



CONTRACT# 230625

CITY OF OCALA

CONTRACT WORK ORDER

WORK ORDER NUMBER # GRM26-001

EFFECTIVE DATE: October 27, 2025

DS
DR
Contract Manager
Approval/Initials

Project Title: 2050 Vision Plan

To: *Kimley-Horn & Associates*
101 East Silver Springs Boulevard
Ocala, FL 34471

Attn: *Ali Palmer*

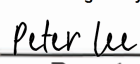
FUNDING SOURCE: General Fund

EXPENDITURE
ACCOUNT NUMBER: 001-016-061-515-51-31010

In accordance with your executed City 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 **\$51,040.**

Requested By: 
Department Director

Date: 10-17-25

DocuSigned by:
Approved By: 
Deputy Assistant City Manager

Date: 10/23/2025



INDIVIDUAL PROJECT ORDER NUMBER 2025-01

Describing a specific agreement between **Kimley-Horn and Associates, Inc.** (the Consultant), and **The City of Ocala** (the City) in accordance with the terms of the Professional Planning Services – 2050 Vision Agreement Contract Number GRM/230625 for Continuing Professional Services dated December 12, 2023, which is incorporated herein by reference.

Identification of Project:

Project Name: Ocala Vision 2050

KH Project Manager: Ali Palmer

PROJECT UNDERSTANDING

This Individual Project Order Number 2025-01 is intended as the next task order for the ongoing Ocala Vision 2050 project and is structured to serve as the final scope of work required to complete the project. Accordingly, this task order represents the continuation and culmination of the previous work, ensuring that all outstanding project requirements are addressed for the Vision 2050 project and that the project will be completed upon fulfillment of this scope.

SCOPE OF SERVICES

Task 1 – Client Workshop

- A. Kimley-Horn will participate in an in-person one day workshop with the City to review revisions to the Vision 2050 document prepared by Kimley-Horn and provided to the City in June 2025 under the prior IPO. Up to three Kimley-Horn professionals will attend the workshop for up to eight hours to discuss the proposed changes. The meeting date will be jointly coordinated at least three business days prior to the scheduled meeting.
- B. Following the meeting, the Consultant will submit summarized meeting notes to confirm the proposed revisions to Vision 2050 before proceeding to Task 2.

Task 2 – Vision 2050 Revision

- A. Kimley-Horn will update the latest draft of the Vision 2050 document (provided to the City in June 2025) to incorporate the revisions provided during the Client Workshop under Task 1. These revisions will include substantial revisions to the layout and narrative flow, modifications to the existing maps and graphics, as well as design and integration of new maps, graphics and photographic images. The document format will be modified from 8.5x11 landscape page to 11x17 landscape page.
- B. Kimley-Horn will make up to one substantial revision to the current draft of the Vision 2050 Plan (requiring two weeks of effort or less) and up to two minor revisions based on additional City comments, requiring two days of effort or less. The City will provide new photographs to be included in the document. This revision will also include modification to the following:
 - 1) Maps – Kimley-Horn will update each of the five Focus Area maps in the Vision 2050 document based on the updated actions and strategies discussed during the Workshop. The master focus area map will also be revised to incorporate any boundary adjustments to the focus areas. Additionally, Kimley-Horn will develop up to four new “heat maps” (one for each focus area) to show the approximate locations of catalytic sites. All map revisions

will be based on finalized and combined markups, along with basemap data (ArcMap files) supplied by the City. The updated and new maps will be delivered to the City in both ArcGIS and PDF formats. Kimley-Horn will provide up to two minor revisions based on City feedback, each requiring one day of effort or less.

- 2) Graphics – Kimley-Horn will generate up to five graphics, with one graphic dedicated to each focus area, to visually represent the key strategies or actions associated with those areas. These graphics may use images provided by the City including photographs or, where appropriate, images from the Consultant's own graphic library. Kimley-Horn will perform up to two minor revisions to the graphics based on feedback from the City, with each revision requiring one day of effort or less.

- C. Once the revisions in this task have been completed as described, Kimley-Horn will deliver the final draft of the Vision 2050 document to the City in Adobe PDF format, print-ready in both 8.5x11 and 11x17 format.

SCHEDULE

Kimley-Horn will provide the Scope of Services as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule.

FEES AND EXPENSES

Kimley-Horn will perform the Scope of Services in Tasks 1 and 2 for the lump sum fees detailed below. Individual task amounts are informational only.

TASK DESCRIPTION	LUMP SUM FEE
Task 1 – Client Workshop	\$7,938.00
Task 2 – Vision 2050 Revision	\$43,102.00
Total Lump Sum Fees:	\$51,040.00

Services provided under this task will be invoiced on a monthly basis. All invoices will include a description of the services provided. Approval from the City shall be required for all invoiced travel expenses and meetings.

ACCEPTED:

THE CITY OF OCALA, FLORIDA

DocuSigned by:

BY: 

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TITLE: City Manager

DATE: 10/23/2025

KIMLEY-HORN AND ASSOCIATES, INC.

BY: 

Amber L Gartner, PE

TITLE: Vice President

DATE: October 15, 2025

TABLE A COST ESTIMATE FOR SERVICES												
PROJECT: VISION 2050 CLIENT: CITY OF OCALA KHA PM: ALI PALMER BASIS FOR ESTIMATE: COUNCIL-APPROVED HOURLY RATES												
DIRECT LABOR (MAN-HOURS)												
	NO.	DESCRIPTION	Analyst	Designer	Professional	Senior Professional	Project Manager	Principal	LABOR HOURS	SUB (\$)	LABOR TOTAL	
	1.0	CLIENT WORKSHOP	\$128.00	18	\$154.00	16	\$179.00	\$221.00	\$258.00	12	46.0	\$ 7,864.00
	2.0	VISION 2050 REVISION		70				8	20		98.0	\$ 15,888.00
	2.A	2 MINOR REVISIONS		41					10		70.0	\$ 10,754.00
	2.B.1	MAPS							2		52.0	\$ 8,216.00
	2.B.2	GRAPHICS						8	2		40.0	\$ 6,904.00
	2.C	FINAL DELIVERABLE		11							11.0	\$ 1,408.00
SUB TOTAL:										\$	-	\$ 51,034.00
GRAND TOTAL:										\$		\$ 51,034.00

Certificate Of Completion

Envelope Id: 64DC5445-AAF2-4BCD-9233-D137C9EDC632

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Subject: SIGNATURE: TWO #26-01 - Vision 2050 - Kimley-Horn & Associates (GRM/230625)

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Document Pages: 4

Signatures: 2

Envelope Originator:

Certificate Pages: 5

Initials: 1

Patricia Lewis

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City Hall, Third Floor

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Ocala, FL 34471

plewis@ocalafl.org

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Location: Docusign

Signer Events

Daphne Robinson

drobinson@ocalafl.org

Contracting Officer

Security Level: Email, Account Authentication (None)

Signature

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Electronic Record and Signature Disclosure:

Accepted: 10/23/2025 9:23:16 AM

ID: b40fecfb-9ed8-45db-babb-978f49f247f7

Peter Lee

plee@ocalafl.org

City Manager

City of Ocala

Security Level: Email, Account Authentication (None)

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Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

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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 Summary Events	Status	Timestamps
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Signing Complete	Security Checked	10/23/2025 10:50:44 AM
Completed	Security Checked	10/23/2025 10:50:44 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Ocala - Procurement & Contracting (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact City of Ocala - Procurement & Contracting:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: contracts@ocalafl.org

To advise City of Ocala - Procurement & Contracting of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at contracts@ocalafl.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from City of Ocala - Procurement & Contracting

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to contracts@ocalafl.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Ocala - Procurement & Contracting

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to contracts@ocalafl.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify City of Ocala - Procurement & Contracting as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by City of Ocala - Procurement & Contracting during the course of your relationship with City of Ocala - Procurement & Contracting.