

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

**LOBBYING GUIDELINES
FOR COMPETITIVE PROCUREMENT PROCESSES**

Department: General Counsel

Supersedes: 3/27/02 & 7/27/11

6/22/16 Revised per CFX Resolution No. 2014-263

to reflect CFX name

**A RESOLUTION OF THE
CENTRAL FLORIDA EXPRESSWAY AUTHORITY
RATIFYING EXISTING LOBBYING GUIDELINES**

WHEREAS, the Central Florida Expressway Authority (“CFX”) has previously adopted Resolution 2014-263 which, inter alia, ratified Lobbying Guidelines for Request for Proposals (“RFP”) policy establishing guidelines for a black-out period post RFP advertising; and

WHEREAS, the CFX wishes to reconfirm its commitment to 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 CFX’s procurement of services and materials.

NOW, THEREFORE, BE IT RESOLVED BY THE CENTRAL FLORIDA EXPRESSWAY AUTHORITY as follows:

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

Section 2. EFFECTIVE DATE. This Policy became effective on July 27, 2011.


RATIFIED this 22nd day of June, 2016.



Welton G. Cadwell
Chairman

ATTEST: Darleen Mazzillo
Darleen Mazzillo
Executive Assistant

Approved as to form and legality



Joseph L. Passiatore
General Counsel

Revised Per CFX Resolution 2014-263
to reflect correct agency name

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 CFX to award to that person a contract or award as a result of a pending Procurement Process by the CFX.

(b) **Lobbying** Communicating in any manner (oral or writing) by a Lobbyist with CFX 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 CFX Procurement Policy.

8.02 Prohibition of Lobbying

Lobbying any CFX Board Member or any CFX 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 CFX Director of Procurement or CFX 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 CFX Director of Procurement or CFX 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 CFX 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 CFX Board Member provided that said writing is copied or sent to all other CFX Board Members and the CFX Director of Procurement.

8.04 Furnishing of Policy in Connection with Requests for Proposals

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