



# Pre-Proposal Meeting

October 24, 2025

# **Introductions**

**Tampa Hillsborough Expressway Authority (THEA)**

**HNTB Corporation**



# Project Overview

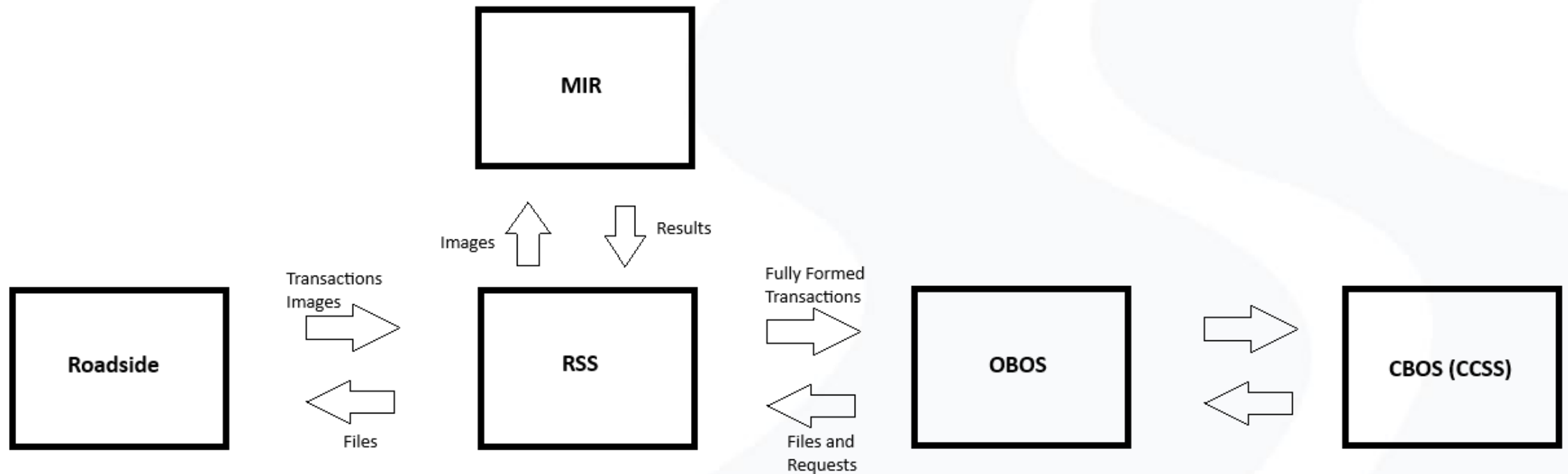
# Overarching Project Goals

- State-of-the-art, proven and turn-key RTCS that is highly available, accurate, reliable, resilient, modular, redundant, secure, scalable and flexible
- Continuity of key staff throughout the project
- Enhanced reporting and data analytics
- Transition approach that minimizes the impacts of revenue loss and the customer experience on the roadway
- Low capital and operating costs

# Project Scope Highlights

- Performance-based Contract
- Toll System replacement (RSS/Host + 13 Existing Toll Zones)
- Total of 39 lanes and 37 shoulders
- Installation of New Toll Zones (3 SSCP Toll Zones)
- Relocation of East Main Plazas (WB and EB Toll Zones) and configuration of Test Gantry
- Toll transaction (ETC and IBT) formation and processing
- Manual Image Review system and services
- Interface to Operational Back Office System (OBOS)
- Gradual transition of Toll Zones into O&M

# High-level Transaction Flow



# Areas for Special Attention

- Contractor to provide new Equipment cabinets for all sites and pads (as needed)
- Base requirement for in-pavement loops; All-overhead to be approved by the Authority based on controlled test results that meet KPIs
- Comprehensive Factory Acceptance Test (FAT)
- Short Maintenance of Traffic (MOT)
- Transactions are sent to OBOS ahead of image results
- OBOS can request images for uncollectible ETC transactions
- Invoicing for no more than 25% of IBTs as manually reviewed; Incentives after 83% ALPR automation
- O&M CPI adjustments tied to passing Contractor-led Annual System Certification

# External Factors to RTCS Implementation

- New OBOS Implementation
- South Selmon Capacity Project (SSCP) Civil Works
- New Gantries on East Main Toll Zones



# Procurement Timeline

| DATES                | DESCRIPTION                                                          |
|----------------------|----------------------------------------------------------------------|
| 11/07/25             | Deadline for Proposers to Submit Round 1 of Questions                |
| 12/12/25             | Deadline for Submitting Expanded Letters of Response (ELOR) Packages |
| 01/09/26             | Posting of Notice of Intended Shortlist                              |
| 01/12/26             | Board Approval of Shortlist                                          |
| 01/26/26<br>01/27/26 | Mandatory Site Visit                                                 |
| 02/23/26             | Deadline for Technical and Price Proposals                           |
| 03/11/26             | Demonstration and Interview                                          |
| 04/27/26             | Board Approval of Final Ranking and Award of Contract                |
| 04/30/26             | Posting of Notice of Decision                                        |

# RTCS Contract Term

- The base term of the Contract (including both the Design and Implementation Phase and Operations and Maintenance Phase) is eight (8) years.
- Two (2), two (2) year optional, operations and Maintenance periods available at the sole discretion and option of the Authority.
- Optional periods shall be executed in accordance with the terms and conditions of this Contract.

# Two Project Phases

- Design and Implementation Phase
- Operations and Maintenance Phase

# Design and Implementation Phase

- System Design and Development
- Internal Testing and Formal Testing Milestones
- Training
- Installation and Transition
- Go-Live and gradual addition of Toll Zones
- System Acceptance

# System Design Overview

- Comprehensive Design in coordination with Authority
- Design Workshops
- Project Documentation (e.g., schedule and controlling plans)
- Design Documentation and Requirements Traceability Matrix (RTM)
- Obtaining Authority approval for all deliverables

# Project Controls Documentation

- Project Management Plan
- Security Management Plan
- Quality Assurance Plan
- Software Development Plan
- Traffic Maintenance Plan
- Master Test Plan and Individual Test Plans and Procedures
- Disaster Recovery Plan
- Project Schedule
- Monthly Progress Reports
- Regular Project Meetings with Agenda and Minutes

# System Documentation

- Requirements Traceability Matrix (RTM)
- Business Rules
- System Detailed Design Document (SDDD)
- Training Plan
- Roadside Installation Design Requirements Package
- RSS Installation Design and Documentation
- Installation and Transition Plan including checklists
- Operations and System Maintenance Plan
- Software Maintenance and Warranty Plan
- User Manuals and 3<sup>rd</sup> Party Documentation

# System Testing

Demonstrations of Progress

Formal Testing:

- Comprehensive FAT (both RSS and Roadside Systems) including RTCS-OBOS Interface Test (ROIT)
- On-Site Installation Test (OSIT)
- Installation and Commissioning Test (ICT)
- Operational Acceptance Test (OAT)
- Annual System Certification



# Installation and Transition

- RSS Installation
- Roadside Installation
- Go-Live with RSS and 1 Toll Zone starts O&M Phase
- Goal to minimize downtime during existing Toll Zone transition
  - 6 consecutive days per Toll Zone with 1 travel lane + shoulders
  - 8 consecutive days per Toll Zone with 2 travel lanes + shoulders
  - 10 consecutive days per Toll Zone with 3 travel lanes + shoulders
- O&M payments increase with each Toll Zone that goes live

# Operations and Maintenance Phase

- 24/7 Coverage
- System Monitoring and System Maintenance (Preventive, Predictive, Corrective, Pervasive)
- Security and Emergency Response Management
- Change Management
- Manual Image Review Services
- Support for Authority-led Audits
- Conduct Annual System Certification
- Support for Independent Toll Zone Audit System
- KPI Reporting

## 2-Phased Procurement Approach

### Phase 1 – Expanded Letter of Response (ELOR)

- Evaluation of ELOR
- Shortlisting of Proposers (3 to 5)

### Phase 2 – Technical and Price Proposal

- Evaluation of Technical Proposals
- Demonstrations and Interviews
- Opening of Price Proposals
- Ranking and Selection of Proposer

# ELOR Content Requirement

## **Section 1 – Pass/Fail Criteria (No page limits)**

- a) Proof of Insurance
- b) Proof of Bonding Capacity
- c) Claims Disclosure
- d) Conflict of Interest
- e) Financial Information
- f) Acknowledgement of Addenda
- g) Proof of Registration to Conduct Business in Florida

## **Section 2 – Cover Letter (1 page)**

## **Section 3 – Staffing, Experience/Qualifications and Approach (11 pages)**

- a) Proposed Staffing
- b) Proposer Experience and Qualifications
- c) High-level Approach to Design and Implementation and Operations and Maintenance

# ELOR Evaluation Criteria

- Proposed Staffing – 20 points
- Proposer Experience and Qualifications – 50 points
- Approach to Design/Implementation and Operations/Maintenance – 30 points
- ELOR Evaluation Notes:

ELOR Scoring does not carry forward to Phase 2 calculation

Any and all information provided in ELOR Section 1 may be considered and used in the scoring of the Proposer's ELOR package.

# Technical Proposal Requirements

- Cover Letter (2 Pages)
- Executive Summary (5 pages)
- Section 1 – Proposer Experience and Qualifications
- Section 2 – Key Personnel Qualifications
- Section 3 – Approach to Scope of Work and Requirements
- Section 4 – Approach to Project Management
- Section 5 – Approach to Operations and Maintenance

**Note:** Sections 1-5 make up 80-page limit.

- Section 6 – Adherence to SOW and Requirements, Terms and Conditions, and Requirements Conformance Matrix (no page limit)
- Section 7 – Forms and Submittals (no page limit)
  - Appendix 1 – Key Personnel Resumes (2 pages per resume)
  - Appendix 2 – Product Cut Sheets (no limit)
  - Appendix 3 – Preliminary BOM (no page limit)
  - Appendix 4 – Sample Reports (10 pages, no more than 10 sample reports at 1 per sample report)
  - Appendix 5 – Automatically Detected Faults (no limit)
  - Appendix 6 – Preliminary Implementation Phase Schedule (no limit)

# Demonstrations and Interviews

- Demonstration and Interview
  - Setup time: 10 minutes (not counted towards Proposer's time)
  - Authority Announcements and Procurement Rules: 5 minutes (not counted towards Proposer's time)
  - Presentation: 20 minutes
  - Demonstration of Functionality: 45 minutes
  - Question and Answers: 45 minutes
- Demonstrations and Interviews are not scored, but may factor into Evaluation Committees Technical Score Evaluation

# Phase 2 – Technical Proposal Evaluation

1. **Evaluation Committee.** An Evaluation Committee will be established by the Authority to review, evaluate and score all responses submitted in response to this Solicitation.
2. **Material Content Conformance and Responsiveness.** Technical Proposals will be evaluated on the conformance of the material content and their responsiveness to the requirements of Technical Proposal Contents and Submission and the degree of adherence to the Scope of Work and Requirements.
3. **Demonstration and Interview.** Will factor into the Evaluation Committee's technical evaluation and scoring.
4. **Technical Scoring.** The evaluation process will consist of a quantitative scoring and ranking of the Technical Proposals to ascertain which Proposer best meets the Authority's needs for the RTCS. The scoring will consider both the Technical Proposal and the results of the demonstrations and interviews with a maximum of 75 potential technical points for each Technical Proposal.
5. **Responsive.** Any Technical Proposal that is found non-compliant with the RFP or that is scored below 55 out of 75 possible, total points will not be considered further, and the Proposer's Price Proposal will not be opened.



# Phase 2 – Technical Proposal Eval Criteria

| Category No. | Scored Categories                      | Maximum Point Value |
|--------------|----------------------------------------|---------------------|
| 1.           | Proposer Experience and Qualifications | 15 points           |
| 2.           | Key Personnel Qualifications           | 10 points           |
| 3.           | Approach to Scope of Work              | 30 points           |
| 4.           | Approach to Project Management         | 10 points           |
| 5.           | Approach to Operations and Maintenance | 10 points           |
| Total:       |                                        | 75 points           |

- Technical Proposal process will include Proposer Demonstrations and Interviews, not scored separately
- 75 total points allocated to Technical Proposal only and will be combined with the Price Proposal to provide a final, overall score.
- After the ranking of the Proposers by the Evaluation Committee, the Price Proposals will be opened.

## Phase 2 – Price Proposals

- Price Proposal Forms and Instructions Provided to Shortlisted Proposers
- Pricing includes both the Design/Implementation and the Operations/Maintenance Phases
- Pricing also includes the use of Proposer's labor rates to assess potential future work

# Price Proposal Scoring

- Upon opening of Price Proposals, the Authority's procurement office will assign points based on the formula below.
- The Price Proposal shall be worth a maximum of 25 points.
- The criteria for Price Proposal scoring shall be based on the following formula:

*(Lowest Price Proposal of all Proposals / Proposer's Price) x Maximum Price Points (25 points) = Proposer's Price Proposal Points*

# Final Selection Scoring Formula

- Once the Authority has publicly opened Price Proposals, they will calculate a final score using the following formula:
  - *Proposers Score = Technical Proposal Score + Price Proposal Score*

The intended selected Proposer will be the responsive and responsible Proposer who has the highest Proposers Score.

# DemandStar and Proposer's Submission

- DemandStar will be used for RTCS Procurement
- For Attachments and Reference documents, Proposers must contact the Authority's procurement office at **Procurement@tampa-xway.com**.
- Proposers shall monitor **www.tampa-xway.com/doing-business/procurement** and on DemandStar at **network.demandstar.com**, throughout the entire procurement process for updates and response to Form C-8 Proposer Questions.

# Cone of Silence

It is critical that all parties understand and respect the on-going cone of silence. All questions should be emailed to Authority Procurement Office; (Procurement@tampa-xway.com).

From the date of the Advertisement until a Notice of Award is posted, all communications (except for communications at the Mandatory, Pre-Proposal Meeting, or as otherwise explicitly stated in the Procurement Documents) relating to this procurement or Project, shall be through the Authority's Procurement Office.

Respondents to this solicitation or persons acting on their behalf may not contact, between the release of the solicitation and the end of the 72-hour period following the Authority's posting the notice of intended award, any employee of the Authority, Authority Board Members or consultants representing the Authority concerning any aspect of this solicitation, except in writing to the Procurement Office as identified in the solicitation. Violation of this provision may be grounds for rejecting a response.

# Final Disclaimer

This presentation or verbal representations made at this meeting are not binding on the Authority. The RFP and any Addendums are the official project documents and communications.



**THANK YOU!**