



CONTRACT# 220327

CITY OF OCALA

CONTINUING PROFESSIONAL SERVICES

CONTRACT WORK ORDER

WORK ORDER NUMBER # 1

EFFECTIVE DATE: 06/22/2026

DS
PLContracting Officer
Approval/Initials

Project Title: Traffic Signal Retiming

To: Jacobs Engineering Group, Inc
200 S Orange Ave, Suite 900
Orlando, FL 32801

Attn: Ernest Sackey, PE

FUNDING SOURCE: Professional Services

EXPENDITURE
ACCOUNT NUMBER:

001-020-201-541-54-31010

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 **\$49,717.94**

Requested By:

Department Director

Date:

6/23/2026

DocuSigned by:

Approved By:

Ken Whitehead

Date: 7/8/2026

567571E897A4

Deputy Assistant City Manager

Created By:

Laurie Hornberger

Date:

6/22/2026

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EXHIBIT "A"
SCOPE OF SERVICES
FOR
City of Ocala
County: Marion, Florida
February 16, 2026

I. PURPOSE

The purpose of this contract is for the CONSULTANT to provide the City of Ocala with professional services for conducting needed traffic signal retiming studies for selected intersections.

Signal systems will be retimed for both weekday and weekend operation, with the number of timing patterns determined by the data collection effort and approved by the City.

All signal retiming effort shall be in accordance with the City of Ocala Transportation Department Standards and Specifications and FDOT Standard Specifications.

II SERVICES TO BE PROVIDED BY THE CONSULTANT

Task 1: Data Collection

1.1 72-Hr Volume (Approach) Counts

The CONSULTANT shall collect counts for each intersection approach using Jacobs StreetLight data analytics software. The CONSULTANT will recommend locations and perform volume counts within the system as approved by the City. Volume counts shall be obtained through aggregated traffic data sourced from standard weekdays (Tuesday, Wednesday, and Thursday) when schools are in session. Seasonal adjustment factors are included in StreetLight volume determinations.

Task Product

The counts shall be submitted in tabular form broken down into direction of travel, days and hours with fifteen (15) minute increments and hourly totals. The format for the tables will need to be approved by the City. The count information shall be submitted electronically.

City Responsibility

The City shall provide prompt review and approval of approach count locations and count data.

1.2 Turning Movement Counts

The CONSULTANT shall collect and summarize ten (10) hours of fifteen (15) minute turning movement counts (TMCs) at the intersections listed in the Task Work Order, using Jacobs StreetLight data analytics software. The counts shall be conducted during the highest 10 hours of the day and include the AM peak, midday Peak, PM peak, school intake/release times (where

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applicable) and Off-peak periods. The counts shall include trucks. Counts shall be obtained through aggregated traffic data sourced from standard weekdays (Tuesday, Wednesday, and Thursday) when schools are in session. Seasonal adjustment factors are included in StreetLight volume determinations. The CONSULTANT will determine the AM, Midday, PM, and Off-peak periods for which 10-hour TMCs at each of the project intersections will be collected. TMCs will be performed using a process acceptable to the City. The CONSULTANT will supply electronic copies of all TMC count data.

Task Product

The counts shall be submitted in tabular form broken down into each approach with each movement separated out, showing the 10 hours tabulated in 15-minute increments and one-hour totals. The format for the count data will need to be approved by the City.

The count information shall be submitted electronically.

City Responsibility

The City shall provide prompt review and approval of the time periods for turning movement counts.

Task 2: Field Review and Inventory

For all intersections identified in the Work Order, the CONSULTANT will perform field reviews & device inventory, to the extent necessary, including vehicle/pedestrian detection at a minimum, to complete the intersection and/or corridor retiming tasks and to provide adequate documentation for the retiming report to be completed by the CONSULTANT. Any hardware deficiencies noted by the CONSULTANT shall be documented and immediately brought to the attention of the City Project Manager and the local maintaining agency contact.

Task Product

Field Review & Inventory Report

City Responsibility

The City shall provide prompt review and approval of the field review and inventory procedure forms.

Task 3: Timing Plans, Coordination and Time of Day Settings

The CONSULTANT shall develop the new timing plans for each isolated intersection using the latest approved version of SYNCHRO (or other approved software). The CONSULTANT shall determine the optimal phasing, cycle length and splits for arterial corridors using the latest approved version of SYNCHRO. Engineering judgment should always be used in correlation with the software.

The CONSULTANT shall refine the offsets from the time-space diagrams generated by SYNCHRO using Tru-Traffic (or other approved software). Tru-Traffic, Time-Space/Platoon

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Progression Diagram Generator, was formerly called TS/PP Draft. The bandwidths, speeds, direction of travel, intersection names and offsets shall be shown on each time-space diagram developed in Tru-Traffic.

The CONSULTANT shall develop multiple traffic control timing patterns for each isolated intersection and arterial listed in the Task Work Order. The number of timing patterns and pattern change times will be determined by the CONSULTANT and approved by the City. Pattern requirements will be determined based on the field data collected by the CONSULTANT and input from the City, but generally the following would apply for a typical weekday:

- AM Peak
- AM Off-Peak
- Midday Peak
- PM Peak Plan
- PM Off-Peak
- Free (Out of Coordination)

Task Product

The CONSULTANT shall submit the draft and final SYNCHRO and Tru-Traffic runs electronically for each of the timing patterns. The results of the SYNCHRO analysis and Tru-Traffic time-space diagrams shall be submitted to the City as Draft Timing Plans for review and approval prior to proceeding with the timing implementation. Upon approval, the Draft Timing Plans shall be used as Initial Timing Plans prior to fine tuning.

Coordination settings that can be implemented on the existing signal system.

Controller timings that can be implemented on the existing signal system.

City approved Timing Sheets submitted electronically.

City Responsibility

Provide prompt review and approval of the intersection analysis.

Task 4: Fine-Tune Field Operations

The CONSULTANT shall fine-tune the implemented timings based on project goals. Fine tuning shall occur immediately after timing plan implementation and at periodic intervals as directed by the City. Depending on characteristics of the particular corridor or network, the monitoring and fine-tuning operation may be defined within a particular Task Work Order to be conducted over an extended period.

Task 5: Final Report

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The CONSULTANT shall prepare a Final Report documenting the tasks performed, data collected, analysis conducted, along with any additional findings or recommendations concerning the operation of the particular signal, corridor, or network. The Final Report shall be signed and sealed by a licensed Professional Engineer.

Task Product

- Hard copy timing sheets to be placed in controller cabinets and on file.
- Hard copy reports signed and sealed by a licensed Professional Engineer with a CD containing:
 - All SYNCHRO and Tru-Traffic electronic files.
 - All travel time run results
 - All data collection electronic files.
 - A PDF version of the Final Report.
 - Any other miscellaneous work products (electronic.)

III Disclaimer

Jacobs will reasonably rely upon the accuracy and completeness of the information/data provided by the CITY or other third parties. City staff will implement traffic signal timings.

The intersections to be retimed are:

1. SW 27th Ave & SW 10th Street
2. NE 25th Ave & NE 24th Street
3. SW 27th Ave & SW 20th Street
4. SE 36th Ave & SE 24th Street
5. SE 36th Ave & SE 17th Street
6. SE 36th Ave & SE 6th Street
7. SE 36th Ave & E FT. King Street
8. SE 31st Street & Lake Weir Ave
9. SE 31st Street & SE 19th Ave
10. SW 20th Street & SW 31st Ave

IV Project Schedule and Fee

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The Not To Exceed Fee for this scope of services is \$49,594.47. See attached Cost Estimate.

Notwithstanding anything to the contrary in any forthcoming purchase order that references other terms, the parties agree that services will be performed pursuant to the Agreement.

Project schedule shall follow the general outline below.

Phase	Duration	Key Activities
Project Kickoff & Scoping	1 week	Kickoff meeting with City; Define objectives, corridors, and data needs
Data Collection	1-2 weeks	Traffic counts (turning movement, volume)
Existing Conditions Analysis	2 weeks	Review signal timing sheets; Analyze collected data; Identify issues
Traffic Modeling & Simulation	3-4 weeks	Build Synchro models; Calibrate models; Evaluate alternatives
Timing Plan Development	2 weeks	Develop optimized timing plans; Coordination plans (if applicable)
Implementation	1 week	Upload new timings to controllers; Field verification
Post-Implementation Evaluation	2 weeks	Fine-tuning adjustments
Final Documentation	1 week	Prepare final report; Submit all deliverables to FDOT

Certificate Of Completion

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Signatures: 1

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Certificate Pages: 2

Initials: 1

Patricia Lewis

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110 SE Watula Avenue

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City Hall, Third Floor

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

Ocala, FL 34471

plewis@ocalafl.org

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Patricia Lewis

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Senior Contract Specialist

City of Ocala

Security Level: Email, Account Authentication (None)

Signature

 DS
PL

Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

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Ken Whitehead

kwhitehead@ocalafl.org

Assistant City Manager

City of Ocala

Security Level: Email, Account Authentication (None)

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 Ken Whitehead
5677F71E38874F4...

Signature Adoption: Pre-selected Style

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Signed: 7/8/2026 2:23:10 PM

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 Sent

Hashed/Encrypted

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Envelope Summary Events	Status	Timestamps
Certified Delivered	Security Checked	7/8/2026 2:20:17 PM
Signing Complete	Security Checked	7/8/2026 2:23:10 PM
Completed	Security Checked	7/8/2026 2:23:10 PM
Payment Events	Status	Timestamps