



Orlando-Orange County Expressway Authority
Chapter 8 Lobbying Guidelines

Policy Chapter 8

Permanent Rules

Supersedes: 3/27/02

Date of Board Approval: 7/27/11

**A RESOLUTION OF THE ORLANDO-ORANGE
COUNTY EXPRESSWAY AUTHORITY,
AMENDING CHAPTER 8 OF THE PERMENANT
RULES - LOBBYING GUIDELINES**

WHEREAS, the Orlando-Orange County Expressway Authority ("OOCEA") has previously adopted Lobbying Guidelines for Request for Proposals ("RFP") policy establishing guidelines for a black-out period post RFP advertising; and

WHEREAS, the OOCEA wishes to establish a consistent policy for all solicitations including competitive sealed bids, competitive sealed proposals, and design professional consultants; and

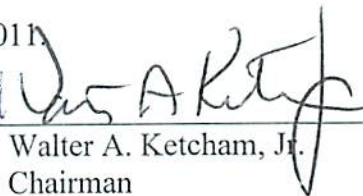
WHEREAS, the purpose of such policy is to ensure transparency and a level playing field in OOCEA's procurement of services and materials.

NOW, THEREFORE, BE IT RESOLVED BY THE ORLANDO-ORANGE COUNTY EXPRESSWAY AUTHORITY as follows:


Section 1. ADOPTION. Chapter 8, Section 8-1 Lobbying Guidelines for Request for Proposals is amended to Lobbying Guidelines for Competitive Procurement Processes as attached hereto in its entirety as Exhibit "A" and is hereby codified as Chapter 8 _ 8-1.

Section 2. EFFECTIVE DATE. This Rule shall take effect upon adoption by the OOCEA governing Board.

ADOPTED this 27th day of July, 2011.




Walter A. Ketcham, Jr.
Chairman

ATTEST: 

Darleen Mazzillo
Executive Assistant

Approved as to form and legality



Joseph L. Passiatore
General Counsel

CHAPTER 8

LOBBYING GUIDELINES FOR COMPETITIVE PROCUREMENT PROCESSES

8.01 Definitions

(a) **Lobbyist.** Any person (meaning any individual, entity or legal counsel) who directly on behalf of itself or another person and at the request of that person, engages in Lobbying activities with the intent of influencing the OOCEA to award to that person a contract or award as a result of a pending Procurement Process by the OOCEA.

(b) **Lobbying** Communicating in any manner (oral or writing) by a Lobbyist with OOCEA Board Members, Officers and employees directly or indirectly in connection with any procurement process in an effort to influence the decision of the Board Members, Officer, or employees or any in connection with said process .

(c) **Procurement Processes.** Competitive Sealed Bids, Competitive Sealed Proposals and selection of Design Professional Services Consultants as defined and described in the OOCEA Procurement Policy.

8.02 Prohibition of Lobbying

Lobbying any OOCEA Board Member or any OOCEA Officer or employee or any other person who is a member of any committee constituted for the purposes of evaluating sealed bids, sealed proposals, or responses to request for qualifications and thereafter forwarding recommendations to the OOCEA Director of Procurement or OOCEA Board is prohibited from the time that a solicitation for sealed bids, sealed proposals, or responses to request for qualifications is advertised to the time that either the OOCEA Director of Procurement or OOCEA Board makes an award is prohibited.

8.03 Exceptions to Policy

The above Prohibition of Lobbying shall not apply in the following instances:

1. Any Lobbying made in accordance with the procurement processes, such as the Lobbying of any OOCEA Officer or employee who has been identified in the procurement process as being the person to contact in connection with said process.
2. Any Lobbying which is contained in writing addressed to any OOCEA Board Member provided that said writing is copied or sent to all other OOCEA Board Members and the OOCEA Director of Procurement.

8.04 Furnishing of Policy in Connection with Requests for Proposals

A copy of this policy will be posted on the OOCEA website (www.ooce.com) and referenced within all Procurement Processes that are generated and distributed by the OOCEA.