FORT WAYNE PARKS AND RECREATION

Board of Park Commissioners
Change Order Approval Form

Foellinger Theatre Production Services
Purchase Order #: 26121103
Change Order Approval Request

Original Scope of Work:
This PO was for the production services at Foellinger Theatre for the 2026 season including stage labor. Force Technology Solutions is responsible for coordinating and managing the technical and logistical aspects of putting on a live show. Their primary job is to make sure the artist's performance is presented professionally, safely, and successfully, from setup through teardown. Their services include, but are not limited to: sound and audio production, lighting production, stage and backline production, video and visual production, technical staffing, advance planning and coordination and show day management.

The original PO was requested based on the performances that were scheduled at that time. As more performances were added the production and labor costs increased.

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 Force Technology Solutions in the amount of $5,391.07 for this service increasing the total of the PO to $55,078.56

The Fort Wayne Parks and Recreation and the Board of Park Commissioners met to host their regularly scheduled monthly Board meeting on **November 12, 2026**, to approve the above-referenced project and increase to the contract, in the amount of **$5,391.07.**

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
705 E. State Boulevard
Fort Wayne, IN 46805
(260) 427-6000 www.fortwayneparks.org

Change Order No. 1 – PO 26121103

Issuant Date:	**11/12/2026**	Owner's File No. (P.O.):	**26121103**
Contractor: Force Technology Solutions		Contract For: Productions Services at Foellinger	

TYPE OF CHANGE:

Alteration	**X** Addition	Deduction	Other:

You are authorized to make the following changes to this contract:

Add:	Increased production costs due to addition of performances	**$5,391.07**

$49,687.49	Contract amount prior to this Change Order (includes Contingency Allowance)
$5,391.07	Net decrease resulting from this Change Order
$55,078.56	Current contract price INCLUDING this Change Order

Deputy Director Approval:	Vendor Approval:	Owner's Approval:
By: _____ Rhonda Berg	By: _____	By: _____ Steve McDaniel
Date:	Date:	Date: