Meeting of the Board of Directors

May 18, 2026 - 1:30 p.m.

THEA Headquarters
1104 E. Twiggs Street
First Floor Board Room
Tampa, FL 33602

For any person who wishes to address the Board, a sign-up sheet is provided at the Board Room entrance. Presentations are limited to three (3) minutes. When addressing the Board, please state your name and address and speak clearly into the microphone. If distributing backup materials, please provide ten (10) copies for the Authority Board members and staff. Any person who decides to appeal any decisions of the Authority concerning 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 and Pledge of Allegiance – *Vince Cassidy, Chairman*

II. Invocation – *Cody Powell, Secretary*

III. Public Input/Public Presentations - *Vince Cassidy, Chairman*

IV. Consent Agenda – *Vince Cassidy, Chairman*

1. **Approval of the Minutes of the March 23, 2026, Board Meeting**
2. **Approval of Board Member Travel – TEAMFL/Bonita Springs – May 21-22 - $2,500**
3. **SSCP Additional Assessment – APTIM - $104,200**

V. Discussion/Action Items – *Vince Cassidy Chairman*

A. Operations and Engineering – *Greg Deese, P.E., Director*

1. **Gandy Off-Ramp Improvements – Webber - $75,295**

   Purpose: To furnish and install additional signage and pavement markings on the Westbound Selmon Expressway Ramp 1B to improve motorist awareness of the merge onto Gandy Boulevard.

   Funding: Capital Budget - $75,295

Action: Request the Board to authorize the Executive Director to execute a task order with Webber for the installation of additional signage and pavement markings for an amount not to exceed $75,295.

2. Whiting Final Design – KCA - $4,676,000

Purpose: To fund the engineering design of the Whiting Street project, including the development of project plans, specifications, and necessary construction contract documents.

Funding: Capital Budget - $4,676,000

Action: Request the Board to authorize the Executive Director to execute a task order with KCA for the design of the Whiting Street project in the amount of $4,676,000.

B. Legal – *Amy Lettelleir, Chief Legal Officer*

1. Selection of ITS Infrastructure Team for East and West Selmon Phased Design-Build (PDB) Project

Purpose: To select the number one ranked phased design-build team to provide design and construction services for the ITS Infrastructure for East and West Selmon Phased Design-Build Project.

Firm	Rank
Sice	4
Traffic Control Devices	3
Traffic Management Solutions	1
TransCore	2

Action: Request the Board to accept the Evaluation Committee's rankings and to authorize and direct staff to negotiate and execute a contract with the number one ranked firm, Traffic Management Solutions. If negotiations are unsuccessful, staff shall negotiate with the number two ranked firm. Contract is subject to review and approval by THEA's Chief Legal Officer.

2. Insurance Broker Services Contract Award

Purpose: To select the number one ranked insurance broker consultant to provide insurance broker services.

Firm	Rank
Alliant	3
Gallagher	1
Hub	2
Marsh Mclennan	2

Action: Request the Board to accept the Evaluation Committees rankings of the Insurance Broker Consultant proposals and to authorize and direct staff to negotiate and execute a contract with the number one ranked firm, Gallagher. Contract is subject to review and approval of THEA Chief Legal Officer.

3. Traffic and Revenue Consultant Selection

Purpose: To select the number one ranked Traffic and Revenue consultant to provide traffic and revenue services, including investment grade financial planning, studies, and other services as needed.

Firm	Rank
C&M Associates	2
Stantec	1

Action: Request the Board to accept the Evaluation Committees rankings of the Traffic and Revenue consultant proposals and to authorize and direct staff to negotiate and execute a contract with the number one ranked firm, Stantec. If negotiations are unsuccessful, staff will negotiate with the number two ranked firm. Contract is subject to review and approval of THEA Chief Legal Officer.

4. City of Tampa Interlocal Agreement

Purpose: To enter into an Interlocal Agreement with the City of Tampa for the city to provide the services required for the operation of the REL gate system and for the city to occupy space in the THEA headquarters for operation of their Traffic Management System.

Action: Request the Board to approve and execute the Interlocal Agreement with the City of Tampa for REL gate system services and occupancy in the THEA headquarters for the City's Traffic Management Center.

5. Authorize THEA to enter into a Locally Funded Agreement with FDOT to provide SunGuide services.

Purpose: To approve a resolution authorizing the Authority to enter into a Locally Funded Agreement with FDOT in order for FDOT to provide SunGuide software support to the Authority. The implementation of the SunGuide

platform will enhance the Authority's ability to integrate and process data from multiple sources within a single, unified platform, enabling real-time monitoring, analysis and decision making.

Funding: Operating Budget -$100,000

Action: Request approval of Resolution 680 authorizing the Authority to enter into a Locally Funded Agreement with FDOT**.**

C. Finance – *Jeff Seward, Chief Financial Officer*

1. Revenue Sufficiency Resolution 681

Purpose: Pursuant to Section 5.07(E) of THEA's Master Bond Resolution, THEA is obligated to review the financial condition of the Expressway System to estimate whether the Net System Revenues for the following fiscal year will be sufficient to comply with established debt service coverage requirements.

THEA received a Revenue Sufficiency Certificate prepared by its Traffic Engineer (Stantec) and reviewed by its Financial Advisor (PFM), which has determined that Net System Revenues will be sufficient to comply with the provision stated above for the Fiscal Year ending June 30, 2027.

Action: Request Board approval of Resolution No. 681 making a positive determination regarding the sufficiency of Net System Revenues pursuant to its Master Bond Resolution.

VI. Staff Reports

1. Operations and Engineering – *Greg Deese, P.E., Director*
2. Toll Technology and Customer Experience – *Raul Rosario, Director*
3. Communications and Community Engagement – *Brian Ramirez, Project Manager*

VII. Executive Reports

A. Executive Director – *Greg Slater, Executive Director*

1. Contract Renewals, Expirations and Extensions
2. Director's Report

B. Chief Legal Officer – *Amy Lettelleir, Esq.*

C. Chairman – *Vince Cassidy, Chairman*

1. Upcoming Meetings

- Board Workshop – June 8, 2026
- Board Meeting – June 22, 2026
- Board Workshop – July 13, 2026
- Board Meeting – July 27, 2026

VIII. Old Business

IX. New Business

X. Adjournment

Tampa-Hillsborough County Expressway Authority
Minutes of the March 23, 2026, 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 March 23, 2026, at THEA Headquarters, 1104 E. Twiggs Street in Tampa Florida. The following were present:

BOARD:

Vincent Cassidy, Chairman
Bennett Barrow, Vice Chairman
Cody Powell, Secretary
L.K. Nandam, Member
Commissioner Chris Boles, Member
Mayor Jane Castor, Member

STAFF:

Greg Slater
Amy Lettelleir
Jeff Seward
Greg Deese
Raul Rosario
Shari Callahan
Bob Frey
Julie Aure
Gary Holland
Brian McElroy
Judith Villegas
Chaketa Mister
Toni Atkinson
Frederick Pekala
Anna Quinones
Emma Antolinez
Brian Ramirez
Krishna Rentala

OTHERS:

Sharlene Lairscey, Quest
Lori Buck, Quest
Scarlett Sharpe, WSP
Michael Garau, Kimley-Horn
Kim DeBosier, WGI
Dylan Albergo, TLP
Brian Kirkpatrick, RSH
Anna Mukherjee, EXP
Steve Ferrell, HDR
Jason Dahlvik, Lochner
Sally Dee, Playbook
Sarah Lesch, Playbook
Maddi Baptiste, Playbook
Len Becker, HNTB

I. Call to Order and Pledge of Allegiance

II. Public Input/Public Presentations

III. Consent Agenda

1. Approval of the Minutes of the February 23, 2026, Board Meeting

Chairman Cassidy requested a motion to approve the consent agenda. Mr. Powell moved approval, seconded by Mr. Hall. The motion passed unanimously.

IV. Discussion/Action Items

A. Operations and Engineering – *Greg Deese, P.E., Director*

1. South Selmon Capacity Project - ASAP Round 3 Study Phase

Mr. Deese presented a funding request for the Accelerated Scope Augmentation Phase (ASAP) Round 3 Study Phase, which will allow THEA to determine the viability and cost of potential scope additions and modifications from proposals and for collaborative enhancements.

The request is for the Board to authorize the Executive Director to execute a task order with Archer Western for Round 3 ASAP Study Phase items in an amount not to exceed $401,903.

Chairman Cassidy requested a motion. Mr. Powell moved approval, seconded by Mr. Nandam. The motion carried unanimously.

V. Staff Reports

A. Budget and Finance – *Jeff Seward, Chief Financial Officer*

Mr. Seward presented the second quarter budget update as follows.

Tampa-Hillsborough County Expressway Authority (THEA)
Adopted Operating and Capital Budget
Fiscal Year 2026
(July 1, 2025 – December 31, 2025)

	FY2026 Adopted Budget	FY2026 YTD 2nd Quarter 12/31/25	FY2026 2nd Quarter Projected	% Expended
Fiscal Year Revenue and Operating Expenditure Summary				
Revenue				
Toll Revenues	$137,900,000	$79,955,241	$66,508,000	57.98%
Other Revenues	930,218	930,218	465,109	100%
Investment/Interest Income	15,000,000	8,253,225	7,500,000	55.02%
Total Fiscal Year Revenues	**$153,830,218**	**$89,138,684**	**$74,473,109**	**57.95%**
Expenditure				
Toll Operations	$10,902,751	$7,071,548	$5,451,376	64.86%
Maintenance	8,608,659	5,262,416	4,304,330	61.13%
Communications	691,500	319,395	345,750	46.19%
General Counsel/HR/Procurement	220,000	122,665	110,000	55.76%
Planning and Innovation	1,060,509	594,917	530,255	56.10%
Administration – Personnel	6,751,203	3,239,721	2,596,617	47.99%
Administration – Prof. Services	2,034,550	1,768,894	1,017,275	86.94%
Administration – General	577,463	349,761	288,732	60.57%
Information Technology	1,593,423	538,858	796,712	33.82%
Total Fiscal Year Expenditures	**$32,440,058**	**$19,268,175**	**$15,441,044**	**59.40%**
Total Debt Service	**$48,447,635**	**$37,958,018**	**$37,958,018**	**78.35%**
Fiscal Year Capital Expenditures	**$142,187,685**	**$41,940,363***	-----	**29.50%**

*$36,198,462 is attributed to the South Selmon Capacity (SSC) Project

Chairman Cassidy requested future information be presented in full quarters.

B. Toll Technology and Customer Experience – *Gary Holland, Toll Systems Manager*

Mr. Holland presented the monthly transactions for February, which were down by about 20,000.

He reported the average weekly transactions year-to-year for February are up .5% on the West Mainline, 1.9% on the West Extension, and overall transactions are down by .6%, and toll transactions by type remain at 66% prepaid and 34% postpaid.

Before moving on to the next item, Mr. Slater announced that Mr. Holland is retiring at the end of March and he thanked him for his service.

C. Communications and Community Engagement – *Keisha Pickett Boyd, Director*

Ms. Boyd presented an update on Communications and Community Engagement.

This month the Tampa Bay Times featured an Op-ed by Mr. Slater – *The Tampa Bay region is at a pivotal moment.*

THEA's South Selmon Capacity Project presentation to Tampa City Council was picked up by several news outlets, as was the recent memorial celebration remembering Deputy John Kotfila.

In the Community, THEA had speaking engagements at several events, including the Ybor Rotary, Society for Marketing Professional Services, FTBA, TEAMFL, and Leadership Tampa Bay Power of Access. Mr. Slater also held a Lunch and Learn at THEA headquarters with the Tampa Downtown Partnership.

Ms. Boyd also reported on publicity metrics and social medial from January 1 – March 11, noting an audience of nearly 293M and an earned media value of ~$3M.

VI. Executive Reports

A. Executive Director – *Greg Slater, Executive Director*

1. Contract Renewals, Expirations and Extensions – there were no renewals, expirations, or extensions to report.

2. Director's Report - Mr. Slater reported the following:

- This month THEA recognized the 10th anniversary of Deputy Kotfila's death, which resulted from a wrong way driver on the expressway. The family installed a memorial bench at the park, and the event was well attended. Thank you to the board for the support as we continue to honor Deputy Kotfila's sacrifice.
- He provided an update on the toll system investments: the back office was awarded to Neology; the selection process for the Roadside Toll infrastructure is underway; and over the next month or so the final piece - an independent audit system – will come to the Board for approval.

- The SSC project is well underway – initial activities are becoming visible, soon you will begin to see vegetation and tree clearing, mobilization is already underway and we expect to see actual construction activity in April. People with leases have been notified and we are working with some of them on alternative parking options, we have started to notify the few encroachments that are a concern." AND " as of last week have obtained the Army Corps permit and the SWFMD permit. The coast guard permit is still outstanding but anticipated.
- Last week he and the finance team attended the JP Morgan Public Finance forum in New York. It was an opportunity to engage with the bond market in anticipation of a bond issuance planned in 2027 or 2028.
- THEA submitted a BUILD Grant application with USDOT. He noted that he has briefed the USDOT on THEA and the project, and both Senator Moody and Congresswoman Castor sent in letters of support.
- On March 16, the Tampa Bay Times published the Op-Ed he wrote on the importance of the regional accelerator in delivering big transportation infrastructure, and it has been well received.
- On Friday March 13, we set another transaction record on the expressway with 280,858 transactions. No major events that day, just volume.

B. Chief Legal Officer – *Amy Lettelleir, Esq.*

No report.

C. Chairman – *Vincent Cassidy*

1. Upcoming Meetings

- Board Workshop – April 13, 2026, *Cancelled*
- Board Meeting – April 27, 2026

VII. Old Business – No old business.

VIII. New Business - No old business.

IX. Adjournment - With no further business, the meeting adjourned at 1:45.

APPROVED: _____ ATTEST**:** _____

Chairman: Vincent J. Cassidy **Vice Chairman: Bennett Barrow**

DATED THIS 18TH DAY OF MAY 2026.

ATTACHMENT A

Cost Proposal - Lump Sum
Additional Level II Contamination Assessment
South Selmon Expressway (SR 618) Capacity Project
Tampa, Hillsborough County, Florida
THEA Project ID: HI-0112 (O-2225)
THEA Contract Number O-1422

Category	Quantity	Unit	Unit Rate ($)	Total ($)
Personnel				
Project Manager (sampling plan, coordination, document reviews)	80	hours	125.00	10,000.00
Senior Geologist / Engineer (utility plan, report)	80	hours	95.00	7,600.00
Project Geologist (10h x 10 days + prep - 8 hours)	108	hours	65.00	7,020.00
Staff Geologist/Scientist (10h x 10 days + 8 hrs utility mark out)	108	hours	65.00	7,020.00
Senior Technician (2 x 10 days)	200	hours	50.00	10,000.00
Technical Illustrator	8	hours	60.00	480.00
Clerical	16	hours	55.00	880.00
Field Clerk/Typist	8	hours	55.00	440.00
Safety Engineer	4	hours	60.00	240.00
Subtotal - Personnel				**$43,680.00**
Reproduction				
Letter Size Paper (8-1/2" x 11")	2,000	sheets	0.15	300.00
B Size Paper (11" x 17")	100	sheets	0.35	35.00
Subtotal - Reproduction				**$335.00**
Travel				
Mileage (including fuel costs for equipment & personnel mobilizatio	400	miles	0.445	178.00
Subtotal - Travel				**$178.00**
Drilling				
Drill Rig - Mob/ DeMobe	4	ea	500.00	2,000.00
Soil Borings (82 x 15 feet)	1,230	foot	15.00	18,450.00
Geoprobe 66DT Drilling Rig or equivalent	10	day	1,800.00	18,000.00
Well Development	8	each	65.00	520.00
Subtotal - Drilling				**$38,970.00**
Equipment				
Truck, Pickup (3 x 10 days)	3	week	300.00	900.00
Truck, pickup (utility locates mark-out, site visit)	2	day	75.00	150.00
Hand Augers (2 x 2 week)	4	week	60.00	240.00
Portable Eye Wash	2	week	40.00	80.00
Barricades - Type III (MOT equipment x 2 weeks)	100	weeks	4.00	400.00
Photoionization Detector (PID)	2	week	184.00	368.00
Communication Devices / Portable Radio (3 x 2 weeks)	6	week	80.00	480.00
Cooler (Water) (2 x 2 week)	4	week	20.00	80.00
Water Level Indicator	2	week	80.00	160.00
Low-flow Purge & Sampling Apparatus	2	week	640.00	1,280.00
2" Peristaltic Pump	2	week	24.00	48.00
Subtotal - Equipment				**$4,186.00**

ATTACHMENT A

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Additional Level II Contamination Assessment
South Selmon Expressway (SR 618) Capacity Project
Tampa, Hillsborough County, Florida
THEA Project ID: HI-0112 (O-2225)
THEA Contract Number O-1422

Category	Quantity	Unit	Unit Rate ($)	Total ($)
Expendables and Miscellaneous (E&M)				
16-Ounce Sample Jars	500	each	2.50	1,250.00
2-inch diameter PVC well Casing (5 ft section x 8 wells)	8	each	12.00	96.00
2-inch diameter PVC well Screen (5 ft section x 2 x 8 wells)	16	each	18.00	288.00
Portland Cement (Grout/asphalt patch)	50	lbs	0.40	20.00
Safety Goggles	4	pairs	5.00	20.00
Gloves, Sample (125 pair/box x 4 boxes)	500	pairs	0.75	375.00
Dry ice (wet ice) (5 lb bags sample cooler + water cooler)	100	lb	5.00	500.00
Dry ice (water - 16 oz bottles - 24 bottles/case x 10 day)	240	lb	5.00	1,200.00
Fungicide/Sanitizer (SkockWave or equiv.)	2	pint	10.00	20.00
Duct Tape (Aluminum foil)	2	rolls	7.00	14.00
Trash Bags	2	box	10.00	20.00
Subtotal - E&M				**$3,803.00**
Analytical				
Soils - Rapid Turnaround				
Used Oil Group (Table K, Exhibit C)	5	each	515.00	2,575.00
Kerosene Analytic Group	1	each	233.00	233.00
Polynuclear Aromatic Hydrocarbons	65	each	90.00	5,850.00
Arsenic	66	each	9.00	594.00
Groundwater - Rapid Turnaround				
Used Oil Group	6	each	515.00	3,090.00
Kerosene Analytic Group	2	each	233.00	466.00
Hardness (CaCO3)	8	each	30.00	240.00
Subtotal - Analytical				**$13,048.00**
TOTAL LUMP SUM AMOUNT				**$104,200.00**

March 18, 2026

Tampa-Hillsborough Expressway Authority

ATTN: Brian McElroy

Project Manager II

1104 East Twiggs Street, Suite 300

Tampa, Florida 33602

RE: C/O Proposal – WB Exit #1B Signing and Pavement Marking improvements

Brian:

It is our pleasure to submit this proposal for WB Exit #1B Signing and Pavement Marking improvements.

Proposal Quote for furnishing and installation of Signing and Pavement Marking improvements west bound Selmon Expressway to exit 1B east bound Gandy Blvd for safety improvements. Consist of Solar Powered Enhanced highway signage assembly's w/beacons and thermoplastic markings. The location, materials and quantities are pre-determined by the Expressway Authority. The quote includes furnishing and installing all needed materials and labor and all needed MOT devices. Work will be done by sub-contractor. The work will be accomplished per THEA's Request. The cost for the proposed work is set at a lump sum rate of $ 75,295.00
Please call me at 813-299-2459 with any questions or concerns.

Thanks,

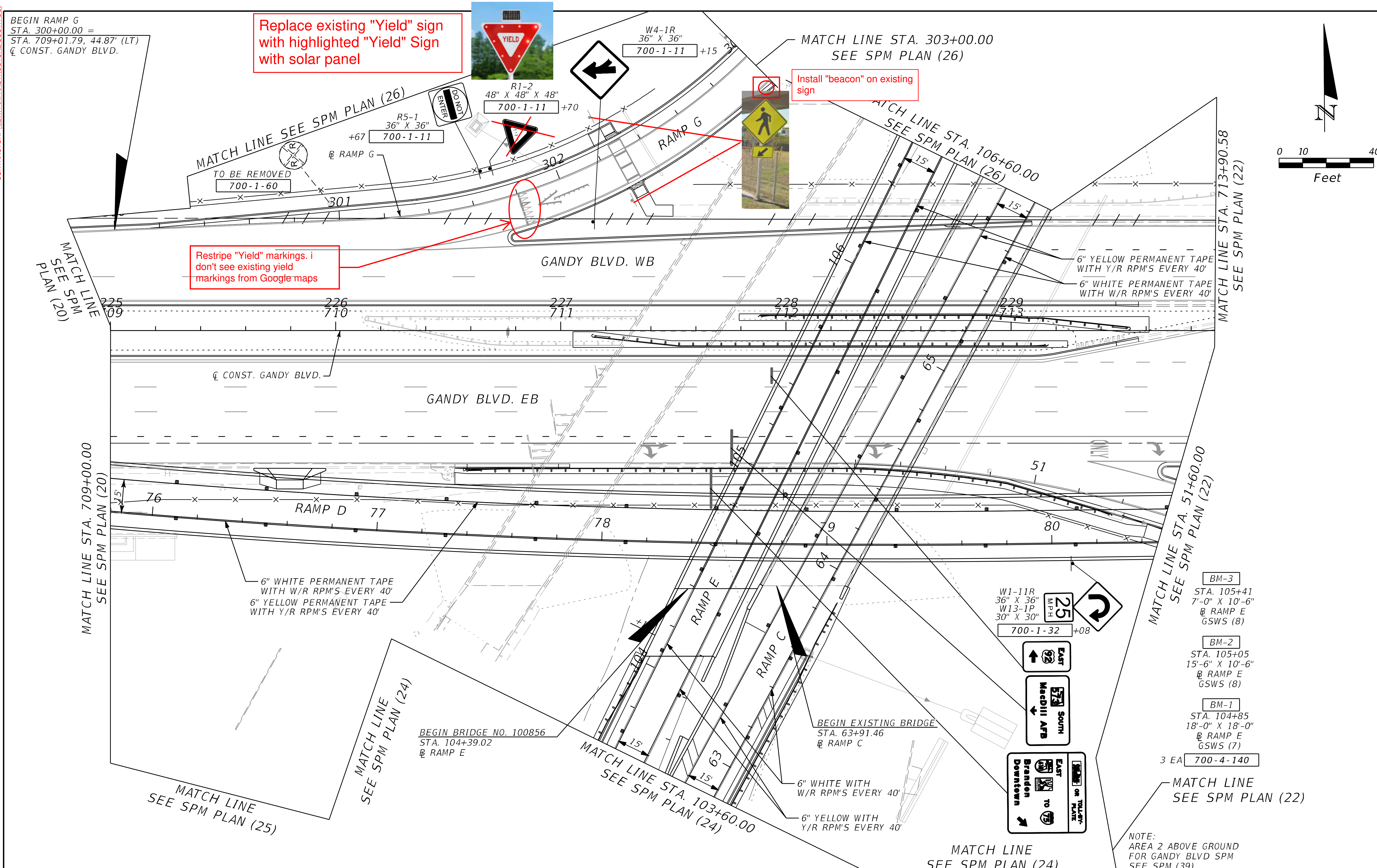
Scott Chase

Scott Chase

Project Manager

SC/

RECORD DRAWINGS
RECORD DRAWING INFORMATION FURNISHED:
ON: 04/02/21
BY: RUSSEL DINGMAN II
CONTRACTOR: KIEWIT INFRASTRUCTURE SOUTH CO.



BEGIN RAMP G
STA. 300+00.00 =
STA. 709+01.79, 44.87' (LT)
℄ CONST. GANDY BLVD.
Replace existing "Yield" sign with highlighted "Yield" Sign with solar panel
YIELD
W4-1R
36" X 36"
700-1-11 +15
R1-2
48" X 48" X 48"
700-1-11 +70
R5-1
36" X 36"
+67 700-1-11
DO NOT ENTER
MATCH LINE SEE SPM PLAN (26)
TO BE REMOVED
700-1-60
℄ RAMP G
RAMP G
MATCH LINE STA. 303+00.00
SEE SPM PLAN (26)
Install "beacon" on existing sign
MATCH LINE STA. 106+60.00
SEE SPM PLAN (26)
Restripe "Yield" markings. i don't see existing yield markings from Google maps
GANDY BLVD. WB
6" YELLOW PERMANENT TAPE WITH Y/R RPM'S EVERY 40'
6" WHITE PERMANENT TAPE WITH W/R RPM'S EVERY 40'
MATCH LINE STA. 713+90.58
SEE SPM PLAN (22)
MATCH LINE SEE SPM PLAN (20)
℄ CONST. GANDY BLVD.
GANDY BLVD. EB
ONLY
MATCH LINE STA. 709+00.00
SEE SPM PLAN (20)
RAMP D
6" WHITE PERMANENT TAPE WITH W/R RPM'S EVERY 40'
6" YELLOW PERMANENT TAPE WITH Y/R RPM'S EVERY 40'
MATCH LINE STA. 51+60.00
SEE SPM PLAN (22)
W1-11R
36" X 36"
W13-1P
30" X 30"
25 MPH
700-1-32 +08
BM-3
STA. 105+41
7'-0" X 10'-6"
℄ RAMP E
GSWS (8)
BM-2
STA. 105+05
15'-6" X 10'-6"
℄ RAMP E
GSWS (8)
BM-1
STA. 104+85
18'-0" X 18'-0"
℄ RAMP E
GSWS (7)
3 EA 700-4-140
EAST 92
573 South MacDill AFB
EAST 60 Brandon Downtown TO 75
TOLL-BY-PLATE
RAMP E
RAMP C
BEGIN BRIDGE NO. 100856
STA. 104+39.02
℄ RAMP E
BEGIN EXISTING BRIDGE
STA. 63+91.46
℄ RAMP C
6" WHITE WITH W/R RPM'S EVERY 40'
6" YELLOW WITH Y/R RPM'S EVERY 40'
MATCH LINE SEE SPM PLAN (24)
MATCH LINE SEE SPM PLAN (25)
MATCH LINE STA. 103+60.00
SEE SPM PLAN (24)
MATCH LINE SEE SPM PLAN (24)
MATCH LINE SEE SPM PLAN (22)
NOTE:
AREA 2 ABOVE GROUND FOR GANDY BLVD SPM
SEE SPM (39)
0 10 40
Feet
N

RELEASED FOR CONSTRUCTION

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

REVISIONS			
DATE	DESCRIPTION	DATE	DESCRIPTION

AECOM Technical Services, Inc.
7650 West Courtney
Campbell Causeway
Tampa, FL 33607-1462
C.A. No. 8115
Patrick B. Nevah, P.E. No. 72369

TAMPA HILLSBOROUGH EXPRESSWAY AUTHORITY

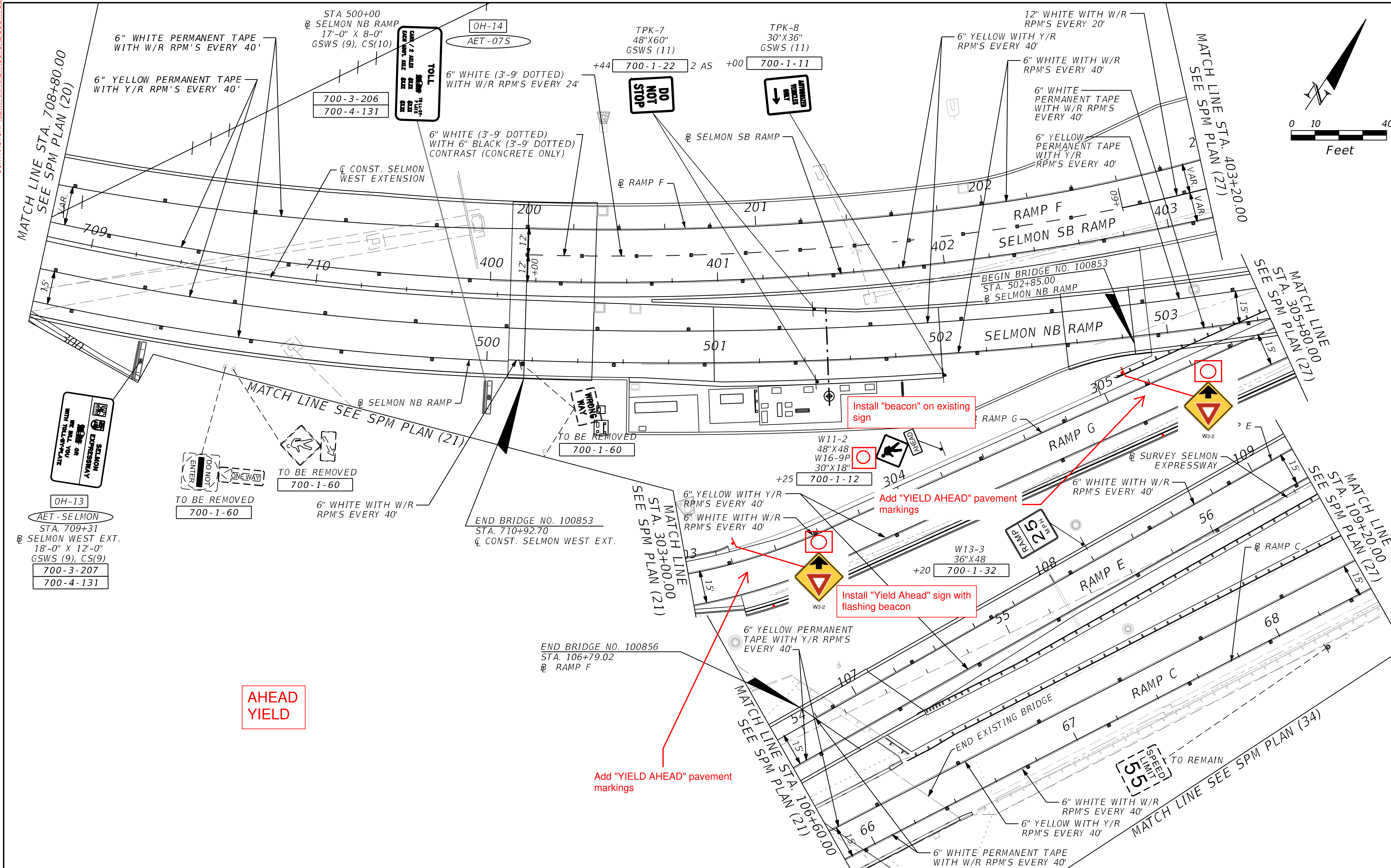
ROAD NO.	COUNTY	THEA PROJECT NO. FDOT FINANCIAL PROJECT ID
SR 618 SR 600	HILLSBOROUGH	0-17-00217 439023-1-52-01

SPM PLAN SHEET (21)

SHEET NO.
S2-8

dan.powell 6/20/2018 10:37:24 AM c:\pwworking\aecom_ds16_na\dan.powell@aecom.com\dms36120\PLANSP21_A2.dgn

RECORD DRAWINGS
RECORD DRAWING INFORMATION FURNISHED:
ON: 04/02/21
BY: RUSSEL DINGMAN II
CONTRACTOR: KIEWIT INFRASTRUCTURE SOUTH CO.



STA 500+00
℗ SELMON NB RAMP
17'-0" X 8-0"
GSWS (9), CS(10)
OH-14
AET-07S
6" WHITE PERMANENT TAPE WITH W/R RPM'S EVERY 40'
6" YELLOW PERMANENT TAPE WITH Y/R RPM'S EVERY 40'
700-3-206
700-4-131
6" WHITE (3'-9' DOTTED) WITH W/R RPM'S EVERY 24'
6" WHITE (3'-9' DOTTED) WITH 6" BLACK (3'-9' DOTTED) CONTRAST (CONCRETE ONLY)
℄ CONST. SELMON WEST EXTENSION
TPK-7
48"X60"
GSWS (11)
+44
700-1-22
2 AS
DO NOT STOP
TPK-8
30"X36"
GSWS (11)
+00
700-1-11
℗ SELMON SB RAMP
℗ RAMP F
12" WHITE WITH W/R RPM'S EVERY 20'
6" YELLOW WITH Y/R RPM'S EVERY 40'
6" WHITE WITH W/R RPM'S EVERY 40'
6" WHITE PERMANENT TAPE WITH W/R RPM'S EVERY 40'
6" YELLOW PERMANENT TAPE WITH Y/R RPM'S EVERY 40'
MATCH LINE STA. 403+20.00 SEE SPM PLAN (27)
0 10 40
Feet
MATCH LINE STA. 708+80.00 SEE SPM PLAN (20)
RAMP F
SELMON SB RAMP
BEGIN BRIDGE NO. 100853
STA. 502+85.00
℗ SELMON NB RAMP
SELMON NB RAMP
MATCH LINE STA. 305+80.00 SEE SPM PLAN (27)
MATCH LINE SEE SPM PLAN (21)
℗ SELMON NB RAMP
TO BE REMOVED
700-1-60
WRONG WAY
Install "beacon" on existing sign
℗ RAMP G
RAMP G
W11-2
48"X48
W16-9P
30"X18"
+25
700-1-12
AHEAD
W3-2
℗ SURVEY SELMON EXPRESSWAY
6" WHITE WITH W/R RPM'S EVERY 40'
Add "YIELD AHEAD" pavement markings
OH-13
AET-SELMON
STA. 709+31
℗ SELMON WEST EXT.
18'-0" X 12'-0"
GSWS (9), CS(9)
700-3-207
700-4-131
SELMON EXPRESSWAY
TOLL-BY-PLATE
DO NOT ENTER
ONE WAY
TO BE REMOVED
700-1-60
6" WHITE WITH W/R RPM'S EVERY 40'
END BRIDGE NO. 100853
STA. 710+92.70
℄ CONST. SELMON WEST EXT.
MATCH LINE STA. 303+00.00 SEE SPM PLAN (21)
6" YELLOW WITH Y/R RPM'S EVERY 40'
6" WHITE WITH W/R RPM'S EVERY 40'
RAMP 25 MPH
W13-3
36"X48
+20
700-1-32
RAMP E
℗ RAMP C
MATCH LINE STA. 109+20.00 SEE SPM PLAN (27)
Install "Yield Ahead" sign with flashing beacon
6" YELLOW PERMANENT TAPE WITH Y/R RPM'S EVERY 40'
END BRIDGE NO. 100856
STA. 106+79.02
℗ RAMP F
AHEAD YIELD
RAMP C
END EXISTING BRIDGE
SPEED LIMIT 55
TO REMAIN
MATCH LINE STA. 106+60.00 SEE SPM PLAN (21)
MATCH LINE SEE SPM PLAN (34)
Add "YIELD AHEAD" pavement markings
6" WHITE WITH W/R RPM'S EVERY 40'
6" YELLOW WITH Y/R RPM'S EVERY 40'
6" WHITE PERMANENT TAPE WITH W/R RPM'S EVERY 40'

RELEASED FOR CONSTRUCTION

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

REVISIONS			
DATE	DESCRIPTION	DATE	DESCRIPTION

AECOM Technical Services, Inc.
7650 West Courtney
Campbell Causeway
Tampa, FL 33607-1462
C.A. No. 8115
Patrick B. Nevah, P.E. No. 72369

TAMPA HILLSBOROUGH EXPRESSWAY AUTHORITY

ROAD NO.	COUNTY	THEA PROJECT NO. FDOT FINANCIAL PROJECT ID
SR 618 SR 600	HILLSBOROUGH	O-17-00217 439023-1-52-01

SPM PLAN SHEET (26)

SHEET NO. S2-13

dan.powell 6/20/2018 10:38:44 AM c:\pwworking\aecom_ds16_na\dan.powell@aecom.com\dms36120\PLANSP26_A2.dgn

ESTIMATE OF WORK EFFORT AND COST - KCA

Name of Project: THEA - Final Design of Whiting St Improvements
County: Hillsborough
FPN: HI-0141

Consultant Name: Kisinger Campo & Associates
Date: 5/12/2026

Staff Classification	Total Staff Hours From "SH Summary - Firm"	Project Manager 2	Chief Engineer 2	Chief Engineer 1	Senior Engineer 1	Engineer 2	Engineer 1	Engineer Intern	Senior Environmental Specialist	GIS Specialist	0	0	0	SH By Activity	Salary Cost By Activity	Average Rate Per Task
		$286.96	$328.41	$314.32	$274.10	$221.78	$174.72	$133.74	$131.76	$132.64	$0.00	$0.00	$0.00			
3. Project Common and Project General Tasks	904	904	0	0	0	0	0	0	0	0	0	0	0	904	$259,412	$286.96
4. Roadway Analysis	2,725	0	55	218	818	681	680	273	0	0	0	0	0	2,725	$617,151	$226.48
5. Roadway Plans	1,125	0	0	56	338	225	337	169	0	0	0	0	0	1,125	$241,631	$214.78
6a. Drainage Analysis	959	0	19	77	288	240	239	96	0	0	0	0	0	959	$217,208	$226.49
6b. Drainage Plans	217	0	0	11	65	43	65	33	0	0	0	0	0	217	$46,581	$214.66
8. Environmental Permits,and Env. Clearances	226	23	0	0	0	0	0	0	192	11	0	0	0	226	$33,357	$147.60
9. Structures - Misc. Tasks, Dwgs, Non-Tech.	1,179	0	0	177	354	295	270	83	0	0	0	0	0	1,179	$276,366	$234.41
10. Structures - Bridge Development Report	1,432	0	0	143	430	358	329	172	0	0	0	0	0	1,432	$322,694	$225.35
13. Structures - Medium Span Concrete Bridge	4,938	0	0	494	1,383	1,235	1,233	593	0	0	0	0	0	4,938	$1,102,990	$223.37
17. Structures - Retaining Walls	276	0	0	14	55	83	69	55	0	0	0	0	0	276	$57,295	$207.59
18. Structures - Miscellaneous	228	0	0	11	46	68	57	46	0	0	0	0	0	228	$47,258	$207.27
19. Signing & Pavement Marking Analysis	653	0	13	52	196	163	164	65	0	0	0	0	0	653	$147,835	$226.39
20. Signing & Pavement Marking Plans	320	0	0	16	96	64	96	48	0	0	0	0	0	320	$68,729	$214.78
21. Signalization Analysis	466	0	9	37	140	117	116	47	0	0	0	0	0	466	$105,461	$226.31
22. Signalization Plans	179	0	0	9	54	36	53	27	0	0	0	0	0	179	$38,486	$215.00
Total Staff Hours	15,827	927	96	1,315	4,263	3,608	3,708	1,707	192	11	0	0	0	15,827		
Total Staff Cost		$266,011.92	$31,527.36	$413,330.80	$1,168,488.30	$800,182.24	$647,861.76	$228,294.18	$25,297.92	$1,459.04	$0.00	$0.00	$0.00		**$3,582,453.52**	**$226.35**

Check = $3,582,453.52

Survey Field Days by Subconsultant

SALARY RELATED COSTS:						$3,582,453.52
SUBTOTAL ESTIMATED FEE:						**$3,582,453.52**
Subconsultant:	ECHO					$285,615.41
Subconsultant:	Tierra South					$210,971.83
Subconsultant:	GFT					$269,519.82
Subconsultant:	Ardurra					$25,238.65
SUBTOTAL ESTIMATED FEE:						**$4,373,799.23**
Geotechnical Field and Lab Testing						$278,080.00
SUBTOTAL ESTIMATED FEE:						**$4,651,879.23**
Optional Services						$0.00
GRAND TOTAL ESTIMATED FEE:						**$4,651,879.23**

EXHIBIT A

Memorandum of Reversible Lanes Operating Procedures and Responsibilities (Ops Manual/SOP) for the Tampa Hillsborough County Expressway Authority (THEA) Reversible Express Lanes (REL)

CITY OF TAMPA

Updated May 1, 2026

Version Control Panel

Date	Person	Version Description	Comment
July 5, 2007	Bahler	Initial Draft	
July 11, 2007	Garrett	QA/QC Review of Draft	
Aug. 12, 2007	Bahler	Incorporate Comments	Reviewers: Mike Scanlon, Dan Kelly & Tim Garrett
Feb. 8, 2008	Martinez	Incorporate Changes	Reviewers: M. Scanlon & W. Woodside
Feb. 21, 2008	Holland	Incorporate Changes	Reviewers: D. Kelly
April. 30, 2008	Holland	Incorporate Changes	Reviewers: M. Scanlon
May 20, 2008	Holland	Incorporate Changes	Reviewers: B. Muns
June 7, 2012	Holland	Update	
June 29, 2017	Hashem	Update	
September 22, 2017	S. Callahan	Add Trouble Ticket Procedures	Help Desk Ticket System Configuration Management System Gantry Confirmation
11-20-17	S. Johnson	Incorporate Bala Report and other Updates	Worked with S. Callahan to bring document up to date
7/29/2019	R. Whiticker	Updates per changes in Maint Contract	
October 30, 2023	M. Tomatani	Add East Selmon Project I-75 Slip Ramp	
November 14, 2023	K. Boston	Review for THEA – Shari	Reviewed document per Shari's request
February 12, 2024	M. Tomatani	Updated per comments from the City of Tampa and Metric Engineering	
December 15, 2025	M. Tomatani	Updated per comments from THEA. Changed REL operation times.	
May 1, 2026	M. Kubilins	Change REL operation.	Updated for removal of the split operation midday. Updated for time-of-day reversal of REL to inbound by 5am and outbound by noon.

Prepared by: _____ _____

Gregory G. Deese, PE
Director of Operations and Engineering
Tampa Hillsborough Expressway Authority
1104 E. Twiggs Street
Tampa, Florida 33602

Date

This Memorandum of Reversible Lanes Operating Procedure and Responsibilities (Ops Manual/SOP) for the Tampa Hillsborough County Expressway Authority (THEA) Reversible Express Lanes (REL) is referenced in the Interlocal Agreement by and between the City of Tampa, Florida and the Tampa-Hillsborough County Expressway Authority. That Interlocal Agreement requires that this Memorandum of Reversible Lanes Operating Procedure and Responsibilities (Ops Manual/SOP) be recorded in the Office of the Clerk of Circuit Court for Hillsborough County and that each revision shall contain the signature of the Chief Executive of Each agency.

City of Tampa: _____ _____
Mayor or Mobility Director Date

THEA: _____ _____
Greg Slater Date
Executive Director

Table of Contents

1 Background

1-1 Introduction

This document serves as the Standard Operating Procedures (SOP) for opening, closing and maintaining the Tampa Hillsborough County Expressway Authority (THEA) Reversible Express Lanes (REL) between downtown Tampa and Brandon east of I-75 at the Brandon Parkway. The REL are generally in the median of the Selmon Expressway and provide additional traffic capacity by being able to reverse their direction to serve the peak direction of travel. The REL tolling is accomplished by means of an open road tolling gantry.

The SOP addresses both automatic and manual REL opening and closing procedures. The SOP also addresses troubleshooting and maintenance responsibilities and procedures. It is intended to be a guide to the operators who are working with the system day-to-day and ultimately will have the best working knowledge of the system and how it works. However, the SOP is intended to be as accurate as possible to ensure consistency in operations and maintenance and to assist with the training of new operators and maintainers.

The SOP does not address traffic incident management. The City of Tampa will follow their own procedures for traffic incident management including contacting 911, Florida State Highway Patrol and other emergency responders.

It is intended that the SOP will be updated and/or amended from time to time as conditions change or new systems are added to the THEA Intelligent Transportation System (ITS) network. This version of the SOP, dated May 1, 2026, removes the mid-morning split operation and implements an earlier opening time of the westbound REL operation.

Quarterly REL Operations training shall be conducted to reinforce operations procedures for TMC staff.

1-2 Description of Operation and Schedule for Operations Changes

Daily Operations: The SOP addresses both central and manual/field opening and closing of the REL. Typical weekly operations for the REL are as follows:

- Weekdays (Monday through Friday)
  - Inbound - 5:00 am to 12:00 pm:
    - All Westbound Entrances (Brandon Portal, 78th Street Slip Ramp, I-75 Slip Ramp) OPEN
    - All Eastbound Entrances (Downtown Portal, 34th Street Slip Ramp, 301 Slip Ramp) CLOSED
  - Outbound - 12:00 pm, overnight to 5:00 am:
    - All Westbound Entrances (Brandon Portal, 78th Street Slip Ramp, I-75 Slip Ramp) CLOSED
    - All Eastbound Entrances (Downtown Portal, 34th Street Slip Ramp, US 301 Slip Ramp) OPEN
- Weekends (Friday 12:00 pm until Monday 5:00 am)
  - All Westbound Entrances (Brandon Portal, 78th Street Slip Ramp, I-75 Slip Ramp) CLOSED

- All Eastbound Entrances (Downtown Portal, 34th Street Slip Ramp, 301 Slip Ramp) OPEN

Opening and closing times are approximate in that it is recognized that the procedure to open or close the REL may take up to 30 minutes depending on the extent of the operations change and whether the opening is in Automatic Mode or Manual Mode, whereas it may take close to 60 minutes.

Monthly Maintenance Operations: Non-scheduled routine, emergency, and scheduled routine maintenance are performed by THEA Maintenance. During the month, THEA Maintenance will perform scheduled routine maintenance activities on the REL that will require extended closures of some portions of the REL. These scheduled maintenance activities include cleaning ACN and CAB (ITS Cabinet) cabinets, cleaning CCTV domes, and other routine maintenance items. Portions of the REL will remain closed while maintenance is performed. THEA Maintenance will coordinate the maintenance activities with the City of Tampa operators to avoid any conflicts.

Special Event/Holiday Operations: Special events, particularly at Tampa sports venues, downtown, and Ybor City may necessitate alternative REL operations for weekdays or weekends. THEA and the City of Tampa will jointly develop the operations plan for each special event on a case-by-case basis. The special event operations plan may be requested by an event promoter, the city, or other organizations wishing to use the REL for non-transportation purposes or to support a major traffic-generating event at a downtown venue. Additionally, normal REL operations will be performed on the following holidays: Martin Luther King Jr. Day, Good Friday, Juneteenth, and Veterans Day.

Types of Operations: The REL Entrances may be opened in Automatic Mode using DYNAC and DynGate from the TMC. In Manual Mode, the REL Entrances may be opened by physically accessing each ACN and changing signs and opening/closing gates as appropriate. The SOP addresses fully Automatic, Partially Automatic/Partially Manual, and Fully Manual Modes operations changes.

1-3 Roles and Responsibilities

Several organizations are contracted by THEA for the operations and maintenance of the REL. These organizations and roles are shown in the following table:

Organization	Role(s)
THEA	❖ Oversee REL operations ❖ Oversee REL ITS maintenance ❖ Provide and maintain contracts for operations ❖ Provide and maintain contracts for maintenance ❖ Provide accountability to the Board, FDOT and others as required
City of Tampa Traffic Operations	❖ Staff the TMC ❖ Open and close REL entrances from the TMC ❖ Open and close REL entrances in the field when required ❖ Provide staff, vehicles and communications for TMC automatic and manual operations ❖ Report operations and maintenance problems to THEA ITS Manager using the Help Desk ticket system. ❖ Support resolution of operations and maintenance problems ❖ Request updates to SOP as needed to reflect current conditions
TransCore	❖ Perform planned routine REL ITS maintenance ❖ Maintain the REL fiber-optic communication network ❖ Perform unplanned routine and emergency maintenance of REL ITS ❖ Maintain spare parts warehouse and inventory
Kapsch	❖ Provide on-call support for maintenance of • The Central and Local Software package (DYNAC/DynGate) ❖ Provide design and support for integration of REL ITS system revisions and expansion into DYNAC
Metric Engineering	❖ Provide on-call support and maintenance of the THEA field network
HNTB	❖ Update and maintain SOP ❖ Assist THEA Maintenance concerning REL ITS maintenance activities ❖ Monitor TMC maintenance activities ❖ Provide design and oversight for REL ITS system revisions and expansion ❖ Review and integrate engineering changes into the “As-Built” Plans.

1-4 Contacts

Primary contact persons and phone numbers for operations and maintenance are as follows:

Organization	Contact(s)	Role(s)	Phone	E-Mail
THEA (Project Owner)	Judith Villegas	ITS Manager	(813) 440-7930	judith.villegas@tampa-xway.com
	Joseph Ferreira	Field Services Manager	(813) 422-4605	joef@tampa-xway.com
	Shari Callahan	IT Director	(813) 610-3408	Shari@tampa-xway.com
		Main Number	(813) 272-6740	
City of Tampa (Traffic Control)	Margaret Kubilins	Smart Mobility Manager	(813) 545-7986	margaret.kubilins@tampagov.net
	Nick An	TMC Operations Manager	(813) 310-9444	Nick.An@tampagov.net
	Jose Castillo	Transportation Tech. IV	(813) 777-8130	Jose.Castillo@tampagov.net
	TMC Operators	Main Number	(813) 274-7358	
Kapsch (ITS Software)	Jessie Madonia	Senior Project Manager	(703) 324-8901	jessie.madonia@kapsch.net
	Dylan Smith	Staff Engineer	(703) 314-4908	dylan.smith@kapsch.net
	Jeff Gilmore	Senior Systems Engineer	(703) 324-8921	Jeffrey.Gilmore@Kapsch.net
Metric Engineering	Kevin Boston	Sr. Technology PM	(407) 488-8763	kevin.boston@metriceng.com
	Demetrius Lewis	Director of Technology	(407) 725-3702	demetrius.lewis@metriceng.com
HNTB (General Engineering Consultant)	Leonard Becker	Project Manager	(813) 765-7891	lebecker@HNTB.com
	Ginny Burcham	Maintenance	(813) 241-7779	gburcham@hntb.com
Transcore (Toll & ITS Interface)	Mike Valdes	Tolls PM	407-443-2756	Michael.valdes@transcore.com
	Jennifer Jennings	ITS Maintenance Project Manager	(615) 306-1762	Jennifer.Jennings@TransCore.com
	Bobby Allen	ITS Tech	813-557-2246	Robert.allen@transcore.com
Webber (Asset Maintenance Contractor)	Scott Chase	Project Manager	813-299-2459	Scott.chase@wwebber.com

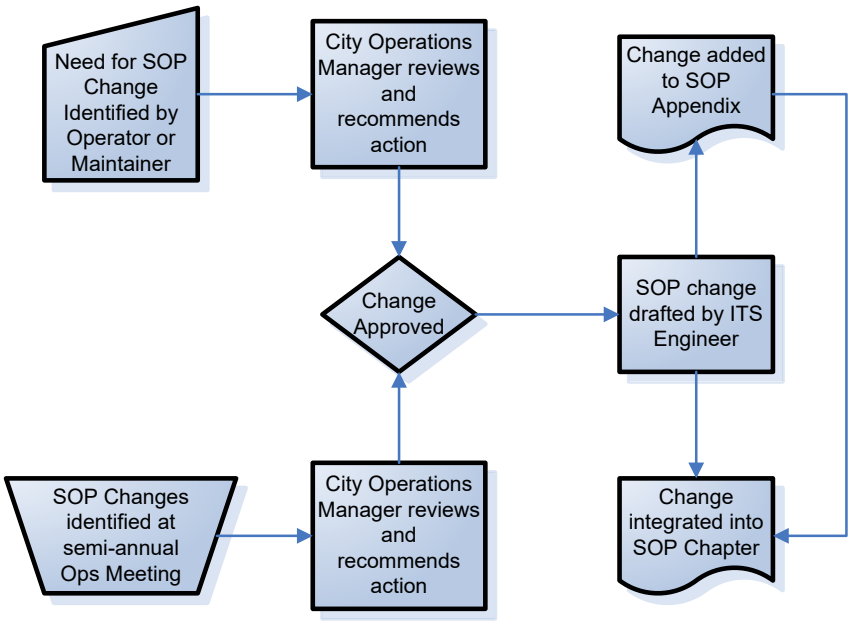
1-5 Required Manuals, Equipment and Appurtenances

The following equipment and appurtenances are required. Each technician must have the following:

- Cabinet Key – Access to ACN, Device Cabinets, Traffic Control Cabinets
- "Missile Key" – ACN Panel Control Key
- Cellular phones
- Battery Powered Right-Angle Drill for emergency opening/closure of barrier gates
- This SOP, including checklists
- DYNAC Training Manual
- DYNAC Work Stations and Graphic User Interface

1-6 Updating the SOP

The SOP should be reviewed continuously and revised on an as-needed basis. At a minimum, the SOP should be evaluated quarterly for consistency and efficiency. As needs for updates are identified by City of Tampa Operators, THEA maintenance staff or others, they should be reviewed by the ITS Manager and HNTB's ITS Engineer and incorporated into the SOP as appropriate. An SOP/Operations meeting will be conducted quarterly to review operating procedures and the needs for updates. After this meeting, the SOP will be revised as appropriate. Between regular updates, the interim updates should be included in the Appendix D. At regular updates, interim updates should be incorporated into the appropriate section of the SOP. HNTB's ITS Engineer will be responsible for drafting SOP updates for review and approval of THEA and the City of Tampa. The following flowchart typifies management of the SOP change process.



2 Description of REL ITS Equipment, Network and DYNAC

The REL ITS consists of entrances controlled by warning and resistance barrier gates, variable and changeable message signs (VMS & CMS), CCTV traffic monitoring cameras, Access Control Nodes (ACN), ITS Cabinets (CAB), fiber optic communication infrastructure, 10/100 Megabit and Gigabit Ethernet Communication, network protocols, power supplies, backup generators, and associated equipment. The following sections describe the function of each of these devices:

2-1 REL Entrances

There are six (6) gate-controlled entrances to the THEA REL system, as follows:

- Downtown Portal – Located at the intersection of Twiggs and Meridian, the Downtown Portal collects and distributes traffic to the street system in downtown Tampa.
- 34th Street Slip Ramp – Located east of the Downtown Portal, the 34th Street Slip Ramp allows eastbound traffic using the Selmon Expressway lower/local lanes to enter the REL.
- 78th Street Slip Ramp – Located east of the 34th Street Slip Ramp, the 78th Street Slip Ramp allows westbound traffic using the Selmon Expressway lower/local lanes to enter the REL.
- US 301 or 301 Slip Ramp – Located east of the 78th Street Slip Ramp, the 301 Slip Ramp allows eastbound traffic using the Selmon Expressway lower/local lanes to enter the REL.
- I-75 Slip Ramp – Located on the west side of the I-75 interchange. The ramps provide access for SR618 westbound traffic which also includes the I-75 northbound offramp traffic to enter the REL.
- Brandon Portal – Located at the Intersection of Brandon Parkway and Town Center Boulevard, the Brandon Portal collects and distributes traffic for the local street system in Brandon.

2-2 Warning Gates

Warning gates are intended to warn traffic that the REL entrance they are approaching is CLOSED. Warning Gates are intended to be used in combination with barrier gates, VMS, and CMS to clearly indicate whether an entrance is OPEN or CLOSED. It is important that the Warning Gates function properly for each OPEN and CLOSED Entrance change.

Proper operation of Warning Gates is verified both through the DYNAC user interface and through visual observation via either CCTV or field observation. Proper operation of Warning Gates can be prevented if the gate has been struck by an automobile or if communication has been lost between the ACN and the gate or power has been lost.

The Warning Gates are controlled by the REL direction control feature in DynGate. If a Warning Gate does not respond properly to an OPEN or CLOSED command from DYNAC, the automatic, or TMC automatic, operation will cease and the REL Field Operator will be required to complete the action manually from the ACN. Should this fail, the Field Operator will complete the action manually at each device.

The Warning Gates will break away if impacted by an automobile and consequently they must be repaired immediately after impact so that they function properly. The length of each gate is customized for each location. Gates have diagonal reflective striping, red flashing lights, wiring, colored warning flags and chevron warning signs. The attachment of the gate to the gate cabinet includes two sheer pins. All of these items must be checked and repaired or replaced after each gate impact. Gate replacement will be typically performed by THEA Maintenance, but the City Operators may tie a gate in the open position to accommodate OPEN of a particular entrance. The Operator must report the broken gate to THEA's ITS Manager immediately upon discovery. THEA's ITS Manager will notify THEA Maintenance to repair the gate and will request a copy of any crash reports prepared by the police.

Warning and Barrier Gates are equipped with a cabling lockdown system in the event of severe weather or a natural disaster. THEA's ITS Field Services Technician is responsible for the application of this system, as well as returning all portals to their normal status.

2-3 Barrier or Resistance Gates

Barrier gates are intended to physically prevent a vehicle from using an entrance when it is closed. A barrier gate is fixed at both ends and is intended to stop a moving vehicle. The barrier is intended to prevent a severe head-on collision resulting from a vehicle entering a CLOSED entrance striking a vehicle on the REL traveling in the opposite direction. Because the barrier gate is a physical obstacle it is placed behind two or more warning gates and several VMS and CMS are present to warn motorists.

The Barrier Gates are controlled by the REL direction control feature in DynGate. If a Barrier Gate does not respond properly to an OPEN or CLOSED command from DYNAC, the operation will cease and the REL Operator will be required to complete the action manually.

As determined by observation or DYNAC alarms, an impacted Barrier Gate will need to be replaced immediately. Each gate is custom designed for each location and the replacement needs to be exactly as originally constructed to ensure the Gate will provide the crash impact resistance originally intended. Gate replacement will be typically performed by THEA Maintenance personnel. The Operator must report the broken gate to THEA'S ITS Manager immediately upon discovery. THEA's ITS Manager will notify THEA MAINTENANCE to repair the gate and will request a copy of any crash reports prepared by the police.

2-4 CCTV Cameras

CCTV Cameras serve two important roles. Primarily they are used to ensure that the REL is clear of opposing traffic before a reversing operation is started. Depending on the Operations Change that is planned, all or a portion of the REL cameras will begin an automatic tour of the REL so that the Operator can verify that all opposing traffic is clear before commencing the direction change and allowing an Entrance to OPEN.

The second role of the CCTV Cameras is to allow the TMC Operators to monitor traffic conditions and support incident detection, verification, and management.

Cameras are connected to the fiber-optic communication network.

The Operators are to report any CCTV problems identified through DYNAC error logs or observation to THEA's ITS Manager through the Help Desk Ticket System. THEA's ITS Manager will notify THEA ITS Maintenance to make necessary repairs or notify Kapsch if errors are related to the REL management software. The Operators may coordinate with other agencies such as FDOT District 7 for camera feeds.

2-5 Changeable Message Signs (CMS)

Each CMS provides two messages, one when the REL is OPEN and another when the REL is CLOSED. CMS are strategically placed so they can be observed by motorists approaching any of the REL entrances. The DYNAC user interface identifies CMS as either "Critical" or "Non-Critical." Most CMS are considered Critical. The REL direction control feature of DynGate polls each ACN to ensure communication is active and to activate the applicable message for the upcoming operations change.

Some CMS display arrows depending on REL OPEN or CLOSED status. Some provide a text message "OPEN" or "CLOSED."

CMS are connected to the ACN via fiber optic communication cables and may be controlled from the ACN.

Messages that should be visible on each CMS during OPEN or CLOSED status are shown in Appendix B. The screen captures in this appendix also notes whether each sign is Critical or Non-Critical. DYNAC is programmed to prevent a change of direction from OPEN to CLOSED if the corresponding signs cannot also be changed. In no case will a message corresponding to OPEN conditions be controllable by a DYNAC operator on the approach to a CLOSED Entrance on a "Critical" sign.

2-6 Variable Message Signs (VMS)

VMS support three functions.

- Primarily they are used to alert drivers when the REL is CLOSED. When the REL is closed the VMS continuously displays a CLOSED message.
- VMS provide various messages that can be displayed when an entrance is OPEN.
- VMS can be used to provide other traveler information while the entrance is OPEN.

Portal VMS located adjacent to Barrier Gates and each Entrance are considered "Critical VMS." If any VMS is not functioning, the direction control feature in DynGate will stop the closing operation unless the City of Tampa Operator selects the option to ignore the problematic VMS. When a VMS is determined to be non-functioning either by DYNAC error report or observation, the Operator will notify THEA ITS Manager immediately.

VMS are connected to the ACN via communication cables and may be controlled from the ACN.

A second use of the VMS is to advise motorists about changes to REL operations such as operations for monthly maintenance. These secondary messages and other messages associated with REL operations such as notifications about toll price changes are only displayed when the associated REL Entrance is OPEN.

A third use of the VMS is to advise motorists of traffic incidents or delays. Again, these messages will only be displayed on a specific VMS when the associated REL entrance is OPEN.

VMS message associated with REL CLOSED operations are controlled by the REL reversing feature in DYNAC. If the appropriate message fails to display when an entrance is changed from OPEN to CLOSED, DYNAC will halt the automatic change and require the Operator to complete the operation manually. When a VMS is determined to be non-functioning either by DYNAC error report or observation, the Operator will notify the ITS Manager immediately. DYNAC is programmed to prevent a change of direction from OPEN to CLOSED if the corresponding signs cannot also be changed. In no case will a message corresponding to OPEN conditions be controllable by a DYNAC operator on the approach to a CLOSED Entrance on a "Critical" sign.

The following table describes all the VMS and CMS in the REL network and whether the sign is Critical or Non-Critical. Critical Signs are those that must be changed with each direction reversal action. If one of the Critical Signs cannot be changed through DYNAC a decision must be made to either complete the reversal in the field or cancel or delay the reversal until the correct message can be displayed.

Gate Location	Critical Signs (*configurable*)	Non-Critical Signs (*configurable*)	Non-Critical Signs (*not configurable*)
I-75 Northbound	VMS: SELM XWAY WB REL ENT at I-75 VMS: FL-618 WB at I-75 SB VMS: I-75 NB Off-Ramp S of Causeway Blvd VMS: I-75 NB Off-Ramp N of Causeway Blvd		
78th Street Westbound	CMS: FL-618 WB REL Entrance E of 78th St CMS: FL-618 WB REL Exit E of 78th St VMS: FL-618 WB REL Entrance E of 78th St		
Brandon Westbound	CMS: Town Center Blvd SB N or FL-618 CMS: Town Center Blvd NB S of FL-618	CMS: Town Center Blvd SB W of Gornto Lake Rd	CMS: Providence Rd SB S of Badlands Dr

Gate Location	Critical Signs (*configurable*)	Non-Critical Signs (*configurable*)	Non-Critical Signs (*not configurable*)
	CMS: Brandon Pkwy WB E of Town Center Blvd CMS: Brandon Pkwy WB W of Providence Rd VMS: FL-618 WB REL Entrance W of Town Center Blvd		CMS: Providence Rd NB N of Lumsden Rd CMS: Providence Rd NB of Windingwood Ave CMS: Lakewood Dr SB S of Brandon Main St CMS: Brandon Pkwy WB E of Lakewood Dr CMS: Brandon Blvd WB W of Hilltop Rd CMS: Lumsden Rd WB W of Versant Dr
US 301 Eastbound	CMS: FL-618 EB REL Entrance W of US 301 CMS: FL-618 EB REL Exit W of US 301 VMS: FL-618 EB REL Entrance W of US 301		
34th Street Eastbound	CMS: FL-618 EB REL Entrance W of 34th St CMS: FL-618 EB Off Ramp Exit 10 VMS: FL-618 EB REL Entrance E of 34th St	VMS-04: FL-618 EB E of Off Ramp Exit 10	
Downtown Eastbound	CMS: Twiggs St WB W of Raymond Ave CMS: Meridian Ave NB N or Madison St CMS: Twiggs St EB E of Nebraska Ave CMS: Meridian Ave NB N of Jackson St	CMS: Jackson St EB E of Brush St	

Gate Location	Critical Signs (*configurable*)	Non-Critical Signs (*configurable*)	Non-Critical Signs (*not configurable*)
	VMS: FL-618 EB REL Entrance N of Twiggs St		

2-7 Access Control Nodes (ACN)

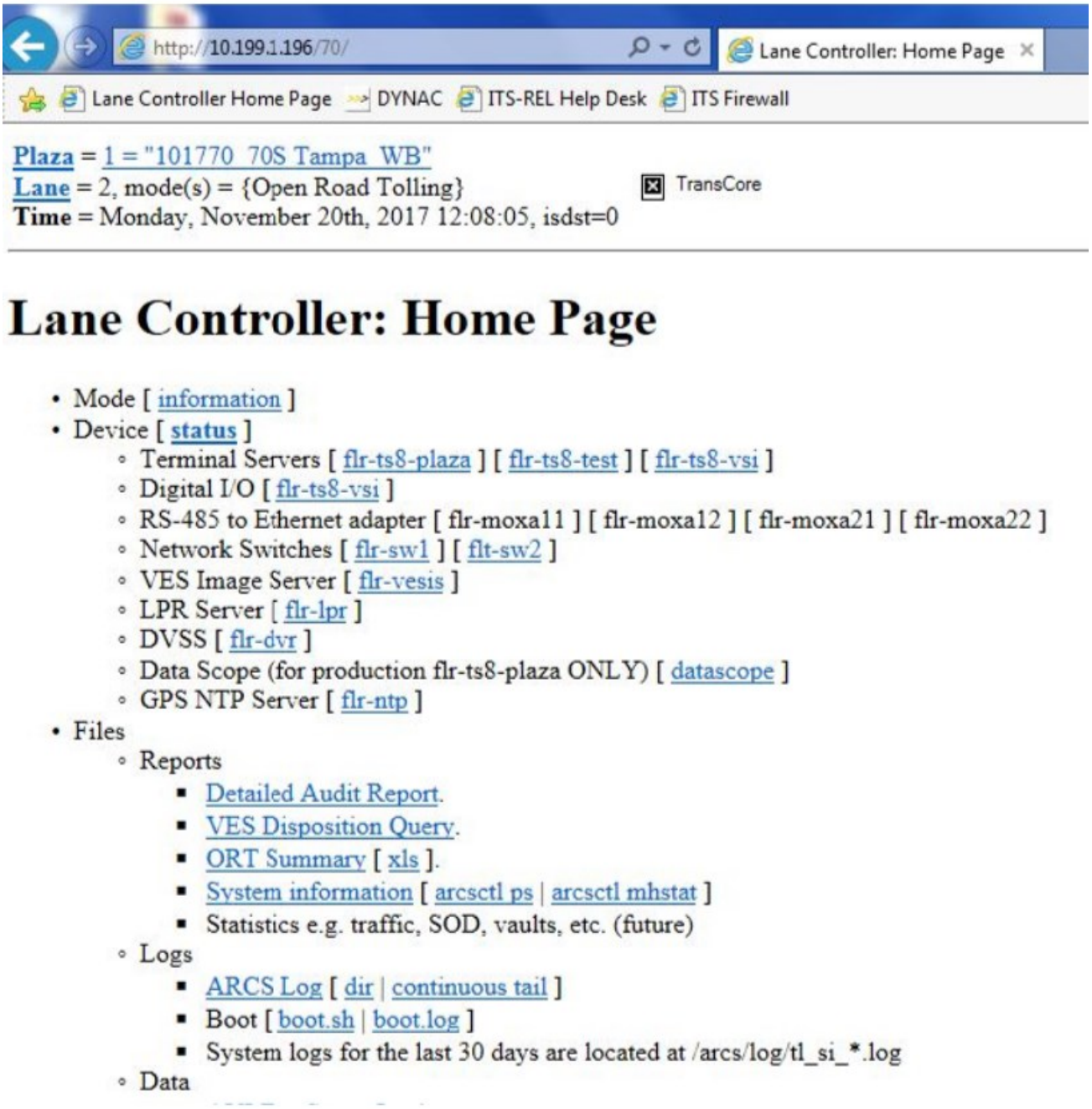
Each REL Entrance is equipped with an ACN. The ACN communicates with and controls all Warning Gates, Barrier Gates, CMS and VMS associated with the REL Entrance. There are six (6) ACNs, one at each REL Entrance. The ACN is equipped with a dedicated power supply, uninterrupted power supply (UPS), and a backup generator. The ACN is connected to the Fiber-Optic Communication Network. All commands by the Operator by means of DYNAC to change an Entrance to OPEN or CLOSED are accomplished through the ACN.

If for any reason, the central system is unable to complete an automatic change to OPEN or CLOSED, the REL Operator is able to perform these tasks manually at the ACN or manually at each gate and sign. When an ACN is determined to be non-functioning either by DYNAC error report or observation, the Operator will notify the THEA ITS Manager immediately. The THEA ITS Manager will contact the THEA Maintenance personnel to perform the work.

For operator access to verify direction of travel status of lane controller:

URL for Gantry direction confirmation
http://10.199.1.196/70/

See screen shot below



2-8 Gate Control Software (DynGate)

DynGate is the component of DYNAC that controls the opening and closing of the REL gates. DYNAC ensures safe REL operating conditions. DynGate provides the user interface for the REL Operators to request and authorize changes to REL operations. DynGate includes checklists that are completed with each operation.

NO TMC OPERATOR SHALL OPEN A GATE SET WITHOUT HAVING DETERMINED THE LOCATION OF THE REL SWEEP VEHICLE. THE OPERATOR SHALL BE REQUIRED TO CONFIRM VEHICLE LOCATION VERBALLY (CELL PHONE, RADIO) OR WITH CCTV SYSTEM.

- REL sweep vehicle operators should not proceed beyond the gate barrier wall for any reason during openings.
- Sweep vehicle should be parked as close as possible to the wall facing in the opening direction when monitoring gate operations.
- Sweep vehicles making U-turns to continue to next gate set should never proceed beyond the now open gate set to complete their U-turns.
- Vehicles equipped with flashers, strobes and light bar are the only ones that should be used in sweep operations.

2-9 Operator User Interface Software (DYNAC)

DYNAC provides the user interface for DynGate and for viewing and controlling CCTV and VMS and CMS on the REL. DYNAC provides error logs as well as graphics depicting REL current operations and availability of communication segments. Many of these graphics are shown in the various appendices to this SOP.

2-11 Reversible Gantry Operation for Open Road Tolling (ORT)

DYNAC communicates with the reversible ORT gantry. During reverse operation, DYNAC requests for direction changes. DYNAC monitors the status of the gantry for direction and health of the Violation Enforcement System (VES), Automatic Vehicle Identification (AVI) and Automatic Vehicle Classification (AVC) subsystems. DYNAC will report that this operation has occurred with each reversal. If tolling reversal is shown as an error in DYNAC, the REL Operator will notify Mike Valdez with Transcore. No additional daily interaction between the operators and TransCore will be required unless TransCore has a problem with the tolling system and cannot begin tolling operations in time for an EB or WB opening. In the event this was to happen, TransCore will contact the City of Tampa at least 1 hour before the scheduled operation is to begin.

2-12 Network Layout

The THEA Field network is comprised of ruggedized Layer-2 Managed Field Ethernet Switches (MFES), Layer-3 distribution switches and stackable Layer-3 core routers that operate at 1 gigabit speeds over private fiber optic cable. The MFES are arranged into 6 separate rings with each end of the ring connecting to a ruggedized Layer-3 distribution switch. The distribution switches are arranged in a manner that allows connectivity to each other through trunk fiber-optic ports on point-to-point links. The distribution switches on each end are then connected to the core router located at the TMC.

This allows for redundant paths for each of the 6 field rings and separate redundant paths for the distribution switches.

3 Step by Step Procedures – Automatic Operations

Automatic operations are accomplished through DYNAC and DynGate User Interface through terminals located in the Traffic Management Center. In summary, each opening or closure of the REL reversible lanes will consist of verification that all conflicting traffic has been cleared and implementation of specific steps for changing signs and opening gates, completed in a very specific order to ensure public safety.

The User Interface has options for selection of the desired operational scenario. Along with each scenario, the Operator will be prompted to complete a checklist to verify that each required step has been completed by DYNAC and witnessed by the Operator.

3-1 WB Opening 5:00 a.m. Monday through Friday

Typically, the REL operates in the east bound direction overnight. The 5:00 a.m. opening will be a 100% reversal to the west bound direction to serve the morning peak traffic.

Select the proper options from DYNAC user interface. Specific steps are as follows:

- Close Downtown Portal – Signs, warning gates and resistance barrier gate.
- Close 34th Street Slip Ramp – Signs, warning gates and resistance barrier gate.
- Close 301 Slip Ramp – Signs, warning gates and resistance barrier gate.
- Verify signal interface function.
- Conduct camera tour of REL from Downtown Portal to Brandon Portal, verify that all opposing traffic and stalled vehicles are cleared.
- Open 78th Slip Ramp – Barrier Gate, Warning Gates, and Signs.
- Open I-75 Slip Ramp - Barrier Gate, Warning Gates, and Signs.
- Open Brandon Portal – Barrier Gate, Warning Gates, and Signs.
- Verify correct operations, complete opening checklist, send status failure report to THEA ITS Manager.
- Position all cameras to show the Selmon Expressway and display feeds on video wall.
- Perform a sweep and inspect all signs to confirm they are displaying the correct message. Report all incorrect signs to ITS Manager and correct the message from the sign controller.

Performance Measure: The target is to open the REL in the west bound direction no later than 5:00 a.m. Monday through Friday. Typically, City of Tampa REL Operators begin the morning REL reversal at about 4:30 a.m. to allow time for manual operations if necessary.

3-2 Maintenance Split Mode Operations 10 a.m. to 1:00 p.m. for Construction or Maintenance Activities

Once per quarter, the REL ITS Maintenance personnel will perform maintenance of ITS field devices and cabinets. During this time, the REL operations will be modified. The THEA ITS Manager will verify and notify the City of Tampa Operations Manager of the maintenance schedule each quarter at least three (3) working days in advance.

Following is a listing of typical maintenance arrangements. The THEA ITS Manager may request changes as needed.

- 301 Slip Ramp to Brandon Portal – Only the 78th Street Slip Ramp can be open, all other Slip Ramps and Portals must be closed
- 78th Street Slip Ramp to I-75 Slip Ramp – The entire REL will need to be closed
- 34th Street Slip Ramp to 78th Street Slip Ramp – Only the 301 Slip Ramp can be opened
- 34th Street Slip Ramp to Downtown Portal – Only the 301 Slip Ramp can be open, all other Slip Ramps and Portals must be closed

The DYNAC User Interface has selections for the maintenance operation option. The Operator will use the appropriate settings and implement complete closures or partial openings based on the Maintenance Contractor's schedule.

The City of Tampa REL Operator, the Operations Manager and/or the THEA ITS Manager will notify the THEA public information officer about openings and closures during the maintenance week, both the plan for the week and any deviations for the plan that arise during the week due to slower or faster than anticipated maintenance progress.

3-3 EB Opening 12:00 p.m. Monday through Friday

Starting at 11:30 a.m., the Operators will begin implementation of the Evening/Overnight REL Opening. Typically, the REL will fully open to Eastbound traffic during Evening/Overnight Operations.
The Operator will use the DYNAC User Interface to implement the Evening/Overnight Opening. Typically, this process includes:

- Close 78th Street Slip Ramp – Signs, Warning Gates, Barrier Gate
- Camera Tour 301 Slip Ramp to Downtown Portal to ensure all opposing traffic and stalled vehicles are clear
- Open 34th Street Slip Ramp – Barrier Gate, Warning Gates, Signs
- Open Downtown Portal – Barrier Gate, Warning Gates, Signs
- Verify correct operations, complete opening checklist, send status failure report to THEA ITS General Manager and Kapsch if needed.
- Position all cameras to show the Selmon Expressway and display feeds on video wall.
- Perform sweep and inspect all signs to confirm they are displaying the correct message. Report all incorrect signs to ITS Manager and correct the message from the sign controller.

3-4 Holiday Operations

Normal REL operations will be performed on the following holidays: Martin Luther King Jr. Day, Good Friday, Juneteenth, and Veterans Day.

3-5 Special Event Operations

Each Special Event will require a specific Opening Plan that is coordinated with THEA Management, City Management and THEA Public Information. The responsibility for implementing the special event operations plans will be with the City of Tampa Operations Manager who will assign staff and ensure the plan is implemented as planned.

4 Step by Step Procedures – Manual Operations

In general, Manual Operations will accomplish the same objectives as Automatic Operations, except that opening or closing some or all devices will be accomplished in the field at the ACN or at each device rather than in the TMC using the DYNAC User Interface. Each opening will be done in the same order. Each device will be opened or closed in the same order. However, there are multiple variables to manual opening. Manual opening is preferably accomplished at the ACN. At times opening or closing of an Entrance or control a specific VMS, CMS or gate from the ACN is not functional. When this occurs, it is always possible to manually OPEN/CLOSE gates using the Right-Angle Drill and the fitting in the gate cabinet. Signs may need to be changed using the DAKTRONICS controller.

Rather than repeating the order and sequence of each OPEN and CLOSE operations, this section describes each possible manual operation.

4-1 Manual Control of an Entrance from the ACN

If communication is lost between the TMC and an ACN, all elements associated with an entrance can be controlled from the ACN. See Appendix A for a checklist for manual operations showing the specific order of operations for manual opening and closing of each entrance. Also see Kapsch's ACN Operations Manual for more detailed instructions for opening each entrance from the ACN

4-2 Manual Control of a Barrier Gate from the Gate Cabinet

If communication is lost between an ACN and any barrier gate, the resistance barrier can be controlled from the gate cabinet. See Appendix A for a checklist for manual operations showing the specific order of operations for manual opening and closing of each entrance.

4-3 Manual Control of a Warning Gate from the Gate Cabinet

If communication is lost between an ACN and any warning gate, the warning gate can be controlled from the gate cabinet. See Appendix A for a checklist for manual operations showing the specific order of operations for manual opening and closing of each entrance.

4-4 Manual Control of a DAKTRONICS CMS or VMS from the CAB using the DAKTRONICS Controller

If communication is lost between an ACN and any DAKTRONICS CMS or VMS, the sign can be controlled from the sign cabinet. See Appendix A for a checklist for manual operations showing the specific order of operations for manual opening and closing of each entrance.

4-5 Normal Weekend Operations

On weekends and holidays the REL will remain open in the Eastbound Direction until the weekday morning following the weekend or holiday. However, normal REL operations will be performed on the following holidays: Martin Luther King Jr. Day, Good Friday, Juneteenth, and Veterans Day. It is possible the Tampa Police will notify the city that a Gate has been hit and is interfering with traffic or

some other REL ITS malfunction. The city will relay the reported problem(s) to THEA ITS Manager who will in turn relay the problem to THEA Maintenance personnel or Kapsch along with an "emergency" or "non-emergency" classification. Depending on the classification of the problem, THEA Maintenance and/or Kapsch will respond in accordance with the provisions of their respective Contracts.

4-6 Special Event Operations

Each Special Event will require a specific Opening Plan that is coordinated with THEA Management, City Management and THEA Public Information.

4-7 Emergency Operations

Each emergency event will require a specific opening plan that is coordinated with THEA management, City Management, and THEA Public Information.

5 Maintenance and Problem Resolution Procedures

Timely maintenance of the REL ITS software, hardware and communication network is critical to effective and efficient automatic operations from the TMC. There are six (6) partners for on-going operations and maintenance:

- THEA: Provides operations and maintenance funding, coordination, oversight and performance expectations.
- City of Tampa: The City operates the REL systems either from the TMC or remotely in the field. The City is responsible for monitoring the System Error Logs and reporting problems to THEA or THEA's Owner's Representative.
- HNTB: Assists THEA as the "Owner's Representative" for coordination and oversight of operations and maintenance.
- THEA Maintenance: Maintains the ITS field infrastructure and the THEA Communication Network. THEA Maintenance is on-call 24x7x365 to respond to maintenance needs. THEA Maintenance includes THEA employees and possible other contractors. THEA Maintenance provides both recurring (planned) and non-recurring maintenance.
- Kapsch: Supports and maintains the central systems software (DYNAC).
- Metric Engineering/TransCore: Supports and maintains the THEA communication network.

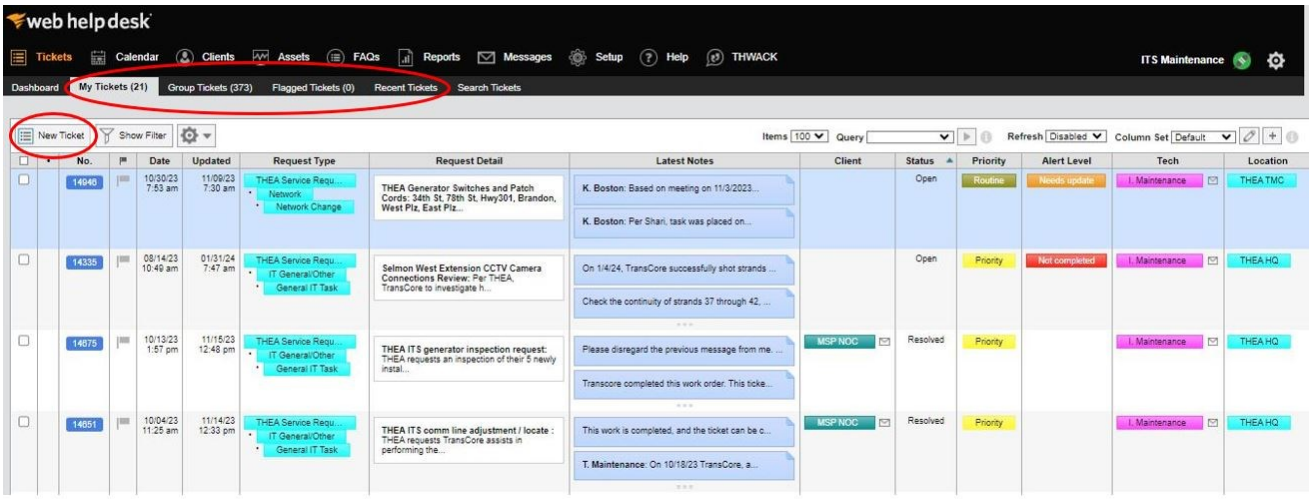
Like any system involving field technology, field cabinets and multiple communication media, problems will occur that negatively impact the system performance and usability. The process for identifying, troubleshooting, and resolving system problems generally follows these steps:

- Alarm Banner within DYNAC will display an alarm and submit an audible sound.
- Operators will silence alarm
- Operators will notify the ITS Manager via email or phone call.
- Operators will complete and submit a Help Desk Ticket (System Detailed Below) regarding the alarm
- ITS Manager will compare alarms to Help Desk Tickets detail before acknowledging or deleting the alarms
- The above procedure shall be followed for any problems identified within the TMC control room or server room including any problems to the DYNAC software, servers, workstations, video wall, network communications or any other hardware software or communication device or software. This procedure shall be followed even if the City Operators fix the problem on their own.

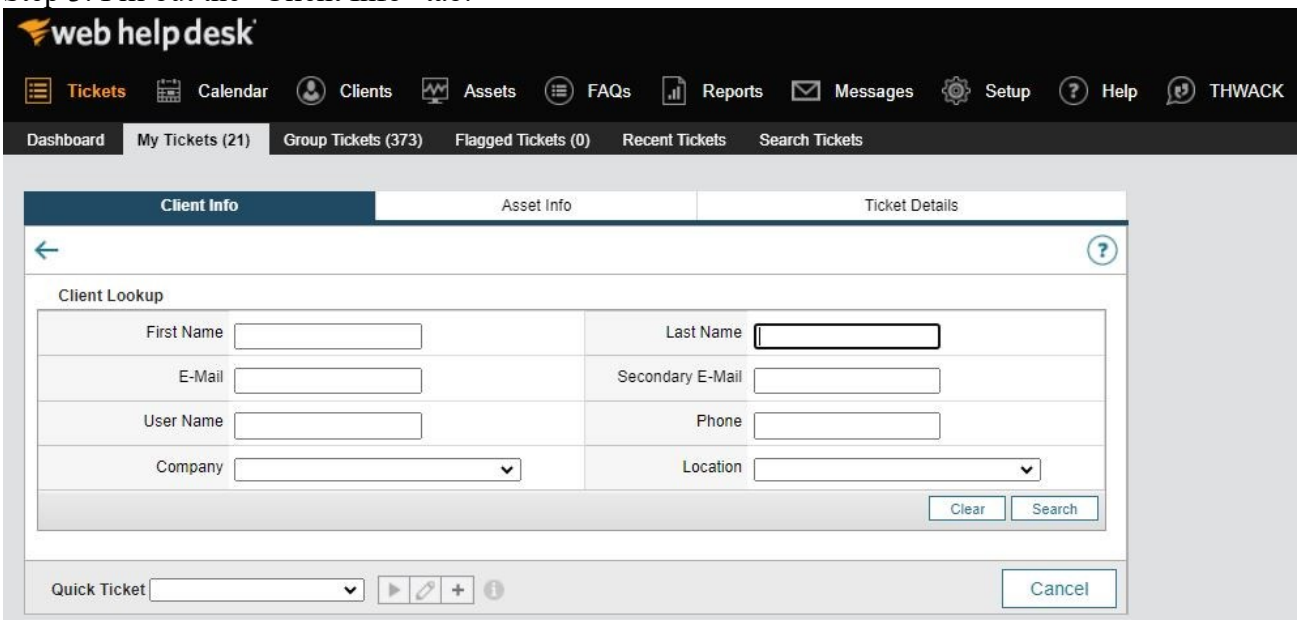
Metric Web Help Desk Ticket System

Step 1: Open the following:
https://webhelpdesk.metriceng.com/helpdesk/WebObjects/Helpdesk.woa

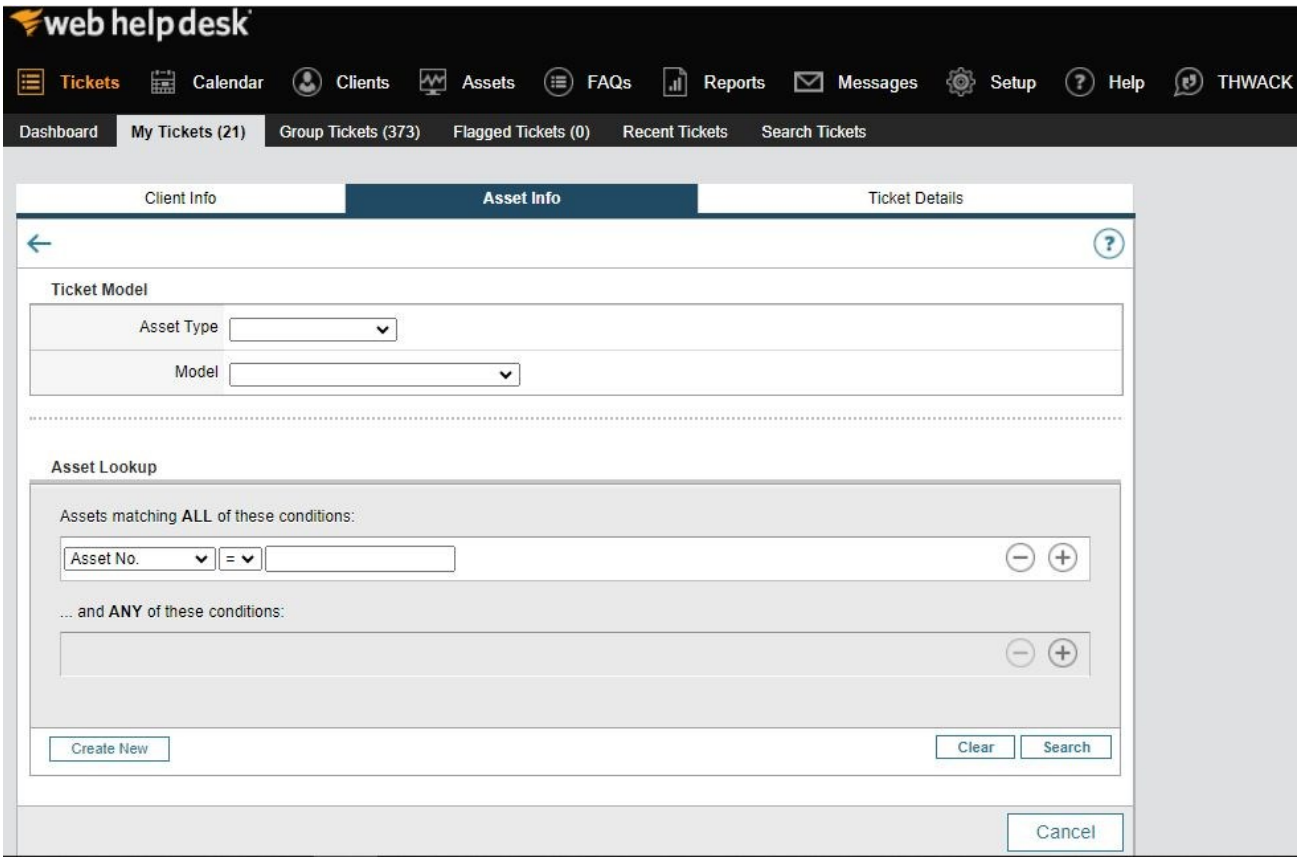
Step 2: Click on any of the following: “My Tickets”, “Group Tickets”, “Flagged Tickets”, or “Recent Tickets”. Then click on “New Ticket”.



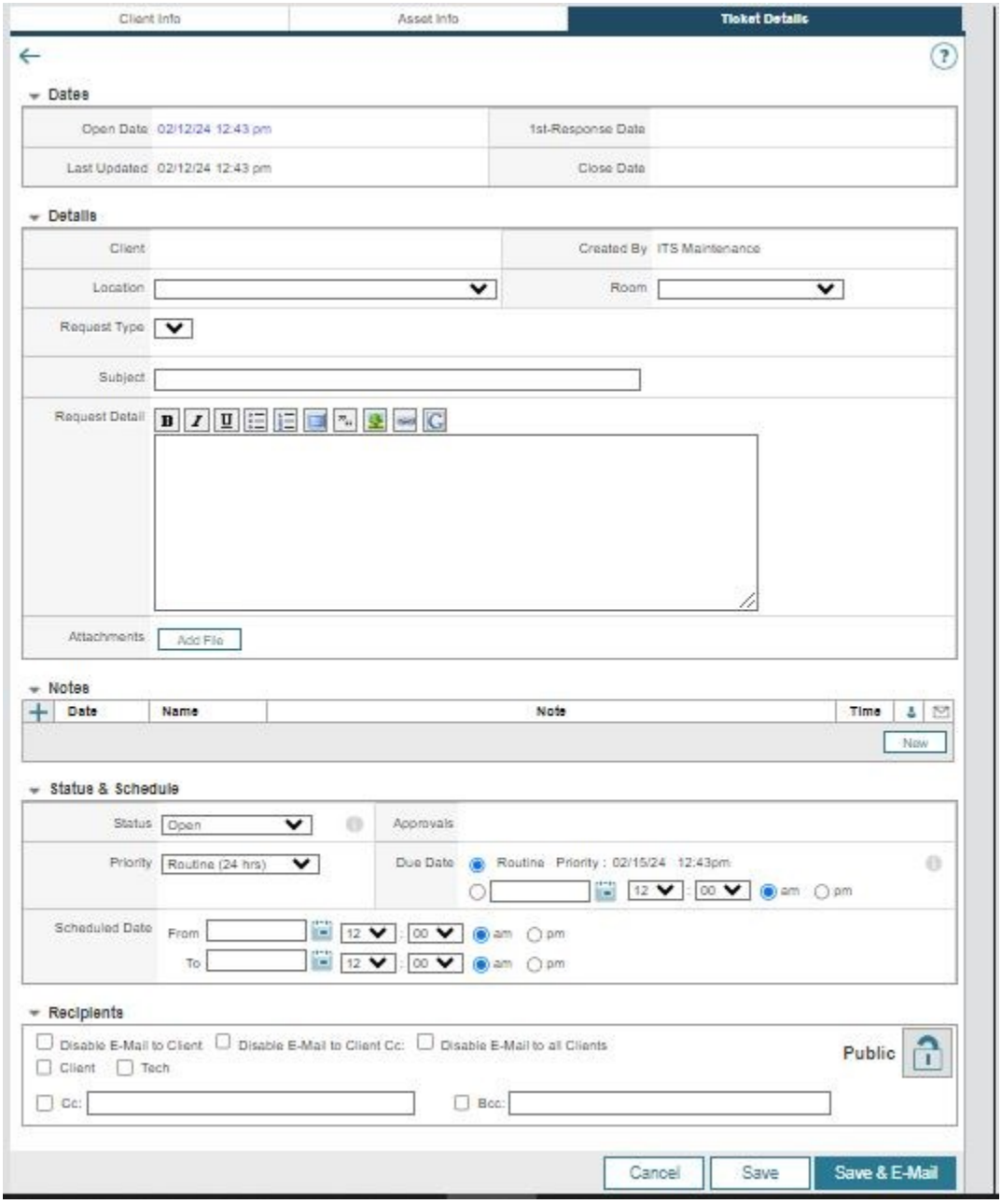
Step 3: Fill out the “Client Info” tab.



Step 4: Fill out the “Asset Info” tab


web help desk
Tickets
Calendar
Clients
Assets
FAQs
Reports
Messages
Setup
Help
THWACK
Dashboard
My Tickets (21)
Group Tickets (373)
Flagged Tickets (0)
Recent Tickets
Search Tickets
Client Info
Asset Info
Ticket Details
Ticket Model
Asset Type
Model
Asset Lookup
Assets matching ALL of these conditions:
Asset No.
=
... and ANY of these conditions:
Create New
Clear
Search
Cancel

Step 5: Fill out the “Ticket Details” tab. If you are ready to send the ticket, then click “Save & Email”, else click “Save”.



TAMPA HILLSBOROUGH EXPRESSWAY AUTHORITY Helpdesk TICKET ASSIGNMENT GUIDE

Who should I assign the ticket to? **THEA Helpdesk Ticket Assignment Guide**		*Need further assistance?* **Contact Information for User Groups:**		
ASSIGN TO:	**ISSUE**	**TEAM**	**EMAIL**	**PHONE**
DYNAC Software Support	DYNAC Software issues (all)	Jessie Madonia	jessie.madonia@kapsch.net	540-293-9336
		Dylan Smith	Dylan.smith@kapsch.net	
		Jeffrey Gilmore	jeffrey.gilmore@kapsch.net	703-447-6518
	DYNAC login issues	Shari Callahan	shari@tampa-xway.com	813-610-3408
TransCore	ITS Field Device Outages: Cameras DMS/VMS PLC Barriers/Gates Communication Alarms	Jennifer Jennings	Jennifer.Jennings@transcore.com	615-306-1762
		Bobby Allen	Robert.Allen@transcore.com	813-557-2246
		Joe Ferreira	JoeF@tampa-xway.com	813-422-4605
Metric Engineering	Network Issues	Kevin Boston	kevin.boston@metriceng.com	407-644-1898 x-2905
Infotect Design Solutions	Help Desk Issues/questions Workstation Issues Video Wall Firewall Media Sharing Miscellaneous/not listed	Steve Williams	stevew@infotectdesign.com	813-272-6740 x-115
THEA Management	THEA Engineering:	Judith Villegas	judith.villegas@tampa-xway.com	813-272-6740 x-146
	THEA Policies & Procedures	Sally Fisher	Sally.Fisher@tampa-xway.com	813-272-6740 x-131
	THEA IT Director	Shari Callahan	shari@tampa-xway.com	813-610-3408
COT Management	COT:	Margaret Kubilins	Margaret.Kubilins@tampagov.net	813-545-7986
	Policies & Procedures	Nick An	Nick.An@tampagov.net	813-310-9444
	TMC Operations communication	Nick An	Nick.An@tampagov.net	813-310-9444
	Smart Mobility	Margaret Kubilins	Margaret.Kubilins@tampagov.net	813-545-7986
	TMC Supervisor	Jose Castillo	Jose.Castillo@tampagov.net	813-274-8096
		COT Floor Ops		813-274-7358

Appendix A – Partially automatic, fully manual Operations Log

These Partially Automatic or Fully Manual Operations Logs are provided for reference only. The actual logs used are part of the DYNAC software user interface. Should DYNAC become unavailable, these logs could be used on an interim basis.

5:00 A.M. (Morning) WB Opening Log

Partially Automatic, Fully Manual Operations Log 5:00 A.M. (Morning) WB Opening			
Date:	**(MM/DD/YY)**	**Operator Name:**	
Activity Log			
Step #	**Step Description**	**Complete (Y/N)**	**Comments** **(If step was not accomplished from the ACN, note how step was accomplished and other notes.)**
01	CLOSE EB Downtown Portal changing signs, closing gates in order defined in SOP.		
02	Drive East to 34th Street Slip Ramp; verify no opposing traffic, no stalled vehicles.		
03	CLOSE EB 34th Street Slip Ramp changing signs, closing gates in order defined in SOP.		
04	Drive East on REL from 34th Street to 78th Street Slip Ramp.		
05	OPEN 78th Street Slip Ramp opening gates and changing signs in order defined in SOP.		
06	Drive EAST on REL to 301 Slip Ramp, verify no opposing traffic, no stalled vehicles.		
07	CLOSE 301 Slip Ramp changing signs and closing gates in order defined in SOP.		
08	Drive EAST on REL to I-75 Slip Ramp, verify no opposing traffic, no stalled vehicles.		
09	OPEN I-75 Slip Ramp opening gates and changing signs in order defined in SOP.		
10	Drive East to Brandon Portal, verify no opposing traffic or stalled vehicles.		
11	OPEN Brandon EB Portal following steps in order defined in SOP.		
12	Drive West on REL to return to TMC.		
13	Complete This Log		
14	Report any problems to THEA Maintenance per SOP.		

Maintenance Opening Log

Partially Automatic, Fully Manual Operations Log (Split Mode) Opening			
Date:	**(MM/DD/YY)**	**Operator Name:**	
Activity Log			
Step #	**Step Description**	**Complete (Y/N)**	**Comments** **(If step was not accomplished from the ACN, note how step was accomplished and other notes.)**
01	Drive East to Brandon Portal (Use local streets)		
02	CLOSE Brandon Portal changing signs and closing gates in order described in SOP.		
03	Drive West on REL to I-75 Slip ramp, verify no opposing traffic or stalled vehicles.		
04	CLOSE I-75 Slip ramp changing signs and closing gates in order described in SOP.		
05	Drive West on REL to 301 Slip Ramp, verify no opposing traffic or stalled vehicles		
06	OPEN 301 Slip Ramp opening gates and changing signs in order described in SOP.		
07	Drive West on REL to Downtown Portal to exit REL		
08	Intentionally left blank		
09	Intentionally left blank		
10	Intentionally left blank		
11	Intentionally left blank		
12	Complete This Log		
13	Report any problems to THEA ITS General Manager per SOP.		

12:00 P.M. (Afternoon, Evening, Overnight) EB Opening Log from WB Opening

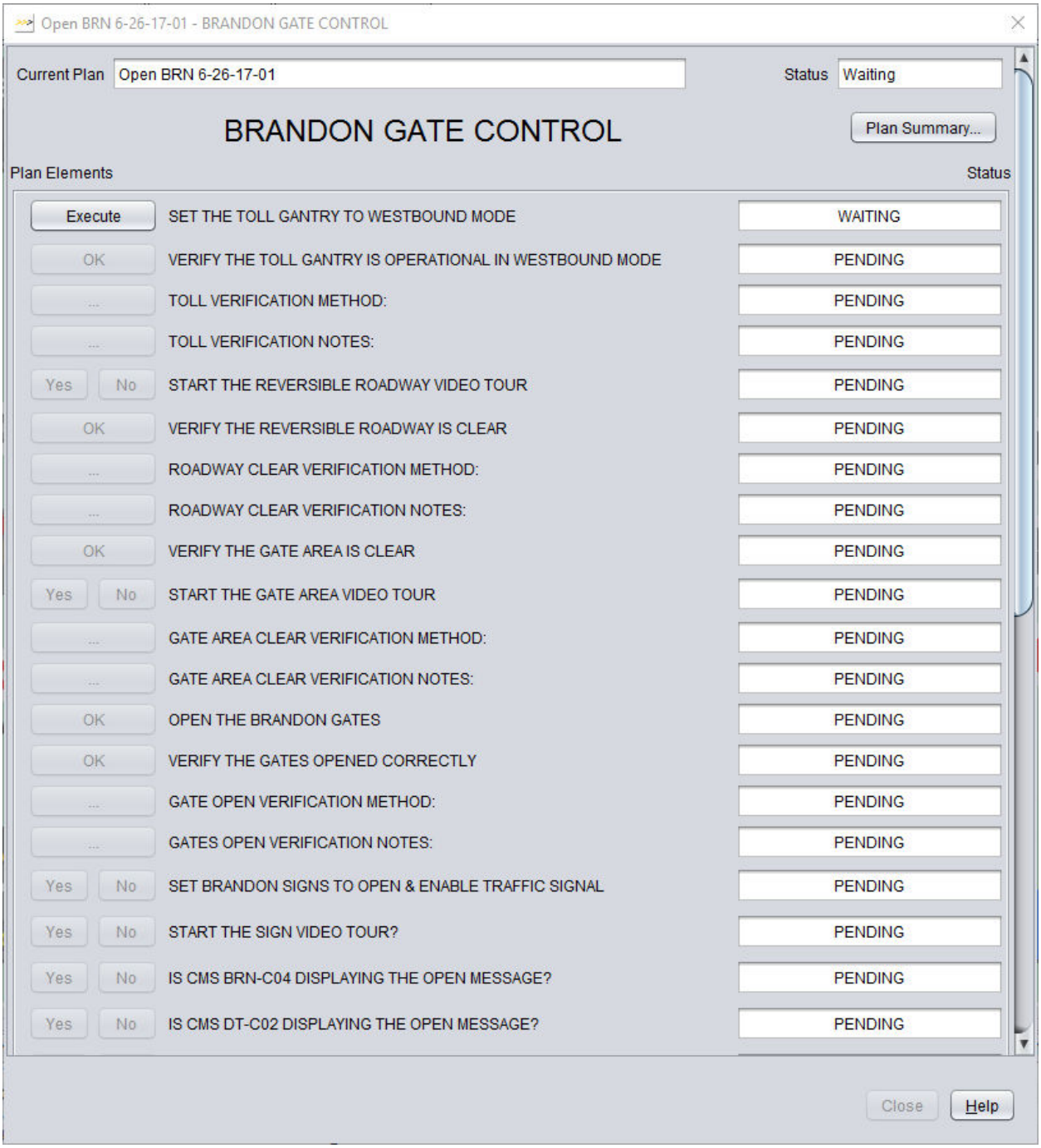
Partially Automatic, Fully Manual Operations Log 12:00 P.M. (Afternoon/Evening/Overnight) EB Opening			
Date:	**(MM/DD/YY)**	**Operator Name:**	
Activity Log			
Step #	**Step Description**	**Complete (Y/N)**	**Comments** **(If step was not accomplished from the ACN, note how step was accomplished and other notes.)**
01	Drive East to Brandon Portal (Use local streets)		
02	CLOSE Brandon Portal changing signs and closing gates in order described in SOP.		
03	Drive West on REL to I-75 Slip ramp, verify no opposing traffic or stalled vehicles.		
04	CLOSE I-75 Slip ramp changing signs and closing gates in order described in SOP.		
05	Drive West on REL to 301 Slip Ramp, verify no opposing traffic or stalled vehicles		
06	OPEN 301 Slip Ramp opening gates and changing signs in order described in SOP.		
07	Drive West to 78th Street Slip Ramp (using local streets)		
08	CLOSE 78th Street Slip Ramp, changing signs and closing gates in order described in SOP		
09	Drive West to 34th Street Slip Ramp, verify no opposing traffic or stalled vehicles		
10	OPEN 34th Street Slip Ramp, opening gates and changing signs in order described in SOP.		
11	Drive West to Downtown Portal, verify no opposing traffic or stalled vehicles.		
12	OPEN Downtown Portal opening gates and changing signs in order described in SOP.		
13	Intentionally left blank		
14	Intentionally left blank		
15	Complete This Log		
16	Report any problems to THEA ITS General Manager per SOP.		

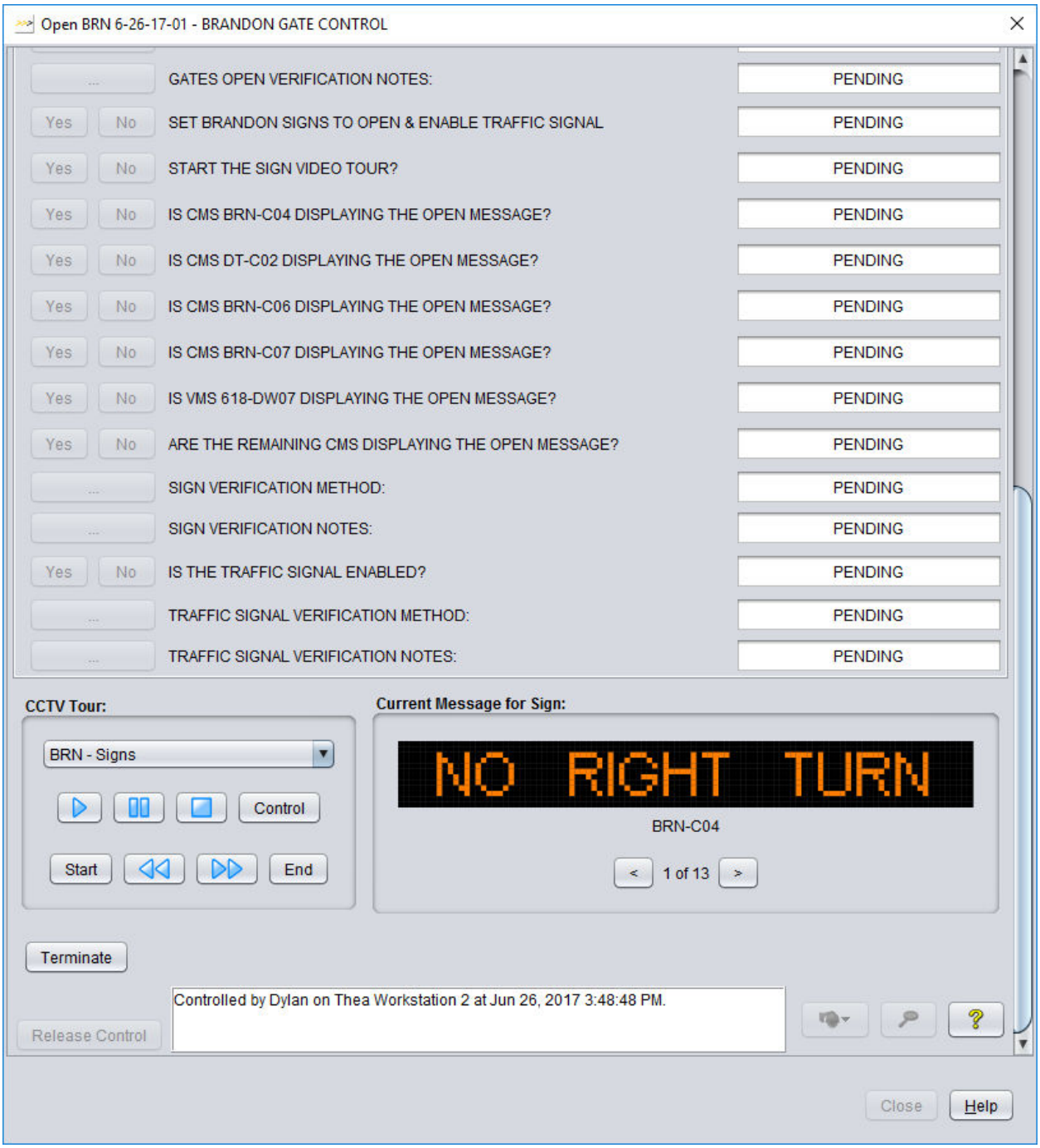
12:00 P.M. (Afternoon, Evening, Overnight) EB Opening Log from Maintenance Mode

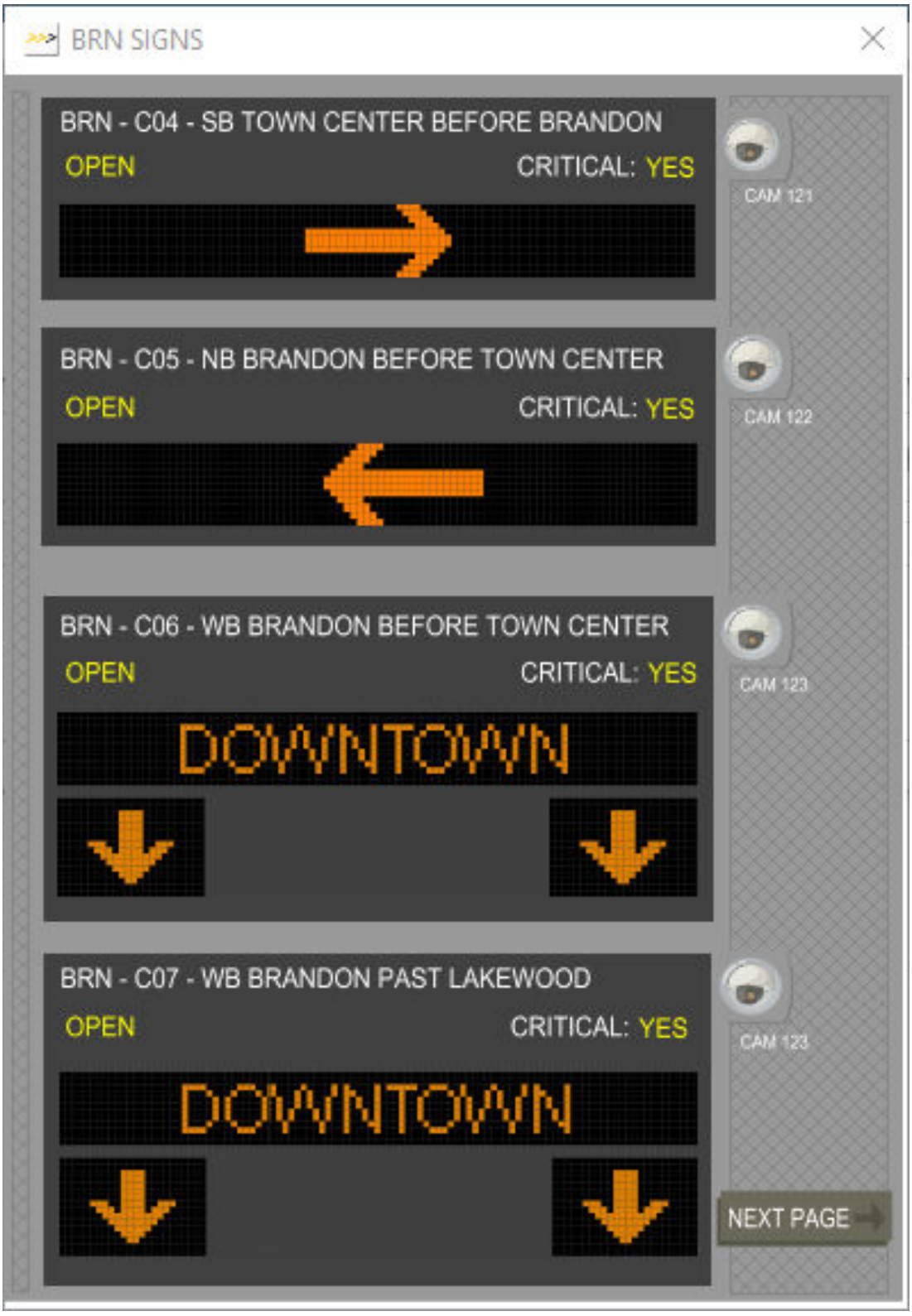
Partially Automatic, Fully Manual Operations Log 12:00 P.M. (Afternoon/Evening/Overnight) EB Opening			
Date:	**(MM/DD/YY)**	**Operator Name:**	
Activity Log			
Step #	**Step Description**	**Complete (Y/N)**	**Comments** **(If step was not accomplished from the ACN, note how step was accomplished and other notes.)**
01	Drive East to 78th Street Slip Ramp (using local streets)		
02	CLOSE 78th Street Slip Ramp, changing signs and closing gates in order described in SOP		
03	Drive East to 301 Slip Ramp, verify no opposing traffic or stalled vehicles.		
04	Drive West to 34th Street Slip Ramp, verify no opposing traffic or stalled vehicles		
05	OPEN 34th Street Slip Ramp, opening gates and changing signs in order described in SOP.		
06	Drive West to Downtown Portal, verify no opposing traffic or stalled vehicles.		
07	OPEN Downtown Portal opening gates and changing signs in order described in SOP.		
08	Intentionally left blank		
09	Intentionally left blank		
10	Complete This Log		
11	Report any problems to THEA ITS General Manager per SOP.		

Appendix B – DynGate Entrance Checklists and CMS Screenshots

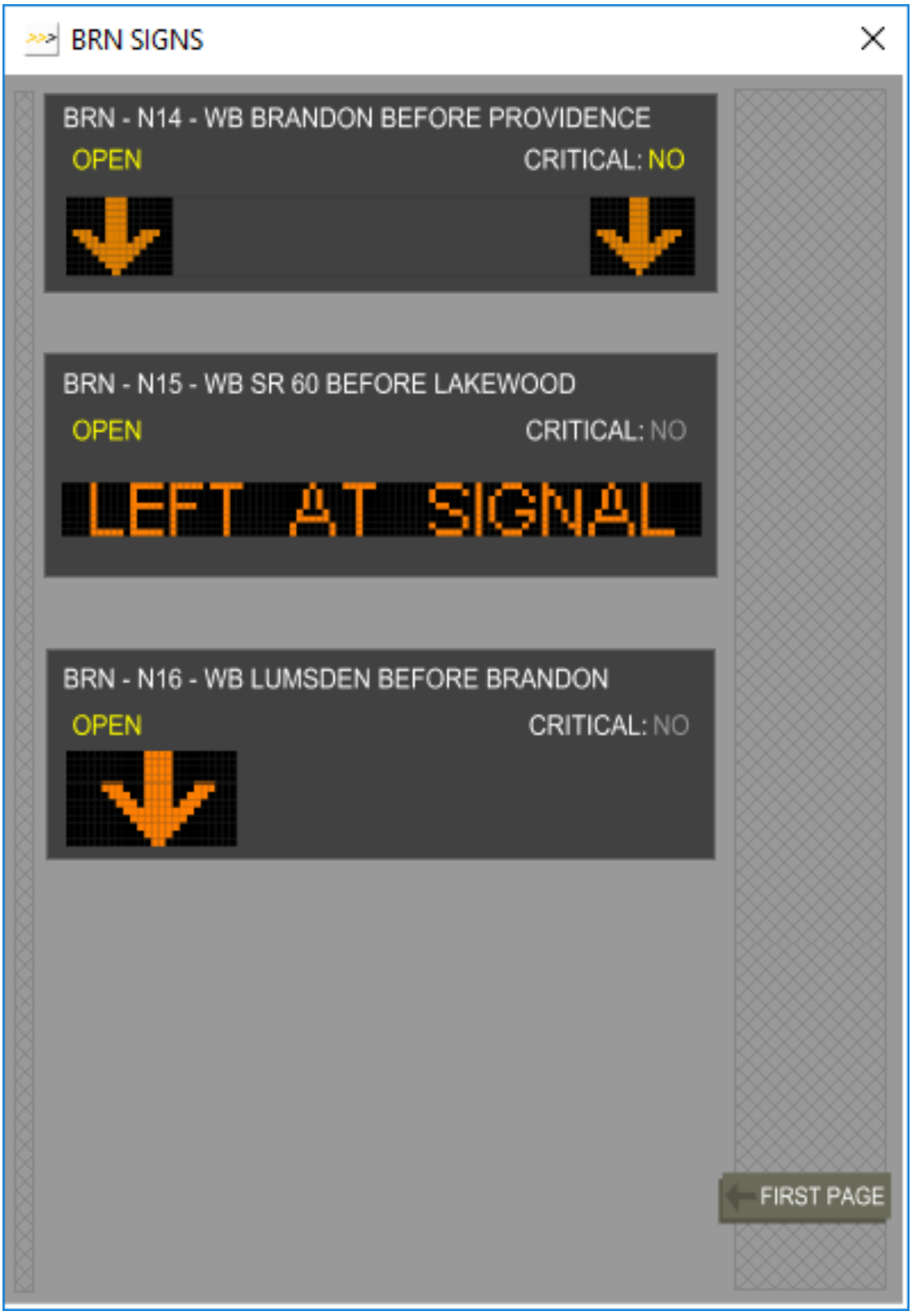
OPEN Brandon Entrance



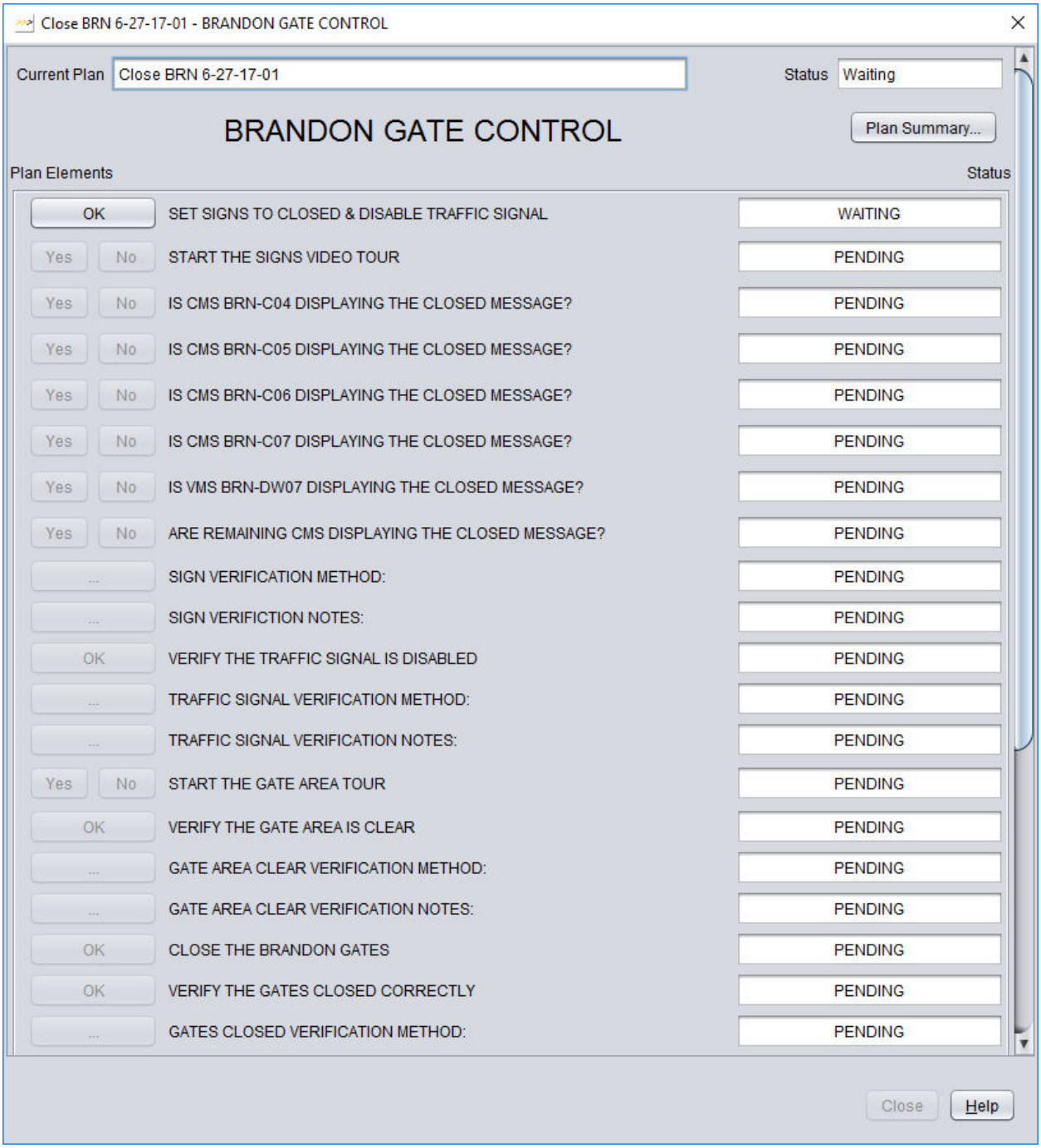

Open BRN 6-26-17-01 - BRANDON GATE CONTROL
GATES OPEN VERIFICATION NOTES: PENDING
Yes No SET BRANDON SIGNS TO OPEN & ENABLE TRAFFIC SIGNAL PENDING
Yes No START THE SIGN VIDEO TOUR? PENDING
Yes No IS CMS BRN-C04 DISPLAYING THE OPEN MESSAGE? PENDING
Yes No IS CMS DT-C02 DISPLAYING THE OPEN MESSAGE? PENDING
Yes No IS CMS BRN-C06 DISPLAYING THE OPEN MESSAGE? PENDING
Yes No IS CMS BRN-C07 DISPLAYING THE OPEN MESSAGE? PENDING
Yes No IS VMS 618-DW07 DISPLAYING THE OPEN MESSAGE? PENDING
Yes No ARE THE REMAINING CMS DISPLAYING THE OPEN MESSAGE? PENDING
SIGN VERIFICATION METHOD: PENDING
SIGN VERIFICATION NOTES: PENDING
Yes No IS THE TRAFFIC SIGNAL ENABLED? PENDING
TRAFFIC SIGNAL VERIFICATION METHOD: PENDING
TRAFFIC SIGNAL VERIFICATION NOTES: PENDING
CCTV Tour:
BRN - Signs
Control
Start
End
Current Message for Sign:
NO RIGHT TURN
BRN-C04
< 1 of 13 >
Terminate
Controlled by Dylan on Thea Workstation 2 at Jun 26, 2017 3:48:48 PM.
Release Control
Close
Help

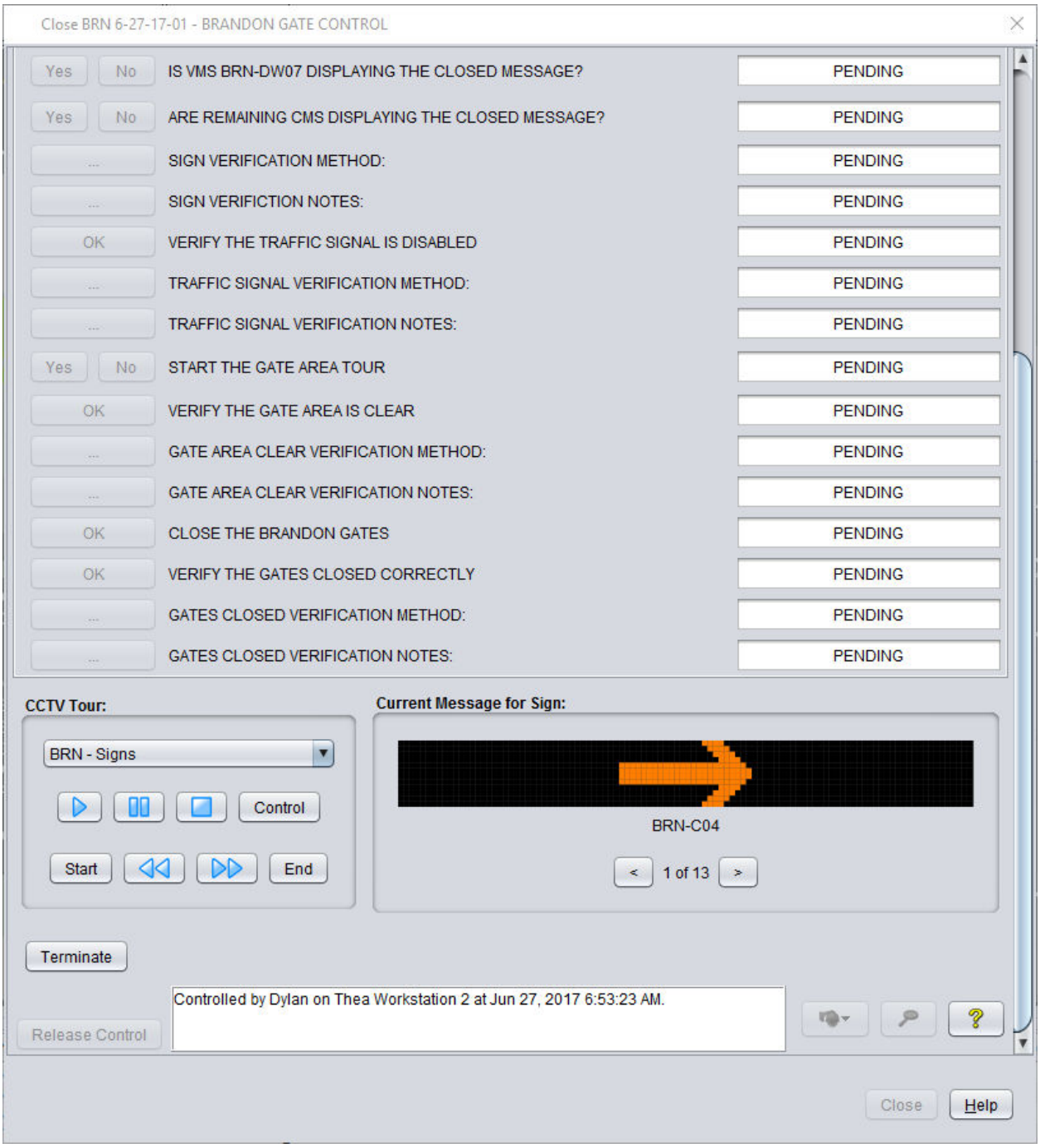

BRN SIGNS
BRN - C04 - SB TOWN CENTER BEFORE BRANDON
OPEN
CRITICAL: YES
CAM 121
BRN - C05 - NB BRANDON BEFORE TOWN CENTER
OPEN
CRITICAL: YES
CAM 122
BRN - C06 - WB BRANDON BEFORE TOWN CENTER
OPEN
CRITICAL: YES
DOWNTOWN
CAM 123
BRN - C07 - WB BRANDON PAST LAKEWOOD
OPEN
CRITICAL: YES
DOWNTOWN
CAM 123
NEXT PAGE

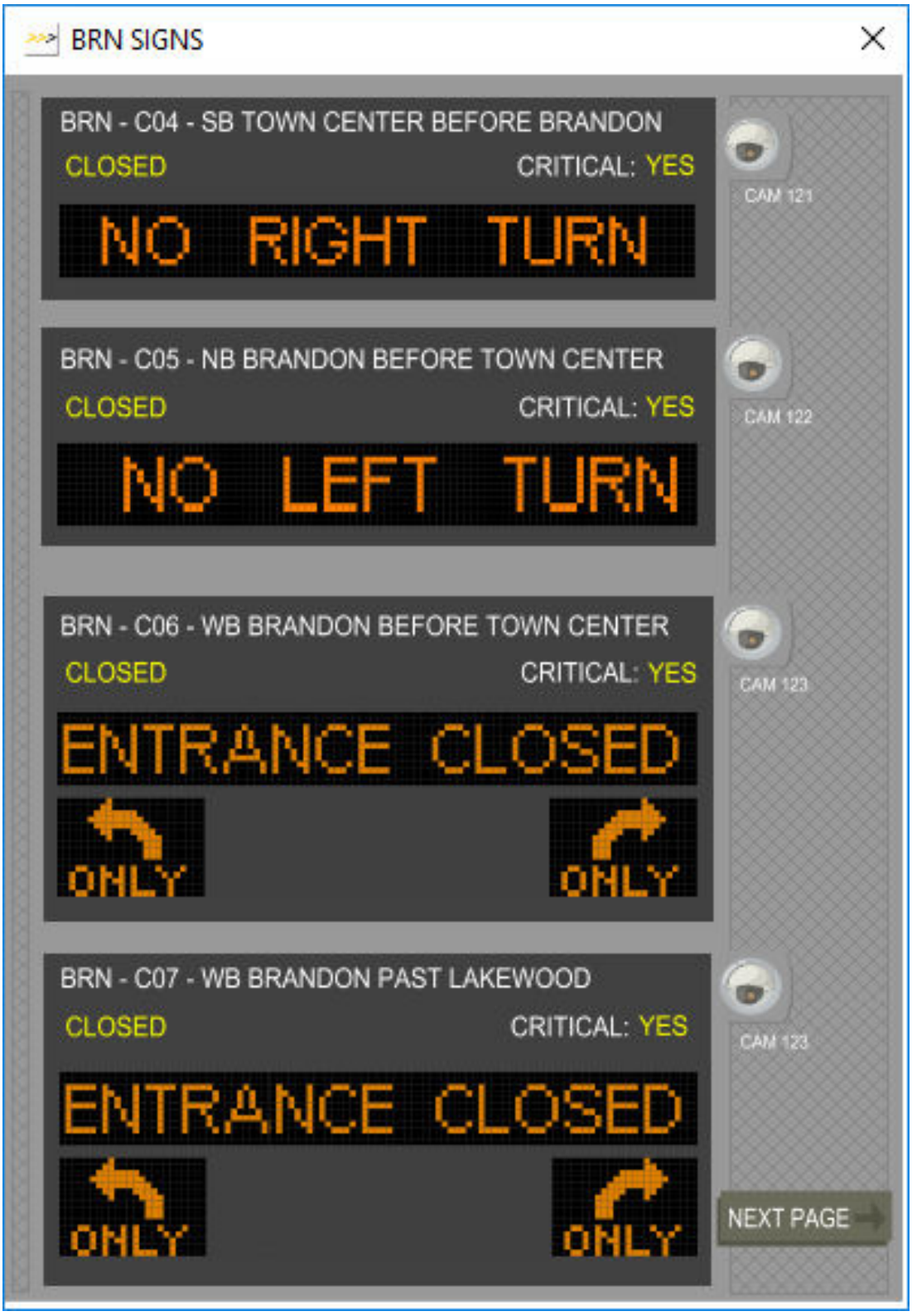

BRN SIGNS
BRN - C08 - SB TOWN CENTER BEFORE GORNTO
OPEN
CRITICAL: NO
BRN - N09 - WB PROVIDENCE BEFORE TOWN CENTER
OPEN
CRITICAL: NO
BRN - N10 - EB PROVIDENCE BEFORE TOWN CENTER
OPEN
CRITICAL: NO
OPEN
BRN - NC11 - EB PROVIDENCE BEFORE LUMSDEN
OPEN
CRITICAL: NO
BRN - N13 - SB LAKEWOOD BEFORE BRANDON
OPEN
CRITICAL: NO
FIRST PAGE
NEXT PAGE

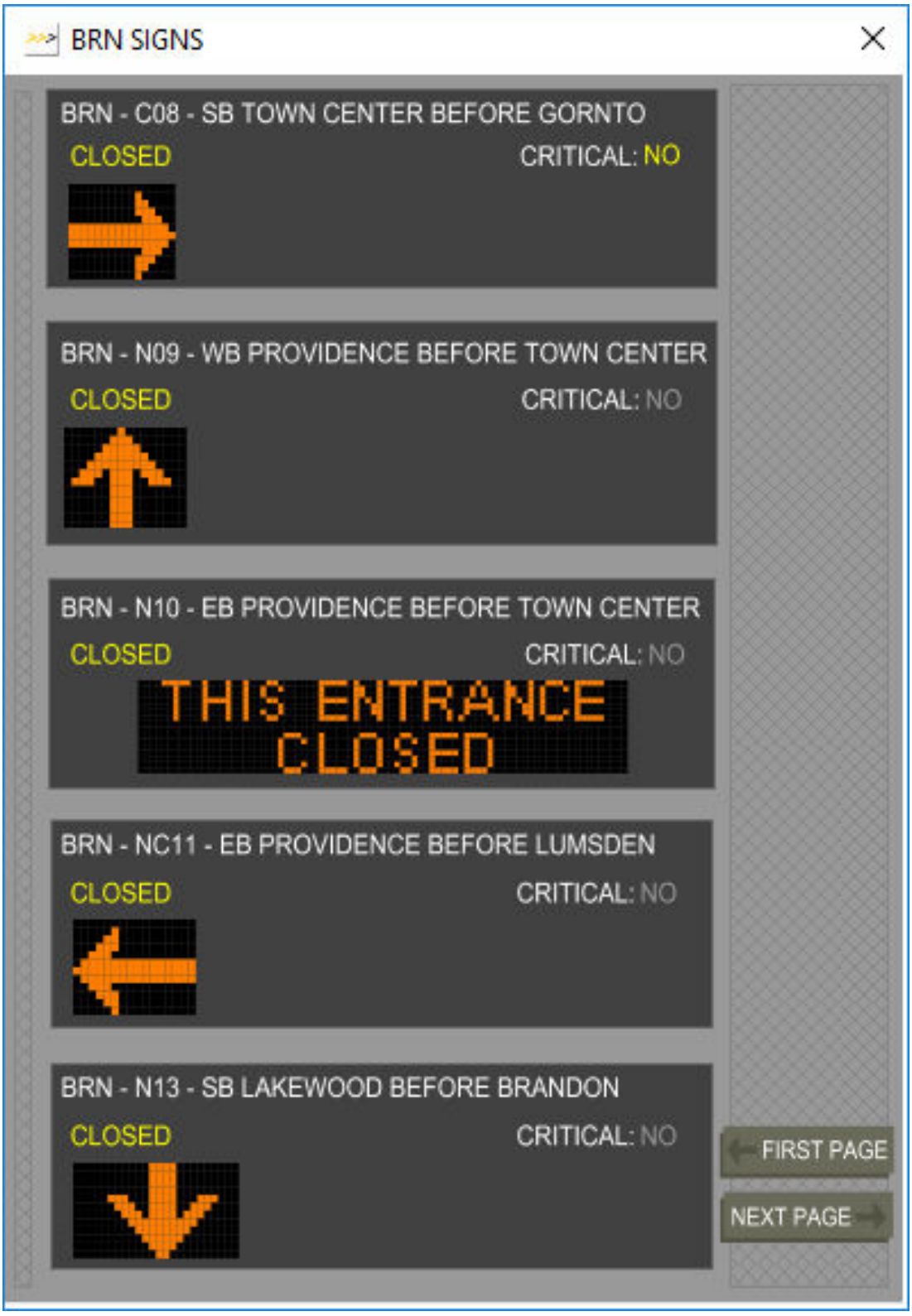

BRN SIGNS
BRN - N14 - WB BRANDON BEFORE PROVIDENCE
OPEN
CRITICAL: NO
BRN - N15 - WB SR 60 BEFORE LAKEWOOD
OPEN
CRITICAL: NO
LEFT AT SIGNAL
BRN - N16 - WB LUMSDEN BEFORE BRANDON
OPEN
CRITICAL: NO
FIRST PAGE

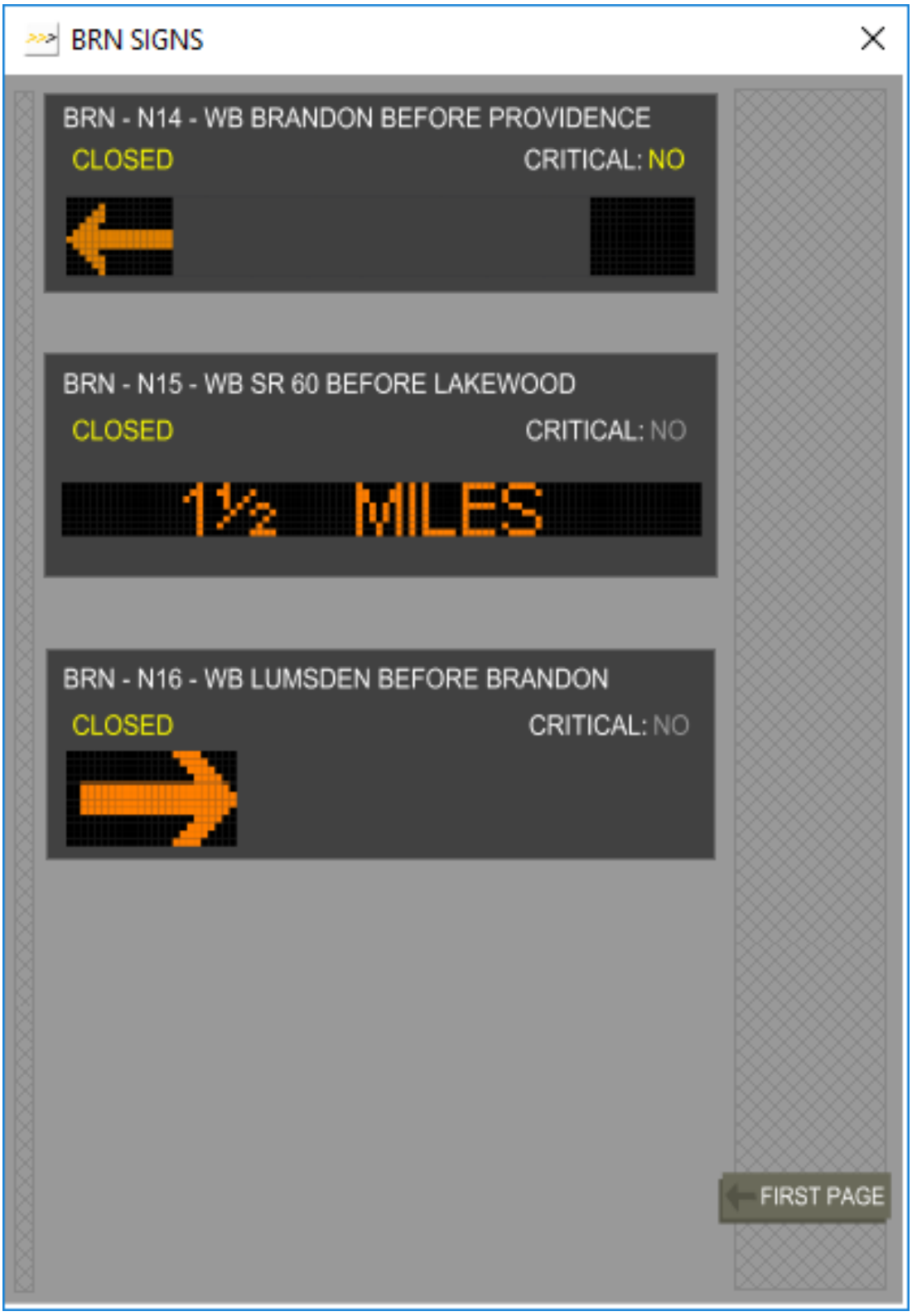
CLOSE Brandon Entrance



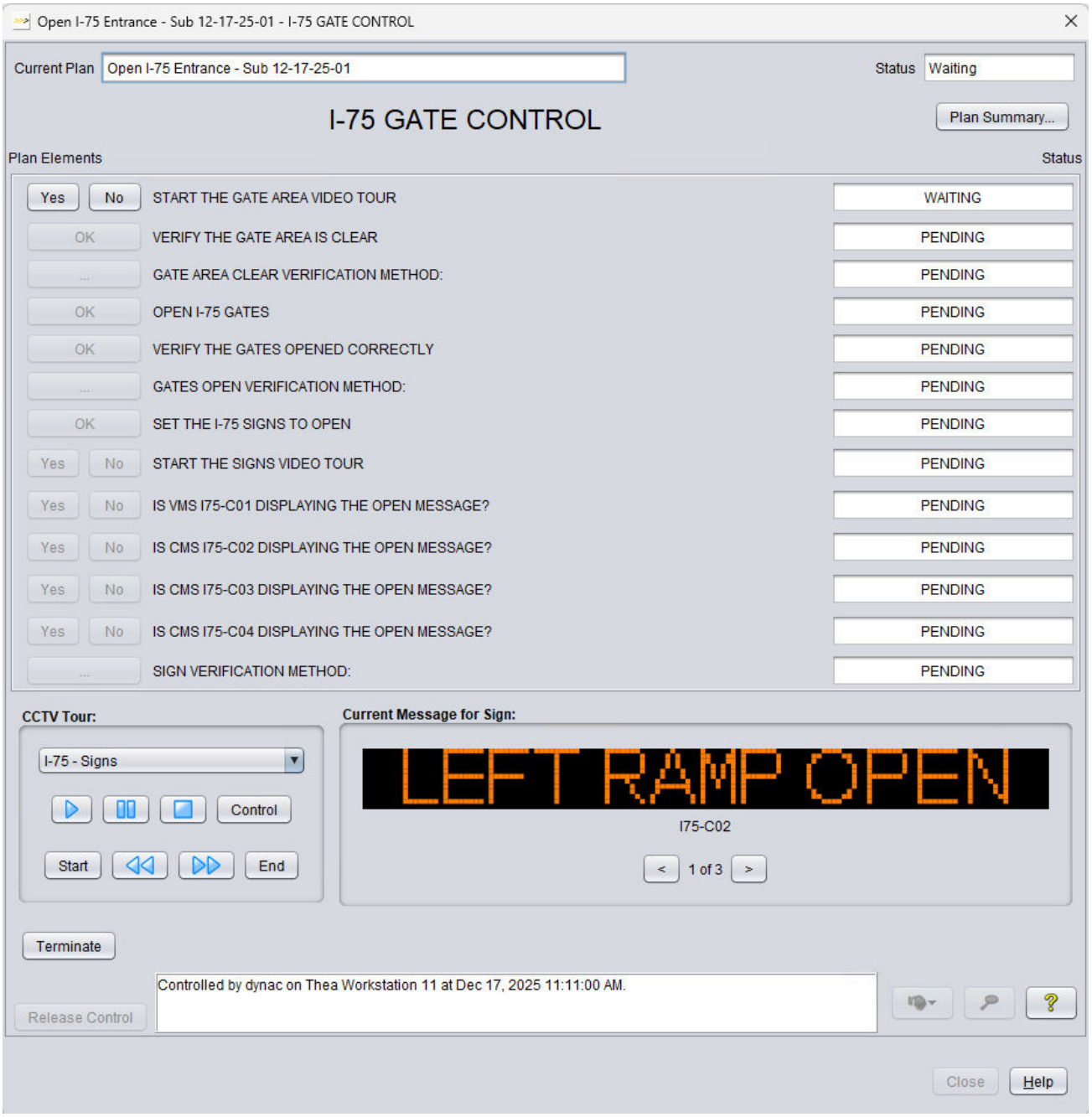

Close BRN 6-27-17-01 - BRANDON GATE CONTROL
Yes
No
IS VMS BRN-DW07 DISPLAYING THE CLOSED MESSAGE?
PENDING
Yes
No
ARE REMAINING CMS DISPLAYING THE CLOSED MESSAGE?
PENDING
...
SIGN VERIFICATION METHOD:
PENDING
...
SIGN VERIFICTION NOTES:
PENDING
OK
VERIFY THE TRAFFIC SIGNAL IS DISABLED
PENDING
...
TRAFFIC SIGNAL VERIFICATION METHOD:
PENDING
...
TRAFFIC SIGNAL VERIFICATION NOTES:
PENDING
Yes
No
START THE GATE AREA TOUR
PENDING
OK
VERIFY THE GATE AREA IS CLEAR
PENDING
...
GATE AREA CLEAR VERIFICATION METHOD:
PENDING
...
GATE AREA CLEAR VERIFICATION NOTES:
PENDING
OK
CLOSE THE BRANDON GATES
PENDING
OK
VERIFY THE GATES CLOSED CORRECTLY
PENDING
...
GATES CLOSED VERIFICATION METHOD:
PENDING
...
GATES CLOSED VERIFICATION NOTES:
PENDING
CCTV Tour:
BRN - Signs
Control
Start
End
Current Message for Sign:
BRN-C04
<
1 of 13
>
Terminate
Controlled by Dylan on Thea Workstation 2 at Jun 27, 2017 6:53:23 AM.
Release Control
Close
Help

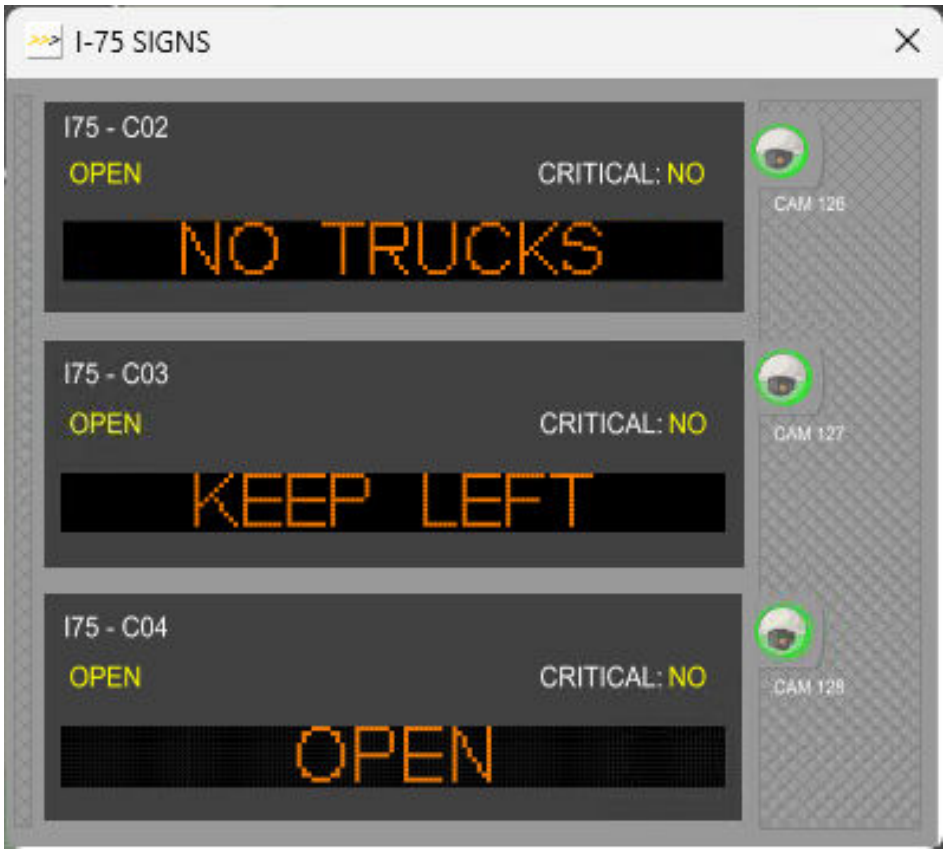

BRN SIGNS
BRN - C04 - SB TOWN CENTER BEFORE BRANDON
CLOSED
CRITICAL: YES
NO RIGHT TURN
CAM 121
BRN - C05 - NB BRANDON BEFORE TOWN CENTER
CLOSED
CRITICAL: YES
NO LEFT TURN
CAM 122
BRN - C06 - WB BRANDON BEFORE TOWN CENTER
CLOSED
CRITICAL: YES
ENTRANCE CLOSED
ONLY
ONLY
CAM 123
BRN - C07 - WB BRANDON PAST LAKEWOOD
CLOSED
CRITICAL: YES
ENTRANCE CLOSED
ONLY
ONLY
CAM 123
NEXT PAGE


BRN SIGNS
BRN - C08 - SB TOWN CENTER BEFORE GORNTO
CLOSED
CRITICAL: NO
BRN - N09 - WB PROVIDENCE BEFORE TOWN CENTER
CLOSED
CRITICAL: NO
BRN - N10 - EB PROVIDENCE BEFORE TOWN CENTER
CLOSED
CRITICAL: NO
THIS ENTRANCE
CLOSED
BRN - NC11 - EB PROVIDENCE BEFORE LUMSDEN
CLOSED
CRITICAL: NO
BRN - N13 - SB LAKEWOOD BEFORE BRANDON
CLOSED
CRITICAL: NO
FIRST PAGE
NEXT PAGE


BRN SIGNS
BRN - N14 - WB BRANDON BEFORE PROVIDENCE
CLOSED
CRITICAL: NO
BRN - N15 - WB SR 60 BEFORE LAKEWOOD
CLOSED
CRITICAL: NO
1½ MILES
BRN - N16 - WB LUMSDEN BEFORE BRANDON
CLOSED
CRITICAL: NO
FIRST PAGE

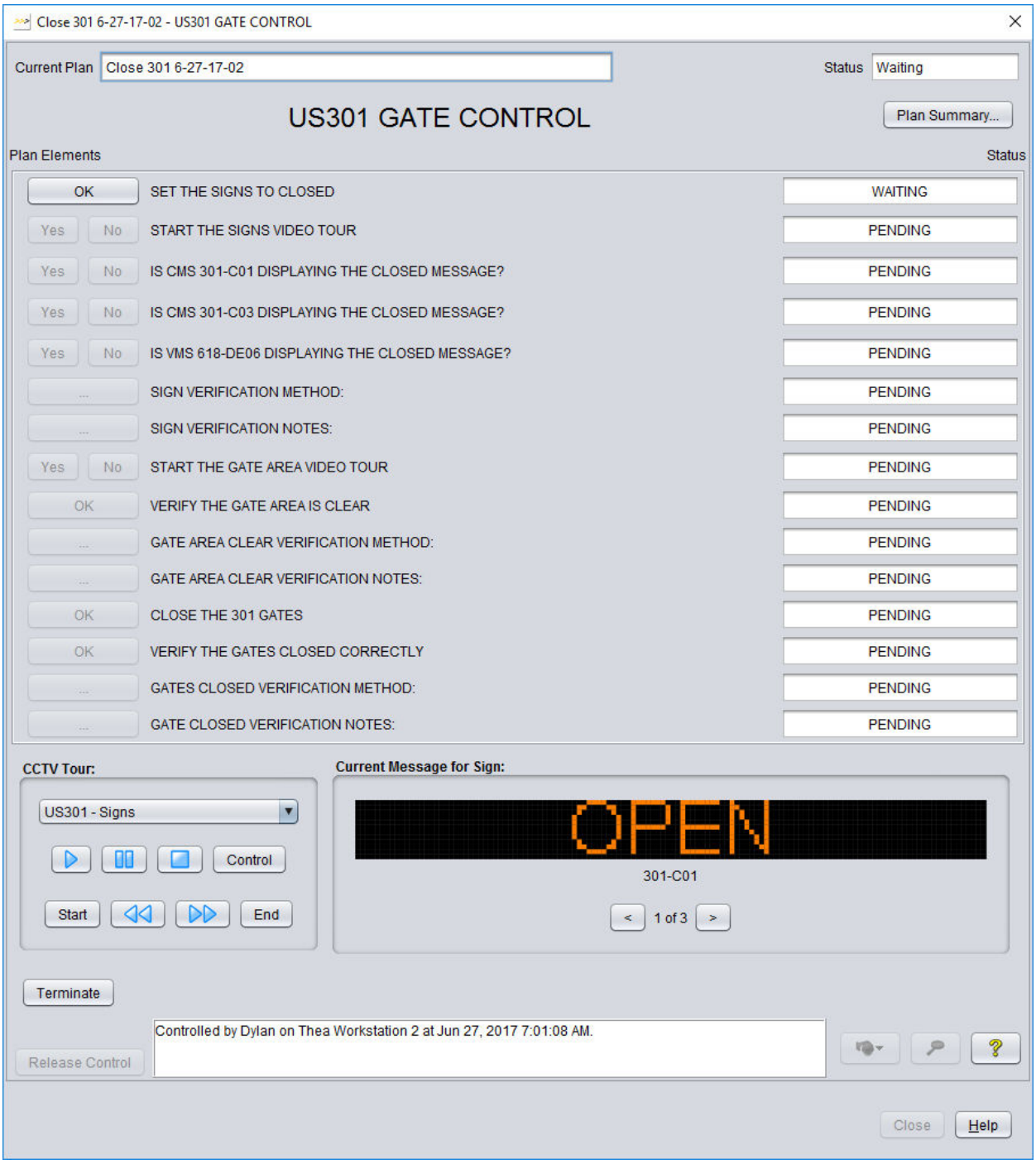
I-75 Entrance



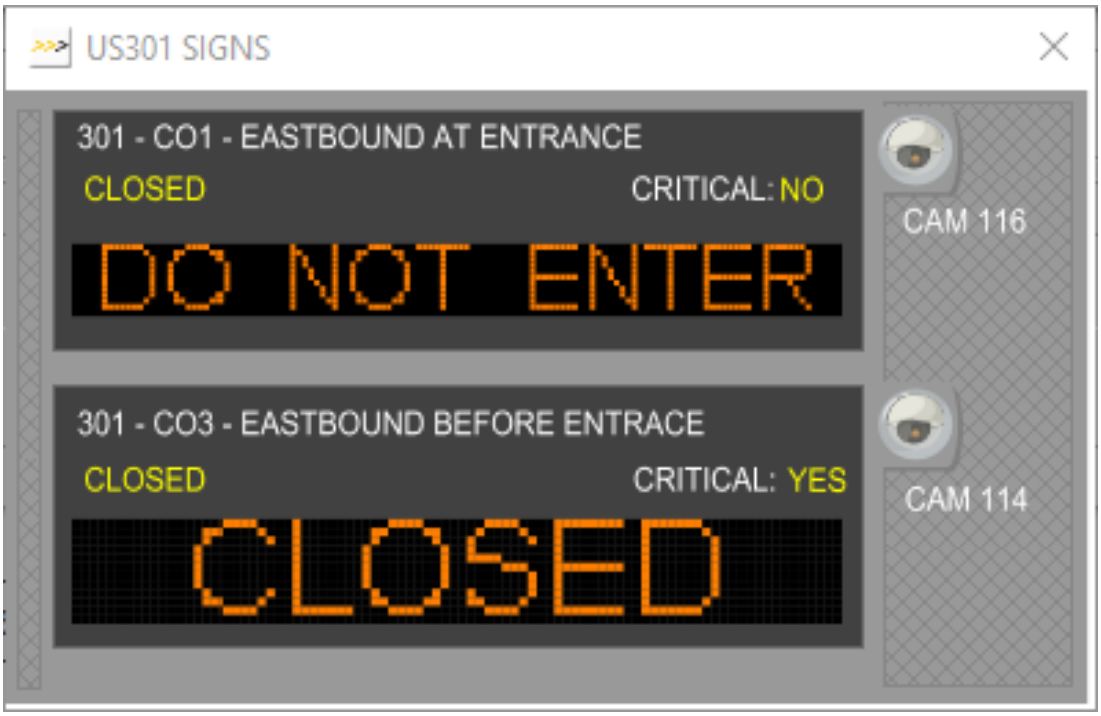

I-75 SIGNS
I75 - C02
OPEN
CRITICAL: NO
NO TRUCKS
CAM 126
I75 - C03
OPEN
CRITICAL: NO
KEEP LEFT
CAM 127
I75 - C04
OPEN
CRITICAL: NO
OPEN
CAM 128


I-75 SIGNS
I75 - C02
CLOSED
CRITICAL: NO
DO NOT ENTER
CAM 126
I75 - C03
CLOSED
CRITICAL: NO
CLOSED
CAM 127
I75 - C04
CLOSED
CRITICAL: NO
CLOSED
CAM 128

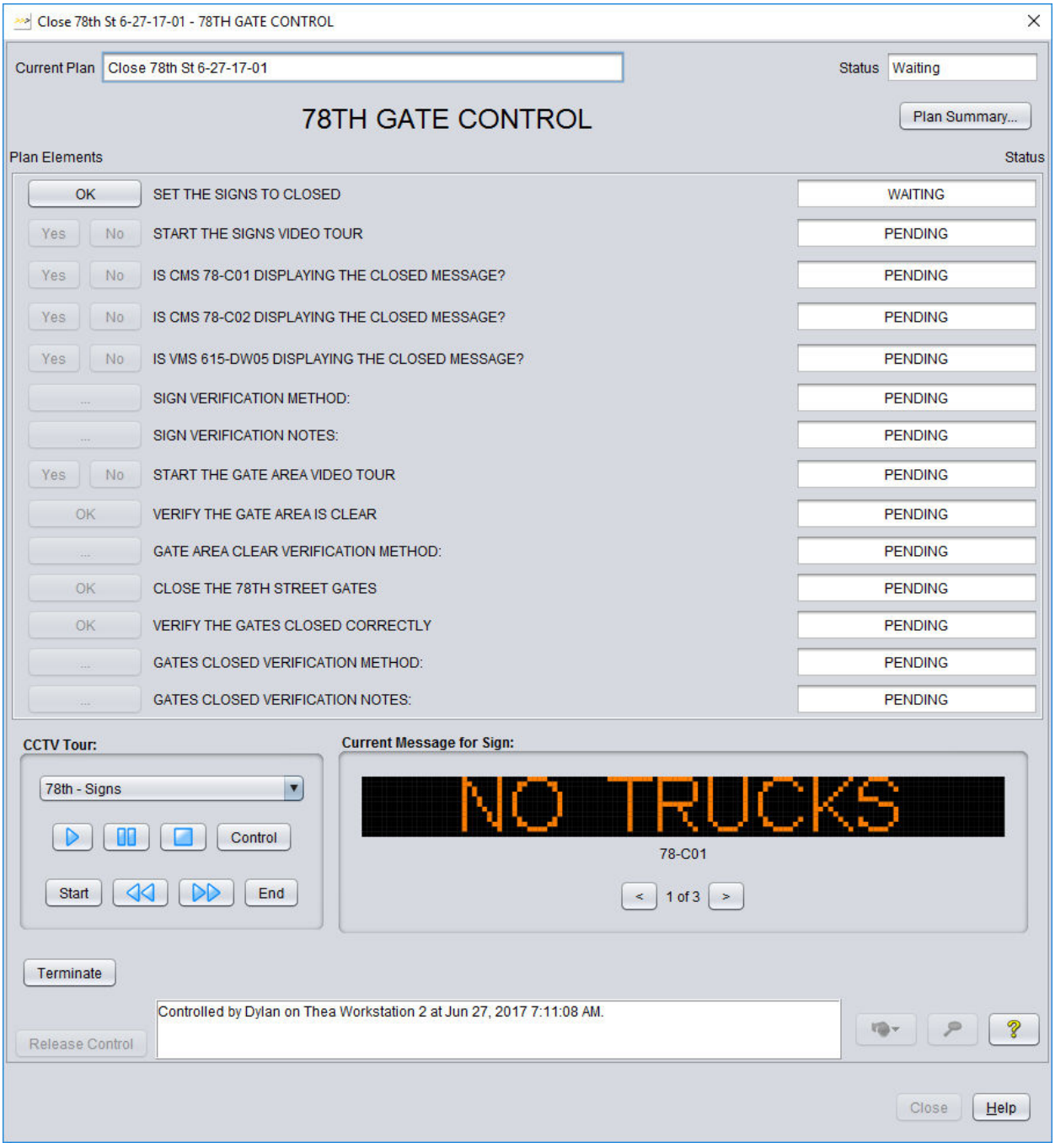
301 Entrance

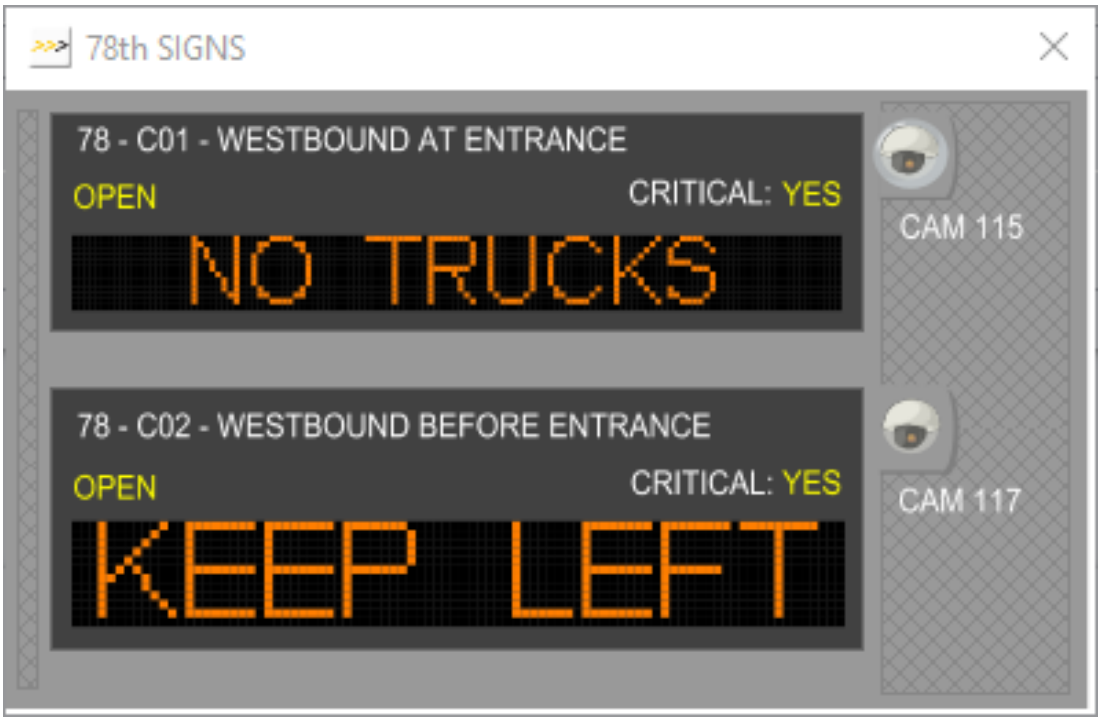


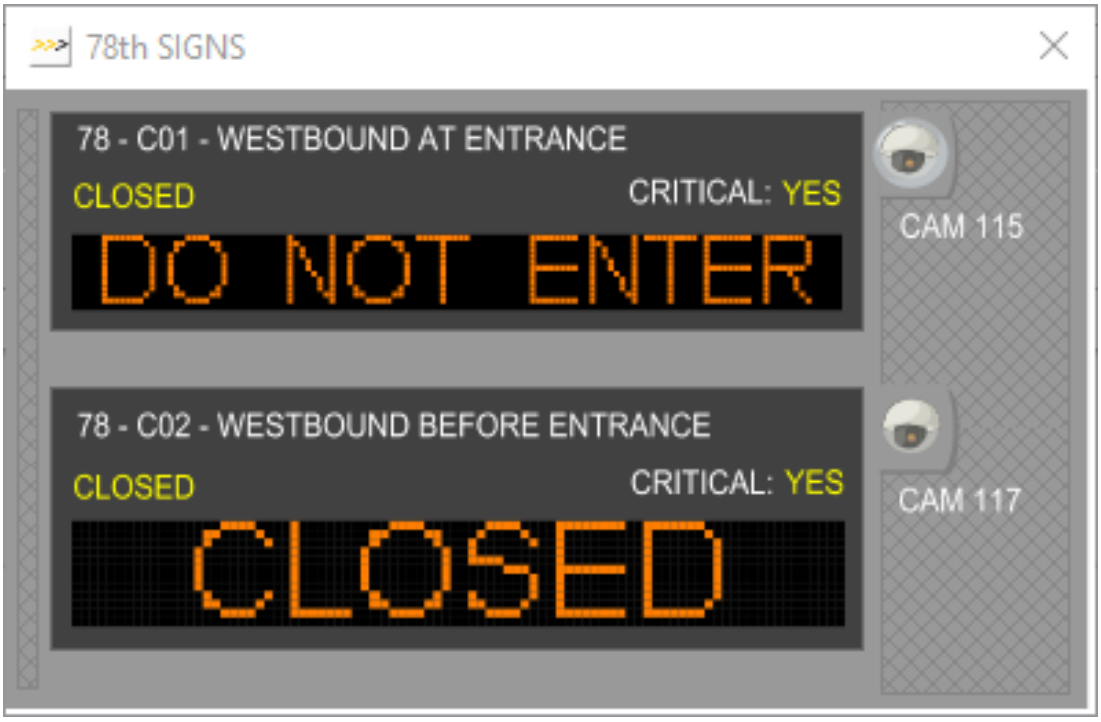

US301 SIGNS
301 - CO1 - EASTBOUND AT ENTRANCE
OPEN
CRITICAL: NO
OPEN
CAM 116
301 - CO3 - EASTBOUND BEFORE ENTRACE
OPEN
CRITICAL: YES
KEEP LEFT
CAM 114


US301 SIGNS
301 - CO1 - EASTBOUND AT ENTRANCE
CLOSED
CRITICAL: NO
DO NOT ENTER
CAM 116
301 - CO3 - EASTBOUND BEFORE ENTRACE
CLOSED
CRITICAL: YES
CLOSED
CAM 114

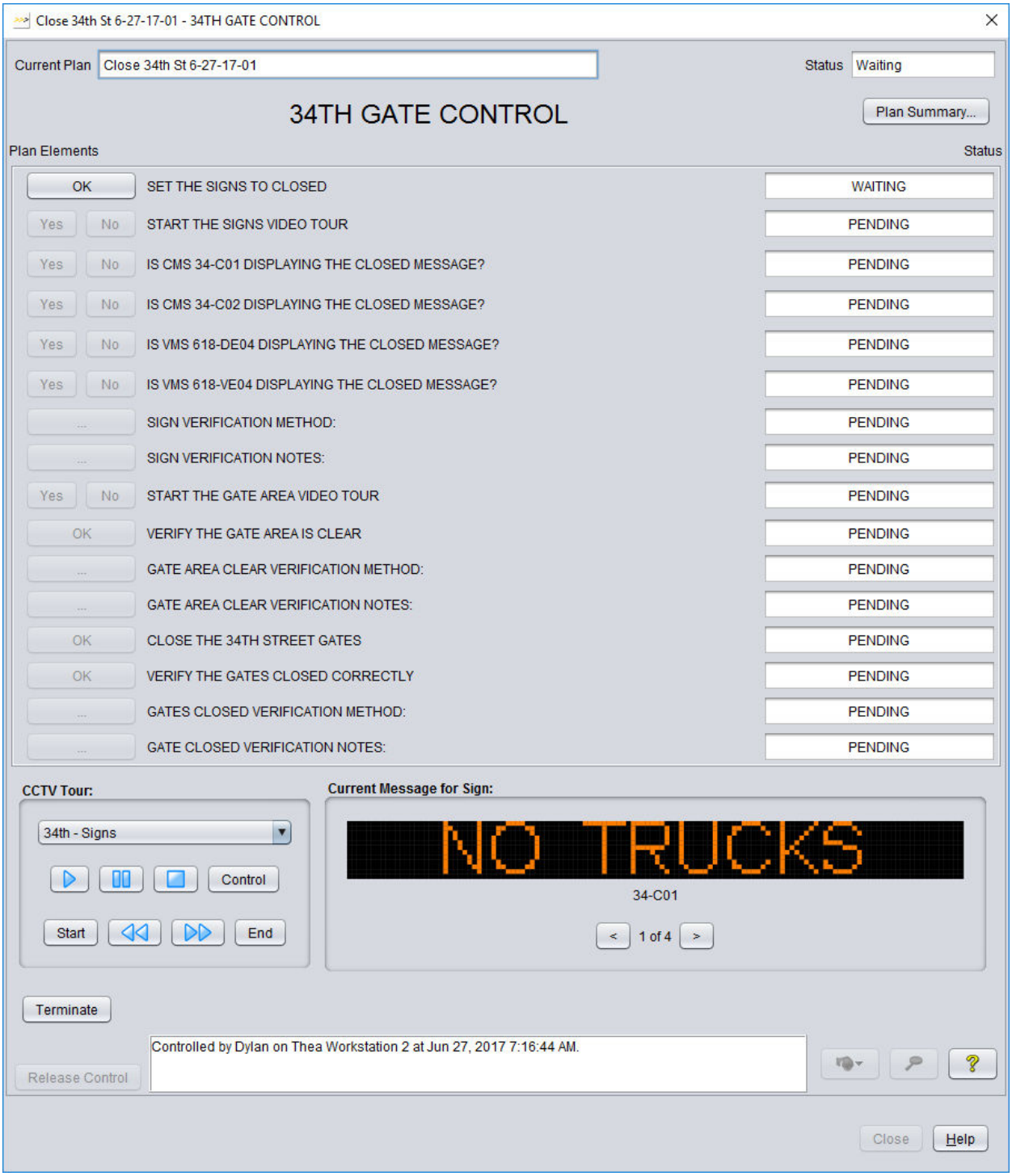
78th Street Entrance



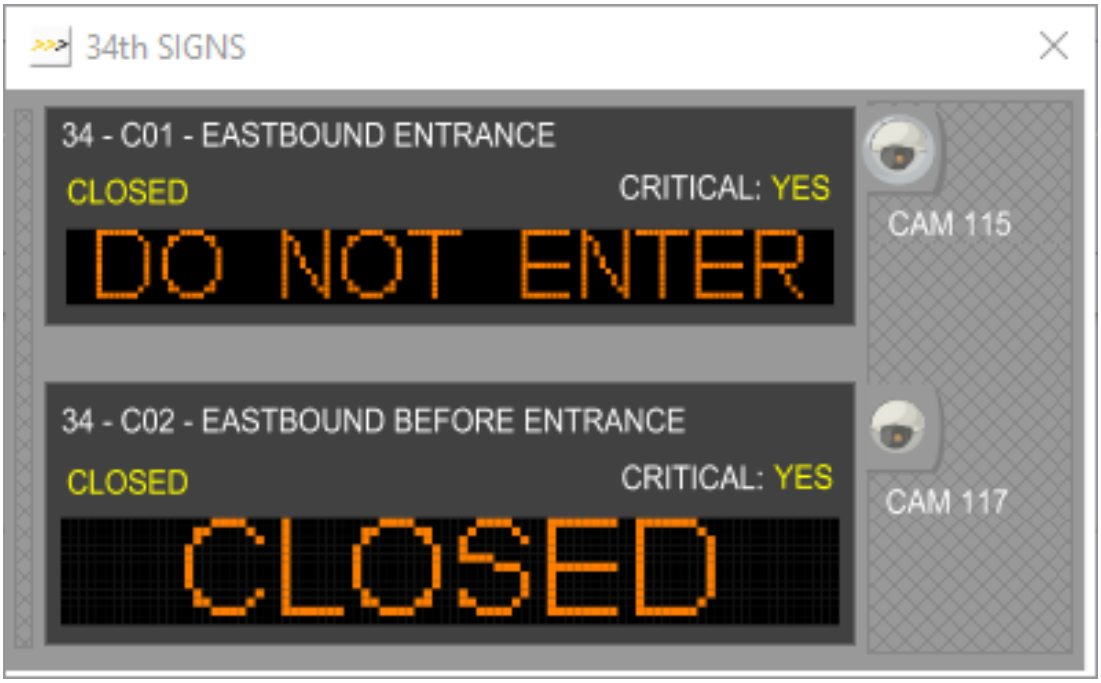

78th SIGNS
78 - C01 - WESTBOUND AT ENTRANCE
OPEN
CRITICAL: YES
NO TRUCKS
CAM 115
78 - C02 - WESTBOUND BEFORE ENTRANCE
OPEN
CRITICAL: YES
KEEP LEFT
CAM 117


78th SIGNS
78 - C01 - WESTBOUND AT ENTRANCE
CLOSED
CRITICAL: YES
DO NOT ENTER
CAM 115
78 - C02 - WESTBOUND BEFORE ENTRANCE
CLOSED
CRITICAL: YES
CLOSED
CAM 117

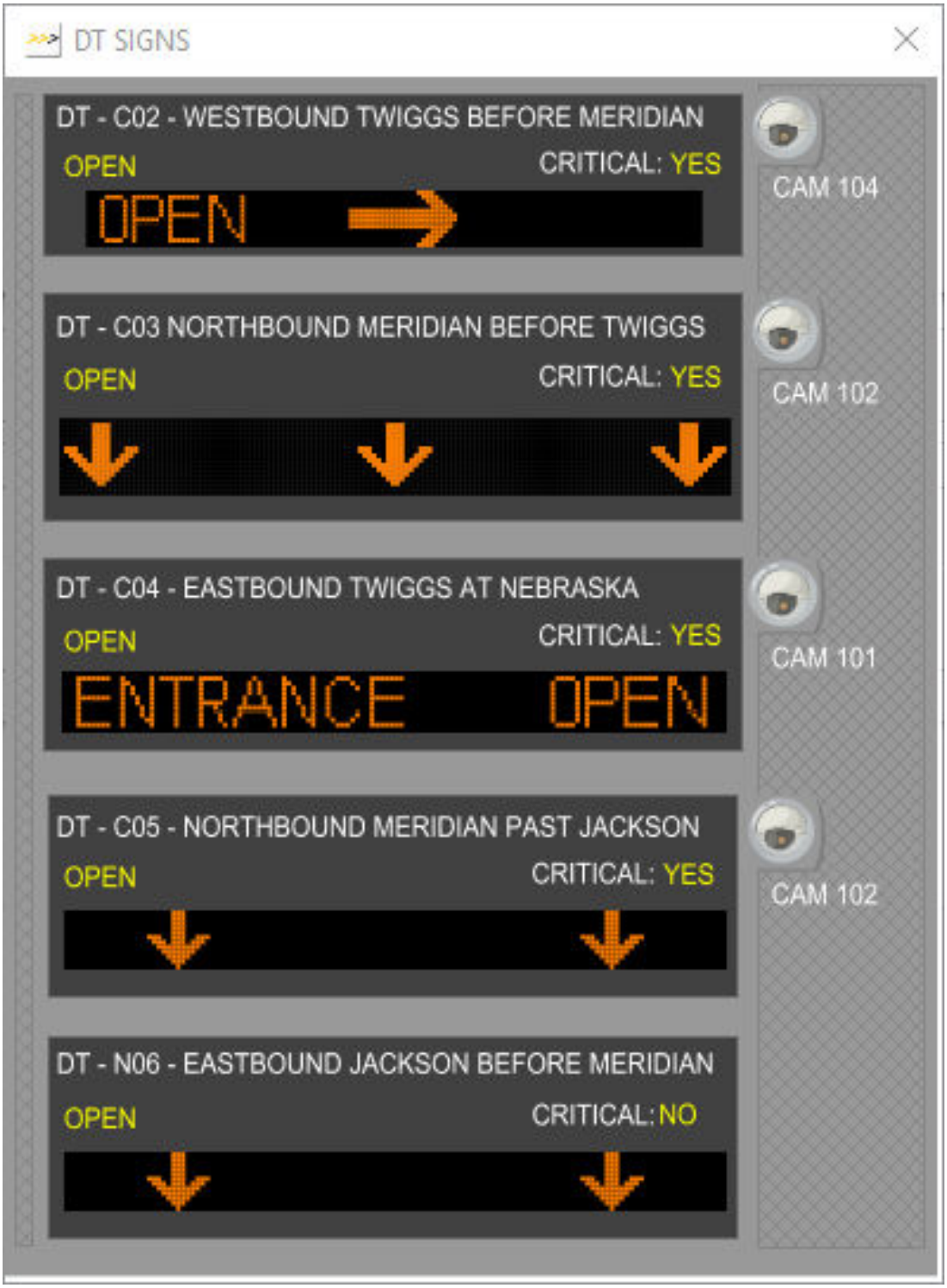
34th Entrance

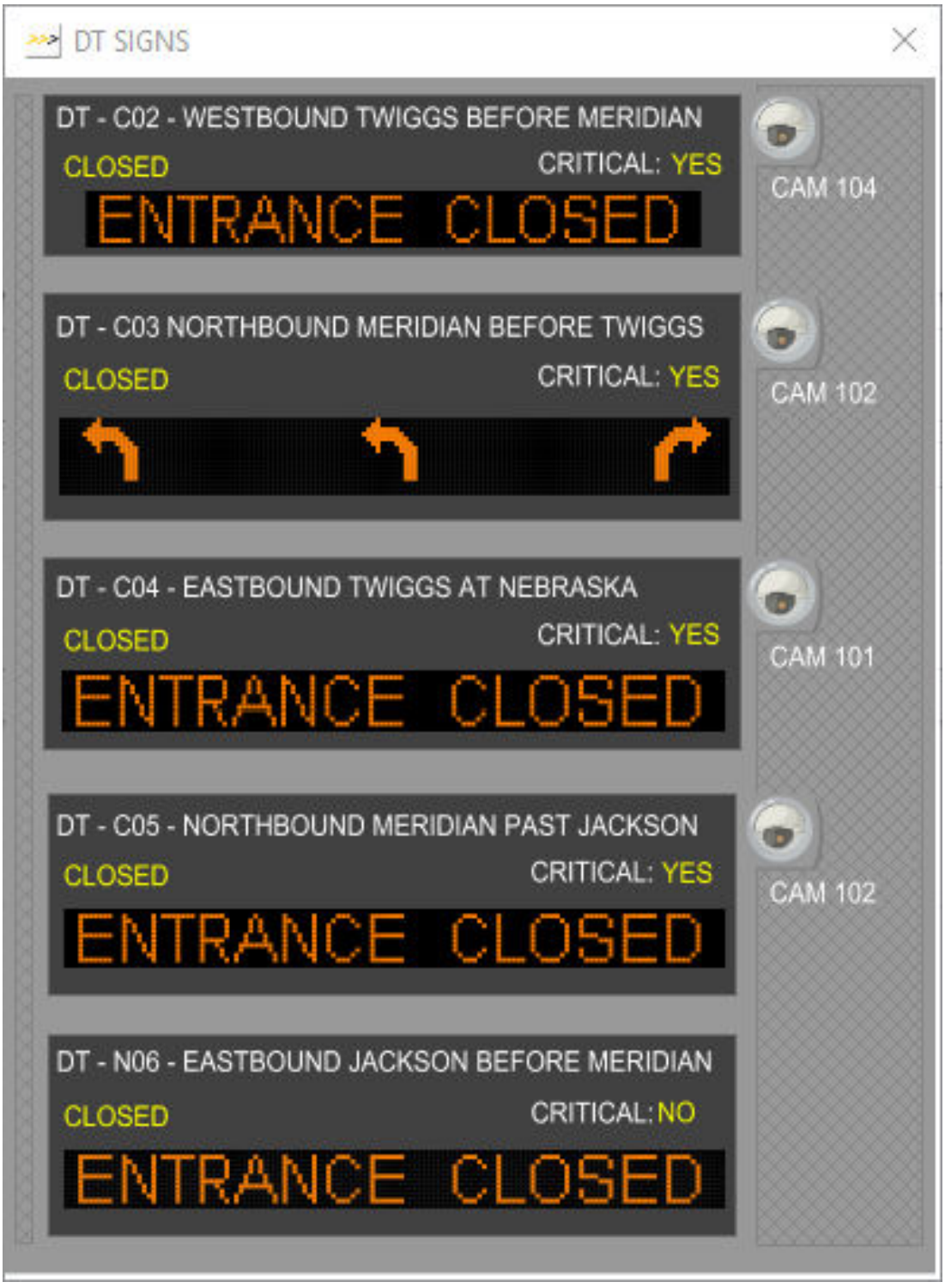



34th SIGNS
34 - C01 - EASTBOUND ENTRANCE
OPEN
CRITICAL: YES
NO TRUCKS
CAM 115
34 - C02 - EASTBOUND BEFORE ENTRANCE
OPEN
CRITICAL: YES
KEEP LEFT
CAM 117

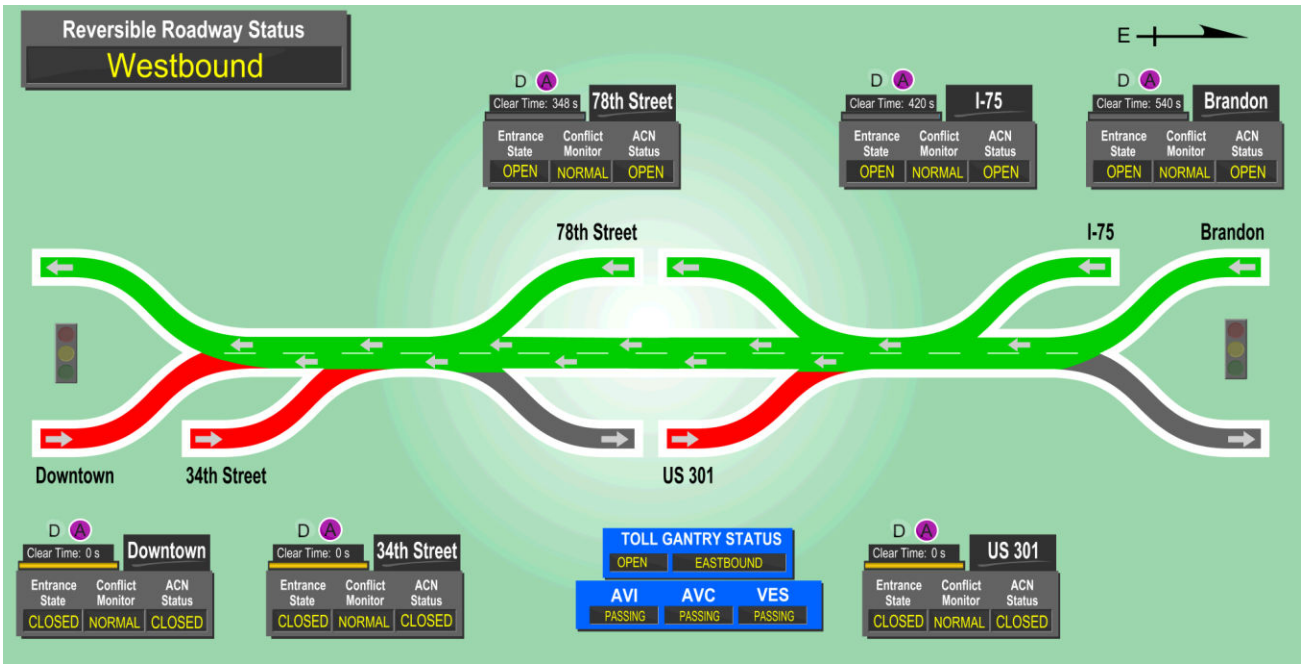

34th SIGNS
34 - C01 - EASTBOUND ENTRANCE
CLOSED
CRITICAL: YES
DO NOT ENTER
CAM 115
34 - C02 - EASTBOUND BEFORE ENTRANCE
CLOSED
CRITICAL: YES
CLOSED
CAM 117

Downtown Entrance

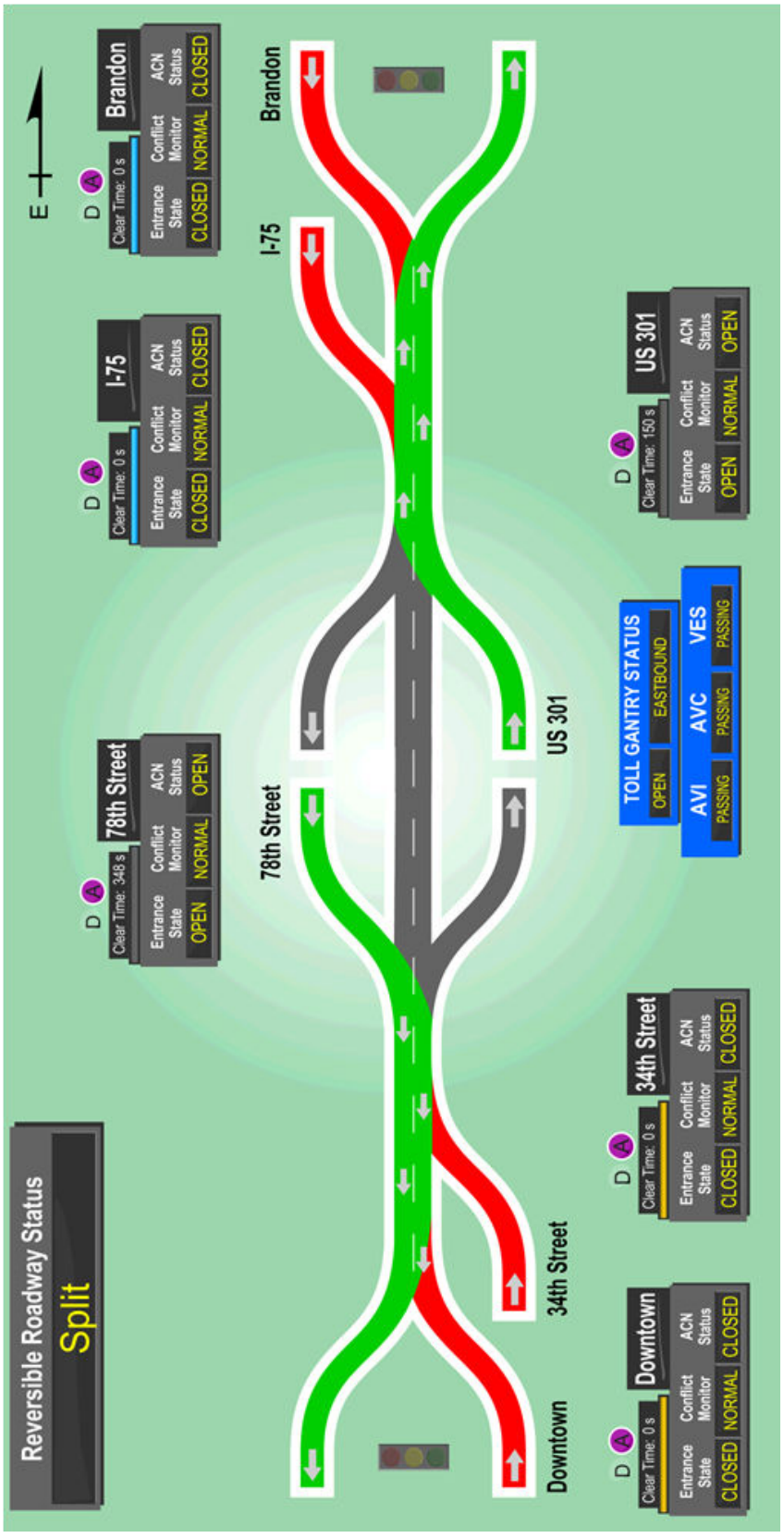



DT SIGNS
DT - C02 - WESTBOUND TWIGGS BEFORE MERIDIAN
CLOSED
CRITICAL: YES
ENTRANCE CLOSED
CAM 104
DT - C03 NORTHBOUND MERIDIAN BEFORE TWIGGS
CLOSED
CRITICAL: YES
CAM 102
DT - C04 - EASTBOUND TWIGGS AT NEBRASKA
CLOSED
CRITICAL: YES
ENTRANCE CLOSED
CAM 101
DT - C05 - NORTHBOUND MERIDIAN PAST JACKSON
CLOSED
CRITICAL: YES
ENTRANCE CLOSED
CAM 102
DT - N06 - EASTBOUND JACKSON BEFORE MERIDIAN
CLOSED
CRITICAL: NO
ENTRANCE CLOSED

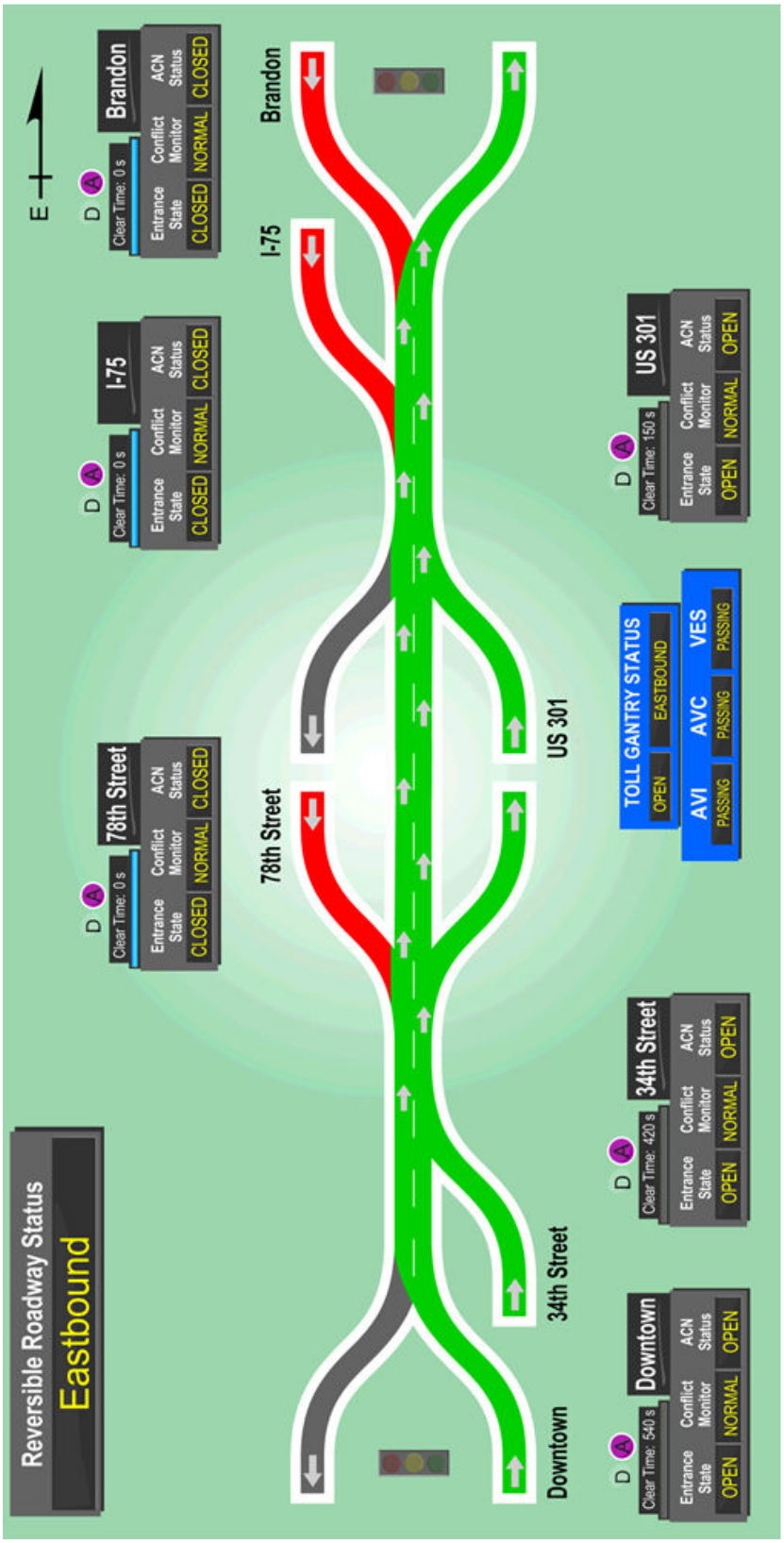
DYNAC Display - Westbound



DYNAC Display – Split Operations (Option for Maintenance)



DYNAC Display - Eastbound



Appendix C – Preventative Maintenance Schedule

	Maintenance Frequency				
Activity	**Monthly**	**Semi-Annually**	**Annually**	**Bi-Annually**	**Other as Shown**
Common Equipment - Conduit Plant/Raceways					
Inspect all conduits for proper mounting and environmental damage.				X	
Check for broken and damaged pull boxes.				X	
Common Equipment - Local Cabinets					
Check cabinet for proper conduit and base seals.	X				
Check fan and thermostat operation.	X				
Lubricate doors and locks if required.	X				
Check cabinet lights for operation and replace if required.	X				
Inspect cabinet for environmental damage.	X				
Inspect and Test UPS and batteries	X				
Replace door filters as needed	X				
Vacuum cabinets and dust equipment.				X	
Inspect Ground/Lightning System				X	
Communications Network Including: Central Switch, ACN. Field Hubs, Local Switches and Modems, FO Cable Plan					
Check transmitters, receivers, modulators, demodulators, multiplexers, de-multiplexers, switches, routers, CSU/DSU and repeaters for proper operation.	X				
Check fiber, twisted pair and coax cable connections.	X				
Inspect equipment for environmental damage.	X				
Check optical output of transmitters, if required.			X		
Tune modulators and demodulators, if required.			X		
Dust and clean equipment.	X				
Perform Fiber Optic (FO) Optical Time Delay Recorder (OTDR) Tests and Document, if required			X		

	Maintenance Frequency				
Activity	**Monthly**	**Semi-Annually**	**Annually**	**Bi-Annually**	**Other as Shown**
CCTV Including Dome Assembly					
Inspect camera housing for environmental damage.	2 Month Cycle				
Inspect camera housing seals.	2 Month Cycle				
Clean housing dome/face	2 Month Cycle				
Check thermostat, heater, (and blower) for proper operation.	2 Month Cycle				
Test/Inspect pan-tilt function for proper operation.	2 Month Cycle				
Test/Inspect camera for proper operation.	2 Month Cycle				
Inspect cable for proper connections.	2 Month Cycle				
Inspect assembly for environmental damage.	2 Month Cycle				
Adjust camera if necessary.	2 Month Cycle				
Clean camera lens.	2 Month Cycle				
Reversible Lane Including Slip Ramp Gates (B&B HW-4 Swing Gates) and Barrier Gates (B&B VR-7)					
After 3 Month then Every 2 Months					
Resistance Barrier Lock Down Arms Inspect and tighten, check shear pin.	Bi-Monthly				
Visually Inspect for Corrosion, Loose Connections, Wires and Physical Appearance	Bi-Monthly				
Transmission	X				
Check Oil Level	X				
Check for Contamination	X				
Arm Shaft Bearing and Rod Ends	X				
Grease Shaft Bearings as Required	X				
Grease Rod Ends as Required	X				
Limit Switch	X				
Lubricate Roller Chain as Required	X				
Check/Tighten Chain Tension	X				
Shorten Chain as Needed	X				
Motorist Information, Including DAKTRONICS Brick VMS and CMS					

	Maintenance Frequency				
Activity	**Monthly**	**Semi-Annually**	**Annually**	**Bi-Annually**	**Other as Shown**
Brick Sign Message Display (Every Two Months)	2 Month Cycle				
Clean to Remove Dirt or Contaminants	2 Month Cycle				
Remove Dirt/Dust with Soft Cloth, Sponge and Water	2 Month Cycle				
Wiring - Check for Cracked/Frayed Insulation and Moisture Damage. Repair or Replace as Part of Routine Maintenance if Extensive		X			
Electric Power Plant, Including Line Power Services from Service Pole/Pedestal to Equipment, Transformers					
Inspect Pole, Meter, Ground and Service Disconnect for corrosion, loose wires and connections	X				
Replace Fuses/Circuit Breakers, as Needed	X				
Emergency Generators – Generac, Inc. Power Systems - 24 Month Warranty					
Scheduled Maintenance for Engine and Alternator					
Lightning, Surge and Grounding, TVSS – Atlantic Scientific					
Inspect connections monthly as part of Cabinet Inspection	X				
Repair loose wires as needed	X				
Lightning Suppression Devices – Air Terminals UL96A					
Visually Inspect for loose air terminal or ground wire connections – Repair as needed	X				
Ground Readings				X	
Inspect Monthly for loose wires or connections – repair as needed	X				

Appendix D – Interim SOP Updates

From time to time, it will be desirable to update sections of the SOP to reflect actual procedures or to change a specific process. Interim updates will be placed in Appendix D until they are incorporated into the specific section of the SOP. It is anticipated that the SOP will be formally evaluated on a quarterly schedule.

RESOLUTION NO. 680

A RESOLUTION OF THE TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY BOARD OF DIRECTORS APPROVING THE LOCALLY FUNDED AGREEMENT WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION FOR SUNGUIDE SOFTWARE SUPPORT; AUTHORIZING EXECUTION OF THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Tampa-Hillsborough County Expressway Authority Board of Directors has reviewed the proposed Locally Funded Agreement between the Authority and the State of Florida Department of Transportation for SunGuide software support; and

WHEREAS, the Board of Directors finds that approval and execution of the Agreement is in the best interests of the Authority and serves a valid public purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY BOARD OF DIRECTORS:

1. The Locally Funded Agreement between the Tampa-Hillsborough County Expressway Authority and the State of Florida Department of Transportation for SunGuide software support is hereby approved in substantially the form presented to the Board.

2. The Chairman, Executive Director, or their authorized designee is authorized to execute the Agreement and such other documents as may be necessary to carry out the intent of this Resolution.

3. This Resolution shall take effect immediately upon its adoption.

4. DULY ADOPTED by the Tampa-Hillsborough County Expressway Authority Board of Directors on this ___ day of _____, 2026.

_____

Vincent J. Cassidy, Chairman, Board of Directors

ATTEST:

_____

Cody Powell, Secretary

LOCALLY FUNDED AGREEMENT
BETWEEN
THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
AND
TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY

This Locally Funded Agreement (the "Agreement") is between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION (the "DEPARTMENT") and the Tampa-Hillsborough County Expressway Authority (the "Authority"), for SunGuide® software support. Each may be referred to herein individually as a "Party" and collectively as the "Parties."

W I T N E S S E T H

WHEREAS, the Authority desires to have the DEPARTMENT provide SunGuide software support (the "PROJECT"); and

WHEREAS, the PROJECT is presently in the DEPARTMENT'S Five-Year Work Program scheduled to begin in fiscal year 2026/2027; and

WHEREAS, the DEPARTMENT is willing to provide the SunGuide software support in connection with the DEPARTMENT'S PROJECT identified as FM No. 413971-1-32-11. The Authority is willing to provide the required funds for the PROJECT in accordance with F.S. §339.12(3); and

WHEREAS, the Authority by Resolution dated the _____ day of _____, 2026, a copy of which is attached hereto and made a part hereof, has authorized the Board of the Authority or designee to enter into this Agreement.

NOW THEREFORE, in consideration of the mutual benefits to be derived from joint participation in this Agreement, the Parties agree as follows:

1. The recitals set forth above are specifically incorporated herein by reference and made a part of this Agreement.
2. This Agreement shall terminate upon the discontinuance of the use of SunGuide software by the DEPARTMENT. Either Party may terminate this Agreement for any reason upon thirty (30) days prior written notice to the other Party.
3. The Authority agrees to contribute annually a lump sum amount of One Hundred Thousand and No/100 Dollars ($100,000.00) subject to a 10% increase every three years. The foregoing cost is hereinafter referred to as the "Support Payment". The Support Payment for a fiscal year shall be paid by the Authority on or before July 31st of that fiscal year. The payment of funds under this Agreement will be made directly to the DEPARTMENT for deposit in the State Transportation Trust Fund for use in Financial Management Number 413971-1-32-11.
4. The Authority agrees that it will, upon execution of this Agreement, furnish the DEPARTMENT a lump sum non-refundable deposit in the amount of One Hundred Thousand

and No/100 Dollars ($100,000.00) for full payment of the SunGuide software support starting for the fiscal year 2027. The non-refundable deposit does not include any initial installation or configuration services.

5. The deposit shall be made payable to the FLORIDA DEPARTMENT OF TRANSPORTATION and submitted via wire transfer to:

   Florida Department of Transportation
   605 Suwannee Street
   Tallahassee, Florida 32399
   Attention: LFA Section – MS 42B

   A copy shall be sent to:

   Sandra C. Gonzalez, District 7
   District Traffic Operations Engineer
   Florida Department of Transportation, District 7
   11201 N. McKinley Dr. Tampa, FL 33612

6. Failure of the Authority to deposit said amount upon execution shall be grounds for termination of this Agreement by the DEPARTMENT.
7. The DEPARTMENT shall not be obligated or liable hereunder to any party other than the Authority.
8. Unless otherwise specifically stated herein, this Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any and all actions arising out of or in any way related to the interpretation, validity, performance or breach of this Agreement shall lie exclusively in a state court of appropriate jurisdiction in Hillsborough County, Florida.
9. If any part of this Agreement shall be determined to be invalid or unenforceable by a court of competent jurisdiction or by any other legally constituted body having the jurisdiction to make such determination, the remainder of this Agreement shall remain in full force and effect provided that the part of this Agreement thus invalidated or declared unenforceable is not material to the intended operation of this Agreement.
10. When either Party receives a notice of claim for damages that may have been caused by the other Party in the performance of services required under this Agreement, that Party will immediately forward the claim to the other Party. Each Party will evaluate the claim and report its findings to each other within fourteen (14) working days and will jointly discuss options in defending the claim.
11. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein, and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements whether oral or written. It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed by both parties.

12. The Parties hereby agree and covenant that this Agreement is binding on the parties, their heirs-at-law, and their assigns and successors in interest as evidenced by their signatures and lawful executions below.

13. A modification or waiver of any of the provisions of this Agreement shall be effective only if made in writing and executed with the same formality as this Agreement.

14. The PARTIES recognize and accept the funding restrictions set forth in Section 339.135 (6)(a), Florida Statutes, which may affect each of the parties' obligations. Those provisions are as follows:
    a. The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the Comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one (1) year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of $25,000 and which have a term for a period of more than 1 year. Section 339.135 (6)(a), Florida Statutes.

    b. The PARTIES agree that in the event funds are not appropriated to the DEPARTMENT or the AUTHORITY for the PROJECT, this Agreement may be terminated, which shall be effective upon either party giving notice to the other to that effect.

15. The AUTHORITY shall furnish the DEPARTMENT with a deposit in the lump sum amount of One Hundred Thousand and No/100 ($100,000.00) by July 31, 2026, for full payment of the estimated project cost for Locally Funded project number 413971 1 32 11. The DEPARTMENT may utilize this deposit for payment of the costs of the PROJECT.

16. E-VERIFY

    The DEPARTMENT:
    a. Shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the DEPARTMENT during the terms of the contract; and

    b. Shall expressly require any contractors or subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by SUBCONTRACTOR during the contract term.

17. All notices under this Agreement shall be directed to the following:

TO DEPARTMENT:

Karen Ford
Local Programs Coordinator – District 7
Florida Department of Transportation
11201 N. McKinley Dr.
Tampa, FL 33612

TO THE AUTHORITY:

Chief Legal Officer
1104 East Twiggs Street, Suite 300
Tampa, FL 33602

The remainder of this page is intentionally left blank.

IN WITNESS WHEREOF, the Authority has caused this Agreement to be executed in its behalf, by the Chairman of the Authority or its designee, as authorized by Resolution Number ____680_____, and the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION has caused this Agreement to be executed in its behalf through its District Secretary or authorized designee. This Agreement shall become effective on: _____

TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY

ATTEST

SECRETARY	CHAIRMAN
DATE	PRINT NAME DATE
	AUTHORITY. LEGAL REVIEW:
	BY:
	DATE

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

ATTEST

	BY:
EXECUTIVE SECRETARY (SEAL)	DISTRICT 7 SECRETARY OR DESIGNEE
PRINT NAME DATE	PRINT NAME DATE
	FLA. DEPT. OF TRANS. LEGAL REVIEW:
	BY:
	DATE

Stantec Consulting Services Inc.
475 5th Avenue, 12th Floor
New York, NY 10017

April 13, 2026

Attention: Jeff Seward
Chief Financial Officer
Tampa-Hillsborough Expressway Authority
1104 E. Twiggs Street
Tampa, FL 33602

Dear Mr. Seward,

Reference: Toll Covenant Revenue Sufficiency Certification FY2027

Pursuant to Section 5.07 of the Master Bond Resolution (the "Master Resolution") for the Tampa-Hillsborough Expressway Authority (THEA), the Traffic Engineer is required to certify that Pledged Funds Estimated for the following year will be sufficient to comply with estimated payments as required by the terms of the Master Resolution. The tests to be conducted per the toll covenants in the Master Resolution are summarized in **Table 1**.

Table 1: Toll Revenue Sufficiency Tests Defined by Toll Covenants in the Master Resolution

Sufficiency Test			Toll Coverage Ratio Requirements	Source
Test ID	Name	Description		
Test (i)	Net System Revenue	Net System Revenues / Debt Service	1.30	Section 5.07(B)(i)
Test (ii)	System Gross Revenue	Gross Toll Revenue / Multiple Costs	1.00	Section 5.07(B)(ii)

Net System Revenues = Gross Revenue minus Operations, Maintenance and Administrative (OM&A) Costs
Multiple Costs include the following
- OM&A
- Required deposits to OM&A Reserve Account
- Required deposits to Debt Service Account in Sinking Fund
- Required deposits to Debt Service Reserve Account in Sinking Fund
- Required deposits to the Renewal and Replacement Fund
- All other payments required except any discretionary payments pursuant to Section 4.03(J)

Stantec Consulting Services Inc. (Stantec) serves as THEA's Traffic Engineer as defined in the Master Resolution. In that role, Stantec has conducted multiple traffic and revenue studies including recent updates to the investment grade traffic and revenue model that was developed for the 2020 Investment Grade Traffic and Revenue Study (2020 IG T&R Study Report) to support the Series 2020A and 2020B bond sales and included in the official statement dated August 27, 2020.

Based on this performance the T&R forecast was updated in February 2026 (Stantec Revised 2026 T&R Forecast) to reflect the slow steady growth we have seen since the recovery from the pandemic. This forecast assumes the standard toll indexing to occur from FY27 and beyond, which includes an annual

increase of SunPass toll rates by 2.5 percent and application of the standard toll-by-plate (TBP) surcharge by vehicle class. This and other assumptions of the T&R analysis are largely consistent with the 2020 IG T&R Study including all transportation improvements from the various work programs, all of which can be found in the 2020 IG T&R Study Report.

The Net System Revenue Test identified as test (i) in Section 5.07 (B) of the Master Resolution is presented in Table 2. Based on the Stantec estimates and the information provided, the Net System Revenues are estimated to meet the required coverage level in FY2027.

Table 2: Test (i): Net System Revenue ($000s)

Test (i): Net System Revenue ($000s)									
Fiscal Year	System Gross Toll Revenues	Other Income	System Gross Revenues	Operating Costs	Net System Revenues	Annual Debt Service	Toll Coverage Ratio	Toll Coverage Requirement	Pass
2026	$137,900	$15,930	$153,830	$34,593	$119,237	$48,611	2.45		
2027	$143,800	$7,769	$151,569	$36,815	$114,754	$49,167	2.33	1.3	Yes

Gross Toll Revenue: Stantec 2026 Revised T&R Forecast
Other Income: from THEA estimates including earnings on Investments (OM&A, R&R & GR Fund Earnings) and Misc. Income
Operating Costs: operations, maintenance and administrative expenses from THEA
Annual Debt Service: All outstanding Debt Service
Toll Coverage Ratio: Net System Revenues / Annual Debt Service

Reference: **Toll Covenant Revenue Sufficiency Certification FY2027**

The System Gross Revenue Test identified as test (ii) in Section 5.07 (B) of the Master Resolution is presented in Table 3. Based on the Stantec estimates and the information provided, the System Gross Revenue or pledged revenue is estimated to meet the required coverages in FY2027. The Costs, Deposits, and Other Payments were provided by THEA.

Table 3: Test (ii): System Gross Revenues ($000s)

Test (ii): System Gross Revenue ($000s)							
Fiscal Year	Pledged Revenue			Costs, Deposits & Other Payments	Toll Coverage Ratio	Toll Coverage Requirement	Pass
	Gross Toll Revenues	Other Income	System Gross Revenues				
2026	$137,900	$15,930	$153,830	$99,310	1.55		
2027	$143,800	$7,769	$151,569	$127,338	1.19	1.0	Yes

Gross Toll Revenue: Stantec 2026 Revised T&R Forecast
Other Income: from THEA estimates including earnings on Investments (OM&A, R&R & GR Fund Earnings) and Misc. Income
Costs, Deposits and Other Payments: from THEA estimates including those items below

- OM&A
- Required deposits to OM&A Reserve Account
- Required deposits to Debt Service Account in Sinking Fund
- Required deposits to Debt Service Reserve Account in Sinking Fund
- Required deposits to the Renewal and Replacement Fund
- All other payments required except any discretionary payments pursuant to Section 4.03(J)

Toll Coverage Ratio: System Gross Revenues / Costs, Deposits & Payments

The limits and disclaimers for these forecasts are presented after the signature.

Regards,

Stantec Consulting Services Inc.

Phil Eshelman
Principal

Limits and Disclaimers

It is Stantec's opinion that the traffic and toll revenue estimates provided herein represent reasonable and achievable levels of traffic and toll revenues that can be expected to accrue on the Selmon Expressway over the forecast period and that they have been prepared in accordance with accepted industry-wide practice. However, as should be expected with any forecast, and given the uncertainties within the current economic climate, it is important to note the following assumptions which, in our opinion, are reasonable:

- This limited synopsis presents the highlighted results of Stantec's consideration of the information available as of the date hereof and the application of our experience and professional judgment to that information. It is not a guarantee of any future events or trends. The 2020 IG T&R Study provides full detail of the assumptions, which includes gradual lifting of restrictions related to the Pandemic with no regression to the previous stricter governmental constraints.
- The traffic and toll revenue estimates will be subject to future economic and social conditions, demographic developments and regional transportation construction activities that cannot be predicted with certainty.
- The estimates contained in this document, while presented with numeric specificity, are based on a number of estimates and assumptions which, though considered reasonable to us, are inherently subject to economic and competitive uncertainties and contingencies, most of which are beyond the control of THEA and cannot be predicted with certainty. In many instances, a broad range of alternative assumptions could be considered reasonable with the availability of alternative toll schedules, and any changes in the assumptions used could result in material differences in estimated outcomes.
- The standards of operation and maintenance on all of the Selmon Expressway (as defined in the 2020 IG T&R Study) will be maintained as planned within the business rules and practices.
- The general configuration and location of the Selmon Expressway and its interchanges will remain as discussed in the 2020 IG T&R Study.
- Access to and from the Selmon Expressway will remain as discussed in the 2020 IG T&R Study.
- No other new competing highway projects are assumed to be constructed or significantly improved in the project corridor during the project period, except those identified within the 2020 IG T&R Study.
- Major highway improvements that are currently underway or fully funded will be completed as planned.
- The Selmon Expressway will be well maintained, efficiently operated, and effectively signed to encourage usage.
- No reduced growth initiatives or related controls that would significantly inhibit normal development patterns will be introduced during the forecast period.
- There will be no future serious protracted recession during the forecast period.

- There will be no protracted fuel shortage during the forecast period.
- No local, regional, or national emergency will arise that will abnormally restrict the use of motor vehicles.

In Stantec's opinion, the assumptions underlying the study provide a reasonable basis for the analysis. However, any financial projection is subject to uncertainties. Inevitably, some assumptions used to develop the projections will not be realized, and unanticipated events and circumstances may occur.

RESOLUTION NO. 681

A RESOLUTION OF THE TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY (THE "AUTHORITY") MAKING A DETERMINATION REGARDING THE SUFFICIENCY OF NET SYSTEM REVENUES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Tampa-Hillsborough County Expressway Authority (the "Authority") is an agency of the State of Florida, established in 1963 pursuant to Chapter 348, Part II, Florida Statutes (the "Act"); and

WHEREAS, the Authority has previously adopted its Amended and Restated Master Bond Resolution on November 19, 2012 (as the same may be amended and supplemented from time to time, the "Master Bond Resolution"); and

WHEREAS, capitalized terms used but not defined herein shall have the respective meanings set forth in the Master Bond Resolution; and

WHEREAS, the Authority is obligated pursuant to Section 5.07(E) of the Master Bond Resolution to review the financial condition of the Expressway System and the Bonds in order to estimate whether the Net System Revenues for the following year will be sufficient to comply with the coverage requirements with respect to Net System Revenues as specified in Section 5.07(B) of the Master Bond Resolution;

WHEREAS, the Authority has received a Revenue Sufficiency Certificate prepared by its Traffic Engineer who has determined that Net System Revenues will be sufficient to comply with the provisions stated above for fiscal year ending June 30, 2027;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY THAT:

SECTION 1. SUFFICIENCY DETERMINATION. Based on the Authority's review of the financial condition of the Expressway System and the Bonds and upon the estimated Net System Revenues for the immediately succeeding Fiscal Year as set forth in the revenue sufficiency certificate, the Authority has determined that, based on the information currently available to the Authority, Net System Revenues will be sufficient to comply with the coverage requirements with respect to Net System Revenues as specified in Section 5.07(B) of the Master Bond Resolution.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage.

This Resolution was approved and adopted by the Tampa-Hillsborough County Expressway Authority on May 18, 2026.

TAMPA-HILLSBOROUGH COUNTY EXPRESSWAY AUTHORITY

By:_____
Vincent J. Cassidy
Chairman

ATTEST:

By:_____
Cody Powell
Secretary

Approved as to form and legal sufficiency for the sole use and reliance of the Authority and its Board:

_____
Amy E. Lettelleir, Esquire
General Counsel