in the purchase order.

**Board Approval:**

We request approval for a purchase order in the amount of \$73,752 for Anthony Wayne Rehabilitation (dba Tandem) for the mailing prep (\$6,868) and postage (\$66,884) for ~124,000 Fun Times and 80,000 postcards.

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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 amounts of **\$73,752**.

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

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Justin Shurley, Board President

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Cory Miller, Board 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

Printing/Mailing of Fun Times RFQ #9931949

Owner: Purchasing

Solicitor: Fort Wayne IN, City of

11/04/2025 11:00 AM EST

			Anthony Wayne Rehabilitation		The Papers Inc.	
	UofM	Qty	Unit Price	Extension	Unit Price	Extension
<b>Fun Times Printing</b>						
1 Catalogs: 60-page issue	ea	2	no bid		\$ 10,481.00	\$ 20,962.00
2 Catalogs: 68-page issue	ea	1	no bid		\$ 11,043.00	\$ 11,043.00
3 Catalogs: 76-page issue	ea	1	no bid		\$ 11,704.00	\$ 11,704.00
4 Postcards: 20,000 per season	ea	4	\$2,100.00	\$8,400.00	\$ 1,441.00	\$ 5,764.00
<b>Fun Times Mailing</b>						
Mail preparation for quarterly Fun						
5 Times catalogs and postcards	LS	1	\$6,868.00	\$6,868.00	no bid	

*also sent to: KPC Media, EP Graphics, Aim Media IN*