



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:

Department Director

Date:

7/18/2025

Approved By:

Council President

Date:

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.

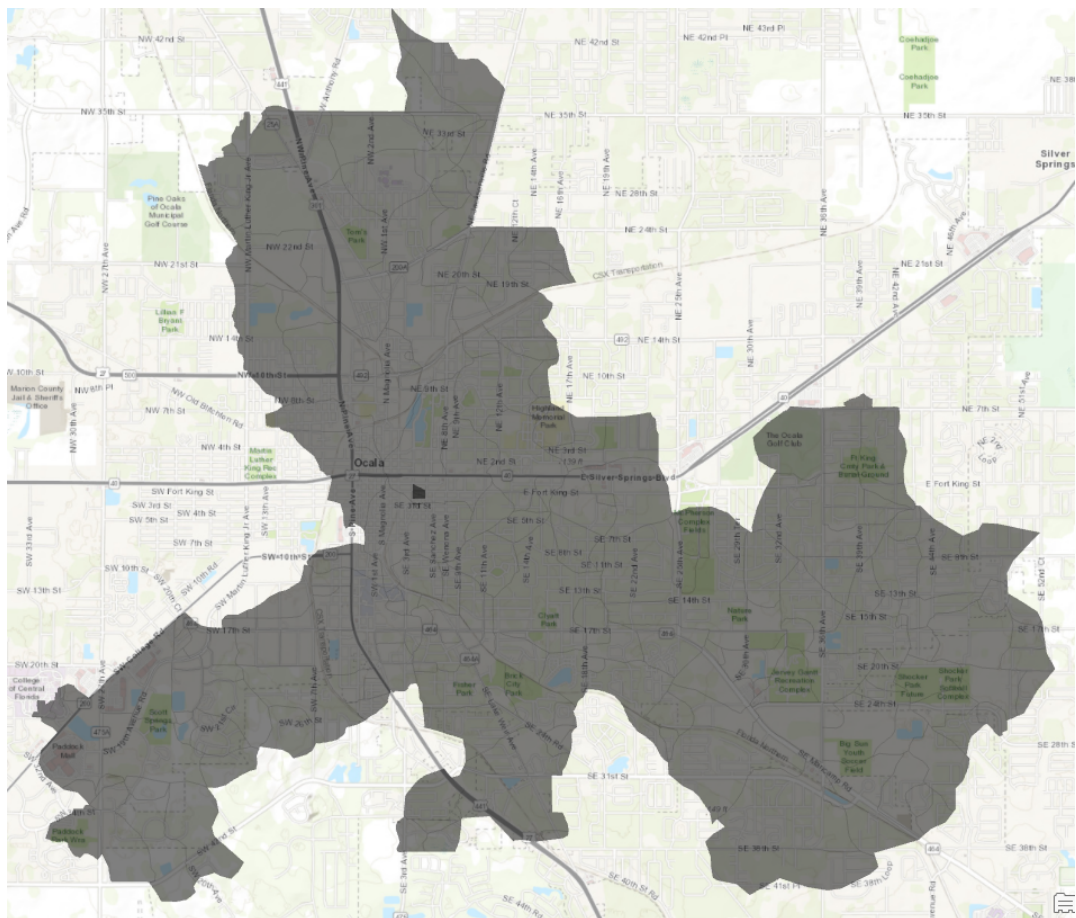


Figure 1: Extent of AE Flood Zone

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

<b>OCALA - Task Order No.10</b>										
<b>AE Model Revision</b>										
<b>Attachment A</b>										
<b>DESCRIPTION</b>										
		<b>Project</b>	<b>Senior</b>		<b>Senior</b>					
		<b>Manager</b>	<b>Engineer</b>	<b>Engineer</b>	<b>Accountant</b>	<b>Accountant</b>	<b>Clerical</b>			
		<b>1</b>	<b>2</b>	<b>1</b>						
										<b>Total</b>
	<b>Billing Rate (\$/hr)==&gt;</b>	<b>\$200.51</b>	<b>\$255.24</b>	<b>\$137.04</b>	<b>\$148.25</b>	<b>\$128.27</b>	<b>\$105.50</b>	Hours	Labor	
Task 1 – Project Kick Off Meeting and Data Collection		8	8	8	2	2	2	30	5,506	5,506
Task 2 – Corrected Effective/ Existing Condition Model Preparation		32	40	450	6	6	6	540	80,586	80,586
Task 3 – Letter of Map Revision (LOMR) Package Preparation		24	40	160	6	6	6	242	39,240	39,240
Task 4 – National Flood Insurance Program Additional Data Required to Support LON		32	40	140	3	3	3	221	36,958	36,958
Task 5 – RAI Response Support		32	32	60	3	3	3	133	23,952	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	<b>\$186,243</b>

## Certificate Of Completion

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

Status: Completed

Subject: SIGNATURE: TWO #10 - City of Ocala AE Floodplain Model Revision - Black & Veatch (ENG/220321)

Source Envelope:

Document Pages: 5

Signatures: 0

Envelope Originator:

Certificate Pages: 4

Initials: 1

Patricia Lewis

AutoNav: Enabled

110 SE Watula Avenue

Envelopeld Stamping: Enabled

City Hall, Third Floor

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Ocala, FL 34471

plewis@ocalafl.org

IP Address: 216.255.240.104

## Record Tracking

Status: Original

Holder: Patricia Lewis

Location: DocuSign

7/23/2025 2:11:02 PM

plewis@ocalafl.org

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: City of Ocala - Procurement & Contracting

Location: Docusign

## Signer Events

Daphne Robinson

drobinson@ocalafl.org

Contracting Officer

Security Level: Email, Account Authentication (None)

## Signature

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

## Timestamp

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

Envelope Sent

Hashed/Encrypted

7/23/2025 2:11:54 PM

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.

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### **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](mailto: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](mailto: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.

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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](mailto: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.

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- 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;
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