



# General Toll Consultant Pre-Proposal Meeting

June 23, 2026  
Tampa Hillsborough Expressway Authority (THEA)



# Introductions and Project Roles



- Tampa Hillsborough Expressway Authority (THEA) – Owner
- HNTB – General Engineering Consultant

# GTC Procurement Goals

- Select up to 5 qualified Consultant firms to provide General Tolling Consultant services
- Respondents selected for the GTC contract shall have:
  - Proven experience providing GTC services similar to those outlined in the RFP
  - Professionals capable of supporting a broad range of toll-related disciplines and expertise as outlined in the RFP



## GTC Contract Scope



# GTC Contract Scope Overview



- **Services to support the Authority's tolling program, include but are not limited to:**
  - Planning, designing, developing, testing, and maintaining AET toll systems, including applicable infrastructure
  - Supporting transaction processing and revenue collection, system audits, data analysis, reporting, etc. for the Authority's RTCS, OBOS, collections system, independent auditing systems, and all associated data interfaces
  - Overseeing the planning, design, development, testing, system analysis and security and performance audits related to all tolling communication networks including system interfaces
  - Developing standard operating procedures, business rules, and support activities related to day-to-day operations
  - Performing transaction and revenue audits and reconciliations
  - Developing, managing and overseeing customer discount programs
  - Performing cost/benefit analysis, developing cost-to-collect models and assessing cost per transaction
  - Providing support to the Authority for local, statewide and regional interoperability



# THEA Program Overview



# Authority Overview



- Independent agency of the state
- The Authority owns, maintains, and operates four facilities within Hillsborough County:
  - Selmon Expressway
  - Brandon Parkway
  - Meridian Avenue
  - Selmon Greenway



# Selmon Expressway



- 17-mile All-Electronic Tolling (AET), linking west Hillsborough County through downtown Tampa to Brandon.
- Connects Gandy Boulevard in southwest Tampa to Interstate 75 and the community of Brandon to the east
- Reversible Express Lanes (REL) from Meridian Avenue to Brandon
- Limited access toll road with two lanes in each direction, including 17 toll plazas (both mainline and ramp)
- Only limited access facility that passes through the downtown area of the City of Tampa
- Generates more than 80 million toll transactions each year

**Note:** There are active and planned projects to expand portions of the Selmon Expressway to 3 lanes in each direction.

# Authority Toll Systems

- Roadside Toll Collection System (RTCS)
  - Captures and processes both transponder and image-based transactions
  - Authority is currently procuring a new RTCS, implementation 2027-2028



- Operational Back Office System (OBOS)
  - Authority's System of record, tracking Transactions from initiation at RTCS to final disposition, providing reports and business intelligence tools to report on status of all Authority toll transactions
  - Interfaces to the legacy TOBS, FTE's CCSS, Authority's collection agency and FLHSMV
  - Authority procured new OBOS system in 2025 (Neology), currently in the design phase with implementation in 2027



## GTC Contract Term



# GTC Contract Term



- The base term of the contract is three (3) years.
- Two (2), one (1) year optional terms available at the sole discretion and option of the Authority.

**Note:** Optional periods shall be executed in accordance with the terms and conditions of the contract.



# GTC Procurement



# GTC Procurement Approach

## 2 - Phased Procurement:

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

- Evaluation of ELOR
- Shortlisting of up to 5 Respondents

### Phase 2 – Oral Interviews

- Evaluation of Oral Interviews
- Ranking and Selection of Respondents

**Note:** The Authority will select up to 5 firms from the shortlisted respondents.

# Phase 1 - ELOR Package Content



**Section 1** – Table of Contents

**Section 2** – Expanded Letters of Response (5 pages)

- a. Minimum Requirements
- b. Respondent's Understanding of the Scope of Work
- c. Team and Organizational Chart
- d. Resumes (1 page per resume)
- e. Required Exhibits (A - H)

**Note:** Organizational chart, resumes and required exhibits do not count towards page limitation.

# Phase 1 - ELOR Evaluation Criteria



- Understanding the Scope of Work – 30 points
- Qualifications and Experience of Key Personnel – 35 points
- Quality Assurance – 15 points
- Communication – 10 points
- Workload – 10 points

The maximum points to be earned in the evaluation are one hundred (100) points per evaluator.

# Phase 2 – Oral Interviews



- GTC Interview: 50 Minutes
  - Opening Statement: 5 minutes
  - Oral Interview: 45 minutes
    - 20-minute oral technical presentation
    - 25-minute oral interview/question & answer session
- Interviews will be used to select the successful respondent(s) from an initial shortlist.
- Evaluation Committee will ask questions that will assist in evaluating the capability of the respondent and key staff to provide the desired services.
- **Attendance at the interview is limited to six (6) attendees.**
  - Only the respondent's project manager and other key staff providing the services should be present.

# Phase 2 - Oral Interviews

## Evaluation Criteria

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- Innovative Approach – 30 points
- Ability to convey experience – 35 points
- Communication – 10 points
- Workload – 5 points
- Overall Responses to Questions – 20 points

The maximum points to be earned in the evaluation are one hundred (100) points per evaluator.

# Final Selection

- Following respondent interviews, the Evaluation Committee will meet to confirm their scores of the oral interviews and establish a final ranking.
- The Authority will select up to 5 shortlisted respondents.
- After approval by the Authority's Board of Directors, the Authority will enter negotiations with up to five (5) of the top ranked respondents.

# Submission of ELORs



- Email will be used for submission of ELORs to the Authority.
- Respondents must email their complete ELORs to **Procurement@tampa-xway.com** by the date and time specified in Section 1.3 Schedule of Events in the RFP.

# Project Documents



Authority solicitations are issued electronically via Authority's Website and Demand Star's eProcurement distribution system:

Authority's website:

**<https://www.tampa-xway.com/doing-business/procurement/>**

Demand Star:

**<https://network.demandstar.com/>**

All questions should be emailed to Authority Procurement Office:

**[Procurement@tampa-xway.com](mailto:Procurement@tampa-xway.com)**

# GTC Procurement Schedule



Date and Time (all times Eastern)	Description	Location
June 5, 2026, by 5:00 PM	Solicitation Published	Authority Website and DemandStar
June 23, 2026, @ 10:00 AM	Mandatory Pre-Proposal Meeting	<b>In-person attendance:</b> Authority's Office: 1104 East Twiggs Street, Suite 300 Tampa, Florida 33602.
July 7, 2026, by 5:00 PM	Deadline for Respondents to Submit Questions to the Authority	Email to <b>Procurement@tampaxway.com</b>
July 24, 2026, by 5:00 PM	Deadline for the Authority to Respond to Respondent Questions	Authority Website and DemandStar
August 12, 2026, by 12:00 PM	Deadline for submitting Expanded Letters of Response (ELOR) Package	Email to <b>Procurement@tampaxway.com</b>
August 19, 2026, by 12:00 PM	Evaluation Committee submits scoring of ELORs to THEA Procurement Office	Email to <b>Procurement@tampaxway.com</b>
August 20, 2026 @ 1:00 PM	Evaluation Committee confirms ranking of ELOR Packages of shortlisted respondents	THEA Office: 1104 E. Twiggs Street, Suite 300 Tampa, FL 33602
August 20, 2026 by 5:00 PM	Posting of Notice of Intended Shortlist	THEA Website & Demandstar
August 24, 2026, @ 1:30 PM	Board Approval of Shortlist Ranking	THEA Office: 1104 E. Twiggs Street, Suite 300 Tampa, FL 33602
September 15-16, 2026, 10:00 AM – 4:00 PM – Time Slots to be provided to shortlisted respondents	Oral Interviews with Shortlisted Respondents – In Person	<b>In-person Meeting:</b> Authority's Office: 1104 East Twiggs Street, Suite 300 Tampa, Florida 33602.

# GTC Procurement Schedule



Date and Time (all times Eastern)	Description	Location
September 30, 2026, by 12:00 pm	Evaluation Committee submits final scores to Procurement Office	Email to <a href="mailto:Procurement@tampaxway.com">Procurement@tampaxway.com</a>
October 6, 2026, @ 11:30 AM	Evaluation Committee meets to confirm final scores and ranking of respondents	In-person Meeting Authority's Office: 1104 East Twiggs Street, Suite 300 Tampa, Florida 33602.
October 7, 2026, by 5:00 PM	Posting of Notice of Intended Final Ranking	Authority Website and DemandStar
October 26, 2026, @ 1:30 PM	Board Approval of Final Ranking and Award of Contract	Authority's Office: Authority Board Room 1104 East Twiggs Street, Suite 300 Tampa, FL 33602
October 27, 2026, by 5:00 PM	Posting of Final Ranking	Authority Website and DemandStar

# Cone of Silence



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

From the time the solicitation is published and until the Authority's Board of Directors has made a final decision regarding the award of the contracts, respondents to this solicitation or persons acting on their behalf may not contact members of the Evaluation Committee, other Authority staff, Authority officers or Authority Board Members, or the contractors representing the Authority with this solicitation.

Any communications regarding this solicitation must be in writing to the Authority, Attention Procurement Office at **Procurement@tampa-xway.com**.

Violation of this provision shall be cause for the respondent's ELOR Package to be rejected and disqualified from further consideration.

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