

Gasparilla Island Bridge Authority

REQUEST FOR PROPOSALS TOLL COLLECTION SYSTEM

RFP # 2017 -04



P.O. Box 1918
Boca Grande, Florida 33921
www.giba.us
Kathy Banson-Verrico, Executive Director

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I. INTRODUCTION

The Gasparilla Island Bridge Authority (GIBA) was created by Special Act 96-507 of the Florida Legislature. There are nine members of the GIBA Board of Directors. Five are publicly elected voting members and four are Board appointed non-voting members. The Board of Directors meets quarterly.

The GIBA is an Independent Special District of the State of Florida. The GIBA operates a swing bridge located in Placida, Florida. It is the only land link from Charlotte County to the three (3) barrier islands known as North, Cole and Gasparilla Islands. The Boca Grande Swing Bridge spans two 80-foot wide channels on the Gulf Intracoastal Waterway at Placida Harbor. The fixed bridges were replaced in 2013 and the swing bridge in 2015. The GIBA assumed responsibility for operation of the bridge's causeway and toll system in 1998.

The GIBA uses two addresses for conducting business as follows:

Mailing Address:	Physical Address:
Gasparilla Island Bridge Authority	Gasparilla Island Bridge Authority
P.O. Box 1918	6201 Boca Grande Causeway
Boca Grande, Florida 33921-1918	Placida, FL 33946
Telephone: (941) 697-2271	Telephone: (941) 697-2271
Fax: (941) 697-5629	Fax: (941) 697-5629

The GIBA administration building and toll plaza facility is located at the physical address noted above.

II. EXECUTIVE SUMMARY

The intent of this project is to modernize and improve the functionality and performance of the toll collection system at the GIBA toll plaza located in Placida, Florida. The GIBA toll collection system is an independent operating platform and is not in any way affiliated or inter-operable with Florida's Sun-Pass system. The GIBA provides a critical transportation link and service to residents and businesses located on Gasparilla Island. It is therefore essential, that all toll collection system upgrades and enhancements delivered under this contract perform with the utmost reliability, efficiency, and consumer - friendly aspects available with today's and future technology.

The GIBA's current electronic pass system is functional, but enhancements are desired. All three (3) GIBA toll lanes shall be fully capable of automatically processing all vehicle mounted bar code decals, hand held plastic toll cards, and vehicle mounted RFID stickers.

Functional and performance criteria outlined in this Request for Proposals (RFP) are considered to be the minimum requirements. The GIBA encourages bidders to submit innovative technical solutions that will enhance GIBA's toll pass program and provide the best customer service possible for its patrons. Proposed solutions shall be highly reliable, efficient, and redundant where appropriate to optimize the GIBA's toll collection data processing and financial management processes and ensure fail-safe operations. Bidders shall ensure proposals clearly address how they will accurately protect and seamlessly transfer all of GIBA's existing toll account data currently stored in a Linux database and containing more than 5,000 customer accounts, to the new toll system platform. All proposals deemed compliant and responsive will be given fair consideration and will be evaluated on a best value basis. The GIBA reserves the exclusive right to make all determinations associated with the merits and value of proposals submitted by bidders.

III. EXISTING SYSTEM & FACILITIES

The GIBA operates a three (3) lane toll plaza, swing bridge, and administration building situated on the Boca Grande Causeway. The existing toll collection hardware and software platform was installed in 2009.

All three (3) toll lanes are unidirectional (southbound toward the Barrier Islands) and configured with similar toll collection equipment, the lane closest to the administration building (Lane-1) employs an independent in-lane truck weigh system unrelated to toll collection operations. An additional non-tolled (fourth) "from island" lane, is physically separated from the tolled lanes and serves all northbound traffic leaving Gasparilla Island. The current system includes video monitoring

equipment that is connected to the toll collection system and is used primarily for verifying toll transactions.

The table below represents the GIBA's current toll collection system components. The responses to the RFP should include the replacement of the majority of existing components. Some components are in good working order and bidders should visit the project site to determine the merits of retaining specific components. Bidders are encouraged to make an independent determination of overall toll collection system integrity using industry best practices to develop a reliable and efficient technical solution for the GIBA.

IV. CURRENT TOLL SYSTEM COMPONENTS

Server Room Equipment

Server

Back up Server

Lane Controller 1

Lane Controller 2

Lane Controller 3

Lane Controller Spare

Video Surveillance DVR System

Removable Network Hard Drives

Various Network Switches

Data is carried from the server room to the lanes via fiber optics

Administration Building

Operator Workstation 1

Operator Workstation 2

Operator Workstation 3

Network Printers 1, 2, & 3

Lane Equipment

There are three (3) traffic lanes and each lane contains the following components:

Interior

Touchscreen Monitor

Wired Bar Code Scanner

Network Receipt Printer

Fare Paid Indicator

Non system integrated credit card terminals (prefer integration)

Electronics Cabinet

Discrete I/O System

Lane Controller

Treadle Controller

Various Network and Ethernet Switches

Fiber Converters

Exterior

Alien Reader/Antenna for RFID stickers

Fixed Laser Bar Code Reader

- Patron Toll Display
- Canopy lights (Green/Red)
- Non system integrated overhead message sign board (prefer integration)
- Treadle Strips
- Vehicle Detection Loop
- Traffic Light (red, yellow, green)
- Toll Gate
- Various Rely Switches

Video Surveillance

There are currently 8 cameras integrated into ITV3000 System

Administration Building

- Camera locations
 - Elevator Entrance
 - Count Room
 - Main Office

There are three (3) traffic lanes and each lane contains the following camera angles:

Lanes

- Interior Booth
- Rear Vehicle View

Exterior Building and Surrounding Area

- Plaza Entrance
- Plaza Exit
- Plaza Wide Angle View

V. EXISTING TOLL COLLECTION OPERATIONS

The current toll rate structure for the GIBA toll plaza is provided in the table below:

	Cash/Credit Card	Standard Convenience GIBA Pass - bar code decal, RFID decal, bar code card	Standard Discounted GIBA pass - bard code decal, RFID decal, bar code card	Annual Pass (unlimited, one vehicle, one year - bar code decal, RFID decal
Passenger cars , pick up trucks, and motorcycles	\$ 6.00	\$ 6.00	\$ 3.90	\$780.00
Trucks, Buses, RV's,Comm. Vehicles, Heavy Euip, all trailers	\$5.50 per axle	\$5.50 per axle	\$5.50 per axle	N/A
Bicycles	\$ 3.00	\$ 3.00	\$ 3.00	N/A

GIBA currently has 5,000 active accounts with 12,000+ active cards and stickers.

GIBA currently utilizes various reports for toll revenue reconciliation and audit purposes. Replacement toll collection system should include detailed reporting module.

GIBA's annual traffic volume for the past three fiscal years:

2014 - 903,257

2015 - 969,298

2016 - 1,001,736

VI. PRE-BID SITE VISIT

Bidders are encouraged to attend a pre-bid site visit scheduled for Thursday December 14, 2017 10:30 am at the GIBA Toll Facility located in Placida, Florida. This is for bidders to identify and verify current equipment conditions, and to understand the GIBA operational environment. If you will be attending please respond at kathygiba@earthlink.net to confirm prior to the scheduled visit.

VII. PROPOSAL REQUIREMENTS

- A. Submittal Checklist– Bidders must include completed Submittal Checklist (Attachment A).
- B. Letter of Transmittal - A letter of transmittal signed by a company officer or other individual authorized to execute contracts on behalf of the bidder containing a statement that the bidder has received, read, and understands this RFP and all addenda. The letter should state that the bidder has the capability and resources to perform the work within the required time frame and that the bidder has the proper certifications, licenses and insurances to legally perform the work required. The letter of transmittal shall clearly state that the proposal remains in effect for at least ninety (90) days after the proposal due date.
- C. Executive Summary - An executive summary not to exceed one (1) double-sided page, outlining the bidder's track record in performing similar work, highlights of the proposed solution(s), and highlights of the value and merits of the proposal.
- D. Required Certifications - Bidders shall provide all licenses, insurances and documents citing the formation of a legal corporate entity in the U.S., demonstrating the ability to perform the work and services described in this RFP, and authorized to perform work and provide services in the State of Florida.
- E. Conditions Acknowledgement - The GIBA reserves the right to waive any terms and conditions contained in this RFP. Bidders must acknowledge that their proposals are submitted based on their acceptance of all terms and conditions outlined in this RFP, unless exceptions are otherwise clearly stated by the bidder. The GIBA shall not be obligated to accept any proposed exceptions or modifications to terms and conditions suggested by bidders and may reject any proposal(s) containing exceptions that are deemed unreasonable or untenable by the GIBA.
- F. Experience & Qualifications - Bidders shall provide evidence of their ability to perform the work described in this RFP, including a description of experience and performance on similar projects of this size and configuration. Bidders must demonstrate a minimum of five (5) years' experience in the toll collection industry, which shall be qualified by providing a description of three (3) projects having similar delivery and performance requirements. Information to be provided pertaining to reference projects shall include project scope, deliverables, schedule, duration, change orders, estimated project value, project status and client contact information.

The GIBA may contact all references provided by bidders to solicit feedback on bidder's track record and performance on past projects. The GIBA reserves the exclusive right to determine the suitability of experience and track record, based on information provided by the bidders and their respective client references. Failure to demonstrate suitable experience and satisfactory performance on past projects will serve as cause for the bidder's proposal to be deemed non-compliant and therefore rejected.

- G. Financial Statements - Bidders shall provide evidence of their financial capacity and ability to perform the work outlined in this RFP. Financial statements for years 2015 & 2016 shall be provided by all bidders and shall be certified by a public accountancy firm.

- H. Project Approach - Bidders shall provide a detailed description of their approach to design, project management, documentation preparation, implementation, delivery, testing, and quality assurance for all aspects of this project.
- I. Project Organization - Bidders shall provide biographical data for proposed key staff, including office locations and availability, as assigned to this project for design, project management, documentation preparation, implementation, delivery and testing activities. Bidders shall designate a project manager as their key client contact. The project manager will be responsible for the performance of all work provided by the contractor.
- J. Technical Solutions - Bidders shall provide a comprehensive description of the complete toll collection system proposed for use in toll lanes and the administration building server system, including but not limited to:
- i. Estimated life of proposed system
 - ii. Recycle time for new system in the event of a power failure
 - iii. Manufacturer's specification data for all new hardware
 - iv. Performance and maintenance data for all new hardware
 - v. Operational description for all system components
 - vi. Functional description for all new software (OS and applications)
 - vii. System configuration diagrams for overall system and sub-systems
 - viii. System implementation methodology (installation, transition and cutover)
 - ix. Power and communication provisions (new and existing)
 - x. Existing equipment and other provisions to be retained
 - xi. Ability to upgrade to meet new technology needs – ie. Self-driving vehicles, Ewallet, Apple pay, lane departure warning system, etc.
- K. Warranty & Spare Parts - Bidders shall provide a detailed description of their warranty proposal, including but not limited to a recommended list of spare parts needed for critical toll system components that will be provided by the bidder after final system acceptance and maintained on-hand at the GIBA administration building for use during warranty and maintenance periods. The warranty period will begin concurrent with final system acceptance and continue for a minimum period of one (1) year.
- L. Maintenance Approach - Bidders shall provide a detailed description of their proposed maintenance approach. System maintenance will begin within thirty (30) days of final system acceptance and continue for a period of five (5) years. The GIBA intends to negotiate a separate contract with the successful bidder for maintenance of the toll collection system after final system acceptance but may include this in the initial contract. The GIBA reserves the exclusive right to seek proposals for maintenance services from other bidders at their sole discretion and makes no guarantee that a maintenance contract will be awarded.
- M. Measurement & Payment- Price proposals shall be prepared and submitted based on the unit items noted below. The GIBA reserves the right to waive any minor errors or inconsistencies. Significant or substantial errors in price proposals may, at the sole discretion of the GIBA, be deemed non-compliant and therefore be rejected. Bid items are intended solely for proposal evaluation purposes, rather than payment. Payment will be based on the milestone schedule and final lump sum bid price for all work and services related to the performance and delivery of this project, as negotiated and accepted by the contractor and the GIBA.

- i. Item 1: Lane /Administration Toll Collection Provisions – Hardware and Software
The basis of payment for this item shall include but not be limited to all labor, equipment, services, documentation, handling, shipping, preparation, design, configuration, installation, wiring, cables, conduits, raceways, junction boxes, mounting provisions, hardware, and software associated with installed toll collection system. It also includes removal of all existing toll collection equipment and software not designated to be part of the final system.
- ii. Item 2: Warranty & Spare Parts - The basis of payment for this item shall include but not be limited to all labor, equipment, services, spare parts, documentation, handling, shipping, preparation, design, configuration, installation, testing and travel associated with providing warranty service on installed toll collection system for a minimum period of one (1) year.
- iii. Item 3: Additional Warranty - 2 year (Optional) - The basis of payment for this item shall include but not be limited to all labor, equipment, services, spare parts, documentation, handling, shipping, preparation, design, configuration, installation, testing and travel associated with providing warranty service on installed toll collection system for two (2) additional years, after the initial warranty period has expired. The GIBA reserves the exclusive right to either include or exclude this pay item from the base contract.
- iv. Item 4: Toll Collection System Maintenance - 5 Years (Optional) - The basis of payment for this item shall include but not be limited to all labor, equipment, services, spare parts, documentation, handling, shipping, preparation, design, configuration, installation, testing and travel associated with providing an extended 5 yr. maintenance service on the new toll collection system.

VIII. PRICE PROPOSAL

Bidder shall provide a price of the project. Payment terms shall be as outlined above.

<u>Description</u>	<u>Lump Sum Bid Price (USD)</u>
Item 1- Lane /Administration Toll Collection Provisions – Hardware and Software	\$
Item 2-Warranty (1 year) & Spare Parts	\$
Total Base Proposal Bid Price	\$
Item 3- Warranty - 2 Additional Years (Optional)	\$
Item 4- Toll Collection System Maintenance - 5 Years (Optional)	\$

IX. PAYMENT SCHEDULE

Notice to proceed/mobilization	10%
Final design documentation approval	10%
Completion of field implementation	30%
Final system acceptance	30%
Release of retainer after all documentation received	10%
Warranty and spare parts – paid after final acceptance	<u>10%</u>
Total Payment	100%

X. ALTERNATIVE PRICE PROPOSAL

Bidders are encouraged to submit alternative proposals that they feel offer unique or compelling value to the GIBA. Such proposals will be evaluated based on the merits and value of the respective offering. Alternative proposals may address alternative deliverables, implementation methodologies, services and pricing, but shall generally be based on the contract terms and conditions outlined in this RFP. Submission of an alternative proposal is not a mandatory requirement of this RFP and is considered optional for all bidders. Alternative price proposals, if submitted, shall clearly address pricing and payment provisions for all proposed modifications or adjustments to the price proposal requirements. Recognizing that submissions for alternative proposals may differ among bidders, the GIBA shall in its sole discretion evaluate the merits and value of such proposals.

XI. PROPOSAL EVALUATIONS

Proposals will be evaluated to identify and select the best value proposal. A final selection will not be made solely on the lowest price bid. Proposals must be responsive and fully compliant in order to be given full consideration during the evaluation process. Proposals deemed by the GIBA to be non-compliant will be rejected and eliminated from the evaluation process. Alternative proposals will be evaluated based on their respective merit and value.

XII. PRESENTATIONS & INTERVIEWS

A short list of three (3) top ranked bidders having the best value proposals will be identified by the GIBA during the evaluation period. The GIBA may invite these firms for presentations and interviews for the purpose of discussing the merits of their proposals. The GIBA reserves the right not to conduct presentations and interviews and to proceed directly into negotiations with the top ranked bidder.

XIII. NEGOTIATIONS

The GIBA will enter into negotiations with the top ranked bidder from the short list. If negotiations fail with the top ranked bidder, the GIBA will enter into negotiations with the next highest ranking bidder. If negotiations fail with the second highest ranking bidder, the GIBA will enter into negotiations with the next highest ranking bidder.

XIV. FUNCTIONAL & PERFORMANCE REQUIREMENTS

The minimum functional and operational requirements for toll collection provisions furnished and installed by the contractor as a complete integrated system shall be as follows:

- i. All data, including data being compiled during a transaction(s), shall be completely and reliably protected to avoid data loss or corruption as a result of system failure, power outage, catastrophic or other unexpected event.
- ii. Allow classification corrections by toll attendants before toll payment is made.
- iii. Allow input test mode for maintenance purposes with maintenance credentials and security verification as follows: treadle axle count input; loop detector vehicle presence input; treadle on/off status; loop detector on/off status.
- iv. Allow manual and automatic transaction reset functions in all toll lanes.
- v. Allow output test mode for maintenance purposes with maintenance credentials and security verifications as follows: violation audible signal; violation strobe light; toll paid audible signal; traffic signal units; canopy lane use indicators; traffic gate arm position.
- vi. Allow manual override and event logging of transaction processing by toll attendants during unattended “electronic only” operations.
- vii. Allow toll attendants to manually indicate cash is used as the method of payment when not by electronic payment.
- viii. Allow toll attendants to manually raise or lower traffic gate arms with event logging.
- ix. Allow toll attendants to select a “Turn-Around” option for electronic toll transactions. The system

shall print a simple report for each free pass event and reject attendant badge numbers that do not match the attendant currently on duty.

- x. Expiration date shall be displayed on touch screens.
- xi. Attendant shift data to be accurately compiled, processed and stored shall include: time when lane opened; date when lane opened; time when lane closed; date when lane closed; attendant ID.
- xii. Data stored on lane controllers must be completely and reliably secured in a way that prevents unauthorized personnel from viewing, accessing, modifying, or otherwise tampering with toll transaction or system data.
- xiii. Each classification type shall have a specific fare amount based on vehicle type and number of axles. Fares for each classification type shall be maintained in a master table and changeable with proper credentials and security verification.
- xiv. Electronic bar code cards, decals, and RFID decals shall be verified against last available data on lane controllers in the event of communications loss between lane controllers and the administration building server.
- xv. Electronic pass account information (customer name, card/sticker number(s) available balance) shall be stored on all lane computers and synchronized with a master account database stored on the administration building server.
- xvi. Enable a minimum of 15 vehicle classification types, where the classification type is manually selected by the attendant for each vehicle transaction.
- xvii. Enable the toll attendant to add additional axles for all classification types for each vehicle transaction.
- xviii. Enable a toll collection attendant to change with proper credentials and security verification, at any time during open lane conditions.
- xix. Enable automatic lifting of traffic gate arms upon valid toll paid transaction.
- xx. Enable electronic payment for all customer accounts by means of unique bar code decal, bar code hand held credit card, or RFID decal.
- xxi. Enable toll collection attendants to begin shifts and end shifts (open and close toll lanes) with a unique barcode attendant badge or user identification and password information.
- xxii. Overhead display should enable toll collection attendants to identify lane classification to be processed. For example; cash and credit card, cash and BG pass, BG pass only.
- xxiii. System should display an audible ding when RFID is read automatically.
- xxiv. Equipment failure data of any kind to be compiled and stored shall include: Equipment ID; time

of outage; date of outage; time back on-line; date back on-line; total down time; attendant ID during failure.

- xxv. Fare amounts to be collected shall be displayed on toll attendant touch screen display, and the booth mounted patron fare display unit.
- xxvi. Fare paid and remaining balance for electronic toll passes shall be displayed on the booth mounted patron fare display.
- xxvii. Identify and detect axle mismatch between pre-classification and post-classification treadles. Violation strobe light, violation audible signal, violation report and database logged event shall occur with each valid event. Violation reports shall contain the following data: violation time; violation date; number of axles; lane number; toll attendant ID (“0” if lane is closed); toll attendant comments field. Toll attendant must have the ability to reconcile the toll fare in the lane.
- xxviii. Identify and detect electronic pass violations in unattended lanes.
- xxix. Identify and detect axle mismatch events for electronic transactions against existing customer base. Allow means of classification override for pre-class treadle reads when lane is out of sync.
- xxx. Lane controllers may be installed either in toll booths at all lanes, or in the administration building co-located with the server system. The contractor shall remove all existing cabinetry, wiring, raceways, panels and other equipment in the toll booths that are not part of the final system.
- xxxi. Lane controllers shall be redundant in the ability to continue processing via back-up lane controller or on-board components.
- xxxii. Lane controllers shall have the capacity to accurately process and store toll transactions for at least seven (7) consecutive business days in the event of server system or other catastrophic failure, except during operations on UPS power only.
- xxxiii. Monitor, track and log all equipment failure events, including intermittent failures.
- xxxiv. Permit the efficient and unrestricted flow of vehicles through toll lanes by means of stacked transaction data processing (more than one sequential first-in/first-out transaction being processed at any given time).
- xxxv. Print electronic toll patron receipts containing the following data: facility name; transaction time; transaction date; lane number; toll attendant ID; vehicle classification; fare amount; toll card number; account balance (for electronic transactions), expiration date, and “Thank You” message.
- xxxvi. Ability to print more than one copy of each receipt.
- xxxvii. Provide a means of remote lane controller operations for all toll lanes from the administration

building.

- xxxviii. Provide a sub-system that defines operating parameters for the lane operating system interaction with all lane peripheral equipment.
- xxxix. System time, date, toll attendant ID, lane status (all traffic, BG pass only) and shift number shall be displayed at all times on touch screen units.
 - xl. Toll attendants shall use an intelligent touch screen interface device for manual system input.
 - xli. Touch screen units shall display pre-classification and post-classification treadle information, indicated and collected revenue for the last toll paid transaction and shall also display pre-classification treadle information for two vehicles in the toll lane queue.
 - xl.ii. Touch screen messages for denied electronic toll passes shall include account expired, pass not active, and/or insufficient balance.
 - xl.iii. Traffic signals mounted on toll islands shall display “red” for “Closed” and “Pay Toll” conditions, and “green” for “Open and “Paid Toll” conditions, with audible signal indicating “Paid Toll” condition.
 - xl.ii. Transaction data to be accurately captured, processed and stored shall include: transaction time; transaction date; shift number; lane number; attendant ID; vehicle classification; expected vehicle axles (indicated by toll attendant or electronic pass account); detected vehicle axles (pre-classification and post- classification treadles); number of violations; loop detector status; fare amount; payment type (cash or electronic); toll card number; lane reset flag (true/false); manual override flag (true/false).
 - xl.ii. Provide vehicle exterior mounted bar code RFID stickers, hand held bar code cards, and vehicles mounted bar code stickers.
 - xl.ii. System should be integrated to accept various forms of payment in the toll lanes – cash, toll pass cards/stickers, credit cards, Ewallet, Apple Pay, etc.
 - xl.ii. Customer information protection.
 - xl.ii. Provide recommendations for system to be compatible with mobile app and/or include design of mobile app.
 - xl.ii. Bidder should provide recommendations and insight regarding the latest in upcoming technology improvements.

Administration Building Server System

The minimum technical requirements for new toll collection equipment to be furnished and installed by the contractor for the administration building server system shall be as follows:

Bidders shall propose a complete replacement platform to include all hardware, software systems and sub-

systems needed to replicate existing operations and allow the seamless and secure transfer of account data between existing and new systems. Bidders shall replace existing hardware and server software to serve as a backup platform to the new system. In addition, maintenance on-line management system shall also be provided that accurately receives system status information from each toll system component (in toll lanes and the server system) on a real-time basis to provide reporting for maintenance purposes.

Proposed system should provide for off-site backup storage.

The minimum functional and operational requirements for toll collection provisions furnished and installed by the contractor as a complete integrated system for the administration building server system shall be as follows:

Administrative Building Toll Attendant/Money Counting Room

- i. A count room deposit subsystem shall be provided to facilitate toll attendant cash drawer reconciliation for all shifts. Toll attendant managers shall have the ability to enter cash deposit amounts manually in the absence of a count room deposit entry after verifying their credentials.
- ii. Cash drawer records shall consist of the following minimum data: cash drawer number, attendant ID, date and time record was created, date and time record was reconciled, manager initials creating the record, manager initials reconciling the cash drawer, earliest time and date of attendant's shift, latest time and date of attendant's shift, initial cash till, cash collected in lanes, cash counted by attendant or manager, cash entered in count room system, cash over or short, flag indicating reconciliation but no deposit.
- iii. Toll attendant reconciliation and activity processing shall include end of shift postings, bank batch closeout postings, bank batch reconciliation postings, end of day postings, and end of month archiving.
- iv. Count room activities shall include count room entry subsystem, deposit slip printing, and data handling.

Administrative Building Customer Accounts

- i. Automatic renewal accounts shall allow customers to automatically pay a designated amount against electronic pass usage via credit card. Replenishment is triggered at a pre-determined low balance condition via credit card data provided by the customer.
- ii. Enable entering a minimum of the following new customer account data to the server system database as follows: account number; customer title; customer first name and last name; customer middle initial; company name; address line 1; address line 2; city; state; zip code; telephone 1; telephone 2; current balance; minimum balance; date account opened; date account last used; predetermined low balance amount; replenishment amount; type of account; historical account usage.
- iii. Provide access to all electronic pass customer records with proper user credentials and security verification.
- iv. Payment processing shall include transaction credits, transaction debits, payment type, payment

history and electronic pass information.

- v. Ability to email customer statement activity directly from toll program.
- vi. Flexibility for online payments of toll pass accounts.

Administrative Building Transaction Data

- i. The server system shall compile, process, and store all toll transaction data from individual lane controllers. The administration building server performs the necessary functions to support the GIBA staff in performing daily management of toll operations and customer electronic pass accounts.
- ii. Traffic data information shall include current traffic data and current traffic analysis.
- iii. Ability to query data based on any combination of header information.
- iv. Flexibility for daily deposit data to be data mapped into existing accounting software (Sage).

Administrative Building Other

- i. The server system shall be configurable to run on more than one computer in the administration building via local area network.
- ii. The server system shall utilize security modules at multiple hierarchy levels, where each module shall have an assigned security level with specified user access and credential verification requirements.
- iii. Pre-designed toll management reports shall include but not limited to, end of day reports, violation balancing reports, daily accounting activity reports, electronic pass liability report, electronic pass transactions for previous day report, customer usage history, account pay and usage history for active accounts report, account pay and usage history for inactive accounts report, account pay history for previous day by account name report, auto renewal list report, shift/hour report, end of shift report, end of day report, end of month reports, electronic pass new customer report, cash drawer activity report, daily transaction report, daily totals report, end of month transaction report by shift, monthly totals, free pass report, payment report, equipment downtime report, cash transaction report, cash transaction by attendant report, cash transaction by lane report, transaction report by lane, transaction report by attendant, customer account information, credit card reports.

Database Security

The minimum technical requirements for new toll collection equipment to be furnished and installed by the contractor for database security shall be as follows:

In order to protect database information, the bidder must include industry best practices for security access to the database. A detailed database security plan should be included with the bid. Security plan should consider the possibility of storing customer credit card information on a separate computer that has no access to server system (air gap).

Video Surveillance and Vehicle Recognition Software

The minimum technical requirements for new toll collection equipment to be furnished and installed by the contractor for video surveillance and vehicle recognition software shall be as follows:

GIBA's current toll system integrates various camera angles for data collection and storage purposes. The proposed System should include the replacement of all existing cameras (including all wiring and connections) and the addition of cameras which should include the latest technology (ex; infrared, night vision, etc) to maximize auditing and security.

The proposed System should include the addition of automatic license plate recognition software and cameras to capture and store license plate information for vehicles traveling on island (through the three lane toll booth) and also for vehicles traveling off island (travel speeds in excess of 35+ mph). The equipment should clearly capture the vehicle information and driver identification.

XV. STATEMENT OF WORK

The contractor shall furnish and install all new hardware, software, wiring, cables, raceways, connectors, mounting provisions, peripherals, networks, documentation, plans, drawings, and warranties required for a complete toll collection system for the GIBA toll plaza located at Placida, Florida. The contractor shall provide documentation for all hardware, software and implementation work for review and approval by the GIBA, prior to ordering any equipment or materials or performing any work.

XVI. SYSTEM DESIGN

The toll collection system shall be comprised of all new components, except for those existing components approved for reuse by the GIBA, which together shall operate as a complete toll collection system. The system shall process and manage all toll revenue, transaction data, toll audit data, customer account and related information for all vehicular activity utilizing the GIBA toll plaza facility in an efficient and highly reliable manner. Bidders may propose to utilize certain existing equipment deemed serviceable, in the interest of cost savings for the GIBA. The GIBA will evaluate such suggestions on the merits of best value and system reliability.

XVII. PROJECT IMPLEMENTATION PLANS

The contractor shall provide detailed implementation drawings to the GIBA for review and approval as part of the design documentation submission process. All drawings shall be engineered drawings, depicting system schematics, wiring diagrams, equipment configurations and installation details for all toll system peripherals in toll lanes, toll booths, toll islands and the administration building. As-built drawings (plans, wiring diagrams, equipment configuration and toll system documents) used for implementation purposes in toll lanes, toll booths, toll islands and the administration building shall be submitted to the GIBA for review within thirty (30) days of final system acceptance.

XVIII. SYSTEM TESTING

The following system tests shall be performed by the contractor, in accordance with the project schedule, as approved by the GIBA. Bidder shall include amount of time needed for each testing window:

- i. Factory Acceptance Testing: The contractor shall design, assemble and test one complete toll lane system with all proposed lane peripherals for the purpose of validating all toll lane functionality, system integration techniques and interface with the server system, prior to initiating field implementation activities. The contractor will develop detailed test procedures and submit to the

GIBA for approval.

- ii. **System Commissioning Testing:** The contractor shall perform testing on the complete toll collection system (toll lanes and server) with all final hardware, software, peripherals, wiring, cables and raceways in place, to validate complete system functionality and determine the readiness for cutover to new operations and the initiation of final acceptance testing. The contractor will develop detailed test procedures and submit to the GIBA for approval.
- iii. **Final Acceptance Testing:** The contractor shall perform testing on the complete toll collection system (toll lanes and server) with all final hardware, software, peripherals, wiring, and cables in place, to determine final acceptance of all contract requirements by the GIBA, transfer of system ownership to the GIBA, and readiness for the initiation of warranty and maintenance services. The contractor shall develop detailed test procedures and submit to the GIBA for approval.

XIX. OWNER TRAINING

The contractor shall provide detailed on-site procedural training for the GIBA toll system operations and maintenance staff upon achieving final system acceptance of the entire toll collection system. The contractor shall develop detailed training procedures and submit to the GIBA for approval. Bidder shall provide time required for system training.

XX. DOCUMENTATION & MANUALS

The contractor shall submit detailed design documentation for all software, hardware, equipment, integrated systems and sub-systems, training manuals, operating manuals, and maintenance manuals for the entire toll collection system, to be approved by the GIBA.

XXI. GENERAL TERMS AND CONDITIONS

Questions or Clarifications

Any questions or requests for clarification must be submitted in written or e-mail form to the GIBA. The GIBA shall not be responsible for oral interpretations given by any GIBA employee, representative, or others. The issuance of a written addendum is the only official method whereby interpretation, clarification or additional information can be given. If any addenda are issued to this RFP, the GIBA will attempt to notify all prospective proposers who have secured same; however, it shall be the responsibility of each proposer, prior to submitting their proposal, to contact the GIBA to determine if addenda were issued. Any question or request must include the RFP number and title.

Proposal Expenses

All proposal preparation expenses are to be borne by the proposer.

Disclosure

Upon receipt, responses become "Public Records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes.

Reserved Rights

The GIBA reserves the right to accept or reject any and/or all proposals, to waive irregularities and technicalities, and to request resubmission. Any sole response received by the first submission date may or may not be rejected by the GIBA, depending on available competition and timely needs of the GIBA. The GIBA reserves the right to award the contract to a responsible proposer submitting a responsive proposal, with a resulting negotiated agreement which is most advantageous and in the best interests of the GIBA. The GIBA shall be the sole judge of the proposal, and the resulting negotiated agreement that is in its best interest and its

decision shall be final. Also, the GIBA reserves the right to make such investigation, as it deems necessary to determine the ability of any proposer to perform the work or service requested. The proposer shall provide all information the GIBA deems necessary to make this determination. Such information may include, but shall not be limited to: current financial statements prepared by an independent CPA, verification of personnel availability, and past performance records.

Applicable Laws

The proposer must be authorized to transact business in the State of Florida. All applicable laws and regulations of the State of Florida will apply to any resulting agreement.

Code of Ethics

With respect to this proposal, if any proposer violates or is a party to a violation of the State of Florida per Florida Statutes, Chapter 112, Part III, Code of Ethics for Public Officers and Employees, such proposer may be disqualified from performing the work described in this proposal or from furnishing the goods or services for which the proposal is submitted and shall be further disqualified from submitting any future proposals for work or for goods or services for the GIBA.

Public Entity Crimes

Pursuant to Section 287.133(2)(a) of the Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

Equal Employment Opportunity

The GIBA, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 and the Regulations of the Department of Commerce (15 CFR, Part 8) issued pursuant to such Act, hereby notifies all prospective proposers that they will affirmatively ensure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to participate in response to this advertisement and will not be discriminated against on the grounds of race, color, creed, sex, age or national origin in consideration for an award.

Americans with Disabilities Act

The Board of Supervisors of the GIBA does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the GIBA's functions including one's access to, participation, employment, or treatment in its programs or activities. Anyone requiring reasonable accommodation for the public meetings should contact the person named on the first page of this document at least twenty-four (24) hours in advance of the activity.

XXII. SUBMISSION OF PROPOSALS

Proposals for this project will be received until 4:00 pm on January 16, 2018 via:

Email: kathygiba@earthlink.net

Mail to: Gasparilla Island Bridge Authority P.O. Box 1918 Boca Grande FL 33921;

UPS or FedEx: Gasparilla Island Bridge Authority 6201 Boca Grande Causeway Placida FL 33946

GIBA reserves the right to reject any or all proposals or to waive any non-compliance in proposals received. Should any discrepancies or omissions be found in the bid specifications, or doubt as to their meaning, the bidder shall notify the

GIBA in writing. The GIBA will address all questions and reply by means of written addenda on the Press/Media tab at www.giba.us. It is the responsibility of each bidder to check the website for addenda. Proposals received after the specified deadline will not be accepted.

XXIII. AWARD & EXECUTION OF CONTRACT

The GIBA intends to award a contract via Board approval to the bidder submitting the best value proposal after final negotiations. The bidder shall execute the contract within fifteen (15) days of receipt of official written notification.

XXIV. PROJECT SCHEDULE

The proposed project schedule is as follows:

Request for proposals issued	October 31, 2017
Site Visit	December 14, 2017 10:30 am GIBA Toll Facility Placida, FL
Due date for proposals	January 16, 2018
Contract awarded	February/March 2018
Site work start date	May/June 2018

ATTACHMENT A
SUBMITTAL CHECKLIST

Letter of Transmittal

Executive Summary

Required Certifications

Conditions Acknowledgement

Experience & Qualifications

Financial Statements

Project Approach

Project Organization

Technical Solutions

_____Proposed system is consumer friendly

_____ Proposed system is upgradable to meet future technology advances.

_____ Proposed system provides for auditable data.

_____Proposed system includes components that are user friendly.

_____Proposed system provides for security and protection of all data.

_____Proposed system provides for data redundancy.

_____Proposed system provides for ease in recovery of data in case of failure.

Warranty and Spare Parts

Maintenance Approach

Measurement & Payment