

Board of Park Commissioners Approval Form

Fort Wayne Parks & Recreation
Headwaters Park Fountain Project Design Contract
Change Order #1
PO# 23121220

Project Description

Scope of Work:

This project contract with *Grinsfelder Associates Architects* includes professional services to design a new interactive fountain to replace the current fountain at Headwaters Park. Services include the creation and provision of all drawings and specifications necessary for bidding purposes to provide a newly renovated fountain structure that is safe for public use, and economical to operate for the owner.

Change Description:

In order to complete bidding and construction of the project, various permits were required, along with filing fees that were borne by the designer. These costs are detailed in the attached invoice from the company and are considered above the scope of work in the original contract.

Board Approval:

The original contract with Grinsfelder Associates Architects was \$60,500.00. I am asking the Board to approve this change order request, which asks for an additional amount of \$4,355.56 to be added to the original contract, bringing the new contract amount to \$64,855.56.

Fund Source: Parks Cumulative Capital Fund

At this time, I respectfully request approval of Change Order #1 with Grinsfelder Associates Architects at a total cost of \$4,355.56.

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 change to the contract, in the amount of \$4,355.56.

We, the Board of Park Commissioners, on the date stated, do ATTEST, sign to 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**

705 E. State Boulevard

Fort Wayne, IN 46805

(260) 427-6000

www.fortwayneparks.org

Change Order No. 1 - Project #2022018

Issuant Date:	11/07/25	Owner's File No. (P.O.):	23121220
Contractor: Grinsfelder Associates Architects, Inc.	Contract For: Headwaters Fountain Design Contract		

TYPE OF CHANGE:

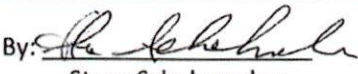
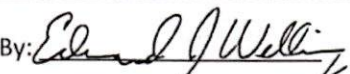
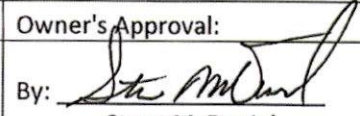
Alteration	<input checked="" type="checkbox"/> Addition	Deduction	Other:
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You are authorized to make the following changes to this contract:

Add:	Add Item #1 – Reimbursable expenses incurred during project	\$4355.56
	Total Change Order Amount:	4355.56

\$60,500.00	Contract amount prior to this Change Order (includes Contingency Allowance)
\$4355.56	Net increase resulting from this Change Order
\$64855.56	Contract price INCLUDING this Change Order

See attached invoice for detailed list of items compiling the reimbursable expenses.

Change Order Initiator:	Contractor's Acceptance:	Owner's Approval:
By:  Steve Schuhmacher	By:  Edward J. Welling, President	By:  Steve McDaniel
Date: 11-24-25	Date: 11/24/2025	Date: 11/25/2025



520 s calhoun st ste 201 • fort wayne • in • 46802 1214
ph 260 424 5942 • fax 260 422 8256
office@grinsfelderarchitects.com
www.grinsfelderarchitects.com

C850
Board of Park Commissioners
City of Fort Wayne
705 East State Blvd
Fort Wayne IN 46805

Invoice # 251133

Terms: Net 30 Days

(Steve Schuhmacher)

INVOICE	HWP Source Fountain	Project: 2237	November 1, 2025
Fee for Reimbursables 10/01/23 through 10/31/25.		Balance Due	\$4,355.56

1. Reimbursables

April 2024	Variance Application Fee	281.82
January 2025	State Filing Fee	157.43
February 2025	State Filing Fee	4.49
February 2025	Variance Application Fee	281.82
March 2025	Black and White Plots	\$35.00
April 2025	Lougheed Floodway Permit	\$3,595.00

Total Reimbursables	\$4,355.56
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Total Due	\$4,355.56
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Thank you. We appreciate your business.

Please mail payments to: 520 S. Calhoun St. Ste 201, Fort Wayne IN 46802-1214.