

# CENTRAL FLORIDA EXPRESSWAY AUTHORITY

## MEMORANDUM

**TO:** Authority Board Members

**FROM:** Claude Miller   
Director of Procurement

**DATE:** August 25, 2015

**RE:** Approval of Supplemental Agreement No. 15-02  
Florida Toll Services (FTS), for Contract No. 000154  
Toll Facilities Operations and Management Services

At its meeting on May 14, 2015, the Board approved a time extension to September 25, 2015, and additional compensation for FTS to continue the current services under the referenced contract until the protest submitted by Faneuil, Inc., was administratively resolved. Although the protest was denied by Board action on August 13, 2015, a new contract was not awarded. As a result, it will be necessary to extend the contract time again with FTS and provide additional compensation. Since it is unknown as to exactly when a new contract will be in place, staff is recommending a time extension through December 25, 2015, with an increase in the Contract amount of \$3,444,132.00.

**CFX CONTRACT NO. 000154  
TOLL FACILITIES OPERATIONS AND MANAGEMENT**

**SUPPLEMENTAL AGREEMENT NO. 15-02**

This Supplemental Agreement No. 15-02 ("Supplemental Agreement") is entered into this 10<sup>th</sup> day of September, 2015, by and between the Central Florida Expressway Authority ("Authority") and Florida Toll Services ("Contractor").

WITNESSETH:

WHEREAS, the Authority and the Contractor on July 1, 2005, entered into an agreement whereby the Authority retained the Contractor to provide toll facilities operations and management services designated by the Authority as Contract No. 000154; and

WHEREAS, the Authority and the Contractor on June 26, 2010, renewed the Contract for an additional one year period through June 25, 2011; and,

WHEREAS, the Authority and the Contractor on June 26, 2011, renewed the Contract for an additional one year period through June 25, 2012; and,

WHEREAS, the Authority and the Contractor on June 26, 2012, renewed the Contract for an additional one year period through June 25, 2013; and,

WHEREAS, the Authority and the Contractor on June 26, 2013, renewed the Contract for an additional one year period through June 25, 2014; and,

WHEREAS, the Authority and the Contractor on June 26, 2014, renewed the Contract for an additional one year period through June 25, 2015; and,

WHEREAS, the Authority and the Contractor on May 14, 2015, extended the Contract term through September 25, 2015; and,

WHEREAS, the Authority has determined it necessary to continue the services and extend the term of the Contract through December 25, 2015.

NOW, THEREFORE, for and in consideration of the mutual benefits to flow each to the other, the parties agree that the Contractor shall continue to perform the Work in accordance with the existing Scope of Services to the new expiration date for the not exceed amount of \$3,444,132.00 as detailed in the attached fee proposal.

All provisions of the Contract shall remain in full force and effect, the same as if they had been set forth herein. In the event of a conflict between the provisions of this Supplemental Agreement and any renewals or supplements made previously thereto, the provisions of this Supplemental Agreement shall take precedence.

IN WITNESS THEREOF, the parties hereto have caused these presents to be executed, in triplicate, on the day and year first written above.

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

By: \_\_\_\_\_  
Director of Procurement

Approved as to form and execution, only

By: \_\_\_\_\_  
General Counsel

FLORIDA TOLL SERVICES

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

## FLORIDA TOLL SERVICES - Supplemental Agreement No. 15-02

September 26, 2015 to December 25, 2015

	(3 months) FY 2016
<b>DESCRIPTION</b>	
Management Fee / G&A	\$ 152,897
Total Ops Office	\$ 552,267
Total Toll Operations	\$ 2,820,717
<b>TOTAL OFFICE &amp; TOLL PLAZAS</b>	\$ 3,525,882
PRICE CREDIT PROVIDED	\$ (81,750)
<b>TOTALS</b>	<b>\$ 3,444,132</b>

# FLORIDA TOLL SERVICES - Supplemental Agreement No. 15-02

September 26, 2015 to December 25, 2015

	3 months BUDGET
<b>DESCRIPTION</b>	
Management Fee / G&A	\$ 152,897
<b>Labor</b>	
Program Manager	\$ 52,790
Accounting Manager	\$ 23,792
Toll Operations Manager	\$ 39,348
Audit Manager	\$ 21,998
Support Staff-Program Mgmt	\$ 129,465
Support Staff-Acctg/Audit	\$ 39,348
Support Staff-Quality Control Mgr	\$ 36,603
Support Staff-Clerical/Courier	\$ 35,112
<b>SUBTOTAL OPERATIONS OFFICE LABOR</b>	<b>\$ 378,456</b>
<b>Direct Expense</b>	
Telephone	\$ 11,028
Credit for Long Distance	\$ (3,000)
Supplies	\$ 11,249
Furnishings & Equipment	\$ 14,289
Vehicles	\$ 27,306
Tolls & Mileage	\$ 15,505
Miscellaneous Expense	\$ 35,929
<b>SUBTOTAL OPERATIONS OFFICE DIRECT EXPENSES</b>	<b>\$ 112,305</b>
<b>Bonds &amp; Insurance</b>	
Bonds	\$ 24,874
Insurance	\$ 36,632
<b>SUBTOTAL BONDS &amp; INSURANCE</b>	<b>\$ 61,506</b>
<b>TOTAL OPERATIONS OFFICE &amp; MGT. FEE</b>	<b>\$ 705,165</b>
<b>Toll Operations Labor</b>	
Plaza Manager	\$ 193,220
Supervisor	\$ 684,053
Toll Collector - F/T	\$ 904,681
Toll Collector - P/T	\$ 757,518
Training	\$ 39,330
<b>SUBTOTAL OPERATIONS LABOR</b>	<b>\$ 2,578,801</b>
<b>Toll Operations Direct Expenses</b>	
Supplies	\$ 37,029
Uniforms	\$ 31,290
Copy Machine	\$ 265
Vehicle	\$ 5,970
Mileage/Tolls	\$ 44,972
Other Expenses	\$ 3,318
Janitorial Services	\$ 107,371
Couriers	\$ 11,703
<b>SUBTOTAL OPERATIONS DIRECT EXPENSES</b>	<b>\$ 241,917</b>
<b>TOTAL TOC TOLL PLAZAS</b>	<b>\$ 2,820,717</b>
<b>TOTAL OFFICE &amp; TOLL PLAZAS</b>	<b>\$ 3,525,882</b>
<b>PRICE CREDIT PROVIDED</b>	<b>\$ (81,750)</b>
<b>TOTALS</b>	<b>\$ 3,444,132</b>

# FLORIDA TOLL SERVICES - Supplemental Agreement No. 15-02

DESCRIPTION					Supplemental 15-01		Supplemental 15-02	
	FY 2015 BUDGET		FY 2016 BUDGET		FY 2016 BUDGET		FY 2016 BUDGET	
	0.00%		2.00%		13 weeks budget 06/26/15 to 09/25/15		13 weeks budget 09/26/15 to 12/25/15	
		% Increase		% Increase In Fixed Items (Full year)		25%		25%
Management Fee / G&A	\$ 611,589	0.00%	\$ -	% Increase In Labor Items	\$ 611,589	\$ 152,897	\$ 152,897	
<b>Labor</b>								
Program Manager	\$ 207,021	2.00%	\$ 4,140		\$ 211,161	\$ 52,790	\$ 52,790	
Accounting Manager	\$ 93,302	2.00%	\$ 1,866		\$ 95,168	\$ 23,792	\$ 23,792	
Toll Operations Manager	\$ 154,307	2.00%	\$ 3,086		\$ 157,393	\$ 39,348	\$ 39,348	
Audit Manager	\$ 86,268	2.00%	\$ 1,725		\$ 87,993	\$ 21,998	\$ 21,998	
Support Staff-Program Mgmt	\$ 507,705	2.00%	\$ 10,154		\$ 517,859	\$ 129,465	\$ 129,465	
Support Staff-Acctg/Audit	\$ 154,307	2.00%	\$ 3,086		\$ 157,393	\$ 39,348	\$ 39,348	
Support Staff-Quality Control Mgr	\$ 143,541	2.00%	\$ 2,871		\$ 146,412	\$ 36,603	\$ 36,603	
Support Staff-Clerical/Courier	\$ 137,692	2.00%	\$ 2,754		\$ 140,446	\$ 35,112	\$ 35,112	
<b>SUBTOTAL OPERATIONS OFFICE LABOR</b>	<b>\$ 1,484,143</b>	<b>2.00%</b>	<b>\$ 29,682</b>		<b>\$ 1,513,825</b>	<b>\$ 378,456</b>	<b>\$ 378,456</b>	
<b>Direct Expense</b>								
Telephone	\$ 44,110	0.00%	\$ -		\$ 44,110	\$ 11,028	\$ 11,028	
Credit for Long Distance	\$ (12,000)	0.00%	\$ -		\$ (12,000)	\$ (3,000)	\$ (3,000)	
Supplies	\$ 44,994	0.00%	\$ -		\$ 44,994	\$ 11,249	\$ 11,249	
Furnishings & Equipment	\$ 57,155	0.00%	\$ -		\$ 57,155	\$ 14,289	\$ 14,289	
Vehicles	\$ 109,225	0.00%	\$ -		\$ 109,225	\$ 27,306	\$ 27,306	
Tolls & Mileage	\$ 62,019	0.00%	\$ -		\$ 62,019	\$ 15,505	\$ 15,505	
Miscellaneous Expense	\$ 143,716	0.00%	\$ -		\$ 143,716	\$ 35,929	\$ 35,929	
<b>SUBTOTAL OPERATIONS OFFICE DIRECT EXPENSES</b>	<b>\$ 449,219</b>	<b>0.00%</b>	<b>\$ -</b>		<b>\$ 449,219</b>	<b>\$ 112,305</b>	<b>\$ 112,305</b>	
<b>Bonds &amp; Insurance</b>								
Bonds	\$ 99,496	0.00%	\$ -		\$ 99,496	\$ 24,874	\$ 24,874	
Insurance	\$ 146,529	0.00%	\$ -		\$ 146,529	\$ 36,632	\$ 36,632	
<b>SUBTOTAL BONDS &amp; INSURANCE</b>	<b>\$ 246,025</b>	<b>0.00%</b>	<b>\$ -</b>		<b>\$ 246,025</b>	<b>\$ 61,506</b>	<b>\$ 61,506</b>	
<b>TOTAL OPERATIONS OFFICE &amp; MGT. FEE</b>	<b>\$ 2,790,976</b>	<b>1.06%</b>	<b>\$ 29,682</b>		<b>\$ 2,820,658</b>	<b>\$ 705,165</b>	<b>\$ 705,165</b>	
<b>Toll Operations Labor</b>								
Plaza Manager	\$ 757,726	2.00%	\$ 15,155		\$ 772,881	\$ 193,220	\$ 193,220	
Supervisor	\$ 2,682,559	2.00%	\$ 53,651		\$ 2,736,210	\$ 684,053	\$ 684,053	
Toll Collector - F/T	\$ 3,547,767	2.00%	\$ 70,955		\$ 3,618,722	\$ 904,681	\$ 904,681	
Toll Collector - P/T	\$ 2,970,658	2.00%	\$ 59,413		\$ 3,030,071	\$ 757,518	\$ 757,518	
Training	\$ 154,233	2.00%	\$ 3,085		\$ 157,318	\$ 39,330	\$ 39,330	
<b>SUBTOTAL OPERATIONS LABOR</b>	<b>\$ 10,112,943</b>	<b>2.00%</b>	<b>\$ 202,259</b>		<b>\$ 10,315,202</b>	<b>\$ 2,578,801</b>	<b>\$ 2,578,801</b>	
<b>Toll Operations Direct Expenses</b>								
Supplies	\$ 148,115	0.00%	\$ -		\$ 148,115	\$ 37,029	\$ 37,029	
Uniforms	\$ 125,160	0.00%	\$ -		\$ 125,160	\$ 31,290	\$ 31,290	
Copy Machine	\$ 1,061	0.00%	\$ -		\$ 1,061	\$ 265	\$ 265	
Vehicle	\$ 23,878	0.00%	\$ -		\$ 23,878	\$ 5,970	\$ 5,970	
Mileage/Tolls	\$ 179,886	0.00%	\$ -		\$ 179,886	\$ 44,972	\$ 44,972	
Other Expenses	\$ 13,272	0.00%	\$ -		\$ 13,272	\$ 3,318	\$ 3,318	
Janitorial Services	\$ 429,483	0.00%	\$ -		\$ 429,483	\$ 107,371	\$ 107,371	
Couriers	\$ 45,894	2.00%	\$ 918		\$ 46,812	\$ 11,703	\$ 11,703	
<b>SUBTOTAL OPERATIONS DIRECT EXPENSES</b>	<b>\$ 966,749</b>	<b>0.09%</b>	<b>\$ 918</b>		<b>\$ 967,667</b>	<b>\$ 241,917</b>	<b>\$ 241,917</b>	
<b>TOTAL TOC TOLL PLAZAS</b>	<b>\$ 11,079,692</b>	<b>1.83%</b>	<b>\$ 203,177</b>		<b>\$ 11,282,869</b>	<b>\$ 2,820,717</b>	<b>\$ 2,820,717</b>	
<b>TOTAL OFFICE &amp; TOLL PLAZAS</b>	<b>\$ 13,870,668</b>	<b>1.68%</b>	<b>\$ 232,859</b>		<b>\$ 14,103,527</b>	<b>\$ 3,525,882</b>	<b>\$ 3,525,882</b>	
<b>PRICE CREDIT PROVIDED</b>	<b>\$ (327,000)</b>				<b>\$ (327,000)</b>	<b>\$ (81,750)</b>	<b>\$ (81,750)</b>	
<b>TOTALS</b>	<b>\$ 13,543,668</b>	<b>1.72%</b>	<b>\$ 232,859</b>		<b>\$ 13,776,527</b>	<b>\$ 3,444,132</b>	<b>\$ 3,444,132</b>	