



CONTRACT# 220321

CITY OF OCALA

CONTINUING PROFESSIONAL SERVICES

CONTRACT WORK ORDER

WORK ORDER NUMBER # 10

EFFECTIVE DATE: 7/15/25

DS
DR
Contracting Officer
Approval/Initials

Project Title: City of Ocala AE Floodplain Model Revision

To: *Black & Veatch Corporation*
201 South Orange Ave
Suite 500
Orlando, FL 32801

Attn: *Mr. Sam Miller, PE*

FUNDING SOURCE: Professional Services

EXPENDITURE
ACCOUNT NUMBER: 158-020-430-538-53-31010

In accordance with ROQ 11-004 and the 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 **\$186,243 .**

Requested By: *Ken Lewis*
Department DirectorDate: *7/18/2025*Approved By: *Kristen Meyer*
Council President

Date: 8/9/2025

Created By: Nyla Nguyen

Date: 7/17/2025

TASK ORDER NO. 10 TO THE AGREEMENT ENG/220321

SCOPE OF SERVICES

Owner: City of Ocala, Florida
 Engineer: Black & Veatch Corporation
 Project: AE Model Revision

BACKGROUND

The City of Ocala (City) has completed several floodplain revisions within their Zone A and Zone AE floodplains, which were developed from different Flood Insurance Studies (FIS). The city has had multiple challenges with FEMA accepting modifications to the AE floodplain, causing confusion and delays in accepting the previous letter of map revision (LOMR). With several Watershed Models completed that overlay the City's AE floodplains, a programmatic update to the AE flood zones can be completed and gain acceptance from FEMA so that future map revisions utilize the latest information. Refer to Figure 1 for the extent of the Cities AE flood model. The models used for the refinement within the AE flood model will include the Florida Ridge Model, Ocklawaha Marion, Lake Panasoffkee Model, Marshall Swamp, and West Ocala.

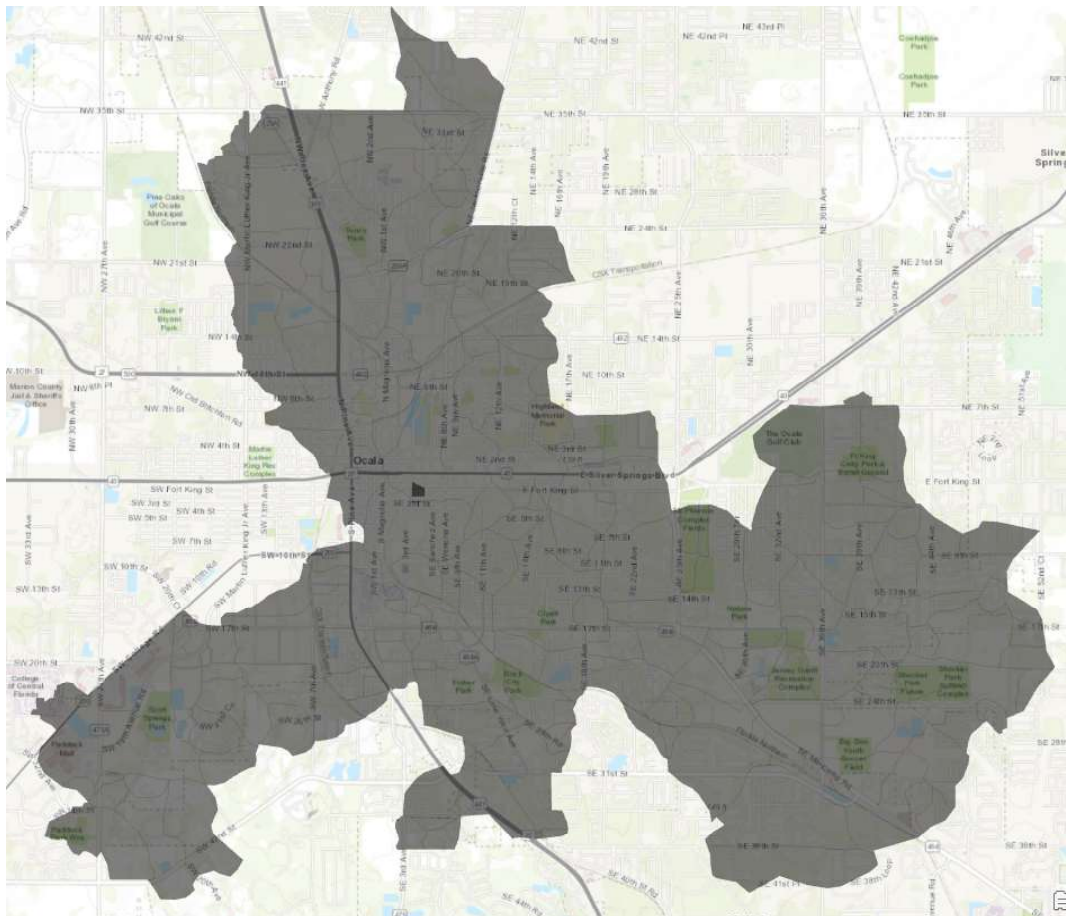


Figure 1: Extent of AE Flood Zone

The City has requested Black & Veatch (Consultant) to provide engineering services to support preparing the revised AE model, LOMR package, and corresponding RAI Response.

Scope of Services

The Scope of Services, by Task, included under this Amendment is summarized below. The City will pay all LOMR fees, which are not included in this scope and fee estimate.

Task 1 – Project Kick-Off Meeting and Data Collection

The Consultant will schedule and conduct one (1) project kickoff meeting. Attendees will include the Consultant's Project Manager, the Project Engineer, the City's Project Manager, and other key City staff. The goal of the meeting will be to confirm project goals, roles, and responsibilities and to review the scope of services and schedule to ensure mutual understanding and enhance collaboration among project stakeholders and participants. The data request will include drawings, record drawings, geotechnical testing, stormwater models, GIS, and other necessary information.

This task will be billed on a lump sum basis. The consultant will prepare a project data request for the City that will be discussed in the Kick-Off Meeting.

Task 2 – Corrected Effective/ Existing Condition Model Preparation

The Consultant will update the duplicate effective model to the corrected effective model utilizing readily available data, such as soils, basin delineation, other regional models, land use, record drawings, previous LOMR applications, and the 2021 digital elevation model (DEM). Then, the existing conditions model will be prepared to incorporate information from up to five flood control projects, such as Fisher Park, SE Watula, DRAs, and other relevant flood control projects, which will be incorporated where survey information is available. During model development, the Consultant will coordinate with the FEMA Clearing House to ensure all the latest information for this area has been incorporated into the model and that there is consistency among the models. The Consultant will anticipate two (2) weeks for City review and two (2) weeks to address City comments as part of the schedule.

This task will be billed on a lump sum basis.

Task 3 – Letter of Map Revision (LOMR) Package Preparation

The Consultant will prepare a draft of the LOMR package and document the findings. All materials developed for the LOMR will be made available to City staff for review and approval before submittal, and all materials, data, and model data sets will be provided to the City in digital and paper copy, as appropriate. As part of the LOMR application, the Consultant will prepare a model report that documents the refinements that took place as part of the documentation process for FEMA. The Consultant will anticipate two (2) weeks for City review and two (2) weeks to address City comments as part of the schedule. The Consultant will hold a Task 3 coordination meeting to discuss the LOMR package and coordinate with the City on initial comments.

This task will be billed on a lump sum basis. The Consultant will work with the City to submit the revised LOMR documentation online.

Task 4 – National Flood Insurance Program Additional Data Required to Support LOMR

The Consultant will provide support in response to any potential requests from the National Flood Insurance Program (NFIP) as part of their initial review. The Consultant will prepare a response to the NFIP request for additional data. The response letter will address each comment and prepare the necessary documentation. The Consultant will work with the City to submit the revised LOMR documentation online to NFIP. All materials developed for additional data requests will be made available to City staff for review and approval before submittal, and all materials, data, and model data sets will be provided to the City in digital and paper copy, as appropriate. The Consultant will anticipate two (2) weeks for City review and two (2) weeks to address City comments as part of the schedule.

Because the exact scope of this task is currently unknown, the time under this task will be billed on a time & material basis until the allocated budget is spent.

Task 5 – RAI Response Support

In the event of a request for additional information (RAI) from FEMA or NFIP, the consultant will provide additional support as needed at the request of the City. Supplementary support may include refining model information, updating tables, reviewing other local models, and performing other tasks. This effort does not include field visits or survey efforts. This task assumes that the existing models will sufficiently complete the LOMR. All materials developed for the RAI will be made available to City staff for review and approval before submittal, and all materials, data, and model data sets will be provided to the City in digital and paper copy, as appropriate. The Consultant will anticipate two (2) weeks for City review and two (2) weeks to address City comments as part of the schedule.

Because the exact scope of this task is currently unknown, the time under this task will be billed on a time & material basis until the allocated budget is spent.

Project Schedule (Based on Calendar Days from NTP)

Description	Days Elapsed from Notice to Proceed
Task 1 – Project Kick-Off Meeting and Data Collection	21
Task 2 – Model Preparation and Survey Coordination	200
Task 3 – Letter of Map Revision (LOMR) Package Preparation	220
Task 4 – National Flood Insurance Program Additional Data Required to Support LOMR	400
Task 5 – Supplemental RAI Response Support	580

Attachments:

A – Fee Worksheet

OCALA - Task Order No.10								
AE Model Revision								
Attachment A								
DESCRIPTION								
								Total
	Billing Rate (\$/hr)=>	\$200.51	\$255.24	\$137.04	\$148.25	\$128.27	\$105.50	Hours Labor
Task 1 -- Project Kick Off Meeting and Data Collection		8	8	8	2	2	2	30 5,506
Task 2 -- Corrected Effective/ Existing Condition Model Preparation		32	40	450	6	6	6	540 80,586
Task 3 -- Letter of Map Revision (LOMR) Package Preparation		24	40	160	6	6	6	242 39,240
Task 4 -- National Flood Insurance Program Additional Data Required to Support LOM		32	40	140	3	3	3	221 36,958
Task 5 -- RAI Response Support		32	32	60	3	3	3	133 23,952
	hours	128	160	818	20	20	20	1,166
	labor	\$25,665	\$40,838	\$112,099	\$2,965	\$2,565	\$2,110	\$186,243
\$186,243								



Certificate Of Completion

Envelope Id: 6AB32618-2000-41C2-99C0-C0E261B8BE12

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Document Pages: 5

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Envelope Originator:

Certificate Pages: 4

Initials: 1

Patricia Lewis

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Daphne Robinson drobinson@ocalafl.org Contracting Officer Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 216.255.240.104	Sent: 7/23/2025 2:11:54 PM Viewed: 7/25/2025 6:32:35 PM Signed: 7/25/2025 6:32:41 PM

Electronic Record and Signature Disclosure:
Accepted: 7/25/2025 6:32:35 PM
ID: 191eb688-e4df-4c8b-8881-8ea57dbaf030

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
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Certified Delivered	Security Checked	7/25/2025 6:32:35 PM
Signing Complete	Security Checked	7/25/2025 6:32:41 PM
Completed	Security Checked	7/25/2025 6:32:41 PM
Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

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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..

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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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- 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.


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kdreyer@ocalafl.gov		Viewed: 8/9/2025 9:50:38 PM
Council President		Signed: 8/9/2025 9:50:45 PM
City of Ocala		
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
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	Signed using mobile	

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Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	8/9/2025 9:50:38 PM
Signing Complete	Security Checked	8/9/2025 9:50:45 PM
Completed	Security Checked	8/9/2025 9:50:45 PM
Payment Events	Status	Timestamps