



CONTRACT# ENG/220321

CITY OF OCALA

CONTINUING PROFESSIONAL SERVICES

CONTRACT WORK ORDER

WORK ORDER NUMBER # 4

EFFECTIVE DATE: 12/07/2023

Contract Manager
Approval/Initials

Project Title: Deluca Basin LOMR and FEMA RAI Response

To: *Black & Veatch Corporation*
201 South Orange Avenue
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 your 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 **\$ 38,604.00**.

Requested By:

Department Director

Date: 12/7/23

Approved By:

City Manager / Asst. City Manager

Date: 1-19-24

TASK ORDER NO. 4 TO THE AGREEMENT ENG/220321 SCOPE OF SERVICES

Owner: City of Ocala, Florida
Engineer: Black & Veatch Corporation
Project: Deluca Basin Letter of Map Revision

BACKGROUND

The City of Ocala (City) and property owners have constructed several large drainage retention areas near Deluca Toyota (1719 SW College Rd, Ocala, FL 34471) to help reduce flooding. This area lies within FEMA Flood Zone A, as depicted in Figure 1.



Figure 1: FEMA Flood Insurance Rate Map

Black & Veatch (Consultant) will revise the current effective model to incorporate several detention areas designed and constructed since the effective model was last updated. The intention is to reduce the Flood Zone areas to support lower insurance costs for residents and commercial properties. This project is part of the City's continuing objective to update flood maps. A Letter of Map Revision (LOMR) will be prepared to revise the Special Flood Hazard Areas (SPHA) type A, located in FIRM panels 12083C0516E & 12083C0517E. The City provided the overall regional effective model that will be utilized as baseline data to prepare the revised effective model. As part of this effort, Black & Veatch also intends to interact with the Federal Emergency Management Agency (FEMA) to confirm the correct model to be revised. Once the model comparison is completed, survey recommendations will be provided to validate the LOMR application.

The City has requested Black & Veatch (Consultant) to provide engineering services to support the preparation of the LOMR 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 application fees and are not included in this task order.

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 discuss the scope of services and schedule to ensure mutual understanding and enhance collaboration among project stakeholders and participants. The data request will include drawings, 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 – Model Preparation and Survey Coordination

The Consultant will update the model for the study area basins utilizing readily available data such as soils, land use, record drawings, and the 2021 digital elevation model (DEM). During model development, the Consultant will coordinate with FEMA to ensure all the latest information for this area has been incorporated into the model and that there is consistency among the models. Once the model has been updated, survey gaps will be identified, and a list of survey needs will be developed and provided to the City to support the Letter of Map Revision (LOMR) application.

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

The Consultant will incorporate the newly acquired survey data and prepare a draft LOMR package documenting the findings. All materials developed for the LOMR will be made available to City staff for review and approval before submittal and will be provided to the City in digital and paper copy, as appropriate. The Consultant anticipates 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 with the City to discuss the LOMR package and 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 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.

The scope for this task has potential unknowns based on the results of previous tasks. This task will be billed on a time & material basis until the allocated budget is expended.

Task 5 – RAI Response Support

The consultant will provide additional support as needed at the request of the City to support requests for additional information (RAI) from FEMA or NFIP. The supplemental support may include refining model information, updating tables, reviewing other local models, and other tasks. This effort does not include field visits or survey efforts. This task assumes that the existing models will sufficiently support the LOMR application. All materials developed for the RAI will be made available to City staff for review and approval before submittal, 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.

The scope for this task has potential unknowns based on the results of previous tasks. This task will be billed on a time & material basis until the allocated budget is expended.

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	90
Task 3 – Letter of Map Revision (LOMR) Package Preparation	300
Task 4 – National Flood Insurance Program Additional Data Required to Support LOMR	500
Task 5 – Supplemental RAI Response Support	500

Attachments:

Attachment A – Fee Worksheet

Attachment B – Fully Executed Agreement

OCALE - Task Order No.4

Deluca Basin Letter of Map Revision

Attachment A

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