



First Floor Boardroom
1104 E. Twiggs St.
Tampa FL 33602

**Meeting of the Board of Directors
January 27, 2020 - 1:30 p.m.**

If any person wishes to address the Board, a sign-up sheet has been provided at the entrance of the meeting room. Presentations must be limited to three (3) minutes. When addressing the Board, please state your name and address and speak clearly into the microphone. If distributing additional backup materials, please furnish 10 copies for the Authority Board Members and staff. Any person who decides to appeal any decisions of the Authority with respect to any matter considered at its meeting or public hearing will need a record of the proceedings and, for such purpose, may need to hire a court reporter to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which an appeal is to be based.

I. Call to Order, Invocation and Pledge of Allegiance

II. Public Input Presentations

III. Consent Agenda

A. Approval of Minutes of the December 16, 2019 Board of Directors Meeting

**B. Board Member Travel –
Vincent Cassidy – TEAMFL 2020 Annual Meeting - \$427.98**

**C. Task Order –
Miscellaneous Planning & Traffic Services) - HDR \$150,000
(CPMP: HI-0161-C-04 & HI-0072-P-22)**

IV. Discussion/Action Items

A. Planning Committee – Shaun Oxtal, Chairman

1. Project Development & Environmental (PD&E) Study Contract Approval-East Selmon Expressway (*Attachment*) – Bob Frey, Staff

Purpose: Enter into a contract with Kimley-Horn to conduct PD&E services for the East Selmon project, to include State Environmental Impact Report (SEIR) level PD&E and Light Detection and Ranging (LIDAR) base services.

Funding: Capital Budget – not to exceed \$5,530,462

Action: Requests the Board:

To direct staff to execute a contract for the PD&E East Selmon Expressway Project in an amount not to exceed the approved Capital Program PD&E project amount of \$5,530,462. Contract execution is subject to final review and approval of THEA General Counsel.

B. Operations and Maintenance Committee – Bennett Barrow, Chairman

1. Construction Manager and Project Coordination Services (*Attachment*) – Dave May, Staff

Purpose: To provide construction management and project coordination services during the pre-construction and construction phases for THEA's Traffic Management Center renovation.

Funding: \$225,000 Capital Projects

Action: Requests the Board:

- a) Approve selection of the recommendations and ranking per the Evaluation Selection Committee.

Rank	Firms	Total Score	Average Score
1	KCI Technologies, Inc.	268	89.33
2	Invision Advisors	260	86.67
3	Conсор	220	73.33
4	B.W. Sprague	186	62.00

- b) Authorize and directs staff to negotiate and execute a contract with the top ranked firm. If negotiations are unsuccessful, staff shall negotiate with the next highest ranked firm. Contract is subject to review by THEA General Counsel. Initial value to assist with construction procurement. Final value to be requested after construction procurement. Estimated cost for the construction manager's efforts is \$225,000.

2. Air Conditioning Upgrades for the Traffic Management Center (*Attachment*) – Dave May, Staff

Purpose: To provide design and construction plans and documents to replace existing air conditioning units for the TMC. Existing units are fifteen years old and parts are no longer available for the control systems. The air conditioning replacement was not included as part of the TMC renovation scope. However, it is beneficial for the replacement of variable air valves and duct work to be done in conjunction with the TMC renovations. This request provides for the design of construction plans incorporated into the TMC renovation plans. A future request will be made for the cost of the equipment and installation of the replacement units and controls.

Funding: \$65,500 Capital Budget

Action: Authorize the Executive Director to sign a change order with Wannemacher Jensen Architects (WJA) for \$65,550 to provide construction drawings and specifications for the air conditioning replacements for the TMC subject to THEA General Counsel review and approval.

3. **Construction for 22nd and 50th Street Ramps** (*Attachment*) – Dave May, Staff

Purpose: To replace the existing asphalt ramp surfaces at 22nd Street and 50th Street with concrete. Also included is replacing areas of asphalt on the expressway mainline that are failing. This work necessitates the loop replacement in the ramp and east toll plaza gantries within the construction area.

Funding: \$2,396,060 Capital Budget

Action: Requests the Board

- a) Approve the selection of Gosalia Concrete Constructors and authorize and direct the staff to negotiate and execute a contract with Gosalia Concrete Constructors in the amount of \$2,396,060 for reconstruction & resurfacing services. Contract execution is subject to final review and approval of THEA General Counsel.

Firms	Amount
Ajax Paving	\$2,530,000
Gosalia Concrete Constructors (FDOT certified DBE)	\$2,396,060

- b) Authorize the Executive Director to sign purchase orders with Transcore for \$75,946.30 to replace the loops on 22nd Street off, 50th Street EB off, WB on, and the East mainline gantries- WB and EB.

4. **Construction Engineering Inspection (CEI) Services for the Construction of Aesthetic Lighting for the Selmon Expressway Reversible Express Lanes (REL)** (*Attachment*) – Dave May, Staff

Purpose: To provide CEI services for the construction of aesthetic lighting for the Selmon Expressway REL

Funding: \$375,000 Capital Budget

Action: Requests the Board:

- a) Approve selection of the recommendations and ranking per the Evaluation Selection Committee.

Rank	Firms	Total Score	Average Score
1	Atkins North America	282	94
2	DRMP	265	88.33
3	KCI Technologies	264	88
4	Consor Engineering	238	79.33
5	Hall Engineering	226	75.33

- b) Authorize and directs staff to negotiate and execute a contract with the top ranked firm. If negotiations are unsuccessful, staff shall negotiate with the next highest ranked firm. Contract execution is subject to final review and approval of THEA General Counsel.

5. **Selmon West Extension (SWE) Project: Tolling Systems for Three (3) New Locations/Step 2 of 2** (*Attachment*) – Rafael Hernandez, Staff

Purpose: To purchase the various equipment items needed to support the installation of toll systems at the 3 new tolling locations of the SWE project. Step 1 (of the 2-step process) was approved by the Board on June 17, 2019 and supported the on-boarding of the Contractors to design, test and install toll system at each site.

Funding: \$424,346 Capital Budget

Action: Board Approval to authorize THEA staff to negotiate and execute needed purchase orders with vendors to procure toll production equipment and spare parts for the new toll locations as part of the planned SWE's project, subject to final review and approval of THEA's general counsel, with a not to exceed amount of \$424,346.

Vendor	Purpose	Not to Exceed Amount	Contracting Method
Various as listed in Bill of Materials (BOM)	Toll System Hardware for all 3 new toll sites	\$383,845.18	Existing contracts, State contract rates
Various as listed in BOM	Spare parts for all 3 new toll sites	\$40,500.36	Existing contracts, State contract rates
Total	Complete step 2 of 2	\$424,345.54	

6. **Pilot Toll Discount Program** (*Attachment*) – Rafael Hernandez, Staff

Purpose: To develop a pilot toll discount program to encourage longer trips by frequent users of the Lee Roy Selmon Expressway. The pilot program will be offered to MacDill Air Force Base employees. Toll discounts will be based on trip length and frequency. Customers making 40 full length trips on the Selmon over a 30-day period could achieve a 15% to 40% toll discount. To be implemented in Fiscal Year 2021.

Funding: \$ 289,212 Capital Budget

Action: Authorize THEA staff to issue task orders with THEA's existing vendors for the amounts not to exceed of \$289,212 for the design, development, implementation, testing and customer-service outreach proposed for the Pilot Toll Discount Program for MacDill Airforce Base Employees.

V. **Staff Reports**

- A. Operations and Maintenance
- B. Communications
- C. Toll Operations

D. Financial/Traffic & Revenue

VI. Executive Reports

A. Executive Director

Contract Renewal and Expiration Report

B. General Counsel

C. Chairman

VII. Old Business

VIII. New Business

IX. Adjournment

DRAFT

Tampa-Hillsborough County Expressway Authority
Minutes of December 16, 2019 Board Meeting
1104 E. Twiggs Street
Tampa, FL 33602

The Tampa-Hillsborough County Expressway Authority held a public meeting at 1:30 p.m. on August 26, 2019, at the Authority's Transportation Management Center, 1104 E. Twiggs Street, Tampa, Florida. The following were present:

BOARD:

Vincent Cassidy, Chairman
Bennett Barrow, Vice Chairman
Danny Alvarez, Secretary
Shaun Oxtal, Member
Mayor Jane Castor, City of Tampa, Member
Commissioner Leslie Miller, Member
FDOT D-7 Secretary David Gwynn, Member

STAFF:

Joe Waggoner, Patrick Maguire, Amy Lettelleir,
Robert Frey, David May, Sue Chrzan, Rafael
Hernandez, Debbie Northington, Man Le, Max
Artman, Carl Shack, Brian Ramirez, Lisa Pessina,
Anna Quinones, Julie Aure, Shari Callahan, Diane
Stull, Sally Fisher, Judith Villegas

BALLARD PARTNERS:**CDM SMITH:****CITI:****HNTB-GEC:****INFOTECH:****MORPH****PLAYBOOK PR:****RAYMOND JAMES:****RIVERO GORDIMER & CO.****TPC:****UBS:**

Carlos Ramos
John Melendez
Kevin Dempsey
Al Stewart
Karen Herisse
Stephanie Ellis
Sally Dee
Rick Patterson
Julie Davis, Sam Lazzarra, Jon Stein
Steve Reisch
Gary Garay, Eric Golynsky, Margaret Lezcano

GUESTS:

Marshall Ellis, Marion Maguire, Ann Waggoner

I. CALL TO ORDER, INVOCATION and PLEDGE OF ALLEGIANCE

Chairman Vincent Cassidy called the meeting to order at 1:30 p.m., followed by General Counsel Patrick Maguire leading in the Invocation and recitation of the Pledge of Allegiance.

II. PUBLIC INPUT PRESENTATIONS

There were no public presentations.

III. Consent Agenda

- A. Approval of the Minutes of the October 11, 2019 Board Committee as a Whole Meeting**
- B. IBTTA Dues Renewal 2020- \$31,467**
- C. B&B Roadway quote/REL Gate Repair - \$51,985**
- D. Approval of Amendment to City of Tampa - THEA Interlocal Agreement**

The Chairman called for a motion to discuss, which was made by Mr. Barrow and seconded by Mr. Alvarez. There was no discussion; the vote was called and the motion to approve all items of the Consent Agenda was carried.

IV. DISCUSSION/ACTION ITEMS

Bond Counsel Services – Patrick Maguire, Esq.

Mr. Maguire stated this was to provide THEA with bond counsel services for all legal matters in connection with financing, refinancing, refunding and other services related to the ongoing management of THEA's debt. The funding would be as needed through purchase requisition/FY20 Administrative or Capital Projects Budget. Mr. Maguire requested the Board approve the selection of the recommendations and the rankings per the Evaluation Selection Committee, authorize and direct the staff to negotiate and execute a contract with Nelson Mullins and also authorize and direct the staff to negotiate and execute push-button contracts with the second through fifth ranked firms. Contract execution subject to General Counsel approval.

The Chairman called for a motion to discuss. Mr. Oxtal moved, and Mr. Alvarez seconded the motion. With no further discussion, the vote was taken, and the motion carried.

FY19 Financial Statements – Amy Lettelleir, Esq./Staff

Ms. Lettelleir introduced the auditors from Rivero Gordimer & Company who would be presenting a summary of the audit. This audit has been reviewed with Commissioner Miller.

Mr. Sam Lazzara introduced Mr. John Stein and Ms. Julie Davis. Mr. Lazzara stated they were in the process of completing the annual independent audit for the year ending June 30, 2019.

The draft financial statement was in the Board member's information packet and a summary would be presented to the Board during the meeting. Mr. Lazzara reiterated that the auditors had met with Commissioner Miller for a review of the audit. The audit team also thanked the staff, including Ms. Lettelleir, Mr. Waggoner and Ms. Lisa Pessina, for providing the necessary information and the process was two months ahead of last year's audit. Mr. Lazzara stated the in-charge auditor was Ms. Brooke Kaminsky, for the second year and worked closely with the staff, starting in September. Mr. Lazzara then turned the presentation over to Mr. Stein and Ms. Davis.

Mr. Stein continued with the 2019 summary audit findings. The purpose was to present an unmodified opinion, which is a standard and clean opinion of the organization's finances. It had been a smooth process with the entire staff from start to finish with field work, drafting and planning. The purpose is to make sure that users of the financial statement can make an informed decision about THEA and provide the information free of material misstatement. Since THEA is a government agency, the responsibilities under generally acceptable Government Auditing Standards included compliance with regulation with laws, regulation with contracts and grants. The audit process included a Federal Single Audit, which was required as THEA spends more than \$750,000 of federal funds throughout the year mostly due to the Connected Vehicle project. Although not necessary, an internal accounting control audit was performed. The objective of which was to review controls to the extent necessary to render opinions on the financial statements. The review showed no material weaknesses or findings within the financial statements. For 2019, there was a new GASB88 implemented, in which additional required disclosures related to long-term debt footnote, were incorporated into the financial statements. Rivero Gordimer & Company would also keep THEA abreast of any future changes in future years.

Mr. Stein then introduced Ms. Davis to present a high-level financial summary for the last three years. Ms. Davis stated the overall assets continued to be healthy at about \$1.3 billion. The biggest change in assets was an increase in construction due to the progress on the extension project at approximately \$77 million. There was a slight decline in the cash of about \$28 million mainly due to payment of debt and construction. Ms. Davis stated the liabilities remained relatively consistent with a decline of about \$10 million due to the timing of the bond payment.

At this time, the Chairman asked about a discrepancy in the numbers in the draft, to which Ms. Davis stated the slides were a rounded summary of what the draft audit contained. The Chairman referred to the total assets listed on page three of the draft audit which was different from the summary on the slides. Mr. Stein stepped in to state the difference was the \$28.5 million in the deferred outflows of resources, which was added to the total assets in the summary. The Chairman was referring to a discrepancy on page three of the summary and not what was mentioned on page 10. Mr. Stein clarified that on page three the unrestricted current assets of \$18.3 million while the unrestricted cash of \$16 million included other prepaid expenses. The Chairman asked for more detail in future reporting.

Ms. Davis continued net position increased overall by about \$50 million. Moving on to the Statement of Revenue and Expenses, Ms. Davis stated that toll revenues were flat this year at about \$82 million which has been consistent. The actual toll volume has gone up but there have

been some expenditures. There were some minor changes, mostly one-time expenses which vary year over year. Operating income of about \$63 million remain consistent. The operating expenses of about \$15 million plus the capital grants resulting in the net change amount of \$50 million. Over the next three years there would be five new accounting standards of which Rivero Gordimer and Company is working with management and of which THEA would be kept abreast as it is determined what would be the impact to financial statements.

The Chairman asked for a motion to discuss. Commissioner Miller so moved, and Mr. Alvarez seconded the motion. With no discussion, a vote was taken, and the motion carried.

Hyde Park at Morrison Street Aesthetic Improvements– David May, Staff

Mr. May stated the purpose for this item was to construct aesthetic improvements for the Morrison Road underpass area below the Expressway. The improvements would include decorative concrete walks, sidewalk improvements and cleaning and painting of the underpass walls. The Homeowners Association is contributing funding for plants with the cooperation of the City of Tampa. Funding would be provided by \$150,000 from the Capital Budget.

The request to the Board was to approve the selection of Quick Construction Solutions in the amount of \$150,000 for the construction of the aesthetic improvements of the Morrison Road underpass area. It was also requested that the Board authorize the Executive Director to sign a contract with Quick Construction Solutions, subject to final approval of the THEA General Counsel.

The Chairman asked for a motion to discuss and Mr. Alvarez so moved while Mr. Barrow seconded the motion. With no further questions, the vote was taken, and the motion carried.

Construction Services Installation of Fiber Optic Cable to Dynamic Message Sign – David May, Staff

Mr. May continued with the construction services to install fiber optic cable to all the dynamic message signs to improve reliability and signal strength. Currently, there are copper connections which have proven to be unreliable. With fiber optics, THEA can expand what can be done with the dynamic message signs and utilize the signs to higher capacity. Funding is coming from the Capital Budget.

THEA went through the procurement process and Mr. May said four bids were received. The request to the Board is to approve TransCore, whose bid was \$104,173 and to authorize the Executive Director to sign a contract with TransCore for the installation of the fiber optic cable. The contract is subject to final approval by THEA's General Counsel.

The Chairman called for a motion to discuss. Commissioner Miller moved and Mr. Alvarez seconded the motion. With no further questions, the vote was taken, and the motion carried.

**Construction, Engineering and Inspection (CEI) Consultant for 22nd and 50th Street Ramps
– David May, Staff**

The next item Mr. May presented was the CEI for the 22nd and 50th Street ramps which will be coming before the Board in January to approve the contract. THEA does want to bring the CEI Consultant in a month early. Mr. May stated the purpose was to procure the services of a CEI consultant to perform field engineering and testing for the 22nd and 50th St. ramp reconstruction project. The firm shall also provide field services for the asphalt replacements being done simultaneously and as part of the 22nd and 50th Street ramp project and the Morrison Underpass Aesthetic Improvement project. One firm will be doing several different things. Negotiations were conducted and finalized with EXP, part of the ICON consultant team selected previously for a push-button contract of minor design and CEI projects. The funding would come from Capital Project Budgets.

Mr. May requested the Board to authorize the Executive Director to sign a contract with ICON and its subconsultant, EXP for \$173,704 to provide CEI services as described previously.

The Chairman called for a motion to discuss. Mr. Barrow so moved, and Mr. Oxtal seconded. With no further discussion, the vote was taken, and the motion carried.

CSX Funding – David May, Staff

This item is to increase the funding agreement with CSX for the Selmon West Extension in order to pay for the railroad flaggers. The flaggers are used to warn motorists and contractor personnel of trains using the tracks in the area of a construction project. The CSX agreement with THEA requires the flaggers be paid in advance for the work near and over the railroad. THEA's contractor, Kiewit, is required to pay the flagger costs but has no contract with CSX, which only contracts with agencies, such as THEA. The requested increase in the amount for the flaggers will be withheld from future Selmon West Extension contractor invoices from Kiewit to reimburse THEA for the increase in CSX costs.

Mr. May requested that the Board authorize the Executive Director to sign the agreement amendment for the increase in the CSX flagger costs to be reimbursed by Kiewit.

The Chairman called for a motion. Mr. Oxtal made the motion and Mr. Alvarez seconded.

Mr. Waggoner clarified the amount as \$399,000 and Mr. May stated that Kiewit does pay the flaggers through THEA.

With no further discussion, the vote was taken, and the motion carried.

Meridian Pedestrian Lighting Design – David May, Staff

This project is to provide Meridian St. pedestrian lighting improvements. Mr. May stated that when the street was first constructed, the residents did not want well-lit areas for whatever reason. As more apartments have been built and more people have moved into the area, there is

a demand for the pedestrian lighting to meet current lighting standards. Proposals were received from two push button electrical engineering consultants and F.R. Aleman was the selected consultant. Funding would come from the Capital Budget.

Mr. May requested the Board to authorize the Executive Director to sign a contract with F.R. Aleman in the amount of \$49,712, subject to review by THEA's General Counsel.

The Chairman called for a motion to discuss. Commissioner Miller made the motion and Mr. Alvarez seconded.

The Chairman asked for some clarification on the project. Mr. May stated it was both a study and design. The study would indicate where the lighting was needed, and the design was for the type of components that would be used.

With no further discussion, a vote was taken, and the motion passed.

V. STAFF REPORTS

A. Operations & Maintenance - (Dave May, P.E.)

Mr. May briefly shared that the steel bridge structures were all in place at the interchange and everything fit perfectly. This was a tribute to Tampa Steel & Erection, and they deserve a lot of credit. Mr. May said that misalignment was always a concern, all was done perfectly, and THEA greatly appreciated the work.

Also, Mr. May mentioned the maintenance rating was received, another 96 rating. This was the highest in the state.

B. Communications (Sue Chrzan)

Ms. Chrzan mentioned she had previously emailed the Board the media reports. The FAV Summit was held in Miami with a very good turnout. Ms. Chrzan showed a video with highlights. There were 725 participants, 12 demonstrations, which were the most ever and 20 exhibitors and sponsors. The THEA team was recognized, particularly Brian Ramirez, Julie Aure and Amy Lettelleir for going to Miami to help with the FAV Summit.

As an FYI, on January 5, 2020, THEA is partnering with the Brandon Running Club to host a half-marathon and five-kilometer race on the REL, which will close at 5:00 a.m. The race is to begin at 7:30 a.m. The start and finish of the race is Brandon with the five-kilometer race with be just in the Brandon area and the half-marathon will go to the gantry and return to the starting area. The exact route was shown on the slide. THEA partnered with FDOT, Hillsborough County, Hillsborough County Sheriff's Office and the Brandon Running Club for this event. THEA is paying for the needed barricades for over I-275, Falkenberg Rd. and for downtown, as the REL will be closed in its entirety.

Ms. Chrzan concluded her presentation with another video showing the awards presented to THEA this past fall. The award presented at the IBTTA World Conference was international and THEA won the Americas for its CV Pilot project. It is the first time a non-DOT entity won such an award. Ms. Chrzan recognized Bob Frey and his team for the work on the CV pilot project. The award for communication for the Gandy project was presented in Halifax and was excepted by the Chairman. This award was also international.

The Chairman commented that it was very gratifying that THEA was getting international recognition and thanked Ms. Chrzan and the THEA team for its efforts. Mr. Waggoner thanked Ms. Chrzan for hosting the first five FAV Summits as well as for the time which was spent assisting Miami for its conference and for the time which will be spent for next year's FAV Summit.

C. Toll Operations (*Rafael Hernandez*)

Mr. Hernandez began his presentation with a high-level overview of October 2019 over 2018. Last year, THEA was still catching up Centralized Customer Service Center. For 2019, there are more users of the Selmon Expressway for a 11.1% increase. There was also a decrease of indicated SunPass transactions which, combined with indicated Toll-By-Plate transactions resulted in a .7% increase.

The average daily traffic for October utilized a Tuesday through Thursday time frame to be consistent with FDOT. The westbound traffic showed a .9% increase while the eastbound lower level had a slight decrease. Research indicated the decrease was because of incidents on the lower levels of the Selmon. Drivers started using the REL Eastbound, which resulted in a 7.5% increase in traffic, which combined was a total 1.1% increase for eastbound traffic.

D. Financial / Traffic & Revenue (*Amy Lettelleir*)

Ms. Lettelleir began with a quick rundown stating that THEA transactions count for October 2019 was approximately \$5.3 million

The General and Administrative expenditures through August 2019 were approximately 85% of budgeted amount. Cash and investments are \$334 million. The actual debt service coverage ratio is 2.2x.

Moving on the next slide, Ms. Lettelleir showed the toll revenues broken down by source. Toll Revenue for the first four months of FY2020 is \$31.5mm. The invoicing of the Toll-By-Plate (TBP) transactions returned from CCSS cycled through and THEA collections and revenue is up substantially. The report is through October and there was a steady increase. For November, almost \$1 million has been collected.

With the final slide, Ms. Lettelleir explained that THEA had \$8.7 mm in uncollected TBP revenue for the delayed transactions from June 2018 through April 2019. THEA has collected \$1.9mm through our collections company.

VI. EXECUTIVE REPORTS

A. Executive Director (*Joe Waggoner*)

Mr. Waggoner presented the contract renewal and expiration report. The contracts presented were Atkins North America, Inc., HNTB and Milligan Partners, of which each had a second-year renewal option, while Techstaff had a first-year renewal option. The staff recommended renewal of each of the contracts. Those contracts with the second-year renewal, upon expiration, will have to go out for re-bid. He gave the Board a six-month notice and if there was no Board objection, the THEA staff would proceed with renewals.

B. General Counsel (*Patrick Maguire, Esq.*)

Mr. Maguire began by stating it was his 143rd Board Meeting and in 140 he had nothing to report. That would be his legacy of no bad news. Thirteen years ago, that was not the case. THEA was a tempest and had a bad reputation not only in public opinion, the city of Tampa, Hillsborough County and up to Tallahassee. The agency was so bad, Tampa's mayor at the time did not want to sit on the Board, choosing instead to have the Chairman of the City Council sit on the Board. During this time, there was talk of dissolving THEA or merging the agency into the Turnpike's system. THEA also had a \$100 million lawsuit with URS, the design engineering firm. There was also a \$26 million dollar suit against THEA for construction costs and the agency had just received a 13-point criticism from the Auditor General. THEA was barely able to make its debt coverage ratio requirement.

Two Executive Directors were terminated and then it was time for a General Counsel to be put in place. Mr. Maguire interviewed with Rhea Law, a prominent Tampa attorney; James Hargrave, former member of the Florida House of Representatives, Fred Karl, President and CEO of Tampa General Hospital; and Steven Reich, interim Executive Director of THEA. Approximately two weeks following the interview, Mr. Maguire received a letter stating he had been selected for the position of General Counsel. Mr. Maguire stated that being selected by the distinguished panel was the greatest honor in his 41 years of legal service. Mr. Maguire mentioned that Ms. Law, Mr. Reich and Mr. Hargrave set a course for THEA, which allowed the agency to come through unprecedented turmoil by applying themselves unselfishly to protect THEA. Mr. Maguire thanked FDOT for its financial and technical guidance and the role it played following the REL collapse, which allowed THEA to survive. Those comments were directed to Secretary Gwynne as representative of FDOT.

Over the past 12 years, the Board and the staff, whom Mr. Maguire will regret leaving, have allowed THEA to grow. The Board, the interim Executive Director and Mr. Maguire hired Mr. Waggoner to lead THEA. Mr. Waggoner has driven THEA forward in a masterful way as shown by the videos seen earlier. The THEA staff was also thanked for being a part of an agency that is a model to state, national and international transportation leadership roles. Mr. Maguire closed by thanking everyone for the privilege of serving.

C. Chairman (*Vincent Cassidy*)

The Chairman introduced Resolution 662, honoring Patrick T. Maguire, with the “T” for tenacious.

WHEREAS, Patrick T. Maguire has provided over 12 years of distinguished and dedicated public service to the Tampa Hillsborough Expressway Authority (THEA), and:

WHEREAS, Mr. Maguire graduated with a Bachelor of Arts degree from Saint Leo College in April, Nineteen Hundred and Seventy-four, and;

WHEREAS, Mr. Maguire received a Juris Doctorate from the University of the Pacific, McGeorge School of Law in May, Nineteen Hundred and Seventy-eight, passed the Florida Bar in that same year, and is a licensed attorney for the state of Florida, and;

WHEREAS, Mr. Maguire, as General Counsel for THEA, provides legal guidance for the agency and its Board of Directors on various issues including Florida’s Sunshine and Public Records laws, contracts, finance, and procurements, and;

WHEREAS, Mr. Maguire’s thirty years of experience as a litigator, mediator, assistant county attorney, and special counsel, served him well as he orchestrated the settlement of the Reversible Express Lanes litigation and thereby helped THEA achieve financial independence, and;

WHEREAS, Mr. Maguire is admired, respected and loved by his THEA colleagues for his *interesting* jokes, for his *fascinating* definition of office tidiness; for his *obsession* with putting away the dishes in the break room; and finally for his unwavering support of and outstanding service to THEA;

BE IT THEREFORE RESOLVED that the Governing Board and Staff of the Tampa Hillsborough Expressway Authority express their appreciation and gratitude to Mr. Maguire for his dedicated service to THEA;

AND THAT a copy of this Resolution be preserved in the minutes of its business meeting as passed and adopted by the Tampa Hillsborough Expressway Authority this Sixteenth Day of December Two Thousand and Nineteen.

The Chairman then thanked Mr. Maguire formally for his service and Mr. Maguire expressed his appreciation and thanks.

The Chairman then put forth a motion and recommended, based on the eminent departure of Mr. Maguire in early January, that the Board appoint Amy Lettelleir as THEA’s General Counsel. This would be effective upon Mr. Maguire’s departure. Ms. Lettelleir is well qualified and is a licensed attorney and has worked with THEA for nearly three years and

knows THEA's business inside and out. Ms. Lettelleir has exceptional legal knowledge of toll financing with experience in the transportation industry and other issuers of tax-exempt bonds as bond disclosure and underwriter's counsel. This is complemented by Ms. Lettelleir's experience as THEA's CFO for the past bond issues in 2017. Ms. Lettelleir would be able to step in quickly to fill the position.

The Chairman called for a second to his motion to discuss. Mr. Alvarez seconded.

Commissioner Miller asked for some clarification regarding the fulfillment of the "CEO" [CFO] position, since Ms. Lettelleir would be taking the bull by the horns in handling both offices. The Chairman thanked Commissioner Miller for the clarification and stated that Ms. Lettelleir would be handling both CFO and General Counsel positions until the best candidate for the financial position can be found. Mr. Maguire was thanked for his guidance and the Chairman stated outside counsel was consulted, but in this case, based on the policies and since the position was not for outside counsel, the Board was empowered to internally hire for the position of General Counsel without formal recruitment.

With no further discussion, Commissioner Miller stated that since the Chairman made the motion, the vote must be handled by the Vice Chairman, Mr. Bennett. A vote was taken, and the motion passed.

VII. ADJOURNMENT

There being no further business to come before the Board, Chairman Cassidy adjourned the meeting at 2:21 p.m.

APPROVED: _____
Chairman: Vincent J. Cassidy

ATTEST: _____

DATED THIS 16th DAY of December 2019

**Request For Travel and Professional Development, CLE, Seminar, Workshop,
Course Work, Non-reimbursed Speaking Engagement - ("Event")**

Date: December 3, 2019

Employee Name: Vince Cassidy

Destination (city, state): Orlando FL

Date of Departure: January 30, 2020

Date of Return: January 31, 2020

Name of Event TEAMFL Annual Meeting

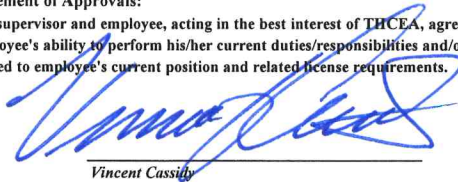
Event Type:
Professional Development _____
CLE _____
Seminar _____
Workshop _____
Other General meeting

Request Should Be Submitted At Least 5 Days Prior To Departure

Registration Fees		\$	0.00
Meals	Breakfast	Days @ \$	= \$ 0.00
	Lunch	1 Days @ \$ 11.00	= \$ 11.00
	Dinner	1 Days @ \$ 19.00	= \$ 19.00
Lodging		1 Days @ \$ 223.88	= \$ 223.88
OR			
Per Diem		60	= \$ 60.00
Transportation			
Airfare			\$ 0.00
Baggage Fee			\$ 0.00
Hotel Parking	2 Days @ \$ 17	=	\$ 34.00
Shuttle/Taxi	Days @ \$ 0	=	\$ 0.00
Mileage	180 0.445	=	\$ 80.10
Total Estimated Travel Expense			\$ 427.98

Statement of Approvals:

The supervisor and employee, acting in the best interest of THCEA, agree that the Event will directly enhance the employee's ability to perform his/her current duties/responsibilities and/or qualify for or maintain professional certifications related to employee's current position and related license requirements.


Vincent Cassidy

12/3/2019
Date


Joe Waggoner

12/9/2019
Date

<i>Accounting Use Only</i>	
For College or University Course Work Reimbursement	Notes:
Amount Approved _____ Date _____	
Balance - Fiscal Year _____	

Series 200, Sec. 210.15 Emp Policies

NOTE: The form must be completed prior to making travel arrangements or registrations. Employees are responsible for payment of unapproved registrations/travel expenses.



Thank you for choosing to stay with Hyatt Hotels & Resorts

Confirmation: # 49447478

Hyatt Regency Orlando International Airport

9300 Jeff Fuqua Blvd Orlando, Florida, 32827 United States

Tel: +(1) 407 825 1234

Reservation Summary

Check-in	Thu, Jan 30, 2020 04:00 PM	Rate	- G-TMF2
Checkout	Fri, Jan 31, 2020 12:00 PM	Total Cash Per Room*	\$223.88 USD
		Thu, Jan 30	\$199.00 USD
Room	1 1 King Bed	Subtotal	\$199.00 USD
Guest	1 Adult	STATE TAX	\$12.94 USD
		COUNTY TAX	\$11.94 USD
Guest Details	Vincent Cassidy DIANE.STULL@TAMPA- XWAY.COM 1104 East Twiggs Street Tampa, FL 33602 US 18132762113	Taxes & Fees	\$24.88 USD
Payment Details	Visa xxxx0919 6/2021	*Changes in taxes or fees will affect the total price. Total rate in hotel currency is guaranteed. Total rate in your selected currency will vary with fluctuations in exchange rate.	

Special Requests

Diane Stull

From: teamfl@teamfl.org
Sent: Friday, November 15, 2019 11:09 AM
To: Diane Stull
Subject: Event Registration

Thank you for registering to our event.
TEAMFL - Resiliency through Innovation

Thursday, January 30 - Friday, January 31, 2020
Hyatt Regency Orlando International Airport
9300 Jeff Fuqua Blvd
Orlando, FL 32827
[Book Hotel Room](#)

Event: TEAMFL Annual Meeting - Orlando, FL
Name: Vincent Cassidy
Contact Phone Number: 8137779748
Company: Tampa-Hillsborough Expressway Authority
Contact Email: diane.stull@tampa-xway.com
Confirmation Id: 10775

Your sessions:

Thursday, January 30, 2020
Focus Session - Finance & Policy (Earn PDH) 1:30 pm - 3:00 pm
Focus Session - M-Core (Earn PDH) 3:30 pm - 5:00 pm
Evening Reception 5:30 pm - 7:30 pm

Friday, January 31, 2020
Continental Breakfast 8:00 am - 9:00 am
GENERAL Session (earn PDH) 9:00 am - 12:00pm

Please see the meeting notice for TEAMFL and hotel reservation deadlines.



2121 Camden Road
Suite B
Orlando, Florida 32803
Cell: (407) 920-6488



October 25, 2019

Tampa-Hillsborough Expressway Authority
1104 E. Twiggs St, Suite 300
Tampa, Florida 33602
Attention: Bob Frey, AICP

Re: Contract P-00819-HDR – Miscellaneous Planning & Traffic Services

Dear Mr. Frey:

HDR Engineering, Inc. (HDR) appreciates the opportunity to submit this proposal to provide Miscellaneous Planning & Traffic Services for the Tampa-Hillsborough Expressway Authority (THEA). The summary of scope of services is as follows:

1.0 SCOPE OF SERVICES

At the direction of THEA, the Consultant will provide requested services as described below, up to the limiting amount of the Purchase Requisition authorization:

FDOT Pre-Qualified Services

- Appraisal Services
- Architecture
- Control Surveying
- Design, Right of Way, & Construction Surveying
- Land Planning/Engineering
- Landscape Architecture
- Policy Planning
- Project Development & Environment (PD&E) Studies
- Subarea/Corridor Planning
- Systems Planning
- Traffic Signalization
- Traffic Engineering Studies (includes data collection)
- Transportation Statistics

THEA Specialized Required Services

- Transit Planning, Engineering and Review
- Tolling Services
- Public Involvement/Agency Coordination
- Miscellaneous Planning & Traffic support
- Logistical Support for Planning Meetings (ITS America Deployers Task Force)
- Miscellaneous Procurement (RFP, RFQ)
- Environmental Planning/Engineering
- Evacuation/Transportation Resiliency
- Facilities Planning
- Public Financing (Tolls, Government Funding, Grants, Transit Funding)



- Capital Planning Development

The Consultant will perform quality assurance / control reviews as required. The Consultant will perform the work per THEA standards and guidelines.

2.0 TASK SCHEDULE

It is anticipated that the services will be completed within the schedule (to be determined on a task by task basis) from the date of receipt of the required documents or from the day of NTP, whichever comes later.

3.0 COMPENSATION

Payment for the work accomplished will be in accordance with Contract No. P-00819-HDR. The Consultant will submit a progress report to THEA with every invoice with the details of work performed.

- Total Estimated Fee is: **\$150,000.00**

4.0 DURATION

The support services will commence with THEA issuing written Notice to Proceed to the Consultant and will continue until June 30, 2021.

HDR respectfully submits the fee estimate to provide Miscellaneous Planning & Traffic Services to THEA.

Stefanie McQueen, AICP
Project Manager

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

IV A 1

Name of Project:PD&E Services for East Selmon Expressway

County:Hillsborough

FPN:ELOI P-01619

FAP No.:N/A

Consultant Name: Kimley-Horn

Consultant No.: enter consultants proj. number

Date: 12/17/2019

Estimator: insert name

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Project Manager 3	Chief Engineer 2	Chief Engineer 1	Senior Engineer 2	Senior Engineer 1	Engineer 2	Engineer 1	Engineering Intern	Project Planner	Chief Scientist	Senior Environmental Specialist	Environmental Specialist	Graphic Designer	Public Outreach Specialist	Secretary/Clerical	staff classification	SH By	Salary Cost By	Average Rate Per
		\$75.48	\$90.40	\$73.08	\$81.45	\$71.26	\$62.99	\$46.16	\$41.21	\$41.84	\$73.56	\$50.00	\$37.22	\$49.15	\$40.04	\$25.73	\$0.00	Activity	Activity	Task
2a. Project Common and Project General Tasks	400	288	0	0	0	0	36	36	0	0	0	0	0	0	0	40	0	400	\$26,697	\$66.74
2b. Public Involvement	1,516	303	0	0	0	0	0	152	76	152	0	0	0	303	530	0	0	1,516	\$75,492	\$49.80
3a. Preliminary Engineering Analysis	987	79	0	10	0	99	257	247	295	0	0	0	0	0	0	0	0	987	\$53,495	\$54.20
3b. Environmental Analysis	703	21	0	0	0	0	0	0	0	0	35	246	401	0	0	0	0	703	\$31,385	\$44.64
3c. Environmental Document	339	17	0	0	0	0	0	0	0	0	17	119	186	0	0	0	0	339	\$15,407	\$45.45
4. Roadway Analysis	8,477	339	85	85	1,272	424	1,272	2,967	2,033	0	0	0	0	0	0	0	0	8,477	\$474,162	\$55.94
5. Roadway Plans	644	13	0	39	77	0	0	290	225	0	0	0	0	0	0	0	0	644	\$32,762	\$50.87
6a. Drainage Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
6b. Drainage Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
7. Utilities and Railroads	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
8. Environmental Permits and Env. Clearances	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
9. Structures - Summary of Miscellaneous Tasks & Drawings	242	0	0	0	121	121	0	0	0	0	0	0	0	0	0	0	0	242	\$18,478	\$76.36
10. Structures - Bridge Development Report (BDR)	1,646	82	0	0	247	82	412	658	165	0	0	0	0	0	0	0	0	1,646	\$95,276	\$57.88
11. Structures - Temporary Bridge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
12. Structures - Short Span Concrete	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
13. Structures - Medium Span Concrete	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
14. Structures - Structural Steel	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
15. Structures - Segmental Concrete - Not Applicable	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
16. Structures - Movable Span - Not Applicable	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
17. Structures - Retaining Walls	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
18. Structures - Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
19. Signing and Pavement Marking Analysis	1,137	11	0	0	114	0	171	500	341	0	0	0	0	0	0	0	0	1,137	\$58,019	\$51.03
20. Signing and Pavement Marking Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
21. Signalization Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
22. Signalization Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
23. Lighting Analysis	159	3	0	0	16	8	103	29	0	0	0	0	0	0	0	0	0	159	\$9,926	\$62.43
24. Lighting Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
25. Landscape Analysis	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
26. Landscape Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
27. Survey	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
28. Photogrammetry	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
29. Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
30. Terrestrial Mobile LiDAR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
31. Architecture Development	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
32. Noise Analysis and Noise Barrier Design	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
33. ITS Analysis	159	3	0	0	16	8	103	29	0	0	0	0	0	0	0	0	0	159	\$9,926	\$62.43
34. ITS Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
35. Geotechnical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	#DIV/0!
36. 3D Modeling	1,591	16	0	0	191	0	350	477	557	0	0	0	0	0	0	0	0	1,591	\$83,783	\$52.66
Total Staff Hours	18,000	1,175	85	134	2,054	742	2,704	5,385	3,692	152	52	365	587	303	530	40	0	18,000		
Total Staff Cost		\$88,689.00	\$7,684.00	\$9,792.72	\$167,298.30	\$52,874.92	\$170,324.96	\$248,571.60	\$152,147.32	\$6,359.68	\$3,825.12	\$18,250.00	\$21,848.14	\$14,892.45	\$21,221.20	\$1,029.20	\$0.00		\$984,808.61	\$54.71

Notes:

1. This sheet to be used by Prime Consultant to calculate the Grand Total fee.

2. Manually enter fee from each subconsultant. Unused subconsultant rows may be hidden.

Survey Field Days by Subconsultant
4 - Person Crew:

SALARY RELATED COSTS:

OVERHEAD:

OPERATING MARGIN:

FCCM (Facilities Capital Cost Money):

EXPENSES:

Survey (Field - if by Prime)

SUBTOTAL ESTIMATED FEE:

Subconsultant: Adams Traffic

Subconsultant: AREHNA

Subconsultant: ECHO UES

Subconsultant: Janus Research

Subconsultant: KB Environmental

Subconsultant: Michael Baker International

Subconsultant: Wantman Group

Subconsultant: Streelight

SUBTOTAL ESTIMATED FEE:

Geotechnical Field and Lab Testing

SUBTOTAL ESTIMATED FEE:

Optional Services

GRAND TOTAL ESTIMATED FEE:

Kimley Horn_Staff Hour and Fee_East Selmon_FINAL
Fee Sheet - Prime

Page 1 of 1

12/17/2019 4:00 PM



NOTICE OF INTENDED DECISION

Date: January 9, 2020

Project: Construction Manager & Project Coordination Services ~
RFQ No.: O-02319 ~ **Shortlist Firms Step 2 Evaluation**

The Evaluation Review Committee met on January 8, 2020, to evaluate and score the shortlisted firms' presentation and Q&A for the above referenced RFQ. Step 2 Evaluation. Ranking and scoring is as follows:

Rank	Firms	Total Score	Average Score
1	KCI Technologies, Inc.	268	89.33
2	Invision Advisors	260	86.67
3	Consor	220	73.33
4	B.W. Sprague	186	62.00

Tampa Hillsborough County Expressway Authority staff intends to recommend approval to negotiate and execute a contract with KCI Technologies, Inc. at the Authority Board Meeting scheduled for January 27, 2020. If negotiations are unsuccessful, staff shall negotiate with the next highest ranked firm, if necessary.

All notices are posted on the Authority's website (www.tampa-xway.com) and on the DemandStar system.

For questions regarding this notice, please contact the Authority's Procurement Manager, Man Le, Man.Le@tampa-xway.com.

Posting Notice January 9, 2020

Tampa-Hillsborough Expressway Authority
David May
1104 East Twiggs Street, Suite 300
Tampa, Florida 33602

January 13, 2020

Ref: Additional Services Proposal #1 for the THEA TMC Building Renovations

Wannemacher Jensen Architects, Inc. (WJA) is submitting this additional services proposal to provide additional MEP Design Services for the THEA Traffic Management Center.

SCOPE OF SERVICES

1. The three existing roof top units and three split systems have nearly reached the end of their service lives and need to be replaced. We will complete HVAC load calculations on the entire building and confirm new tonnages required. This proposal assumes similar tonnage equipment in the same location (with roof curb adaptors). A new centralized HVAC control system will be provided to control these replacement units. Existing computer room a/c units to remain.
2. The building has 40 existing VAV boxes that have antiquated controls. We shall replace the boxes in the same location and provide new HVAC controls that will communicate to the new system being provided for the replacement roof top units.
3. The existing grade mounted 180kW generator has reached the end of its service live and needs to be replaced with the same size in the same location.
4. There is a desire to relocate and replace the existing UPS from inside the server room (second floor) to a vacant storage room on the first floor. New computer room a/c systems are to be provided in the room.

Scope Items 1 through 4 above are to be included in the renovation project set of construction documents and not stand-alone permit sets.

PROPOSED FEES

Scope Item 1	\$28,750
Scope Item 2	\$20,125
Scope Item 3	\$10,925
Scope Item 4	\$5,750
Total	\$65,550

Please call if you have any questions or comments.

Sincerely,
Wannemacher Jensen Architects, Inc.



Jason Jensen, AIA, LEED AP, Principal



NOTICE OF INTENDED DECISION

Date: January 09, 2020

Project: Reconstruction & Resurfacing Services
ITB No. O-02119 ~ 22nd & 50th Street
ITB No.: O-01519 ~ East Toll Gantry Resurfacing

On January 08, 2020, two bids were received for the above referenced project.

The bids and bid amounts were received from the following firms:

<u>Firm Name</u>	<u>Bid Amount</u>
• Ajax Paving	\$2,530,000.
• Gosalia Concrete Constructors	\$2,396,060.

After a thorough review of the bids' responsiveness, the Tampa Hillsborough County Expressway Authority staff intends to recommend approval and award of a contract to **Gosalia Concrete Constructors** in the amount of \$2,396,060 at the Authority Board Meeting scheduled for January 27, 2020.

All notices are posted on the Authority's website (www.tampa-xway.com) and on the DemandStar system.

For questions regarding this notice, please contact the Authority's Procurement Manager, Man Le, Man.Le@tampa-xway.com .



THEA Site 45 Loop Replacement Proposal

Purpose

The purpose of this quotation is to provide THEA with the labor and materials necessary for the coordination of replacements of all loops at 22ND St. Off Ramp per THEA's request. These replacements will satisfy the needs for the repairs (if any) that were discovered through Neology's testing of the loops. THEA has decided to repave this ramp. TransCore will procure all materials needed for the installation and complete the work necessary to replace all the loops once the ramp has been repaved.

Scope

The scope of this quotation includes the coordination of all installations and replacements of home runs and loops at THEA AET Tolling Sites. This will consist of the following:

- TransCore will obtain all materials for loop replacements
- THEA will coordinate MOT for all sites needing replacement and re-sealing
- TransCore will perform the loop replacements
- TransCore THEA Tolls Maintenance Technicians will be onsite to provide support and access
- Tune and Calibrate new loops with the IDRIS system
- Perform necessary testing to confirm proper functionality of new loops
- 6 Installation Technicians; 1 Installation Supervisor; 2 Maintenance Technicians
- Start and Stop time is based on 8 hours of work that will be performed between 8PM - 5AM

	Qty	Labor Rate	Loop Material (Ft)	Home Run Material (Ft)	Epoxy (Cans)	Loop Material Cost	Home Run Material Cost	Epoxy Cost	Cost Total
Entry Loop	1		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 151.50
Exit Loop	1		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 151.50
VES Trigger Loop	1		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 151.50
Axle Loop	4		70	150	1.5	\$ 0.17	\$ 0.40	\$ 22.00	\$ 419.60
5' x 6'-6" Shoulder Loop	0		120	200	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 0.00
4' x 6'-6" Shoulder Loop	3		110	200	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 494.10
Total Loops	10								
Installation Technicians	48	\$ 118.82							\$ 5,703.36
Installation Supervisor	8	\$ 146.40							\$ 1,171.20
Maintenance Technicians	16	\$ 141.10							\$ 2,257.60
Project Manager	1	\$ 244.01							\$ 244.01

Material with Markup \$ 1,573.43

Total Cost \$ 10,949.60



THEA Site 50 Loop Replacement Proposal

Purpose

The purpose of this quotation is to provide THEA with the labor and materials necessary for the coordination of replacements of all loops at 50th St. On Ramp per THEA's request. These replacements will satisfy the needs for the repairs (if any) that were discovered through Neology's testing of the loops. THEA has decided to repave this ramp. TransCore will procure all materials needed for the installation and complete the work necessary to replace all the loops once the ramp has been repaved.

Scope

The scope of this quotation includes the coordination of all installations and replacements of home runs and loops at THEA AET Tolling Sites. This will consist of the following:

- TransCore will obtain all materials for loop replacements
- THEA will coordinate MOT for all sites needing replacement and re-sealing
- TransCore will perform the loop replacements
- TransCore THEA Tolls Maintenance Technicians will be onsite to provide support and access
- Tune and Calibrate new loops with the IDRIS system
- Perform necessary testing to confirm proper functionality of new loops
- 6 Installation Technicians; 1 Installation Supervisor; 2 Maintenance Technicians
- Start and Stop time is based on 8 hours of work that will be performed between 8PM - 5AM

	Qty	Labor Rate	Loop Material (Ft)	Home Run Material (Ft)	Epoxy (Cans)	Loop Material Cost	Home Run Material Cost	Epoxy Cost	Cost Total
Entry Loop	1		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 151.50
Exit Loop	1		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 151.50
VES Trigger Loop	1		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 151.50
Axle Loop	4		70	150	1.5	\$ 0.17	\$ 0.40	\$ 22.00	\$ 419.60
5' x 6'-6" Shoulder Loop	0		120	200	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 0.00
4' x 6'-6" Shoulder Loop	3		110	200	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 494.10
Total Loops	10								
Installation Technicians	48	\$ 118.82							\$ 5,703.36
Installation Supervisor	8	\$ 146.40							\$ 1,171.20
Maintenance Technicians	16	\$ 141.10							\$ 2,257.60
Project Manager	1	\$ 244.01							\$ 244.01

Material with Markup \$ 1,573.43

Total Cost \$ 10,949.60



THEA Site 55 Loop Replacement Proposal

Purpose

The purpose of this quotation is to provide THEA with the labor and materials necessary for the coordination of replacements of all loops at 50th St. Off Ramp per THEA's request. These replacements will satisfy the needs for the repairs that were discovered through Neology's testing of the loops. THEA chose to repave the ramps. TransCore will procure all materials needed for the installation and complete the work necessary to replace all the loops for this site.

Scope

The scope of this quotation includes the coordination of all installation and replacement of home runs and loops at THEA AET Tolling Sites. This will consist of the following:

- Obtain all materials for loop replacements
- THEA will coordinate MOT for all sites needing replacement and re-sealing
- Perform the loop removal and replacements
- THEA Tolls Maintenance Technicians will be onsite to provide support and access
- Calibrate new loops with the IDRIS system
- Perform necessary testing to confirm proper functionality of new loops
- Start and Stop time is based on 8 hours of work that will be performed 8PM - 5AM

Site 55	Qty	Labor Rate	Loop Material (Ft)	Home Run Material (Ft)	Epoxy (Cans)	Loop Material Cost	Home Run Material Cost	Epoxy Cost	Cost Total
Entry Loop	2		140	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 299.60
Exit Loop	2		140	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 299.60
VES Trigger Loop	2		140	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 299.60
Axle Loop	8		70	150	1.5	\$ 0.17	\$ 0.40	\$ 22.00	\$ 839.20
5' x 6'-6" Shoulder Loop	0		120	200	3	\$ 0.17	\$ 0.40	\$ 22.00	-
4' x 6'-6" Shoulder Loop	6		110	200	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 988.20
Total Loops	20								
Installation Technician	88	\$ 118.82							\$ 10,456.16
Installation Supervisor	8	\$ 146.40							\$ 1,171.20
Maintenance Technician	16	\$ 141.10							\$ 2,257.60
Project Manager	6	\$ 244.01							\$ 1,464.06

Material with Markup \$ 3,135.13

Total Cost \$ 18,484.15

THEA Main Line Loop Replacement Proposal

Purpose

The purpose of this proposal is to provide THEA with the coordination for the loop replacements at the Mainline Gantries that will be performed after the roadway has been resurfaced. TransCore will procure all materials needed for the installation and the new replacement loops. TransCore Employees will be performing these installations.

Scope

The scope of this proposal will consist of the following:

- Obtain all materials for the new loops
- Coordinate with THEA the schedule for the roadway surface so we can be onsite as soon as it is completed
- Install new loops in new pavement
- THEA Tolls Maintenance Technicians will be onsite to provide support and access
- Calibrate new loops with the IDRIS system
- Perform necessary testing to confirm proper functionality of new loops
- THEA will be responsible for all MOT costs associated with this work

Assumptions

The following assumptions were made with consideration for both the scope of work and pricing

- TransCore will have access to all pull boxes and cabinets
- TransCore shall make use of existing underground conduit paths when feasible
- All identified existing conduit paths are free and clear to install the loops. Any locations unable to pass loops will be assessed. TransCore will provide THEA with an estimate to repair when needed utilizing the current Time and material proposal.
- THEA will coordinate, pay and provide MOT
- TransCore will obtain material necessary as per the scope of the work described
- THEA will approve complete road closure for safety and time management to perform work in specified time frame
- Road resurfacing contractor will notify TransCore when Pavement has cured at which point TransCore will perform loops installations
- TransCore will perform necessary testing to confirm proper functionality of new loops



Site 60

	Qty	Labor Rate	Loop Material (Ft)	Home Run Material (Ft)	Epoxy (Cans)	Loop Material Cost	Home Run Material Cost	Epoxy Cost	Cost Total
Entry Loop	3		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 454.50
Exit Loop	3		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 454.50
VES Trigger Loop	3		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 454.50
Axle Loop	12		70	150	1.5	\$ 0.17	\$ 0.40	\$ 22.00	\$ 1,258.80
5' x 6'-6" Shoulder Loop	0		120	200	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ -
4' x 6'-6" Shoulder Loop	6		110	200	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 988.20
Total Loops	27								
Installation Technician	88	\$ 118.82							\$ 10,456.16
Installation Supervisor	8	\$ 146.40							\$ 1,171.20
Maintenance Technician	16	\$ 141.10							\$ 2,257.60
Project Manager	1	\$ 244.01							\$ 244.01

Material with Markup \$ 4,152.08
Total Cost \$ 18,281.05

Site 65

	Qty	Labor Rate	Loop Material (Ft)	Home Run Material (Ft)	Epoxy (Cans)	Loop Material Cost	Home Run Material Cost	Epoxy Cost	Cost Total
Entry Loop	2		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 303.00
Exit Loop	2		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 303.00
VES Trigger Loop	2		150	150	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 303.00
Axle Loop	8		70	150	1.5	\$ 0.17	\$ 0.40	\$ 22.00	\$ 839.20
5' x 6'-6" Shoulder Loop	3		120	200	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 499.20
4' x 6'-6" Shoulder Loop	3		110	200	3	\$ 0.17	\$ 0.40	\$ 22.00	\$ 494.10
Total Loops	20								
Installation Technician	88	\$ 118.82							\$ 10,456.16
Installation Supervisor	8	\$ 146.40							\$ 1,171.20
Maintenance Technician	16	\$ 141.10							\$ 2,257.60
Project Manager	1	\$ 244.01							\$ 244.01

Material with Markup \$ 3,152.73
Total Cost \$ 17,281.70



IV B 4

NOTICE OF INTENDED DECISION

Date: January 17, 2020

Project: CEI Services Construction of Aesthetic Lighting
Expanded Letter of Interest (ELOI) No.: O-02419

The Evaluation Review Committee met on January 16, 2020, to evaluate and score the letters submitted for the above referenced ELOI.

Final ranking and scoring is as follows:

Rank	Firms	Total Score	Average Score
1	Atkins North America	282	94
2	DRMP	265	88.33
3	KCI Technologies	264	88
4	Conсор Engineering	238	79.33
5	Hall Engineering	226	75.33

Tampa Hillsborough County Expressway Authority staff intends to recommend approval to negotiate and execute a contract with **Atkins North America** at the Authority Board Meeting scheduled for January 27, 2020. If negotiations are unsuccessful, staff shall negotiate with the next highest ranked firm, if necessary.

All notices are posted on the Authority's website (www.tampa-xway.com) and on the DemandStar system.

For questions regarding this notice, please contact the Authority's Procurement Manager, Man Le, Man.Le@tampa-xway.com.

Posting Notice January 17, 2020

IV B 5

SWE TOLL PRODUCTION EQUIPMENT PROJECT BILL OF MATERIALS

Category	Item Description	Part Number	Qty	Unit Price	Total Price	Lead Time	Vendor
Cabinets	Cabinets to house tolling equipment at roadside						
	NEMA 4X Stainless Steel Enclosure with AC	1-550-000596	3	\$ 9,910.00	\$ 29,730.00	56 days	Apex Enclosures
	Eaton 9PX 9PX5K 4.5kW - 5000 VA UPS	9PX5K	3	\$ 3,149.00	\$ 9,447.00	56 days	CDW
	Eaton Extended Battery Module	9PXE8M180RT	3	\$ 899.00	\$ 2,697.00	56 days	CDW
	Eaton 9PXPPDM1 BYPASS SWITCH	9PXPPDM1	3	\$ 675.00	\$ 2,025.00	56 days	CDW
SUB-TOTAL					\$ 43,899.00		
Camera and Flash Units	Cameras for video tolling						
	TS-5000EN Progressive Scan Camera with Color imager - Rear camera	31015847	10	\$ 5,995.00	\$ 59,950.00	84 days	JAI
	TS-5000EN Progressive Scan Camera Monochrome imager - Front camera	31015847	4	\$ 5,895.00	\$ 23,580.00	84 days	JAI
	20 Degree WHI LED Traffic Night Light with 6ft cable (Rear Light)	31015652	14	\$ 1,795.00	\$ 25,130.00	84 days	JAI
	AC Power Supply Unit (PSU)	10010162	7	\$ 375.00	\$ 2,625.00	84 days	JAI
	VIS Junction Panel	31016519	7	\$ 450.00	\$ 3,150.00	84 days	JAI
	VIS-CAM-1000 Cable	10016435	2000	\$ 2.00	\$ 4,000.00	84 days	JAI
SUB-TOTAL					\$ 118,435.00		
Network Equipment	Communication Equipment to THEA headquarter servers						
	Cisco Catalyst 9300-24T-E – switch – 24 ports - managed - rack-mountable	C9300-24T-E	6	\$ 2,507.50	\$ 15,045.00	56 days	CDW
	Cisco SMARTnet extended service agreement	CON-SNT-C93002TE	6	\$ 281.91	\$ 1,691.46	56 days	CDW
	Cisco StackWise 480 - stacking cable - 1.6 ft	STACK-T1-50CM	6	\$ 50.00	\$ 300.00	56 days	CDW
	Cisco StackPower - power cable - 1 ft	CAB-SPWR-30CM	6	\$ 47.50	\$ 285.00	56 days	CDW
	Cisco Digital Network Architecture Essentials - Term License (3 years) - 24	C9300-DNA-E-24-3Y	6	\$ 305.00	\$ 1,830.00	56 days	CDW
	Cisco Catalyst 9300 Series Network Module - expansion module	C9300-NM-8X	6	\$ 1,275.00	\$ 7,650.00	56 days	CDW
	Cisco - SFP (mini-GBIC) transceiver module - GigE	GLC-LH-SMD=	6	\$ 513.00	\$ 3,078.00	56 days	CDW
	Cisco - SFP+ transceiver module - 10 GigE	SFP-10G-LR=	6	\$ 2,064.00	\$ 12,384.00	56 days	CDW
	Cisco SFP+ Copper Twinax Cable - direct attach cable - 16.4 ft	SFP-H10GB-CU5M=	6	\$ 81.50	\$ 489.00	56 days	CDW
	Black Box 3M SC/LC Duplex Single-mode 9-micron Fiber Patch Cable, Yellow	FOSM-003M-SCLC	6	\$ 12.99	\$ 77.94	56 days	CDW
SUB-TOTAL					\$ 42,830.40		
VxRail Equipment	Lane servers and storage						
	VxRail Lane Node (S570 node, 4208 - 8 core, 96GB , 800 GB SSD cache	S570	6	\$ 19,583.33	\$ 117,500.00	60 days	Dell
	DDR4 RDIMM 2666MHZ	5843813	80	\$ 249.00	\$ 19,920.00	60 days	CDW
	400 GB SAS MLC 12G 2.5 IN SSD	5843815	3	\$ 1,110.00	\$ 3,330.00	60 days	CDW
	3.84TB SAS 12G 2.5 IN SSD	5843821	12	\$ 2,889.00	\$ 34,668.00	60 days	CDW
SUB-TOTAL					\$ 175,418.00		
Axle Verification System	Camera verification system						
	NSC-204G-BT Outdoor HD 4MP IP Bullet Security Camera 4mm	1546N	6	\$ 157.99	\$ 947.94	14 days	Nelly's Security
	NSC-214G-DM 4MP WDR Fixed Dome IP Security Camera 2.8mm	NSC-214G-DM	6	\$ 157.99	\$ 947.94	14 days	Nelly's Security
	NSN-604(4K)-4P 4 Channel POE Plug-N-Play 4K NVR	NSN-604(4K)-4P	3	\$ 189.99	\$ 569.97	14 days	Nelly's Security
	2tb Surveillance Hard Drive for NVR	591	3	\$ 115.99	\$ 347.97	14 days	Nelly's Security
	1000' Extreme Weatherproof Waterproof UV Rated Shielded Cat5E	1540	3	\$ 139.99	\$ 419.97	14 days	Nelly's Security
	Platinum Tools EZ-RJ45 Cat5e Connector	EZ-RJ45-CONNECTOR 50-Pack	1	\$ 28.99	\$ 28.99	14 days	Nelly's Security
SUB-TOTAL					\$ 3,262.78		
TOTAL					\$ 383,845.18		

IV B 5

SWE TOLL EQUIPMENT SPARE PARTS PROJECT BILL OF MATERIALS

Category	Item Description	Part Number	Original Qty	Spare Qty	Unit Price	Total Price	Lead Time	Vendor
Cabinets								
	NEMA 4X Stainless Steel Enclosure with AC	1-550-000596	3	1	\$ 9,910.00	\$ 9,910.00	56 days	Apex Enclosures
	Eaton 9PX 9PX5K 4.5kW - 5000 VA UPS	9PX5K	3	1	\$ 3,149.00	\$ 3,149.00	56 days	CDW
	Eaton Extended Battery Module	9PXEBM180RT	3	1	\$ 899.00	\$ 899.00	56 days	CDW
	Eaton 9XPPDM1 BYPASS SWITCH	9XPPDM1	3	1	\$ 675.00	\$ 675.00	56 days	CDW
SUB-TOTAL						\$ 14,633.00		
Camera and Flash Units								
	TS-5000EN Progressive Scan Camera with Color imager	31015852	10	2	\$ 5,995.00	\$ 11,990.00	84 days	JAI
	TS-5000EN Progressive Scan Camera with Monochrome imager	31015852	4	0	\$ 5,895.00	\$ -	84 days	
	20 Degree WHI LED Traffic Night Light with 6ft cable (Rear Light)	31015652	14	2	\$ 1,795.00	\$ 3,590.00	84 days	JAI
	AC Power Supply Unit (PSU)	10010162	7	1	\$ 375.00	\$ 375.00	84 days	JAI
	VIS Junction Panel	31016519	7	1	\$ 450.00	\$ 450.00	84 days	JAI
	VIS-CAM-1000 Cable	10016435	2000	0	\$ 2.00	\$ -	84 days	JAI
SUB-TOTAL						\$ 16,405.00		
Network Equipment								
	Cisco Catalyst 9300-24T-E – switch – 24 ports - managed - rack-mountable	C9300-24T-E	6	1	\$ 2,507.50	\$ 2,507.50	56 days	CDW
	Cisco SMARTnet extended service agreement	CON-SNT-C93002TE	6	1	\$ 281.91	\$ 281.91	56 days	CDW
	Cisco StackWise 480 - stacking cable - 1.6 ft	STACK-T1-50CM	6	1	\$ 50.00	\$ 50.00	56 days	CDW
	Cisco StackPower - power cable - 1 ft	CAB-SPWR-30CM	6	1	\$ 47.50	\$ 47.50	56 days	CDW
	Cisco Digital Network Architecture Essentials - Term License (3 years) - 24	C9300-DNA-E-24-3Y	6	1	\$ 305.00	\$ 305.00	56 days	CDW
	Cisco Catalyst 9300 Series Network Module - expansion module	C9300-NM-8X	6	1	\$ 1,275.00	\$ 1,275.00	56 days	CDW
	Cisco - SFP (mini-GBIC) transceiver module - GigE	GLC-LH-SMD=	6	1	\$ 513.00	\$ 513.00	56 days	CDW
	Cisco - SFP+ transceiver module - 10 GigE	SFP-10G-LR=	6	1	\$ 2,064.00	\$ 2,064.00	56 days	CDW
	Cisco SFP+ Copper Twinax Cable - direct attach cable - 16.4 ft	SFP-H10GB-CU5M=	6	1	\$ 81.50	\$ 81.50	56 days	CDW
	Black Box 3M SC/LC Duplex Single-mode 9-micron Fiber Patch Cable, Yellow	FOSM-003M-SCLC	6	1	\$ 12.99	\$ 12.99	56 days	CDW
SUB-TOTAL						\$ 7,138.40		
Readers and Antenna	(to be procured by TransCore)							
	E6 NEMA TAG FDOT INTEROPERABILITY	10-6001-075	14	0	\$ 9,250.00	\$ -	56 days	TransCore
	UTA Antenna	12-3152-004	14	2	\$ 900.00	\$ 1,800.00	56 days	TransCore
SUB-TOTAL						\$ 1,800.00		
Axle Verification System								
	NSC-204G-BT Outdoor HD 4MP IP Bullet Security Camera 4mm	1546N	6	1	\$ 59.99	\$ 59.99	14 days	Nelly's Security
	NSC-214G-DM 4MP WDR Fixed Dome IP Security Camera 2.8mm	NSC-214G-DM	6	1	\$ 157.99	\$ 157.99	14 days	Nelly's Security
	NSN-604(4K)-4P 4 Channel POE Plug-N-Play 4K NVR	NSN-604(4K)-4P	3	1	\$ 189.99	\$ 189.99	14 days	Nelly's Security
	2tb Surveillance Hard Drive for NVR	591	3	1	\$ 115.99	\$ 115.99	14 days	Nelly's Security
	1000' Extreme Weatherproof Waterproof UV Rated Shielded Cat5E	1540	3	0	\$ 139.99	\$ -	14 days	Nelly's Security
	Platinum Tools EZ-RJ45 Cat5e Connector	EZ-RJ45-CONNECTOR 50-Pack	1	0	\$ 28.99	\$ -	14 days	Nelly's Security
SUB-TOTAL						\$ 523.96		
TOTAL						\$ 40,500.36		

SWE TOLL EQUIPMENT PROJECT BILL OF MATERIALS SUMMARY

STEP 2 PRODUCTION EQUIPMENT	
Cabinets	\$ 43,899.00
Camera and Flash Units	\$ 118,435.00
Network Equipment	\$ 42,830.40
VxRail Equipment	\$ 175,418.00
Axle Verification System	\$ 3,262.78
SUB-TOTAL	\$ 383,845.18

STEP 2 SPARE PARTS	
Cabinets	\$ 14,633.00
Camera and Flash Units	\$ 16,405.00
Network Equipment	\$ 7,138.40
VxRail Equipment	\$ -
Readers and Antenna	\$ 1,800.00
Axle Verification System	\$ 523.96
SUB-TOTAL	\$ 40,500.36

STEP 2 SUMMARY of REQUEST	
Production Equipment	\$ 383,845.18
Spare Parts	\$ 40,500.36
TOTAL Step 2 request (Toll production equipment and spares)	\$ 424,345.54

Background information	
Step 1 Budget (Toll Contractors)	\$ 2,200,000.00
Previous request 6/17/2019	\$ 1,689,834.33
Step 1 approval (Toll Contractors)	
Step 1 budget remaining	\$ 510,165.67
Current Step 2 Budget	\$ 595,677.00
THEA Capital Budget	
Current Step 2 Request	\$ 424,345.54
Step 2 budget remaining	\$ 171,331.46
Total Step 1 + 2 THEA capital budget	\$ 2,795,677.00
Total Step 1+ 2 budget remaining	\$ 681,497.13

THEA Step 1 Approach Savings Results (INCLUDED IN TOTAL)	
Added engineering value by the reutilization of existing tolling software (estimated)	
THEA Step 2 Approach Savings Results (INCLUDED IN TOTAL)	
Estimated sales tax (8.5%) savings	\$ 36,069.37
Mark up avoidance (25%) savings	\$ 106,086.39
Added engineering value by reutilizing existing tolling hardware (estimated)	\$ 29,175.70

Atkins Scope of Service

Toll Discount Program Support FY19 – FY20

Contract T-00156-A

Task **XX**

Capital Program

December 6, 2019

Toll Discount Project Support FY19-FY20

I. Scope of Services

Atkins will provide program management support to the Director of Toll Operations for Toll Discount Program (TDP) and related capital work elements as described below.

A. Project Approach

The project will include the following elements:

1. Project management support

Atkins will provide project management and oversight support for the development, implementation of the Toll Discount Program by the THEA and its developers.

As Atkins understands, Tampa Hillsborough Expressway Authority (THEA) Toll Discount Program (TDP) will allow customers with SunPass transponders to pre-purchase a certain number of trips at a discounted rate to be taken in a given number of days.

The TDP will be designed, developed, tested, integrated and maintained by THEA with no requirement to interface with any first party back office customer service center (BOCSC) other than the normal retrieval of transponder status. The system will be implemented on THEA hardware and will interface to TransCore's existing Tolling Operations Back Office System (TOBS).

THEA will procure the assistance of the Developer team(s) building the software to create the TDP. Atkins role will be to provide project management support for THEA and coordination of the various entities involved in the program.

a. Program Management Support for Toll Discount Program

Atkins will provide Project Management support of the process and actions related to toll discount design and implementation and interface to the existing Tolling Operational Back Office System (TOBS). This will include Atkins support to THEA related to the coordination of teams developing interfaces between the existing TOBS and the team developing the new front office for the Toll Discount Program.

Atkins will coordinate regular project status calls and meetings, providing meeting notes, tracking action items, and resolution related to the TDP work. (It is estimated that there will be up to four (4) project status meetings per month over the course of the project (7 mos.) and that most of these will be conducted by phone. Atkins has not made allowance for travel time to meet at THEA offices).

Atkins will develop and track schedules of the TDP efforts to ensure the project team remains focused on the implementation. It is assumed that the Developers create their own work schedules to plan and manage their own project work activities. The schedules prepared by Atkins will be based partially on program schedule information provided by the Developers based on their own work activities.

Toll Discount Project Support

FY19-FY20

Atkins will support project management through the use of JIRA as provided by THEA. Atkins will create JIRA tickets and monitor status of ticket resolution to ensure the project activities are well defined and documented.

It is anticipated that rather than a highly formal process, a more collaborative “Agile” -type design process approach will be used by the Developers. The project design and testing phases are anticipated to have a duration of 9 months, from 12/15/2019 – 7/1/2020.

b. Quality control

Atkins deliverables will go through a review process to ensure accuracy of documents submitted to THEA.

c. Documentation support

It is also anticipated that the Developers will provide enough design documentation to memorialize the system design, changes from the legacy system, as approved and implemented. Atkins will review design documentation delivered by the Developers and make comments as necessary. (It is estimated there will be up to 4 design documents submitted for review).

2. Support for & Oversight of Toll System Testing

Atkins will provide support during the TDP testing phase, with an anticipated duration of 2 months, between 4/4/2020 – 5/29/2020.

a. Test Plan review

During this time, Atkins will provide technical expertise in reviewing the developers test documents and advisory services to THEA related to the testing. (It is estimated there will be up to 2 test documents, and 2 review cycles).

Additionally, Atkins will support test planning processes and coordination. (It is estimated that there would be 2 test planning meetings).

b. Testing Support

Additionally, Atkins will observe and record observations and the action items from the developer conducted testing. This applies to all aspects of the TDP, including integration to the TOBS, and other affected systems and equipment, which is part of the procurement. (This is estimated to includes up to 3 UAT tests estimated at 1 day each).

Additionally, Atkins will review and comment on developer provided test reports, and will support the resolution of noted deficiencies to be corrected by the developers.

Toll Discount Project Support FY19-FY20

II. Project Management

The Atkins team will be led by Tom Knuckey as Project Manager, and will include support, as needed, for various Atkins resources.

Nicole Villegas will serve as Atkins lead technical resource for project coordination and JIRA tracking. Additional resources may include Wali Ali for testing observation support and documentation, Kit Hopkins for coordination, and an Atkins QC resource.

Staffing may change depending on THEA needs and Atkins resource availability.

III. Schedule

A high-level summary schedule as provided by THEA is provided below:

11/12/2019 - 11/15/2019	ConOps and Policy
11/16/2019 - 11/22/2019	Software and Data Elements Requirements
11/23/2019 - 11/29/2019	Final Requirements Outline
11/30/2019 - 12/27/2019	Kickoff and Design Review (start of this task)
01/04/2019 - 05/29/2020	Development (Iterations and Reviews)
04/04/2020 - 05/29/2020	Testing
05/02/2020 – 06/26/2020	Deployment
07/01/2020	Go Live

IV. Fee Summary

It is understood that this is time and materials task order and that all fee information is estimated based on the stated number of hours of support. The hours indicated in the fee are estimates and should not be considered to represent actual hours as the project develops. Hours are used to estimate the project fee. This estimate is limited based on current information and should the project needs increase or change beyond what can be foreseen, the project budget may need to be changed. Atkins is committing to providing appropriate resources, however, individual resources and hours may change throughout the project. Atkins support is limited to the total dollar budgeted amount indicated below. Additional work beyond the budgeted amount will require additional funding. Atkins will not exceed the fee amount without THEA advanced approval.

Toll Discount Project Support FY19-FY20

TOTAL FEE SUMMARY
ATKINS
Tampa Hillsborough Expressway Authority (THEA)
Contract T-00516-A
Toll Discount Program 2019-2020

Task	Est. Hours	Subconsultant Fee	Atkins Fee	Total Fee
Task 00 - Toll Discont Program Management Support	253	\$ -	\$ 40,830.00	\$ 40,830.00
Task 01 - Support for Toll Discount, Implementation, Testing & Acceptance	100	\$ -	\$ 17,447.00	\$ 17,447.00
TOTAL	353	0	\$58,277	\$58,277
Subconsultant - Non SBE Participation		0%		
Subconsultant - SBE Participation		0%		



Infotect Design Solutions
P.O. Box 89157
Tampa, FL 33689-0402
www.infotectdesign.com

January 8, 2020

Tampa Hillsborough Expressway Authority
Rafael Hernandez
Director of Toll Operations
1104 E Twiggs St, Suite 300
Tampa, FL 33602

Scope of Work

Discount Toll Program

Infotect Design Solutions, Inc. (Infotect) is pleased to provide a statement of work to Tampa-Hillsborough Expressway Authority (THEA) for web application development services for the pilot discount toll program.

The work tasks are detailed as:

- Application and database design
- User interface design
- Code development, front-end and back-end
- Testing and quality assurance
- Project documentation
- Deployment of application in THEA's Azure cloud
 - Security configuration support between Azure & THEA main office
- Project completion by July 2020 with initial design tasks starting in January 2020

Infotect will provide the following labor resources:

- Felipe – back-end
- Mark/Sumit – front-end
- Maddie - project management/documentation

THEA will provide:

- Documented business rules for the application
- Graphics, logos and other user interface components
- Necessary resources for project management, resource support and acceptance testing
- A valid merchant account for payment gateway functions

Anticipated components for ongoing maintenance:

- Renewal of licenses and/or maintenance for software tools
- Basic application maintenance (code fixes, graphic updates, etc.)
- Server(s) operations and maintenance (security, patches, upgrades)
- SSL certificate renewals (encryption)

Supporting documents:

- Discount Program Technical SOW.docx by Infotect
- THEA Discount Program Business Rules v3.docx by THEA
- THEA Provided Sample Screens for Discount Program.docx by THEA
- THEA tolling discount concept DRAFT 120419 v3.pdf by THEA

Pricing

Task	Bill Rate	Qty (hrs)	Ext. Cost
Back-end development and testing	\$ 88.00	520	\$45,760.00
Front-end development and testing	\$ 75.00	946	\$70,950.00
Quality assurance and technical management	\$ 75.00	160	\$12,000.00
Project management and documentation	\$ 65.00	161	\$10,465.00
Software tools & SSL certificate	\$ 2,000.00	1	\$2,000.00
Design of ongoing maintenance program	\$ 75.00	16	\$1,200.00
	TOTAL		\$142,375.00

This statement of work is subject to agreed upon terms and conditions



Software Modification to Support THEA's Customer Tolling Discount Program

Purpose:

The purpose of this quotation is for TransCore to modify TOBS code to enable a customer tolling discount program in accordance with the THEA business rules. This quote includes hours for Software Engineers and a Project Manager to complete this request. This scope provided is also dependent on the interactions with THEA vendor supporting the interfaces involved for this request. If additional time is needed THEA will be notified prior to completion.

Scope:

TransCore's scope will include the following:

1. Modify TOBS' code used to send UFM's to CCSS to intercept transactions from toll sites 20/25, 50/55, 60/65 and 75.
2. The code will then compare intercepted transactions with a transponder white list, provided by THEA, to determine if the transactions need to be sent to CCSS or THEA's discount program interface. THEA will provide the discount program interface.
3. If the intercepted transactions are not applicable for THEA's discount program, and therefore sent to CCSS, TOBS should function as usual.
4. If the intercepted transactions are applicable for THEA's discount program, and therefore sent to THEA's toll discount interface, TOBS should label the transactions as disposition code "-3".
5. If the intercepted transactions sent to THEA's discount program return to TOBS with a disposition code of -5, TOBS should send the transactions to CCSS and function as usual.

Assumptions:

- THEA will create, populate, and maintain the "transponder white list" table within the current "THEA" DB that TransCore will use for discount program verification for step 2.
- Transactions will be marked for processing by the discount interface (as opposed to packaging and sending transactions through a webservice) by setting an appropriate disposition code (UFMID in the TXN table) for step 4.
- Transactions deemed by the discount interface to not qualify for the discount will have an appropriate disposition code set (UFMID in the TXN table) so that they will send as a normal UFM to CCSS as described in step 5.

Software Modification to Support THEA's Customer Tolling Discount Program					
#	Resource	Description	Hours	Price	Total
1	Software Engineer	Modify Code/Implementation /Testing	120	\$221.73	\$26,607.60
2	Project Manager	Project Management	8	\$244.01	\$1,952.08
Total					\$28,559.68

VI A

Report for the month of: **January 2020**

CONTRACT RENEWAL and EXPIRATION REPORT (> \$30,000)

Project Manager	Consultant	Description of Services	Contract Amount	Contract Effective Date	Expiration Date of Full Contract Term	Original Term of Contract (Years)	Renewal Options	Bid / Renew
Sue Chrzan	Floridian Partners	Marketing & Communications Services	Per task order as needed	8/1/2015	7/31/2020	3.5 Years	2 one-year renewal completed	Bid (Services will be issued for competitive bid)