

**ORLANDO-ORANGE COUNTY EXPRESSWAY AUTHORITY
NOTICE OF REQUEST FOR PROPOSALS FOR
CREDIT CARD PROCESSING SERVICES
CONTRACT NO. 000900**

The Orlando-Orange County Expressway Authority (Authority) requires the services of a qualified firm to provide credit card processing. Consideration will be given to only those respondents who are qualified to perform the work as determined by the Authority. Proposal documents are available for download at the Authority's web site located at www.ocea.com/DoingBusinessWithUs/Procurement/ProcurementAccountLogineProcurementRegistration.aspx. Proposer registration is required to access and download documents. Instructions for registration are provided on the website.

DESCRIPTION OF SERVICES: The Scope of Services describes in detail the services required by the Authority for the required services.

QUALIFICATION REQUIREMENTS: As a minimum, the Proposer shall be licensed to do business in the State of Florida, have a national presence and scope of operations, and have at least one client for which the Proposer processes at least two million transactions and \$100 million per year. Additional requirements and experience are detailed in the proposal documents.

The Authority will evaluate and determine the relative ability of each firm to perform the required services based upon the information provided by the firm in response to the RFP.

NON-SOLICITATION PROVISION: From the first date of publication of this Notice, no person may contact any Authority Member, Officer, Employee, or any selection committee member, with respect to this Notice or the services to be provided, except as related to the submittal requirements detailed in the RFP. Reference is made to the lobbying guidelines of the Authority for further information regarding this Non-Solicitation Provision.

SUBMITTAL DUE DATE: Submittals will be received by the Authority until 1:30 p.m. Orlando local time, on February 13, 2013. Submittals delivered or received after that time and date will be disqualified.

CODE OF ETHICS: All contractors selected to work with the Authority are required to comply with the Authority's Code of Ethics, a copy of which is available on the Authority's web site at www.ocea.com.

EQUAL OPPORTUNITY STATEMENT: The Orlando-Orange County Expressway Authority, in accordance with the provisions of Title VI and Title VII of the Civil Rights Act of 1964, as amended, prohibits discrimination on the basis of race, color, sex, national origin, age, religion and disability. The Authority hereby notifies all firms and individuals that it requires and encourages equal employment opportunity for minority and women as employees in the workforce.

MINORITY/WOMEN/DISADVANTAGED BUSINESS ENTERPRISE

PARTICIPATION: The Orlando-Orange County Expressway Authority hereby notifies all firms and individuals that it encourages affirmative efforts be made to solicit participation of local minority and women business enterprises on contracts awarded by the Authority.

ORLANDO-ORANGE COUNTY EXPRESSWAY AUTHORITY

Claude Miller
Director of Procurement