

**PORT ST. LUCIE CITY COUNCIL
AGENDA ITEM REQUEST**

COUNCIL ITEM 13C
DATE 11/19/12

Meeting Date: November 13th, 2012

Public Hearing _____ Ordinance _____ Resolution _____ Motion X

Item: Contract #20120089 "City Fleet Fuel Card, Wright Express"

Recommended Action:

To approve implementing a pilot program by participating in, State Contract #973-163-10-1 (attached), per City Chapter 35.06, for a City fleet fuel card.

Exhibits:

- Department memo attached [X] yes [] no
- Fuel Card Policy and Procedures Manual
- Department Review Sheets
- Wright Express Enrollment Form / Power Point Slides
- State Contract #973-163-10-1
- Florida Agencies Currently using the Program
- Fuel Cost Breakdown

Summary Explanation/Background Information:

The City of Port St. Lucie's fleet fuel card program is designed to improve budget control, efficiency in purchasing unleaded fuel, and reduce costs while improving the management of the City's fleet of vehicles / equipment. This program will start with a pilot program which will benefit the City by not only providing rebates (1.45%) from the card provider, but allowing City employees more options of filling-up rather than relying solely on the fuel island, thus making a more productive day. Also, vehicle and equipment management is enhanced by WEXOnline's ability to capture and offer real-time fuel price mapping and station locations, which allows card holders to fill-up at the lowest prices in the area of one's search. The pricing is fed into maps where they can be viewed in both satellite and standard map views.

In short, the Fleet Card Program (as described in the manual) will provide an effective, convenient, and alternate method to using the City's fuel island, at the same time, providing the benefit of a City wide presence for both, City employees, and police officers by offering more locations to fuel their vehicle. See department memo for additional information.

The need for the above is:

Purchase () is (X) is not a replacement

Purchase (X) was budgeted () was not budgeted.

Expenditure: Estimated annual unleaded fuel cost \$1.5 million.

Department requests expenditure from the following:

Fund	Various	
Cost Center	Various	
Object Code	540100	Gas and Oil
Project		

Director of OMB concurs with award: _____

City Manager concurs with award: *[Signature]*

RECEIVED

Department requests 0 minutes to make a presentation.

OCT 22 2012

Submitted by: Dave Pollard

Title: Director, OMB

Date Submitted: October 22, 2012
City Manager's Office



CITY OF PORT ST. LUCIE

Finance Department

• • • • •
Edwin M. Fry, Jr., CPA, CGFO, Finance Director/City Treasurer

"A City for All Ages"

To: Gregory J. Oravec, City Manager
From: Edwin M. Fry Jr., CPA, CGFO, Finance Director / City Treasurer
Michael Florio, Accountant
Date: October 11, 2012
Re: Wright Express Fleet Card Program

Background

Currently, all fuel for city vehicles is stored at the city fueling complex located at Thornhill Drive. This requires all city vehicles to drive to the fueling complex to refuel. We have been researching alternatives which would provide fuel at multiple locations throughout the city in order to reduce the time spent by city employees driving from work sites to the city fuel complex.

In an attempt to improve convenience and flexibility in the City's fueling operations, a thorough review and analysis has been made of the Wright Express (WEX) retail fleet fuel card program offered through the State of Florida. The Wright Express retail fleet fuel card is accepted by 90% of the gas stations throughout the city. Although similar fleet fueling card programs have been reviewed in the past, the current program offered by Wright Express through the State is the first that passes the initial cost feasibility test as it pertains to the City of Port St. Lucie. In addition, the Wright Express fuel card program appears to provide the most comprehensive suite seen to date of available and customizable reports, analytical tools and internal control features to help detect and prevent misuse and abuse of fuel cards, including fraud. In consideration of these facts and as further delineated in greater detail below, we request your approval of the program on a test pilot basis with the Police Department for unleaded fuel only. The duration of the test pilot is requested to last until such time the feasibility of the program is clear, where either expansion of the program to other departments may be requested or the test pilot is deemed unsuccessful. If you approve, we respectfully request the attached Wright Express State Contract, the proposed City of Port St. Lucie Fuel Card Policy Manual, the proposed Fuel Cardholder Agreement and other supporting documentation be added to the next available council agenda for further consideration and approval by City Council.

Wright Express (WEX) Program Overview

The WEX fuel card program has been in place via State Contract since 2010 and is currently used by 237 local governmental agencies across the State of Florida, including five (5) municipalities among the City's peer group. In addition to those five municipalities among the City's peers, several other agencies / municipalities found to be using the WEX fuel card program were contacted to inquire as to what their experience with the program has been and

to request specific information on the policies they have implemented. The following is a list of the agencies contacted:

- City of Cape Coral
- City of Coral Springs
- City of Hollywood
- City of Lake Mary
- City of Melbourne
- City of Miami Gardens
- City of Palm Bay
- Indian River County Sheriff & Fire District
- Martin County Sheriff's Office

The responding agencies indicated an experience level with the WEX fuel card program ranging from just a couple of months to nearly two years since commencement of the program with the State. The extent of use of the WEX fuel card program by these same agencies varied from out of town travel and emergency use only (Martin County Sheriff's Office) to full-time, 100% usage for all municipal operations (City of Miami Gardens). All respondents, however, regardless of the length of time or extent to which they have been using the WEX fuel card program reported favorable experiences working with WEX and the benefits provided. The program policies and procedures received by the responding agencies and the shared communications about said policies and procedures were very helpful in understanding what policies currently in place elsewhere have been effective. Many of these same policies were used or modified to develop the best possible policies and procedures for inclusion in the proposed Fuel Card Policy Manual for the City of Port Saint Lucie. It should be noted WEX also provided template data and general guidelines on how to develop effective fuel card policies and procedures, which were reviewed and considered.

As previously stated, the proposed test pilot of the WEX fuel card program will be for the Police Department for the purchase of unleaded fuel only. OMB will administer the program by providing program oversight and maintaining internal controls, among other responsibilities as outlined in the Fuel Card Policy Manual. In tandem with OMB, daily oversight of the individual cardholders will be performed by the department director (Chief of Police) and the appropriate managers and supervisors (Lieutenants, Sergeants, Administrators, etc.). The Finance Department will track monthly usage and costs under the pilot program and will compare these statistics with historical data to help determine if the overall usage and cost is meeting, not meeting or exceeding expectations.

The ability to view transactions processed by cardholder, vehicle or some other desired criteria may be done using a variety of standard and customizable reports available through the "WEX Online" web portal. The WEX Online website will be available to any number of authorized managers and supervisors, visible in read-only format and organized in a manner such that

cardholders can be tied to specific managers or tiers of management within their own organizational unit (division or department). This feature will allow management to access the desired cardholder information more quickly and minimize the time that may be necessary to sort, filter and view cardholder transactions and data. In addition, customizable alert reports are available to alert the appropriate members of management if any number of preset limits for any individual card or cardholder is exceeded. In addition, the WEX Online website offers a GPS fuel center navigation feature with available iPhone / Android applications that allows cardholders and managers to locate the lowest reported retail price by geographic area. This feature will help ensure saving time and money so that the lowest possible cost for fuel is incurred, whenever possible or practical.

WEX Program Cost Feasibility

The basic cost structure under the WEX fuel card program for unleaded fuel results in an automatic 1.45% discount off the retail price per gallon at the pump, plus an additional \$0.184/gal. for all applicable Federal excise taxes as a result of the City being a tax exempt entity. Therefore, all rebates and credits are realized at the time of the transaction and are netted against the monthly credit card invoice. The WEX program does not result in an end of quarter or end of year rebate as may more commonly be the case with other types of procurement cards or fleet fueling card programs.

An analysis during Fiscal Year 2011 – 2012 covering a six (6) month period was performed to compare what the cost of fuel to the City would have been under the WEX program vs. the actual cost from the City's bulk inventory stores. To develop the estimated monthly WEX unit price for each month of the six month analysis, data was obtained from WEX for all retail fuel stations for all zip codes within the City of Port Saint Lucie which reported transactions that month under the WEX program. An average unit cost by zip code was developed, which was then aggregated into an average unit cost by month. For the entire six month period of the analysis, the average WEX unit price was approximately \$0.091/gallon higher than the City's bulk fuel cost. However, further analysis showed that if fuel consumption under the WEX program were to decrease by approximately 3%, the cost of fuel from both sources would be equal. Under the WEX program, because drivers within the Police Department would no longer be required to obtain fuel from the City's single internal fueling site, the cost feasibility of the program specific to the Police Department in realizing a 3% reduction in fuel consumption is achievable. It should be noted, however, that the analysis calculating the break even point under the WEX program at a 3% reduction in fuel consumption assumed an unweighted WEX program unit cost and therefore an equal volume of fuel purchased across the various zip codes within the City's municipal service area. Results from the test pilot may vary widely, depending on actual consumption and purchasing patterns, in addition to variations in the actual future cost of fuel itself including the price spread between the WEX unit cost and the City's internal fuel cost.

Internal Controls

The concern of paramount importance with the WEX fuel card program is that effective controls are instituted that support the assertion fuel is being purchased by authorized personnel, that it is being used by only City vehicles and equipment for their intended purpose and that the risk of fraud and abuse is kept to an absolute minimum. The proposed Fuel Card Policy Manual along with the accompanying Cardholder Agreement form provides specific detail as to the procedures performed by the various departments to provide the appropriate segregation of duties between the functional areas (department, OMB, cardholder, etc.) as well as clearly delineated duties and responsibilities for the cardholders themselves and the consequences for failing to follow them. As mentioned previously, the WEX Online website offers a wide range of alert report options, customizable to suit each manager's needs. Examples of the exception reports include the following:

- Total dollars per day / month
- Total gallons per month / transaction
- Average price per gallon greater / less than a set price per gallon
- Multiple daily transactions
- Off-hours transactions
- Days of the week transactions
- Fuel type (e.g., unleaded, diesel)
- Gallons per transaction greater / less than a set number of gallons per transaction.

The single most important control feature, however, is regular, routine review and approval of each cardholder's daily transactions by their supervisor or manager and department director. There is no substitution for daily oversight of the program and approval of transactions. Failure to do so will significantly increase the risk of fraud and abuse, effectively eliminate accountability and render the developed internal control procedures meaningless.

The implementation of effective, uniform internal controls will be instituted on a City-wide basis. All controls will be closely monitored but may be modified if circumstances warrant. In addition, the Police Department and any other department that may subsequently participate in the WEX fuel card program will have at the department director's discretion the ability to institute additional control procedures to ensure program compliance and accountability within their own department.

WEX Program Benefits

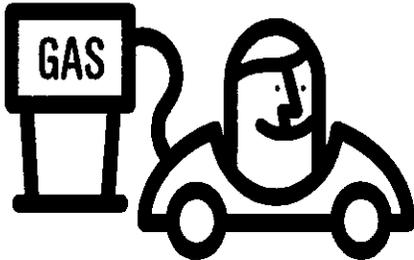
Use of the WEX fuel card will eliminate the need for city vehicles to refuel at the city fuel complex. Employees will be able to spend more time performing their essential functions and less time commuting to the city fuel complex. For the Police Department, refueling police cars at gas stations throughout the city will provide a greater police force presence. Additionally, refueling at local gas stations will provide a boost to the local economy.

Attachments

Copy: David Pollard, CGFO, Director/OMB
Cheryl Shanaberger, MPA, CPPO, Deputy Director/OMB
John Bolduc, Chief of Police

The City of Port St. Lucie

Fuel Card Policies & Procedures Manual



FUEL CARDS

Introduction

The City of Port St Lucie Fuel Card Program is designed to improve budget control and efficiencies in the purchase of fuel. The fuel card is the City's primary method for fueling vehicles and equipment.

Each fuel card will be issued to either a current employee with the City of Port St Lucie or to a vehicle owned by the City of Port St Lucie. The card is a City owned card and clearly displayed is the cardholder's name, or vehicle number.

The Office of Management and Budget (OMB) will monitor the performance of the program. All questions or concerns should be directed to:

Karen Rodgers	772-344-4384
Matt Haluck	772-871-5224
Gina Jolly	772-344-4055
Cheryl Shanaberger	772-871-7390
Dave Pollard	772-871-7391

Purpose

The purpose of this manual is to accomplish the following:

- A. A Fuel Card Program that will offer a low-cost and efficient purchasing alternative to fueling at the City's fuel island.
- B. To provide procedures and policies for disciplinary action if the fuel cards are misused.
- C. To ensure that The City of Port St Lucie bears no legal liability for the inappropriate use of the cards.
- D. Provide budget control over purchases of fuel.
- E. Added convenience for City staff to fill-up.

The policies and procedures provided herein are minimum standards for departments. Departments may establish additional controls as deemed necessary. However the department controls shall not conflict with this manual.

How It Works

The Fuel Card Program simplifies the purchasing of fuel.

When there is a purchase of fuel, the card system validates the transaction against preset limits established by the Cost Center Director. All transactions are approved or declined electronically

based on the authorization criteria established for each card. The authorization criteria may be adjusted periodically as needed and may include, but is not limited to, the following:

- Type of fuel
- Number of transactions allowed per day, weekly, twice-monthly and monthly
- Single transaction limit
- Dollar, transaction and gallon (either per period, per transaction...down to product level)
- Time of day, day of week limits

Who Does What

The following is a summation of the responsibilities of the individuals and organizations involved in the Fuel Card Program.

Department Director

- ◆ Request fuel card for designated employees/vehicles.
- ◆ Determine fuel card authorization profiles.
- ◆ Collect card from cardholders who are no longer employed with the City.
- ◆ Notify and send OMB terminated cards.
- ◆ Request additional fuel cards as needed from OMB.
- ◆ Comply with all policy and procedures of Fuel Card Manual.
- ◆ Daily review and verification of transactions for department.
- ◆ Receive reports and use for tracking, forecasting and management tool.

Manager / Supervisor

- ◆ Daily review and verification of all transactions on fuel cards under their supervision.
- ◆ Follow and track usage trends by vehicle and employee.
- ◆ Investigate unusual transactions.
- ◆ Check daily unit pricing provided by WEX online and communicate location of most cost effective stations.

Cardholder / Vehicle Driver

- ◆ Hold and secure fuel card.
(Vehicle card is to be left with vehicle at all times)
- ◆ Comply with all fuel card policies and procedures.
- ◆ Notify OMB and department Director of lost or stolen card.
- ◆ Ensure all transactions under the employee's PIN are for only City authorized business using only City vehicle / equipment.
- ◆ Purchase regular unleaded fuel only (87 octane).
- ◆ Attempt to purchase fuel at the lowest advertised retail cost using WEX online tools provided by the employee's supervisor, manager, or department director.

- ◆ Ensure transactions on cards issued to each vehicle or equipment are for that vehicle or equipment only.
- ◆ Comply with any established or subsequently approved internal control procedures to ensure the validity of transactions, including providing receipts, or other documentation if so required by the department director, OMB, or the City Manager.

OMB

- ◆ Notify Provider of any disputes and follow dispute procedures
- ◆ Document all disputes
- ◆ Receive copies of statement from provider. Reconcile all cardholder/vehicle statements to City statement. Provide totals to be paid to bank to the Finance Department.
- ◆ Initial and give all documents to Finance Department

OMB / Fuel Card Administrator

- ◆ Coordinate program policy issues
- ◆ Initiate all fuel cards
- ◆ Initiate required training program for all cardholders/vehicle driver
- ◆ Provide all cardholders and vehicles with user instructions
- ◆ Request issuance and cancellation of cards
- ◆ Maintain policy and cardholder/vehicle driver's guides/manuals
- ◆ Coordinate and maintain internal controls
- ◆ Handle billing disputes
- ◆ Participate in ongoing program reviews
- ◆ Conduct semiannual inventory of fuel cards
- ◆ Terminate cards

Accounts Payable / Finance Department

- ◆ Receive monthly statement
- ◆ Receive approved reconciliation of provider statement to card statements from OMB
- ◆ Pay all non-disputed monthly charges from provider's statement
- ◆ Process accounting data and issue warrant
- ◆ File and store statements, etc. with monthly warrant
- ◆ Notify OMB of any violations or discrepancies on the provider's statement

External Auditor

- ◆ Include fuel card payments in annual audit
- ◆ Report to Finance Director or designated employee
- ◆ Notify OMB of any changes required

POLICIES AND PROCEDURES

Assignment and Control of the Fuel Card

Request for and Issuance of Fuel Card

- A. Fuel cards will be issued to either individual employees, or to City vehicles. The Fuel card will have the employee name and/or vehicle number, City of Port St Lucie logo, and the expiration date embossed on the face of the card.
- B. Only one card will be issued per vehicle.
- C. Cards will be issued to a limited number of supervisors for the use of mowers and miscellaneous equipment.
- D. All requests for new fuel cards, changes to current cards, or changes to authorizations of either, must be made by the department director by submitting a request form to OMB.
- E. Any employee driving a City owned vehicle must have a valid State of Florida Drivers License appropriate for the type of vehicle being operated.
- F. Any personnel utilizing city owned vehicles for trips requiring a travel form must submit a copy of the approved form to OMB.
- G. Each cardholder will be required to attend mandatory training. A copy of the fuel card Policies and Procedures Manual, with an oral review of such policies and procedures will be provided. The Cardholder will sign a Certification and Receipt form. Human Resources will retain each original signed certification.
- H. OMB will notify the Director of the issuance of all fuel cards.
- I. At the Director's discretion, a department may require that all fuel cards be turned in daily or weekly.
- J. The City Council members will not be issued personal fuel cards.

Lost or Stolen Fuel Cards

- A. If a fuel card is lost or stolen, the cardholder/vehicle driver or department representative must immediately notify OMB and the department Director.
- B. The cardholder/vehicle driver will be responsible for reporting all information necessary to reduce the liability to the City for a lost or stolen card.

- C. Disciplinary action will be taken in the event that OMB is not notified. The cardholder/vehicle driver will make payment to the City for any unauthorized charges if she/he fails to report the card as lost or stolen.

Termination or Transfer of Cardholder/Vehicle

- A. When an employee ends his or her employment or is transferred to another department, the Director must immediately notify OMB. OMB card administrator will ensure that the employee's fuel card is cancelled.
- B. When a vehicle is transferred to a different department or is no longer in use, the Director must immediately notify OMB. OMB will ensure that the Vehicle fuel card is cancelled.
- C. The Director is to collect the card and send to OMB for termination.

Limitations on Use of Fuel Card

1. Cardholder Use Only

- a. Only the employee whose name is embossed on the card may use the fuel card.
- b. No other person is authorized to use the card.

2. Vehicle Use Only

- a. Vehicle fuel card is embossed with city vehicle number and will only be used for that vehicle.
- b. Transactions for gas cans or auxiliary tanks shall be made on separate City issued cards.

3. Use of Outside Pumps Only

Fueling transactions are to be initiated at the outside pumps only. If outside pumps are inoperable, leave station to obtain fuel at a different station.

4. Car Washes

No purchasing of car washes on fuel card.

5. City of Port St Lucie Purchases Only

The fuel card is to be used for city-authorized purchases only. Any unauthorized use of the card will be considered theft and will result in termination of employment. Furthermore, the matter will be forwarded to the appropriate law enforcement agency.

6. Unique Pin ID Number

The unique four digit PIN shall only be used by the driver the ID is assigned to whom the PIN is assigned.

Dollar Limitations

1. The Department Director approving the assignment of a fuel card will set limits for each cardholder/vehicle. Specific time period-daily, weekly, semimonthly, or monthly. Within that time period – number of transactions per period, dollars per period and gallons/units per period. Limits cannot exceed the maximum amounts set by OMB. Requests for spending limit changes must be initiated and authorized by the Department Director and approved by OMB.

Violations (not meant to be all inclusive)

1. Attempting to use the fuel card for any vehicle not owned or authorized for use by the City.
2. Failure to report lost or stolen fuel card to OMB for termination.
3. Fueling City vehicle with improper fuel card.
4. A Cardholder allowing another City employee access to his/her card/PIN for fuel. Any abuse or misuse of the fuel card will result in the privilege being suspended or revoked.
5. Use fuel card for personal use shall be deemed an un-authorized use of the card and shall result in disciplinary action up to or including termination.

OMB will refer violations and discrepancies to Administrative Services for disciplinary or other appropriate action.

Procedures for Making and Paying for Purchases

General Information

When using the fuel card, the cardholder/vehicle driver will purchase fuel at the lowest possible price. The available WEX online tools may be used to locate the lowest advertised price.

The department director is responsible for their department's respective fuel budget.

Payment Invoice and Procedures

The fuel card company will mail all statements to the Procurement Card Administrator in OMB. A copy will be made and the original will be forwarded to the Finance

Department. This statement of account will list all transactions processed during the billing cycle. No statement of account will be generated unless adjustments for previously billed transactions have been processed during that cycle.

OMB will ensure that the fuel card charges are paid on a timely basis and that the consolidated statement received is reconciled against the individual card statements.

Disputes

- A. When an account is in dispute status, the disputed amount is still included in calculating the available money for authorization (monthly limit). At the time the item is placed in dispute, it is removed from all finance charges, late charges, past due amounts and calculations. Finance charges which accrue from posting until the time it is placed in dispute will be paid by the City.

CITY OF PORT SAINT LUCIE

Fuel Cardholder Acknowledgement Agreement

The City of Port St. Lucie fuel card program is an alternative, low cost method for obtaining fuel for City owned vehicles and equipment designed to improve convenience and flexibility in the City's fueling operations. The card may be used for the purchase of FUEL ONLY at any fueling center where the Wright Express (WEX) fleet fueling card is accepted.

As a cardholder, your participation in the fuel card program is a privilege and may be suspended or revoked at any time by your department director, the Office of Management and Budget (OMB) or the city manager, with or without cause. You acknowledge as a cardholder the fuel card is the property of the City of Port St. Lucie and shall be used in the course of conducting official City business only. You agree as a cardholder to use the fuel card in good judgment to obtain the best value for the City. Your initials and signature below are in acknowledgement that you understand and agree with the aforementioned statements, that you have been issued a copy of the fuel card manual for which you have received training and that you have read, understand and agree with the specific program guidelines therein and as outlined below:

Initials

- _____ 1. I acknowledge use of the fuel card and my corresponding PIN shall be for the purchase of fuel for City vehicles and equipment only in the due course of conducting official City business. I understand use of the card or of my PIN for personal use or for any other unauthorized use shall be considered theft and shall result in my immediate termination of employment.
- _____ 2. I acknowledge responsibility for all charges made on any fuel card using my PIN and agree not to share my PIN with any other person or employee. I agree not to initiate any fuel transaction for any other person or employee using my PIN.
- _____ 3. Each fuel card shall have the vehicle name and/or unit number embossed on the face of the card to which it is assigned. I agree the fuel purchases I make using the fuel card shall be only for the respective vehicle or equipment to which the card is assigned.
- _____ 4. I understand the filling of gas cans or auxiliary tanks not specifically associated with the vehicle or piece of equipment to which the fuel card is assigned is strictly prohibited. The filling of gas cans shall be made by authorized personnel using a separately issued fuel card.
- _____ 5. I acknowledge use of the fuel card is for the purchase of regular unleaded fuel only (87 octane), unless otherwise authorized by my department director, OMB, the city manager or upon subsequent amendment of the fuel card policy and manual.

- _____ 6. I agree I will attempt to purchase fuel at the lowest available advertised cost whenever possible and within reason. I acknowledge having been trained how to use the Wright Express (WEX) on-line tools and applications to help me identify the lowest reported fuel prices in obtaining the best value for the City. I understand the use of these on-line tools and applications are subject to limitations on my ability and authorization to access them. In such case where on-line access is limited or not authorized, local station pricing information may be provided to me through other means.

- _____ 7. I acknowledge all fuel transactions shall be made at the outside pumps only. If the outside pumps are inoperable or will not accept the fuel card, I understand I must leave that station and obtain fuel at a different location.

- _____ 8. I acknowledge the purchase of a car wash using the fuel card is strictly prohibited and shall be considered an unauthorized use of the card.

- _____ 9. I agree to comply with any established or subsequently approved internal control procedures to ensure the validity of transactions on the fuel card and that fuel is being purchased for its intended purpose. This may include, but is not limited to providing receipts and/or other documentation if so required by my department director, OMB or the city manager.

- _____ 10. In the event a fuel card to which I am assigned or that is in my possession becomes lost or stolen, I understand it is my responsibility to report the incident IMMEDIATELY to my supervisor or next in my chain of command and to OMB. If the loss is discovered or the theft takes place during non-regular business hours, I will report the loss or theft immediately the next business day. I understand I am responsible for all charges on any unreported lost or stolen card and that failure to report the incident shall be deemed an unauthorized use of the card.

- _____ 11. I agree to surrender any fuel card assigned to me or in my possession upon termination of employment, transfer to another department or when otherwise requested to do so. Upon said circumstances, I understand no further use of the card is allowed.

Employee Name (Printed)

Date

Employee Signature

Department

Department Head Signature

Date

Wright Express® Fleet Card Product Controls

Company Name: _____

1. Please review the preset limits below that apply to any cards you designate as Fuel Only.
2. Check **ONE** product group below. The limits apply to cards you designate as Custom Control Cards.
3. Provide a valid email address.
4. Sign the form and fax with the Fleet Card Information to 207-791-1618.
5. Keep a copy of this form for your records. Remember, Customer Service cannot make future updates on your behalf, so make sure to keep your WEXOnline® User ID and Password accessible.

NOTE: You cannot use this form to change the preset limits shown below. Once you receive your User ID and Password, you can log in to WEXOnline to change these limits or to further customize individual cards. The limits below are based on our research that showed lower amounts may cause unnecessary declines which could impede the operation of a business.

PRESET CARD LIMITS (Preset limits cannot be changed with this form)			
FUEL ONLY			
These limits apply to Fuel Only cards if selected:	TRANSACTIONS PER DAY	\$ PER TRANSACTION	\$ PER DAY
Fuel	3	\$200	\$500
Roadside Assistance	2	\$200	\$500
CHECK ONE PRODUCT GROUP			
<input type="checkbox"/> FUEL & FLUIDS			
Fuel	3	\$200	\$500
Oil & Fluids	2	\$200	\$500
Roadside Assistance	2	\$200	\$500
<input type="checkbox"/> FUEL & SERVICE			
Fuel	3	\$200	\$500
Parts & Service	2	\$500	\$1,000
Quick Lube	2	\$300	\$500
Oil & Fluids	2	\$200	\$500
Roadside Assistance	2	\$200	\$500
<input type="checkbox"/> ALL PRODUCT TYPES			
Fuel	3	\$200	\$500
Parts & Service	2	\$500	\$1,000
Quick Lube	2	\$300	\$500
Oil & Fluids	2	\$200	\$500
Roadside Assistance	2	\$200	\$500
General Merchandise	2	\$100	\$200

Email address: _____

Additional Terms

By signing below, you request the controls ("Controls") indicated above will be applied to your account. The availability and effectiveness of such Controls is dependent upon each merchant's adoption of card specifications and the information transmitted to us by them. You understand and acknowledge that only transactions submitted to us for authorization are subject to Controls and that such Controls can only be enforced when the merchant provides sufficient information as part of the authorization. We reserve the right to modify Controls upon notice to you when such Controls, in our opinion, are set at a level such that they are ineffective and not in accordance with the goals of the Controls program. Default values will be assigned by us. You can modify these default settings by making your own election(s) through our online product. Additional important information related to Controls is also available online. We shall not be responsible for the prudence of any particular Control level you select. The existence and/or use of Controls shall not affect your liability for unauthorized use of Cards. You remain liable for transactions with unreported lost or stolen Cards and/or Card numbers and Driver Identification Numbers. You also will remain responsible to review fraud control data provided by us, such as purchase reports, for the purpose of detecting fraud that occurs within Control parameters.

X _____
 Signature Print Date

Complete and fax with Fleet Card Information form to 207-791-1618.



Tax Exemption & Reporting Enrollment Form

Instructions:

1. Complete part A and sign form at the bottom.
2. Attach all required FEDERAL and STATE certificates (see details below).
3. For questions on signing up for tax exemption and reporting, please call 1-866-841-3542 or email tax_department@wrightexpress.com.
4. Fax completed forms to 1-207-523-7104 or mail to the Wright Express Tax Department, P.O. Box 639, Portland, ME 04104.
5. Retain the terms on page 2 for your records.

A. ACCOUNT INFORMATION

Fleet Name:	Account Number: 04
Authorized Fleet Contact:	Phone No.:
Fleet Contact email:	Fax No.:

Federal Tax ID Number:

IMPORTANT: Eligibility may be limited based on applicable federal, state and local laws. You must complete these forms accurately in order to avoid delays in your program enrollment, so please follow the instructions carefully.

B. MOTOR FUEL TAX

- Tax regulations require Wright Express to maintain current copies of the following **applicable certificates**, based on your eligibility:
 1. **Federal** — A Certificate of Buyer of Taxable Fuel in the name of Wright Express Financial Services Corporation. (Included with this form.)
 2. **State** — A state certificate in the name of **EACH** participating merchant brand where you intend to fuel. (Obtain these from the appropriate state governing body.)
- For example, if you purchase fuel from 7 different participating merchant brands, you will need to submit one Certificate of Buyer of Taxable Fuel in the name of Wright Express Financial Services Corporation as your credit card issuer and 7 state certificates, one for each participating merchant brand where you intend to purchase fuel and are exempt from state fuel tax.
- Keep in mind that the time it takes to prepare the required documentation will save you time and money in the long run.
- Once we receive all of your properly completed documentation and we have completed the appropriate changes to your account, we will start billing you net of the applicable taxes. The sooner you send this form and all signed certificates, the sooner you start saving.

The parties agree that a signed facsimile transmission shall be considered valid for purposes of this enrollment form and that the parties hereby waive any claim that a facsimile transmission does not satisfy the requirements of a signature or writing under applicable law.

X Authorized Fleet Signature

Date:

USER (INTERNAL USE ONLY):

The information contained in this facsimile message is intended only for the use of the individual or entity named above and may contain confidential information. If the recipient of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately at 1-800-492-0669 and return the original message to the attention of the sender at 97 Darling Avenue, South Portland, ME 04106.



Tax Exemption & Reporting Enrollment Form

C. TERMS AND CONDITIONS

This Tax Exemption and Reporting Enrollment Form modifies your charge card agreement based on your participation in the Wright Express Tax Exemption and Reporting Program ("Program"). Your signature on this form and your continued use of your account constitutes acceptance of these terms and conditions. All capitalized terms contained herein shall have the same meaning as in your charge card agreement with us unless otherwise expressly provided herein. Except as amended hereby, the charge card agreement governing your account remains in full force and effect.

TAX EXEMPTION AND REPORTING PROGRAM

- a. The Tax Exemption and Reporting Program (the "Program") permits qualified tax-exempt fleets to be billed net of certain "Applicable Taxes" (as defined herein). By completing this enrollment form you are electing to participate in the Program. We will enroll you in the Program upon receipt by us of all of your enrollment materials, including all required certificates, and validation of your tax-exempt status. Upon completion of your enrollment, your invoices will reflect the net amount due with a line item indicating total "Applicable Taxes" (as defined herein). Your reporting will provide a specific breakdown of Applicable Taxes deducted for each taxing authority or jurisdiction. Applicable Taxes are those federal, state, county and/or local taxes levied on the purchase of gasoline or diesel fuel for which you have provided the proper documentation to us showing your exempt status, and for which such documentation has been accepted by us and for which the Program provides exemption¹.
- b. As your credit card issuer we have elected to provide you with net billing of Federal excise taxes on fuel based upon the participation requirements in section (a) above. We will file a claim for refund with the Internal Revenue Service for these taxes. You agree that you may not file a claim for refund of any federal excise tax exempted by us and not billed to you by us.
- c. For state, county, special and local taxes, merchants have the option of electing to participate or not to participate in our Program based on their own preferences and ability to obtain refunds from state/local taxing authorities. Transactions that occur at merchant locations not participating in our Program will be billed to you with the tax included regardless of your exempt status. In these instances your reporting will contain a detailed listing of your transactions and the taxes charged to you. This information may assist you in filing your own claims for refunds if you so desire. You agree that you may not file a claim for refund of any state, county, special or local taxes exempted by a participating merchant and not billed to you by us.
- d. The tax certificates and other pertinent documentation on which your exemption is based must be received by us from you in order for us to provide you with net billing of any Applicable Taxes. These documents are required to be completed prior to any net billing of Applicable Taxes in order for us or a participating merchant to recover such exempted taxes from the applicable taxing jurisdiction. We shall have no responsibility to verify the correctness of the certificate supplied by you and shall be entitled to rely thereon in preparing the reports and tax exemptions until such time as we are notified by you in writing of a change in any such data. We reserve the right to terminate your participation in the Program, provided, however, that such termination shall not terminate the underlying Agreement between you and us.
- e. We shall calculate tax exemptions based on Internal Revenue Service or other applicable taxing authority guidelines for transactions made by you. For state, county and local taxes, only those transactions agreed upon by the participating merchant shall be treated as tax exempt¹. If we are obligated to reimburse a participating merchant for any actual loss incurred or rebill you for any taxes previously exempted (including refunds denied and assessments of previously made refunds and penalties) attributable to the provision of a tax exemption to you, you hereby agree to reimburse us for said losses incurred.
- f. For non-fuel transactions, merchants may provide transaction data to us net of tax at their sole discretion. You would need to supply the merchant with proper documentation of your tax-exempt status at the point of sale. The merchant will send the transaction to us and we will bill you net of tax for those transactions. You will not receive reporting of taxes levied or exempted for non-fuel purchases.
- g. We shall comply with reasonable requests for information retrieval made by you. A fee may be charged by us for such requests, which relate to information which was presented to you more than ninety (90) days ago.
- h. We cannot apply exemptions to transactions that occurred prior to our receipt and acceptance of your completed certificates.
- i. We shall use reasonable efforts to correctly calculate the amount of tax included in each account arising from a tax exempt sale. We shall recalculate taxes only in cases where we miscalculated the original taxable transaction.
- j. We disclaim all warranties in connection with tax-exempt reporting and invoicing and shall not be responsible for the accuracy or completeness of such reports. In no event shall we be liable to any person for loss, liability or damages, including consequential or special damages, arising as a result of any inaccurate or incomplete report. You hereby agree to hold us harmless and defend us from and against all liabilities, damages, costs and expenses, including taxes, penalties, interest and attorneys' fees, which you may suffer or incur in connection with or arising out of the tax-exempt reporting/invoicing service offered hereunder.

¹ Subject to the appropriate taxing jurisdiction's laws, regulations and requirements.

**ADDENDUM TO THE FUEL CARD SERVICES AGREEMENT BETWEEN
WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION ("WEX FSC")
AND THE STATE OF FLORIDA DEPARTMENT OF MANAGEMENT SERVICES (the "STATE")**

CREDIT INFORMATION

Participating Entity agrees that in the event the account is not paid as agreed, WEX FSC may report the undersigned's liability for and the status of the account to credit bureaus and others who may lawfully receive such information.

Participating Entity		Phone #	Fax#
Business Name and Physical Address (Do not include PO Box)			Applicant's Taxpayer ID # (TIN, FEIN or SSN)
In Business Since (yyyy)	Year of Incorporation (yyyy)	Number of Vehicles	Avg Monthly Fuel Expenditures \$
			Avg Monthly Service Expenditures \$

ACCOUNT SETUP INFORMATION

Write Participating Entity name as you wish it to appear on cards. Limit of 20 characters & spaces. Unless specified, no company name will appear on cards.

Billing Contact	Billing Address	City	State	Zip+4
-----------------	-----------------	------	-------	-------

Designate the Fleet Contact authorized to receive all charge cards, reports, and other such information we provide from time to time and to take actions with respect to your account and account access. This is also the person designated by your company to provide all fleet vehicles, driver and other information we may request.

Authorized Fleet Contact Name	Title	Phone #	Fax #
-------------------------------	-------	---------	-------

Mailing Address (if different from billing address)	City	State	Zip+4
---	------	-------	-------

Email address (required to take advantage of product type card controls)

Card Controls: To help us estimate your credit needs, indicate the types of cards you anticipate using.

If you provide a valid email address above, you can select from these product type options:

All Products
 Fuel & Service
 Fuel & Fluids with Roadside Assistance
 Fuel with Roadside Assistance
 Mix of card types

Check here if business is exempt from motor fuels tax

TERMS

DEFINITIONS:

"Agreement" means: **Contract No.973-163-10-1 effective August 6, 2010** for Fuel Cards and Fuel Management Services (the "Agreement") between the **State of Florida Department of Management Services and WEX FSC.**

"Participating Entity" shall mean the Participating Entity as defined in the Agreement permitted to purchase services under the Agreement, as specified in the Credit Information above.

All other capitalized terms used in this Addendum without definition have the meanings set forth in the Agreement.

AGREEMENTS OF WEX FSC AND PARTICIPATING ENTITY:

1. This Addendum is to allow the Participating Entity to participate under the Agreement between WEX FSC and the State. It does not modify, amend or change the Agreement in any way.
2. Participating Entity represents that it is authorized or allowed by the laws of its home state to enter into this Addendum and to participate under the Agreement.
3. Participating Entity hereby requests the services of WEX FSC described in the Agreement and agrees to perform all duties of a Participating Entity under the Agreement, including, without limitation, payment of all charges on its account(s) within the time periods provided under the Agreement, payment of any fees provided in the Agreement, and cooperation with respect to providing all necessary information for the administration of the Agreement. Participating Entity agrees to be bound by the terms and conditions of the Agreement, including, without limitation, rules for authorized and unauthorized use of cards, disputes of charges, reporting lost and stolen cards, and all other rules and provisions relating to use of Participating Entity's account.
4. Participating Entity acknowledges that its failure to make timely payment in accordance with the terms of the Agreement and/or the Addendum may result in suspension or cancellation of the account(s). The undersigned represents and warrants that he/she is duly authorized to execute this Addendum on behalf of the Participating Entity and this Addendum is the valid and binding obligation of the Participating Entity, enforceable in accordance with its terms.

INFORMATION SHARING DISCLOSURE: Information regarding your transactions may be provided to the State, accepting merchants or their service providers to facilitate discounts or other promotional campaigns of interest to you.

U.S.A. PATRIOT ACT: Our bank complies with Section 326 of the USA PATRIOT Act which requires all financial institutions to obtain, verify, and record information that identifies each company or person who opens an account. What this means for you: when you open an account, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents for your business.

DISCLAIMER: THIS IS AN APPLICATION FOR SERVICES AND SHALL NOT BE BINDING UPON WEX FSC UNTIL FINAL CREDIT APPROVAL HAS BEEN GRANTED BY WEX FSC.

CONTRACTING AGENCY AUTHORIZED SIGNATURE REQUIRED

Any person signing on behalf of the Participating Entity has been duly authorized by all necessary action of Applicant's governing body, and that the undersigned is authorized to make this application on behalf of the Participating Entity.

Signature: _____ Printed Name: _____

Title: _____ Date: _____

Complete and sign addendum. Fax to 1-800-831-4019.

FOR OFFICE	Oppty Number	Sales Code	Plastic Type	Coupon Code	Account Number
-------------------	--------------	------------	--------------	-------------	----------------

CERTIFICATE of BUYER of TAXABLE FUEL FOR USE BY A STATE OR NONPROFIT EDUCATIONAL ORGANIZATION

(To support credit card issuer's claim for a credit, refund, or payment under § 6416(a)(4)(B) or § 6427(l)(6)(D) of the Internal Revenue Code.)

Fleet Card Account Number: _____

Federal Tax Identification Number: _____

Certification:

The undersigned hereby certifies under penalties of perjury that I am the (Title of Officer): _____

Of (Certifying Entity): _____

Entity Address: _____

Entity Phone Number: _____

And that I am authorized to execute this certificate and that all purchases, are, or will be, purchased using a credit card issued by (Credit Card Issuer):

Wright Express Financial Services Corporation

Credit Card Issuer Address:

7090 South Union Park Ave Suite 350

Salt Lake City, UT 84047

Buyer will use the taxable fuel to which this certificate relates for the exclusive use of: (check one)

- | | |
|--|--|
| <input type="checkbox"/> State or local government | <input type="checkbox"/> American Red Cross or Blood Collection Center |
| <input type="checkbox"/> Public nonprofit educational organization | <input type="checkbox"/> Indian Tribe |
| <input type="checkbox"/> Private nonprofit educational organization | <input type="checkbox"/> Volunteer Fire/Rescue |
| <input type="checkbox"/> Foreign Diplomat (you must provide a copy of your PID Card) | |

and it applies to all exempt purchases of gasoline and diesel fuel, if eligible, using charge cards issued by the Credit Card Issuer named above. Information including the nature and quantity of each purchase of gasoline and diesel fuel (the subject of this Certificate) are evidenced by periodic reports provided by Wright Express Financial Services Corporation, the above-named Credit Card Issuer.

Certification will be valid for twenty (20) consecutive calendar months commencing upon completion and remittance of this Certificate. Wright Express may extend the certificate period upon its discretion for an additional period not to exceed four months.

I understand that by signing this certificate, I, as an authorized representative of the entity named above, give up our right to claim a credit or payment for the taxable fuel purchased with the credit card to which this Certificate relates. I understand that the exemption from tax, in this case of sales of articles under the exemption Certificate, is limited to the sale of articles purchased for our exclusive use. I understand that the fraudulent use of this Certificate for the purpose of securing this exemption will subject us, and all parties making such fraudulent use of this Certificate, to fines or imprisonment, or both, together with the costs of prosecution.

The parties agree that a signed facsimile transmission shall be considered valid for purposes of this certification and that the parties hereby waive any claim that a facsimile transmission does not satisfy the requirements of a signature or writing under applicable law.

Authorized Signature

Printed Signature

Title

Date

FAX Completed form to 207-523-7104.



**Universal Fuel
Card Program
for State of
Florida**

Larry Tracey
Regional Sales Manager

Who is Wright Express (WEX)?

*A leading provider of payment processing and
information management services to U.S. businesses
and public sector fleets*

- In business for more than 29 years
 - 12th Largest Commercial Card Issuer*
 - Subsidiaries include Wright Express Financial Services, TelaPoint, Pacific Pride and Wright Express International
- 150+ strategic relationships with fleet management companies, auto manufacturers, fuel retailers and other companies
- More than 350,000 customers
- Approximately 6.6 million vehicles, 4.4 billion gallons
- 2011 revenue \$550 million
- More than 890 employees in 5 countries
- Public company in 2005: WXS on NYSE

*According to The Nilson Report, June, 2010



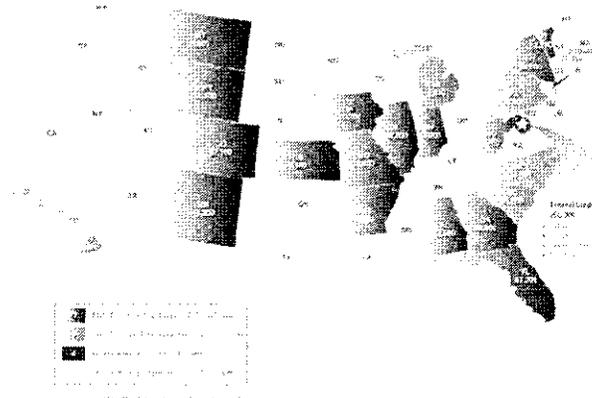
Tax Exempt Fleet Card Experience

22 statewide contracts & 4 with Federal agencies = over 850,000 state & local vehicles using WEX.

Including 265,000 fleet cards issued through our federal GSA and agencies Program.

Florida has 57,000 cards in use with Wright Express.

Wright Express services over 832,000 tax exempt cards nationwide



Represents Wright Express government accounts as of Sept 2012

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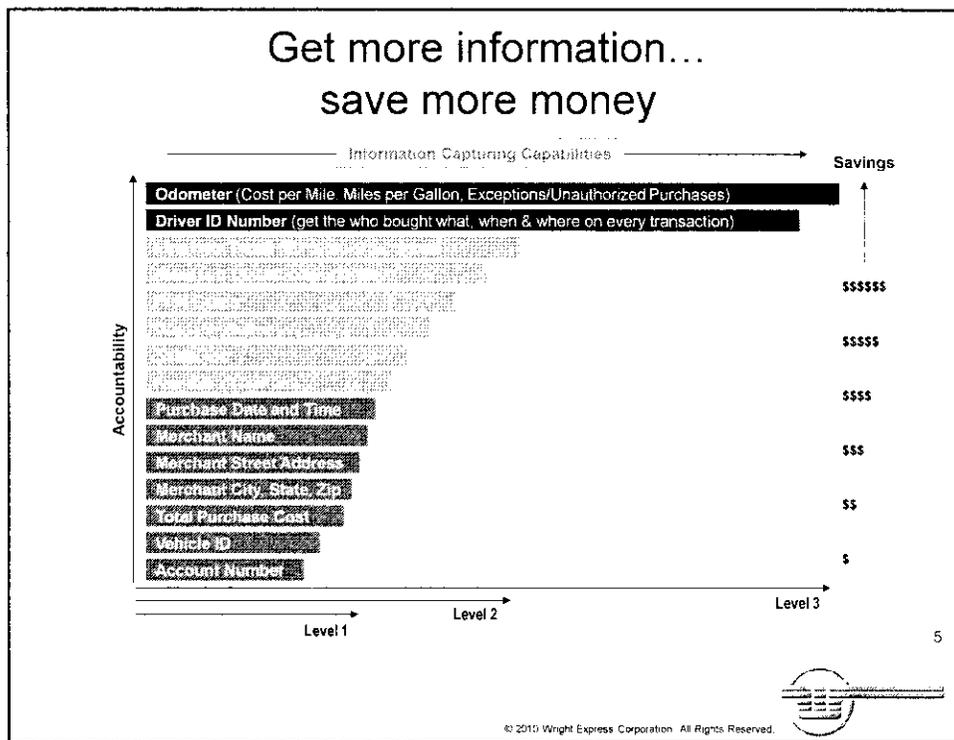
Wright Express Universal Fleet Card with Multi-Level Control

- Universal Fleet Card
 - Controlled Acceptance through Proprietary Network
 - 99.8% Level III data capture
 - Closed network
 - Extended acceptance via MasterCard
 - Purchase Controls
 - Product Type Controls (Fuel only, Fuel & Quick Lube, etc.)
 - Authorization Controls (\$/day, trans/day, etc.)
 - Managed in Profiles
 - Fraud Waste & Abuse Prevention Support
 - Exception Reporting/Purchase Alerts
 - Actionable reporting when thresholds have been exceeded

4

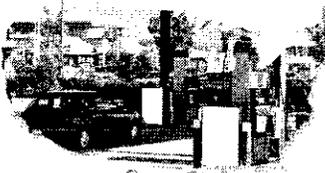
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Acceptance around the corner and beyond

- Commercial/retail locations
 - 180,000 accepting locations, including U.S. Territories
 - > 90% of retail fuel locations in U.S.
 - >50,000 diesel locations in the U.S., including 8,200 truck stops and card-locks
 - >2,100 locations in Canada
 - Over 45,000 vehicle maintenance locations in U.S.
 - Plus, additional 500,000 maintenance locations via out-of-network program (virtual MasterCard – WEXPay™ program)










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Acceptance around the corner and beyond

- Mobile Refueling (wet hosing)*
 - Nationwide network of mobile suppliers, with data integration with your retail transactions
- On-Site Fuel Services*
 - Bulk fuel procurement, management and equipment sourcing through partnerships
 - Card can be swiped to activate your pumps and capture/integrate data
- Marina Fuel
 - Ability to use MasterCard network (WEXPay) call-in at marinas
- Aviation Program*
 - Partnership with AVCard, with acceptance at 7,500 airport (FBO) locations worldwide

*Additional Terms & Conditions Apply

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Beyond Merchant-Based and Service Industry Controls

- Only WEX offers Product Type Controls
- For Custom Control Card Options:
 - Fuel (always selected) - all fuel-related product codes
 - Oil/Fluids - motor oil, fluids and coolants
 - Quick Lube - oil change and lube, air and oil filters
 - Parts and Service - wipers, battery, tires, glass, hoses, tune up, repairs, etc - all other service product codes
 - Roadside Assistance - Roadside assistance (optional)
 - General Merchandise - food, other (optional)
- Cards can be tied to a driver or a vehicle

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Beyond Merchant-Based and Service Industry Controls

- Velocity Limits ensure your policies are supported
- Managed easily within "Authorization Profiles", options include:
 - Period limits: Daily, weekly, twice-monthly and monthly
 - Per transaction limits
 - Dollars, transactions and gallons (either per period, per transaction...down to product level)
 - Time of Day, Day of Week limits
- Using a combination of hard controls (limits) and soft controls (exception reporting) provides you the tools you need for best program oversight.

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Comprehensive Tax Exemption and Reporting Program

- Tax Exemption efforts driven by Level III data received from merchants:
 - Tax Exempt billing & reporting for applicable motor fuel taxes
 - Up to ten levels of motor fuel tax
 - Federal, state, county, city, excise, sales and other "special" taxes (as applicable)
 - Detailed tax reporting is provided for both exempted and non-exempted taxes
 - Tax exemption on non-fuel typically occurs at POS
- Experienced in-house tax specialists
 - Qualification process to determine eligibility
 - Certificate management (including renewals)
 - Merchant reporting (to support their reclamation needs)
 - Fleet Reclamation Services for non-exempted taxes
 - On-going monitoring of changing tax laws

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Florida Contract Features

- 5-year contract through Aug. 2015
- Renewal options for another 5 years
- 1.45% rebate taken off gross pump prices (this is equivalent of .056 off 3.85 pump price)
- Federal excise removed (.18 on gas and .24 on diesel)
- Strategic Accounts team along with 24-hr Cust. Service
- Referrals from St Johns Sheriffs and others

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Value-Added Solutions (Optional)

- WEXSmart™*
 - GPS/Telematics: insight into effectively managing your assets and people to reduce operating costs and increase safety
- Roadside Assistance
 - Emergency roadside services for your drivers: towing, lockouts, jump starts, tire changes, mechanical first aid and fuel delivery

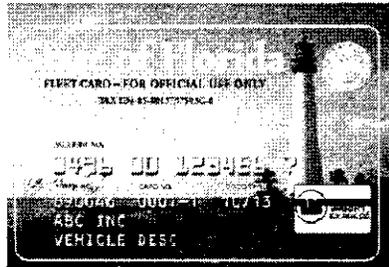
- *Additional terms and conditions apply

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Card Design



BFLI (06/10)

ODOMETER READING AND DRIVER ID# ARE REQUIRED FOR USE.
IF CARD WILL NOT SWEEP, AUTHORIZATION IS REQUIRED. CALL
EMERGENCY: 1-800-442-2011 ESTABLISH: 1-800-457-4800
FOR CLERK OPERATIONS TRANSACTIONS CALL: 1-800-456-5125
FOR ROADSIDE ASSISTANCE CALL: 1-800-326-3471

Wright Express Fleet cards are issued at the discretion of each company's fleet manager. Authorization is subject to independent company policies and procedures. All card users must adhere to company policies and procedures. Use of the card constitutes acceptance of the terms and conditions of the cardholder agreement which are the card user's sole responsibility. The card is the property of the issuer and may be suspended or terminated. Please direct all inquiries to Customer Service, P.O. Box 636, Fort Lauderdale, FL 33301. Call 1-800-442-2011 for Customer Service.

- Prompting: 6 digit Driver ID/PIN and Odometer
- Cards come with card sleeves and driver guide
- Can have generic cards for undercover drivers

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Some WEX customers

Cities of Miami Police & Coconut Creek	Cities of Miami Gardens & W Miami
Flagler & Marion & Citrus County BOCC	Towns of Davie and Lantana
Cities of Coral Springs	St Johns & Sumter County Sheriffs
Polk & Hernando & Volusia & Lake County	Marion & Putnam County Sheriffs
Cities of Florida City & Sunny Isles Beach	Broward & Palm Beach Sheriffs
School Boards Marion & St Lucie Counties	Florida County Health Departments
SW & NW & SWFL FL Water Mgmt Districts	Lee & Collier County Sheriffs

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The Power of WEXOnline®

- Online tools for efficient fleet management
 - 24/7 access to online data, with up to 9 levels of hierarchy
 - Easy, real-time account/card maintenance and advanced administrative functions
 - Fast access to reports, invoices and payment, including real-time authorization activity
 - Email alerts when purchases exceeds your limits
 - Set purchase limits with controls by product type
 - Fuel Price Mapping tool to direct drivers to the lowest cost fuel stations based on real-time authorizations
 - Financial accounting tools - customizable

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The Power of WEXOnline®

WEXOnline®

Welcome „LouisFlorida“ My Preferences Help Contact Us Logout

Home Fleet Manager Financials Reports Reserve Tools Administration

Search: [Select category] Go Search Now

Account Explorer

Level 1
State of Florida

Home

News & Events

UPGRADE: Please take a minute to read about the new online CHANGES effective immediately

Important Information

The information below may require your attention.

My Accounts

Select an account to view detailed information

State of Florida

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The Power of WEXOnline®

- System has flexible hierarchy, up to 9 levels

The screenshot shows the WEXOnline interface with the 'Account Search Results' section. The search criteria is 'State of Florida'. The results are displayed as a tree structure:

- Level 1: State of Florida - 0196001356021
 - Level 2: State of Florida Non-Statutory - 0490001356050
 - Level 2: Internal Board of Finance Com. - 0490001356275
 - Level 2: State of Florida Statutory - 0490001356030

At the bottom right of the screenshot, the page number '17' is visible.

The Power of WEXOnline®

- Fleet Manager Module

The screenshot shows the 'Account Detail for M5RON E' page in the Fleet Manager Module. The page is divided into several sections:

- Account Summary:**
 - 1 Vehicle Active Entires with Entires (Add Driver)
 - 1 Vehicle Active Entires with Entires (Search Cards) Add Vehicle (Add Card)
 - 1 Authorization Profiles with Auth Profiles (Add Auth Profile)
 - 1 Vehicles with Auth Profiles
- Account Detail:**
 - Name: M5RON E
 - Account Number: 0490001356030
 - DBA Name: State of Florida
 - Status: Active
 - Current Owner: State of Florida
 - Approval Level: Full
 - Default Authorization: Full

At the bottom right of the screenshot, the page number '17' is visible.

The Power of WEXOnline® - Auth Profiles

- Set your limits to mirror your purchasing policies – per transaction and per timeframe

General Use Transaction Profile
 This is the default profile for the system for general transaction use. It is not approved for use in the system.

Fee
 Transaction Fee: _____
 Service Fee: _____

General Merchandise
 Default per transaction: _____
 Default per timeframe: _____

Other
 Discount per transaction: _____
 Default per transaction: _____

Gift & Funds
 Default per transaction: _____
 Default per timeframe: _____

Photo & Services
 Default per transaction: _____
 Default per timeframe: _____

Online Order
 Default per transaction: _____
 Default per timeframe: _____

Headset Assistance
 Default per transaction: _____
 Default per timeframe: _____

Total Balance for Approved Credit
 Default per transaction: _____
 Default per timeframe: _____

Level by Timeframe
 Select the level for each timeframe.

Level: _____
 Level: _____
 Level: _____
 Level: _____

Transaction Profile
 Select the profile for each timeframe.

Level: _____
 Level: _____
 Level: _____
 Level: _____

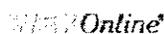
General Merchandise
 Default per transaction: _____
 Default per timeframe: _____

Other
 Default per transaction: _____
 Default per timeframe: _____

Gift & Funds
 Default per transaction: _____
 Default per timeframe: _____

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The Power of WEXOnline® - Administration



Welcome LL Davis Florida My Preferences Help Contact Us Logout



Search: [Select category] [Go] [Clear]

Administration

Administration Home

- Online Users
 - View Online Users
 - Add Online User
 - Pending Requests
- Roles and Permissions
 - View Roles and Permissions
 - Add Role

Administration

- Online Users
 - Manage online users
 - Add Online User
 - View Pending Requests
- Roles and Permissions
 - Manage roles and permissions to assign to users
 - Add Role

Home My Account My Orders My Profile My Preferences My Settings My Alerts My Notifications My Support My Help My Feedback

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The Power of WEXOnline® - Administration

- Customizable User Roles – that more closely mirror your organization

The screenshot shows the 'Add a Role' configuration page. At the top, there are dropdown menus for 'Role Name' (set to 'Security Manager') and 'Description'. Below this is a 'Permissions' section with a tree view. The tree includes categories like 'Account Maintenance', 'Alert/Reporting', 'Authorization Profiles', 'Card Maintenance', 'Driver Maintenance', 'Invoice', 'Resource Tools', and 'Vehicle Maintenance'. Each category has a 'Select All' checkbox and several sub-items with their own checkboxes. For example, under 'Alert/Reporting', there are options for 'View Adhoc Reports', 'Create Custom Reports', 'Manage Flexible Exceptions', 'View Flexible Exceptions', 'Add/Edit Global Exception', 'View Standard Reports', and 'Manage Standard Report Delivery'. The page number '23' is visible in the bottom right corner, along with the copyright notice '© 2010 Wright Express Corporation. All Rights Reserved'.

The Power of WEXOnline® - Reporting

The screenshot shows the WEXOnline Reporting interface. At the top, there is a navigation bar with tabs for 'Home', 'Account Management', 'Transactions', 'Reports', 'Resource Tools', and 'Administration'. Below the navigation bar is a search field with a 'Go' button. The main content area is titled 'Reports' and features a 'Shortcuts' section on the left and a grid of report categories on the right. The 'Shortcuts' section includes links for 'Reports Home', 'Adhoc Reports', 'Transaction Details', 'Exceptions', 'My Flexible Exceptions', 'Standard Reports', 'Real-Time Alerts', 'My Custom Reports', and 'Real-Time Alerts'. The 'Reports' section includes 'Ad Hoc Reports', 'Standard Reports', 'Real-Time Alerts', and 'My Flexible Exceptions'. Each category has a brief description and a list of sub-links. For example, 'Ad Hoc Reports' includes 'Pre-formatted transaction reports with custom options', 'Transaction Details', and 'Transaction Summary | Exceptions'. The page number '23' is visible in the bottom right corner, along with the copyright notice '© 2010 Wright Express Corporation. All Rights Reserved'.

The Power of WEXOnline® - Reporting

- Custom Reports (Query/View/download or Schedule)

- Authorizations
- Transactions
- Cards
- Drivers

WEXOnline®
 View this document in HTML format for the desktop version.

Search: [Search Reports] [Go]

Create From Report

Select System Template

Select one of the reports below as a starting point to create, run, and save a custom report. For further details click on each template to view 'View Details'.

<p>Authorization Activity Report</p> <p>This report generates a custom report that provides you with a complete view of authorization activity. Access to detailed authorization data allows you to make informed decisions on payment activity, to help resolve and enforce down payment policies.</p> <p>View Details</p>	<p>Driver Profile Report</p> <p>This report provides a custom report on a complete view of driver history, multiple address information, a single account report based on the complete driver profile, and more. Data is based on transactions, information, tracking, account information, name, status, and date of last birthday.</p> <p>View Details</p>	<p>Driver Profile Report</p> <p>This report provides a custom report on a complete view of driver history, multiple address information, a single account report based on the complete driver profile, and more. Data is based on transactions, information, tracking, account information, name, status, and date of last birthday.</p> <p>View Details</p>	<p>Transaction Management Report</p> <p>Select this template to generate a transaction report that allows you to analyze a list of certain transactions or filter specified dollar amounts. Custom reports are available for download. This template also enables you to save reports, which can be used later.</p> <p>View Details</p>
--	---	---	--

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The Power of WEXOnline® - Reporting

- Create your own, with ability to run on demand or schedule at regular frequency

Create New Transaction Management Report

Step 2 of 6: Select Fields

Available Fields

The following fields can be included in the report. To remove fields, deselect below. Fields marked with an asterisk (*) cannot be removed from the report.

[Fields] [Next] [Cancel]

- Account Name
- Account Number
- Card Number - allows for filtering
- Authorization Profile Name - allows for filtering
- Optional Embossing
- Description - allows for filtering
- Printed Date
- Transaction Date
- Transaction Time
- Transaction Ticket Number
- Transaction Item Sequence Number
- Custom Vehicle Asset ID - allows for filtering
- VIN
- Vehicle Description - allows for filtering
- Vehicle Floorplate ID - allows for filtering
- Make - allows for filtering
- Model - allows for filtering
- Year - allows for filtering
- License Plate
- License Plate State

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Flexible Exception Reporting: Technology to detect driver misuse

- Keep field management in the know... and enforce your purchase policies
 - You select your parameters
 - Exceptions revolve around card, vehicle or driver (as applicable)
 - When a threshold is exceeded, details are populated on a report which is available for download
 - The transaction is authorized so the driver stays on the road
 - Online user can elect to receive email notification when exceptions are available to view

Available Threshold Options:

- Total Dollars per Month
- Total Gallons per month
- Average PPG for month is greater/less than XPPG/gallon
- Multiple Daily Transactions
- Out of State Transactions
- Off hours Transactions
- Day of Week Transaction
- Dollars Per Day
- Dollars per total Transaction
- Gallons per Transaction
- Non fuel transactions
- Fuel Type
- MPG above or below certain desired MPG
- Inactive for a month

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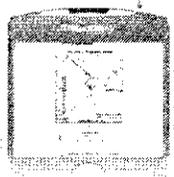
The Power of WEXOnline® - Resource Tools

- Site Directory Search
- Alternative Fuel Directory
- Diesel Directory
- Fuel Price Mapping

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Real-Time Information

- Authorization Activity Reporting – available online
- Real-Time Alerts (final testing phase now)
 - Receive instant notification when a transaction falls outside your defined parameters
- Fuel Price Mapping – with real-time pricing information
 - Mobile Mapping application



*Integrated step-by-step
mapping to low price
provider*

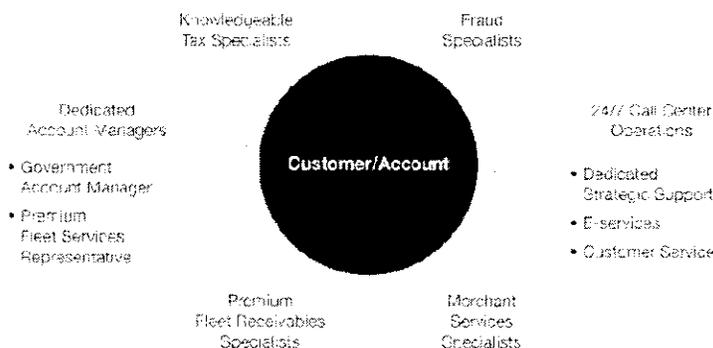
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Customer Service & Key Personnel

- The people behind the plastic will make the difference as your fleet travels around every corner – ensuring satisfaction & success



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Training

- WEX uses a variety of training methods during the implementation and ongoing to ensure program administrators and day to day users understand the program:
 - On-site training to individuals and groups
 - “Live” online or recorded WebEx sessions
 - WEXOnline® Training Guide for users

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Thank You
We look forward to working
with you!
Questions?

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CONTRACT BETWEEN
FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
AND
Wright Express Financial Services Corporation

This Contract is by and between the State of Florida, Department of Management Services (Department), Division of State Purchasing (Division), an agency of the State of Florida with offices at 4050 Esplanade Way, Tallahassee, Florida 32399-0950, and Wright Express Financial Services Corporation (Contractor or Wright Express).

Whereas, the Contractor replied to the Division's Invitation to Negotiate (ITN), No.: 15-973-163-X – Fuel Card Services;

Accordingly, and in consideration of the mutual promises contained in the Contract documents, the Department and the Contractor do hereby enter into this Contract.

1.0 SUMMARY OF THE CONTRACTUAL SERVICES / SCOPE OF WORK

This Contract is to provide a Fleet Fuel Card Program for Vehicle Fleets owned by state agencies and Eligible Users in the State of Florida. The Fleet Fuel Card will be built on a Universal Platform. The Fleet Fuel Card Program will include the purchase of Fuel and any commodity and/or service for immediate use by the Eligible User to maintain daily operation of their vehicle fleet. Also, the Fuel Card may be used at Marinas and/or Airports as allowed for Marine Fleets and/or Aircraft Fleets. The Department seeks to improve quality and efficiency of services delivered, improve Eligible User services and reduce cost.

2.0 DELIVERABLES

Florida Department of Transportation (FDOT) Bulk Fueling Sites

Within 45 days of contract execution, FDOT and Wright Express will develop policies and procedures for transactions occurring at FDOT owned bulk fueling sites.

Fuel Price Mapping

WEXOnline contains a real-time fuel price mapping feature that allows fleets to see fuel price information based on recent Wright Express cardholder transactions at accepting merchant locations. This pricing information is fed into maps which include both satellite and standard map views. Results are updated with the most recent Wright Express transactions, showing you which stations have had the lowest prices in the area of your search. No prices older than seven days are presented. Search criteria include address, city, state, zip code, brand and PPG.

Fuel Site Mapping Mobile Application

The Fuel Site Mapping Mobile tool is a mobile application that allows users to enter into a web enabled mobile device (i.e. Blackberry, iPhone) their current location via GPS, zip code or address, as well as desired fuel type and search radius. The application returns a list of accepting merchants with address, distance from current location, and date and time of the last price per gallon for that site. This application obtains results from the

most recent Wright Express authorization data from accepting merchants. No prices older than seven days are presented.

Reporting Dashboards

Wright Express will provide the Department a reporting dashboard that will show key indicators of the program's performance. It is expected that this could include approximately 8-10 canned reports, with the ability to conduct ad hoc reporting as needed. Wright Express will work with the Department within the first 60 days after contract execution to gather requirements for these reports, and provide a date for first delivery of these reports based on development needs and complexity.

Discount

Wright Express will provide a discount of 145 basis points (1.45%) off all Monthly Retail Transactions charged to a contract user's account prior to submitting the monthly invoice.

International Transactions

Discounts for international transactions shall be paid at a rate of 50% of the applicable Discount Percentage.

Definitions

"Monthly Retail Transactions" shall mean the total amount of all purchases made using Universal Cards at retail (not bulk or private site) locations that appear on invoices provided to you in a calendar month. Monthly Retail Transactions shall not include: (i) those amounts representing credits, disputed items, fees, late fees or charges posted to your accounts (such as returned check fees, collection costs, administrative fees and reporting fees), or (ii) any amounts posted to an account with respect to which a Card has been reported lost or stolen. Due to billing cycle cut off dates and monthly calendar variances invoices received by you in a given month may contain transactions from the previous month and they may not contain all transactions that occurred during the month in which you were invoiced.

The service deliverables above are included in the contract at no additional charge. See **Section 4.04 for additional contract deliverables.**

OPTIONAL CONTRACT PRODUCTS

The following products may be utilized as part of this contract based on the needs identified by individual Eligible Users. Additional fees, terms and conditions may apply:

National Roadside Assistance

The Wright Express card offers national roadside assistance designed to decrease downtime, organize and improve the administration of road services, and reduce costs. Access to roadside assistance is free of charge (no membership required), but there is a cost for each incident based on the services utilized.

Our program provides your drivers with a reliable, toll-free, 24-hour, 365 day a year provider of high-quality roadside assistance program.

Services Include:

- Towing
- Mechanical first aid
- Jump start
- Tire change
- Lockout assistance
- Fuel and water delivery

Roadside Assistance transactions will be reported by vehicle. Through your reporting, you will be able to track your service expenses and maintain control over fleet costs. By using Wright Express, you'll get the benefit of pre-negotiated services rates with contracted garages therefore eliminating the need to search for reputable providers or send out multiple payments at the end of the month.

WEXSmart™

WEXSMART™ is a GPS wireless vehicle management system that helps customers control fuel and maintenance costs, track driver behavior, increase productivity, and manage risk. Utilizing GPS and wireless communications technology, Wright Express' WEXSMART™ gives managers real-time access to vehicle position, speed, and engine-operating conditions, through any internet connection. Managers can configure alerts and schedule reports that ensure drivers are where they should be, operating safely, and vehicles are in top operating condition, using fuel efficiently.

Price Risk Management

With Pricelock's Universal Retail Price Protection program, you can be on your way to guaranteed budget predictability and control in three simple steps:

- 1. Lock in protection** by estimating the number of gallons of fuel at a daily price for your area. Buy the option to purchase a specified number of gallons (minimum 42,000 per month) at a locked-in price for a specified term.
- 2. Swipe and pump with peace of mind.** Fuel your vehicles at more than 135,000 stations nationwide for the specified period of purchase. You are protected if prices go up beyond your option price. Enjoy the benefit of lower prices if fuel drops below the locked option price.
- 3. Manage your fuel** either by reviewing customized monthly statements provided by Pricelock or by visiting Pricelock.com to manage your committed gallons, review historical and current market trends and gain insight into factors that may influence fuel costs thus affecting your future purchasing decisions.

3.0 SUMMARY OF PEANALTY FOR FAILURE OF CONTRACTOR TO MEET DELIVERALBES

See PUR 1000 Section 23 (Termination for Cause) for details.

4.0 EFFECTIVE DATE

This Contract shall begin on the last date in which it is signed by all parties, whichever is later.

5.0 EXPIRATION DATE

This Contract shall expire 5 years from the effective date of the Contract, unless cancelled earlier in accordance with its terms.

6.0 RENEWAL

Upon mutual written agreement, the Department and the Contractor may renew the Contract for 5 additional years pursuant to the provision of PUR 1000 Section 26.

7.0 INTELLECTUAL PROPERTY

The parties do not anticipate that any intellectual property will be developed as a result of this contract. However, any preexisting software, or other work of authorship used by Contractor, to create a Deliverable but which exists as a work independently of the Deliverable, shall remain the property of the Contractor.

8.0 PREFERRED PRICE

The Contractor agrees to submit to Customer at least annually an affidavit from an authorized representative attesting that the Contractor is in compliance with the preferred pricing provision in Section 4(b) of form PUR 1000.

9.0 TRANSITION

If, at any time, this Contract is canceled, terminated or otherwise expires, and a Contract is subsequently executed with a firm other than the Contractor, the Contractor has the affirmative obligation to assist in the smooth transition of Contract services to the subsequent Contractor, including providing documents and information not otherwise protected from disclosure by law and other reasonable requests made by the Contract Administrator.

10.0 CONTRACT DOCUMENTS

This Contract, together with the following documents, set forth the entire understanding of the parties with respect to the subject matter. In case of conflict, the terms of this Contract shall control. If a conflict exists among any of the documents, the documents shall have priority after the contract document in the order listed:

- A. **ITN No.: 15-973-163-X (the solicitation document – amendments thereto take precedence).**
- B. **Contractor's Response to the ITN.**

11.0 CONTRACT MANAGEMENT

A. Contract Administrator

The Department employee who is primarily responsible for maintaining the Contract administration file shall be as follows:

David A. Bennett
Division of State Purchasing
Department of Management Services

4050 Esplanade Way, Suite 360
Tallahassee, FL 32399-0950
Telephone: (850) 921-4072
Fax: (850) 414-6122
E-mail: David.Bennett@dms.myflorida.com

The Department may appoint a different Contract Administrator, which shall not constitute an amendment to the Contract, by sending written notice to Contractor. Any communication to the Department relating to the Contract shall be addressed to the Contract Administrator.

B. Contractor's Representative

Sharon Linnane, Government Account Manager Wright Express Corporation
97 Darling Avenue South Portland, Maine 04106
Telephone: (941)761-0000
Fax: (207) 523-6377
E-mail: sharon_linnane@wrightexpress.com

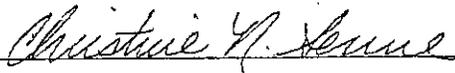
With a copy to:
General Counsel
Wright Express Corporation
97 Darling Avenue
South Portland, Maine 04106
Telephone: (207) 523-7366
Fax: (207)523-6377

State of Florida
Department of Management Services

Approved as to form and legality
by the Department General Counsel's Office



By: Linda H. South



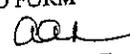
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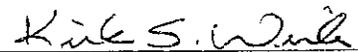
Date

August 3, 2010

Date

Wright Express Financial Services
Corporation

APPROVED AS
TO FORM




Signature

Kirk S. Weiler, President and CEO

Print Name

8/5/10

Date

AGENCIES CURRENTLY USING WRIGHT EXPRESS IN FLORIDA

Name	Name
20th Judicial Circuit	City of Longwood
Alachua County Sheriff's Office	City of Margate
Baker County Sheriff's Office	City of Mascotte Fire Rescue
Bay County Sheriff's Office	City of Mascotte Public Works
Bloomngdale Vol. Fire Dept	City of Melbourne
Bradford County Sheriff's Office	City of Miami Gardens
Brevard County Fire Rescue	City of Miami Police Dept
Brevard County Sherriff's Office-Billing	City of Milton
Broward County Housing Authority	City of Minneola Florida
Broward Sheriffs Office	City of Mount Dora
Cape Coral Charter School Auth.	City of North Miami Beach
Charlotte County Sheriff's Office (2)	City of North Port
Charlotte County Sheriffs Off.	City of Oviedo
Citizens Property Insurance Corp.	City of Palm Bay
Citrus County BOCC	City of Plantation
Citrus County Mosquito Control (2)	City of Punta Gorda
Citrus County Mosquito Control District	City of Riviera Beach
Citrus County Sheriff's Office (2)	City of Sanford
City of Alachua	City of St Petersburg Police (Optics)
City of Archer	City of St Petersburg Police (SIPPS)
City of Blountstown	City of St Petersburg Police (Sunshine)
City of Bonifay	City of St. Pete Police Traffic/Marine
City of Boynton Beach	City of St. Petersburg Water T 164597-21
City of Bradenton Beach	City of Sunny Isles Beach
City of Brooksville	City of Tavares
City of Cape Coral Fire Dept	City of Temple Terrace
City of Cape Coral Police Dept	City of Titusville
City of Clermont	City of Waldo
City of Coconut Creek	City of Webster
City of Coral Springs	City of West Miami
City of Coral Springs 2	City of Williston Police
City of Crystal River	City of Winter Springs
City of Dade City	Clay County Utility Authority
City of Debarry	Collier County
City of Eustis	Collier County Sheriffs Office
City of Fanning Springs	County of Volusia
City of Florida City	Daytona State College
City of Frostproof	Embry-Riddle Aeronautical University
City of Fruitland Park	Escambia County School District
City of Greenacres (2)	Escambia County Sheriff's Office
City of High Springs	Flagler County BOCC
City of Hollywood	Florida County Health Departments
City of Inverness	Florida Public Safety Inst PTLA TCC
City of Lake Helen	Gadsden County Board of County
City of Lake Mary	Glades County Sheriff's Office
City of Leesburg	Gulf Coast Community College

AGENCIES CURRENTLY USING WRIGHT EXPRESS IN FLORIDA

City of Longwood	Hendry County Sheriffs Office
City of Margate	Hernando County BOCC
City of Mascotte Fire Rescue	Hernando County Sheriff's Office
City of Mascotte Public Works	Hillsborough County Public Schools
City of Melbourne	Hillsborough Transit Authority
City of Miami Gardens	Holmes County Sheriffs Office
City of Miami Police Dept	Homosassa Special Water District
City of Milton	Indian River County Emergency Services
City of Minneola Florida	Indian River State College
City of Mount Dora	Islamorada Village of Islands
City of North Miami Beach	Jackson County Sheriff's Office
City of North Port	Jefferson County Sheriff's Office
City of Oviedo	Lake County Board of Commissioners
City of Palm Bay	Lake County Health Department
City of Plantation	Lake County School Board
City of Punta Gorda	Lake County Sheriff's Office Av.
City of Riviera Beach	Lake County Sheriffs Office
City of Sanford	Lake County Water Authority
City of St Petersburg Police (Optics)	Lake EMS
City of St Petersburg Police (SIPPS)	Lake Sumter Community College
City of St Petersburg Police (Sunshine)	Lauderdale By The Sea Vol. Fire Dept
City of St. Pete Police Traffic/Marine	Lee County Sheriff Master Account
City of St. Petersburg Water T 164597-21	Leon County School Board
City of Sunny Isles Beach	Leon County School Board (Maint.)
City of Tavares	Levy County Sheriff's Office
City of Temple Terrace	Lynn Univ. Av
City of Titusville	Lynn University
City of Waldo	Manatee County Sheriff's Office
City of Webster	Marion County Bocc FL
City of West Miami	Marion County Sheriff's Office
City of Williston Police	Martin County Sheriffs Office
City of Winter Springs	Mascotte Police Department
Clay County Utility Authority	Medley Police Department
Collier County	Miami Dade College
Collier County Sheriffs Office	Miami Dade County
County of Volusia	Monroe County Sheriff's Office
Daytona State College	Northwest Florida Water Mgmt Dist
Embry-Riddle Aeronautical University	Ocala Housing Authority
Escambia County School District	Office of The State Courts Admin.
Escambia County Sheriff's Office	Okaloosa Cty Fire Rescue Organization
Flagler County BOCC	Okaloosa County Sheriff's Office
Florida County Health Departments	Okaloosa Gas District
Florida Public Safety Inst PTLEA TCC	Okeechobee County Sheriffs Office
Gadsden County Board of County	Okeechobee Utility Authority
Glades County Sheriff's Office	Orange County Bocc
Gulf Coast Community College	Orange County Sheriff's Office
Hamilton County Sheriff's Office	Orlando-Orange Cnty Expsrwy Auth

AGENCIES CURRENTLY USING WRIGHT EXPRESS IN FLORIDA

Osceola County Bocc	University of West Florida
Osceola County Sheriff Office	Village Center Community Dev.
Pbcso Master Account	Village of Royal Palm Beach
Polk County Board of Commissioners	Winter Garden Police Department
Putnam County Bocc Dept. Emgy Services	
Putnam County Sheriff's Office	
Santa Fe College	
Sarasota County	
Sarasota County Health Department	
Sarasota County Sheriff (Sso Main)	
Sarasota County Sheriff (Sso Marine)	
Sarasota County Sheriff (Sso Southe	
Sarasota County Sheriff (Sso Suncoast)	
School Board of Marion County	
School Board of Saint Lucie County	
Seminole County Health Department (2)	
Seminole County Public Schools Trans	
Seminole County Sheriff's Office	
South Florida Regional Trans Auth	
South Florida Water Mgmt. Dist.	
Southwest Florida Water Mgmt Dist	
St Johns County Fire Rescue (2)	
St Johns County Sheriffs Office	
St Johns River Water Management District	
St. Johns County Avation	
Sumter County Sheriff	
Sumter County Sheriff Av	
Suwannee River Water Mgmt Dist	
Tampa Bay Water	
Tampa Housing Authority	
Tarpon Sprng. Housing Authority	
Taylor County Sheriff's Office	
The Early Learning Coalition of Flagler	
Town of Belleair	
Town of Davie	
Town of Golden Beach	
Town of Howey In The Hills	
Town of Indialantic	
Town of Inglis	
Town of Lantana	
Town of Lauderdale-By-The-Sea	
Town of St Leo	
Union County Sheriff's Office	
Univ. of FL Equine Science CTR	
Univ. of Fla. DR Geoff Dahl	
Univ. of Florida DR Joel Yelich	
Univ. of Florida Horse Tching	

**FUEL COST BREAK-EVEN ANALYSIS
WEX vs. CITY OF PSL
UNLEADED & DIESEL
NOVEMBER, 2011 - APRIL, 2012**

MONTH	YEAR	CITY UL GALLONS PUMPED	WEX UL GALLONS ("X%" REDUCTION)	CITY UNL \$/GAL.	WEX UL \$/GAL.	CITY COST	WEX COST	WEX VARIANCE OVER / (UNDER)
November	2011	32,675.00	31,812.38	\$ 3.0945	\$ 3.2400	\$ 101,112.79	\$ 103,072.11	\$ 1,959.32
December	2011	33,262.10	32,383.98	\$ 3.0682	\$ 3.1300	\$ 102,054.78	\$ 101,361.86	\$ (692.92)
January	2012	38,076.90	37,071.67	\$ 3.2519	\$ 3.2600	\$ 123,822.27	\$ 120,853.64	\$ (2,968.63)
February	2012	36,791.70	35,820.40	\$ 3.3892	\$ 3.4700	\$ 124,694.43	\$ 124,296.78	\$ (397.64)
March	2012	39,911.20	38,857.54	\$ 3.5534	\$ 3.6400	\$ 141,820.46	\$ 141,441.46	\$ (379.00)
April	2012	38,355.30	37,342.72	\$ 3.5866	\$ 3.7500	\$ 137,565.12	\$ 140,035.20	\$ 2,470.08
		219,072.20	213,288.69			\$ 731,069.84	\$ 731,061.06	\$ (8.78)

MONTH	YEAR	CITY DSL GALLONS PUMPED	WEX DSL GALLONS ("X%" REDUCTION)	CITY DSL \$/GAL.	WEX DSL \$/GAL.	CITY COST	WEX COST	WEX VARIANCE OVER / (UNDER)
November	2011	14,456.00	14,074.36	\$ 3.5281	\$ 3.6300	\$ 51,002.21	\$ 51,089.93	\$ 87.72
December	2011	14,713.80	14,325.36	\$ 3.3736	\$ 3.6200	\$ 49,638.48	\$ 51,857.79	\$ 2,219.31
January	2012	18,249.50	17,767.71	\$ 3.5279	\$ 3.6300	\$ 64,382.41	\$ 64,496.80	\$ 114.39
February	2012	18,193.00	17,712.70	\$ 3.6650	\$ 3.7200	\$ 66,677.35	\$ 65,891.26	\$ (786.08)
March	2012	20,285.60	19,750.06	\$ 3.7826	\$ 3.8800	\$ 76,732.31	\$ 76,630.23	\$ (102.08)
April	2012	19,382.30	18,870.61	\$ 3.8174	\$ 3.9100	\$ 73,989.99	\$ 73,784.07	\$ (205.92)
		105,280.20	102,500.80			\$ 382,422.75	\$ 383,750.09	\$ 1,327.34

WEX B/E GALLONS REDUCTION ("X%") 2.64%