

# **TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY**

## **ADDENDUM NO. 2**

**FOR**

**Delinquent Toll Account Collection Services**

**RFP No. T-00620**

**ADDENDUM NO. 2**

PROJECT NAME: **Delinquent Toll Account Collection Services**

DATE OF ADDENDUM: **August 12, 2020**

**PLEASE NOTE THE FOLLOWING ADDENDUM TO RFP T-00620:**

REVISED Exhibit E ~ Attached. Revisions highlighted.

**Respondents MUST** acknowledge receipt of this Addendum by signing, dating and returning the completed Acknowledgement of Receipt of Letter of Clarification/ Addendum form with Respondent's proposal.

All other items, conditions, and specifications in the procurement document not specifically changed by the Addendum remain unchanged.

Please send all questions to THEA's Procurement Manager, Man Le, via email at [Man.Le@tampa-xway.com](mailto:Man.Le@tampa-xway.com).

**Tampa-Hillsborough Expressway Authority (THEA)**  
**Toll Operations Department - Customer Service and Toll Enforcement**  
**Delinquent Toll Account Collection Services**  
**Exhibit E – Price Proposal Sheet**

The Tampa-Hillsborough Expressway Authority (THEA) will **compensate the Vendor for all work ONLY** through the payment of fees on collected tolls (“Vendor Fees”). No additional payments will be made unless agreed to in advance by THEA. The Proposer shall indicate the amount of fee that will be required for compensation of the services as described in **Exhibit A**.

<b>Pay Item Number</b>	<b>THEA Fee Cap and Current fee schedule</b>	<b>Proposer Collection Fee Cap</b>	<b>Proposer’s Price (Vendor Fees)</b>
L-1	<b>Collection Letter 1</b> – Collection fee \$9.00	Less than or equal to \$9.00	\$ ____ . ____ ____  <i>(If fully paid on Letter 1, the above amount will be kept by the Contractor. Fees associated with partial payments are limited as described in <b>Exhibit A</b>.)</i>
L-2	<b>Collection Letter 2</b> – Additional collection fee of \$6.00 plus \$9.00 from Collection Letter 1 which was not fully collected	Less than or equal to \$15.00 ( <i>No collection made on letter 1</i> )	\$ ____ . ____ ____  <i>(If fully paid on Letter 2, the above amount will be kept by the Contractor. Fees associated with partial payments are limited as described in <b>Exhibit A</b>.)</i>

The Vendor is allowed to charge a flat fee per collected Active Delinquent Toll Account. An “Active Delinquent Toll Account” is defined as an account with an outstanding toll balance, excluding added fees, greater than THEA’s established “THEA Delinquent Toll Account Thresholds,” as defined in the Scope of Services. The fees shall be disbursed as per the established “THEA/Vendor Collected Revenues Distribution Schedule,” as defined in **Exhibit A**.

To assess current collection volumes, please refer to Exhibit K.

[END of SECTION]

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM and/or LETTER OF CLARIFICATION**

Were Addenda issued on this Solicitation?

- Yes
- No

Were Letter of Clarification issued on this Solicitation?

- Yes
- No

I (We) hereby acknowledge receipt of the following Addendum/Addenda issued in reference to this solicitation by listing the Addenda by number, date and signing the form:

Addendum \_\_\_\_\_  
Addendum \_\_\_\_\_

Date: \_\_\_\_\_  
Date: \_\_\_\_\_

Letter of Clarification \_\_\_\_\_  
Letter of Clarification \_\_\_\_\_

Date: \_\_\_\_\_  
Date: \_\_\_\_\_

**Respondent:**

By: \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Printed Name of Signer

\_\_\_\_\_  
Title of Signer

\_\_\_\_\_  
Date Signed

**[END OF ACKNOWLEDGMENT OF RECEIPT FORM]**