



CONTRACT# 210895

CITY OF OCALA CONTINUING PROFESSIONAL SERVICES CONTRACT WORK ORDER

WORK ORDER NUMBER # 54

EFFECTIVE DATE: 03/26/2026

^{DS}
PL
Contracting Officer
Approval/Initials

Project Title: SE 25th Ave @ Sr 464 Intersection FDOT Updates

To: *Kimley Horn*
1700 SE17th St, Suite 200
Ocala, FL 34471

Attn: Amber L. Gartner, P.E.

FUNDING SOURCE: Professional Services

EXPENDITURE ACCOUNT NUMBER: 001-020-201-541-54-31010

In accordance with ENG/210895 and the executed City Council Agreement, you are hereby authorized to commence the work outlined in the attached scope of work. The approved work order amount as a maximum limiting amount shall not to exceed **\$18,824.18.**

Requested By: *Sam Lewis* Date: *3/27/2026*
Department Director

DocuSigned by:
Approved By: *Ken Whitehead* Date: 4/4/2026
567072153897/A
Deputy Assistant City Manager

Created By: Laurie Hornberger Date: 3/26/2026



INDIVIDUAL PROJECT ORDER NUMBER 2026-03

Describing a specific Agreement between Kimley-Horn and Associates, Inc. (Kimley-Horn), and The City of Ocala (the “City” or the “Client”) in accordance with the terms of the Master Agreement Contract Eng/210895 for Continuing Professional Services dated September 25, 2022, which is incorporated herein by reference.

Identification of Project:

Project: SE 25th Avenue at SR 464 Intersection Plans FDOT Updates
Project Manager: Amber L. Gartner, PE

General Category of Services:

Under a separate IPO, Kimley-Horn prepared intersection and signal modification plans for the intersection of SR 464 at SE 25th Avenue. A driveway connection permit has been received from the Florida Department of Transportation (FDOT). The City has received funding through the FDOT for construction of the improvements. The FDOT is requiring the already approved plans to be entered through the Electronic Review Comment (ERC) system for additional review. This IPO covers efforts to update the plans and respond to FDOT comments from the ERC review.

SCOPE OF SERVICES

Task 1 – FDOT Plans Updates

Kimley-Horn will perform the following under this Task:

- A. Review up to two rounds of comments by the FDOT through the ERC system, as provided to Kimley-Horn from the City. Kimley-Horn will coordinate with the City to provide draft responses to the FDOT comments. The City is responsible for entering the comment responses into the ERC system.
- B. Prepare up to three updated Opinion of Probable Construction Cost based on the most recently published FDOT Historical Cost Information.
- C. Prepare up to three updates to the intersection plans based on comments provided by FDOT.
- D. Submit the updated plans to utility owners obtained through the Sunshine 811 one-call system. Kimley-Horn will coordinate with the utility owners to obtain Utility Work Schedules (UWS) for utilities requiring relocations by the utility owner.
- E. Submit final signed and sealed plans and OPC to the City based on final review through the FDOT ERC system.

ADDITIONAL SERVICES

Services requested that are not specifically included will be provided under a new and separate IPO agreement or can be performed on an hourly basis upon written authorization.

SCHEDULE

Kimley-Horn will begin services upon receipt of an executed IPO. The above services will be provided as expeditiously as practicable to meet a mutually agreed-upon schedule.

FEE AND EXPENSE

Kimley-Horn will perform the Scope of Services in Task 1 for a lump sum fee of \$18,824.18. All permitting, application, and similar project fees will be paid directly by the City. A breakdown of the fee per Task is provided in the attached Table A. Services provided under this IPO will be invoiced monthly. All invoices will include a description of the services provided.

Attachments: Table A

ACCEPTED:
THE CITY OF OCALA, FLORIDA

KIMLEY-HORN AND ASSOCIATES, INC.

DocuSigned by:
BY: Ken Whitehead
5677F71E38874F4...

BY: 
Amber L. Gartner, PE

TITLE: Assistant City Manager

TITLE: Vice President

DATE: 4/4/2026

DATE: March 18, 2026



**TABLE A
COST ESTIMATE FOR SERVICES**

PROJECT: IPO 2026-03_SE 25th Avenue at SR 464 Intersection Plans FDOT Updates

SHEET:

1 of 1

CLIENT: CITY OF OCALA

DATE:

MARCH 2026

KHA PM: AMBER L. GARTNER, PE

BASIS FOR ESTIMATE: COUNCIL-APPROVED HOURLY RATES, CONTRACT #ENG/210895

		DIRECT LABOR (MAN-HOURS)						LABOR TOTAL
		Chief Engineer 2	Engineering Intern	Chief Designer	Secretary/ Clerical	LABOR HOURS	SUBCONSULTANT (\$)	
TASK NO.	DESCRIPTION	\$290.23	\$137.42	\$170.09	\$103.26			
1	FDOT Plans Updates	24	18	40	25	95		\$ 18,824.18
GRAND TOTAL: \$							18,824.18	

Certificate Of Completion

Envelope Id: 2C83D8E3-B6AC-8093-81DE-CC332E2829E7
 Subject: SIGNATURE: TWO #54 - SE 25th Avenue and SR 464 Intersection (ENG/210895)
 Source Envelope:
 Document Pages: 4
 Certificate Pages: 2
 AutoNav: Enabled
 Envelopeld Stamping: Enabled
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed
 Envelope Originator:
 Patricia Lewis
 110 SE Watula Avenue
 City Hall, Third Floor
 Ocala, FL 34471
 plewis@ocalafl.org
 IP Address: 216.255.240.104


Record Tracking

Status: Original
 4/3/2026 12:28:38 PM
 Security Appliance Status: Connected
 Holder: Patricia Lewis
 plewis@ocalafl.org
 Pool: StateLocal
 Location: DocuSign

Signer Events

Patricia Lewis
 plewis@ocalafl.org
 Senior Contract Specialist
 City of Ocala
 Security Level: Email, Account Authentication
 (None)

Signature


 Signature Adoption: Pre-selected Style
 Using IP Address: 216.255.240.104

Timestamp

Sent: 4/3/2026 12:30:04 PM
 Viewed: 4/3/2026 12:30:14 PM
 Signed: 4/3/2026 12:30:18 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Ken Whitehead
 kwhitehead@ocalafl.org
 Assistant City Manager
 City of Ocala
 Security Level: Email, Account Authentication
 (None)


 Signature Adoption: Pre-selected Style
 Using IP Address: 216.255.240.104

Sent: 4/3/2026 12:30:18 PM
 Viewed: 4/4/2026 12:45:18 PM
 Signed: 4/4/2026 12:46:49 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/3/2026 12:30:04 PM

Envelope Summary Events	Status	Timestamps
Envelope Updated	Security Checked	4/3/2026 3:39:27 PM
Certified Delivered	Security Checked	4/4/2026 12:45:18 PM
Signing Complete	Security Checked	4/4/2026 12:46:49 PM
Completed	Security Checked	4/4/2026 12:46:49 PM

Payment Events	Status	Timestamps
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