

Board of Park Commissioners

Approval Form

5-Year Master Plan - Consultant

Project Approval Request

Scope of Work:

This project consists of a collaboration between our department and the Allen County and New Haven Parks and Recreation Departments. This is to hire a consultant who will put together a 5-year master plan for each department. These master plans will be submitted to the Indiana Department of Natural Resources and approved. With the master plan on file with the IDNR, we will be able to apply for Land and Water Grants that the IDNR manages.

Over the last 10 years, our department has been awarded grants using Land and Water funds.

We collaborate with the other two departments because we share similar issues, user groups, and geographical data. This collaboration brings the total cost of producing a master plan down for each respected department.

Request for Proposals went out in June to several firms as well as advertising the RFP publicly.

Board Approval:

Three firms submitted proposals on July 7th, 2022. These proposals have been evaluated on several criteria items that were identified in the RFP. Representatives of the three departments reviewed the proposals individually. Once the review was completed, one member of each department came together and unanimously agreed to engage Designing Local, Ltd. as our consultant.

Today we are asking the Board to approve a contract with Designing Local, Ltd. for \$60,000.00. The other two departments will be reimbursing us for their portions of the total costs.

The Fort Wayne Parks and Recreation and the Board of Park Commissioners met to host their regularly scheduled monthly Board meeting on **July 14, 2022**, to approve the above-referenced project and contract, in the amount of **\$60,000.00**.

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.

William Zielke, Commissioner

Justin Shurley, Commissioner

Cory Miller, Commissioner

Rick Briley, Commissioner

Steve McDaniel, Director/Board Secretary

FORT WAYNE PARKS 5 YEAR MASTER PLAN EVALUATION SCORES

CONSULTANT	SCORE
Designing Local	257/279
Earthsource	231/279
V3	205/279