





As a courtesy to others, please silence all electronic devices during the meeting.

1. Call to Order

2. Approval of Minutes

-  Minutes of the September 11, 2015 Board of Director's Meeting Pg 5
-  Minutes of the September 11, 2015 Board of Director's Work Session Pg 14

3. Recognition

- Service Awards 30 Years: Larry Geathers, Technician A; Kim Meeks, Buyer; Desna Hunte, Manager of Compliance. Service Awards 25 Years: David Mangrum, Inventory Control Clerk. Service Awards 20 Years John Dobles, Bus Operator; Leo Watson, Bus Operator; Doug Jamison, Senior ITS Developer; Patricia Bryant, Manager of Accounting.

4. Public Comments




- Citizens who would like to speak under Public Comments shall submit a request form to the Assistant Secretary prior to the meeting. Forms are available at the door.

5. Chief Executive Officer's Report





6. Executive Session

7. Consent Agenda

A. Request for Proposal (RFP)

-  Authorization to Release a Request for Proposal (RFP) for Lawn Maintenance and Trash Removal Services at LYNX Bus Stops and Shelters Pg 17
-  Authorization to Release a Request for Proposal (RFP) for Pressure Cleaning Services of LYNX Bus Shelters and Transfer Stations Pg 19
-  Authorization to Release a Request for Proposal (RFP) for Paratransit Services Pg 21

B. Extension of Contracts

-  Authorization to Exercise the First Option Year of Contract #13-C09 with A & Z Cleaning Services, Inc. for Janitorial Services Pg 23
-  Authorization to Exercise the First Option Year of Contract #13-C15 with Baker & Hostetler, LLC for Labor Employment Legal Services Pg 25
-  Authorization to Exercise First Option Year of Contract #13-C17 with Bank of America for Banking Services Pg 26
-  Authorization to Award an Extension of Contract #11-C12 and Contract #12-C25 with AECOM Technical Services, Inc. for Architecture and Engineering Services Pg 27

C. Miscellaneous

-

-  Authorization to Execute Bus Service Agreement #15-A09 with Lakeland Area Mass Transit District (Link 416 and Link 427) Pg 29

-Attachments 
- ii.  Authorization to Execute Bus Service Agreement #15-A10 with Lakeland Area Mass Transit District (NeighborLink 603) Pg 43

-Attachments 
- iii.  Authorization to Issue a Change Order in the Amount of \$36,330 to Gillig, LLC for the 2015 CNG Bus Procurement Pg 59
- iv.  Authorization to Purchase Twenty-five (25) CNG Replacement Buses under LYNX Contract #14-C09 with Gillig, LLC Pg 61
- v.  Authorization to Purchase Seventy-two (72) Vanpool Vehicles for Replacement and Expansion Pg 63
- vi.  Authorization to Issue a Purchase Order in the Amount of \$159,544 to Tribridge for LYNX' Fare Collection Program Continued Support and Implementation Planning Assistance Pg 65
- vii.  Authorization to Modify Contract #14-C26 with Balfour Beatty Construction for Parramore BRT LYMMO Expansion Project Pg 67
- viii.  Authorization to Award Projects Solicited for the Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 Urbanized Orlando & Kissimmee Program and to Execute Sub-Recipient Agreements with Awarded Agencies Pg 70
- ix.  Authorization to Submit Grant Applications to Florida Department of Transportation (FDOT) for the Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 Program, the Formula Grants for Rural Areas 5311 Program and the Bus and Bus Facilities Section 5339 Program Pg 72

-Attachments 
- x.  Authorization to Execute an Amended Unified Planning Work Program (UPWP) Agreement with Metroplan Orlando for Transportation Marketing and Education Project Pg 77
- xi.  Authorization to Execute a Joint Participation Agreement with the Florida Department of Transportation for Transportation Marketing and Education Project Pg 79







-Attachments 
- xii.  Authorization to Execute a Supplemental Joint Participation Agreement with the Florida Department of Transportation (FDOT) for Maitland Neighbor Link Service Pg 83

-Attachments 
- xiii.  Authorization to Adopt Board Resolution #15-009 To Freeze and Terminate the LYNX CEO Retirement Plan Pg 87

-Attachments 
- xiv.  Authorization to Adopt Board Resolutions #15-010 and #15-011 for the Amendment and Restatement of the LYNX Defined Contribution Plan for BU (Bargaining Unit) Employees, and LYNX Money Purchase Plan Pg 91

-Attachments  

8. Action Agenda

- A.  Authorization to Implement the January 24, 2016 Proposed Service Changes Pg 98
- B.  2016 LYNX Legislative Priorities Pg 102
 - Attachments 
- C.  Authorization to Enter into a Collective Bargaining Agreement Wage Re-Opener with Amalgamated Transit Union (ATU) Local 1749 Pg 104
- D.  Approval of the 2016 Board of Director's Meeting Dates Pg 106
- E.  Election of the 2016 Board of Directors' Officers Pg 107



9. Work Session

- A.  Cleanliness of Buses Presentation Pg 108

10. Monthly Reports

- A.  Monthly Financial Reports - Preliminary September 30, 2015 Pg 109
 - Attachments 
- B.  Monthly Financial Reports - August 31, 2015 Pg 116
 - Attachments 
- C.  LYNX American Recovery and Reinvestment Act Project Status Report Pg 123
- D.  Ridership Report - July and August 2015 (Final) Pg 125
- E.  Planning and Development Report Pg 145
- F.  Communications Report: September - October 2015 Pg 149
- G.  Business Development Report Pg 164
- H.  Monthly Employee Travel - November 2015 Pg 165
- I.  Monthly Employee Travel - October 2015 Pg 166
- J.  Monthly Employee Travel Report - September 2015 Pg 168

11. Information Items

- A.  Notification of Settlement Agreement Provided to Board Pursuant to Administrative Rule 6 Pg 170
- B.  Parramore BRT Project Update Pg 171

12. Other Business

Section 286.0105, Florida Statutes states that if a person decides to appeal any decision made by a board, agency, or commission with respect to any matter considered at a meeting or hearing, he will need a record of the proceedings, and that, for such purposes, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans With Disabilities Act of 1990, persons needing a special accommodation at this meeting because of a disability or physical impairment should contact Benjamin Gonzalez at 455 N. Garland Ave, Orlando, FL 32801 (407) 254-6038, not later than three business days prior to the meeting. If hearing impaired, contact LYNX at (407) 423-0787(TDD).

LYNX
Central Florida Regional Transportation Authority
Board of Directors Meeting Minutes

PLACE: **LYNX Central Station**
 455 N. Garland Avenue
 Board Room
 Orlando, FL 32801

DATE: **September 11, 2015**

TIME: **11:01 a.m.**

Members in Attendance:

Mayor Teresa Jacobs, Orange County
Commissioner Viviana Janer, Osceola County
Secretary Noranne Downs, FDOT
Mayor Buddy Dyer, City of Orlando

Members not in Attendance:

Commissioner Carlton Henley, Seminole County

1. Call to Order

The Chair, Mayor Teresa Jacobs, called the meeting to order at 11:01 a.m. Chair Jacobs asked Secretary Noranne Downs to lead the Pledge of Allegiance

2. Approval of Minutes

Motion was made and seconded to approve the Minutes of the July 23, 2015 Board of Directors meeting. The Motion passed unanimously.

3. Public Comment

Norm Audet addressed the Board regarding the privatization of LYNX. Mr. Audet requested that with the recent letters addressed to LYNX Board members from both Congressman John Mica and some cities within Seminole County, the Board consider the outcome from the previous privatization. The Chair thanked Norm for his comments and expressed that she supports his statement and they agree the agency needs to remain as a public agency.

The Chair read a Public Comment submitted requesting additional routes in the retail areas of Central Florida and requested staff to review the suggestion.

4. CEO Report

The Chair recognized Susan Black, Interim Chief Executive Officer.

Ms. Black stated that “demonstrating achievements and accountability” is a recurring theme at LYNX. To demonstrate accountability, Ms. Black addressed an item brought to the attention of the Board at its July meeting regarding LYNX’ bus cleaning process. Together with the Director of Operations, Tangee Mobley, an initial review of the process was conducted. The standard procedure is to clean every bus every day. Staff will continue to review and analyze procedures. The LYNX Director of Operations will provide a brief report to the Board in November.

Ms. Black stated that her focus has been on a smooth Executive leadership transition over the past couple of weeks, and thanked the LYNX team, the members of this Board and Board staff their continued support.

Staff has recently formed three cross functional working groups. Each group will focus on LYNX’ top three organizational priorities: Better Communication, Integrated Financial Planning, and Developing Winning Solutions. Updates will be provided on a regular basis.

Ms. Black reported on the achievements of several LYNX departments:

- LYNX’ Finance staff for completing the FY/2016 Operating and Capital Budgets three weeks ahead of schedule.
- LYNX’ Construction and Engineering team was recognized by the Florida American Planning Association by presenting LYNX with an Award of Merit in the Planning Projects Category for the LYMMO Grapefruit Line expansion project.
- LYNX Operation staff accepted delivery of the initial 4 CNG buses and the maintenance facility retrofit is on track. The team has also been responsible for successful shuttling over 119,000 soccer fans going to the Orlando City Lions’ first 17 homes games.
- Through the recent renewal of a partnership with FDOT, LYNX will continue to provide Road Ranger services along the I-4 corridor to the north and south of the I-4 Ultimate project.
- LYNX’ 2015 Customer Satisfaction survey results have been released and indicate year-over-year performance improvement in all 20 categories, particularly in the areas of journey, time, and problem resolution.
- LYNX’ Risk Management staff successfully completed the transition of all general liability claims to its Third Party Administrator.
- LYNX’ IT team recently worked tirelessly for several months, including nights and weekends to roll-out Microsoft Outlook in all facilities as of August 1st.
- The AccessLYNX team reports paratransit service has received 119 customer compliments year-to-date and that the five year trend holds steady with 1 complaint per 17,000 trips.
- The Greater Orlando Aviation Authority has invited LYNX’ Compliance Officer, Desna Hunt, and Director of Procurement and Contracts, Charles Baldwin, to present at the Annual Business Networking Event: Connecting Small and Disadvantaged Businesses.

- As was reported at the July Board meeting, LYNX Marketing and Communications staff held a Christmas in July “foodraiser”. This event brought in over 1,000 pounds of food which will provide over 835 meals for Central Floridians in need.
- LYNX’ Wellness Committee is currently promoting staff participation in the Annual Softball tournament. Through that Committee’s efforts, LYNX will also be participating in the HeartWalk to benefit the American Heart Association this month.

Ms. Black then reported on her activities as Interim Chief Executive Officer and General Manager, indicating a focus on strengthening LYNX’ regional role through presence and partnership.

Ms. Black stated she recently participated in a series of leadership and partnership work sessions with FDOT’s transit team, and has been invited to meet with FDOT’s state transit leader, Ed Coven, in Tallahassee later this month

She provided that in August, she, along with LYNX’ Director of Government Affairs, Tiffany Homler and Director of Planning, Andrea Ostrodka, as well as other LYNX staff participated in a facilitated joint workshop with Metroplan leadership and staff to begin sketching a regional transit message reflecting this Board’s vision of an integrated regional transportation system.

Ms. Black reported that she participated in the Central Florida Expressway Authority’s transportation leadership roundtable discussion, and that the Central Florida Partnership’s Transportation Task Force has invited LYNX to make a “Last Mile” presentation to the group at its next meeting in November.

The Chair thanked Ms. Black for her presentation and for accepting the responsibility of not only her current duties as General Manager but also those of Interim Chief Executive Officer.

5. Consent Agenda

The Chair noted that staff requests a Blue Sheet replacement item to correct a scrivener’s error on Consent Agenda Item #5.C.iv, Authorization to Exercise the First Option year of State Lobbying Services Contracts #13-C14(1), #13-C14(B), #13-C14(C), and #13-C14(D). The item currently states the contract expiration date of September 30, 2016 and that it should state the contract will expire February 24, 2017.

A. Request for Proposal (RFP)

- i. Authorization to Release a Request for Proposal (RFP) for Federal Lobbying Services

B. Award Contracts

- i. Authorization to Award Contract #16-C01 to James River Solutions for the Purchase of Dyed Ultra Low Sulfur Diesel Fuel
- ii. Authorization to Award Contract #16-C03 to Palmdale Oil Company for the Purchase of B-99 Biodiesel Fuel

- iii. Authorization to Award Contract #16-C02 to Mansfield Oil Company for the Purchase of 87 Octane Unleaded Gasoline

C. Extension of Contracts

- i. Authorization to Exercise the First Option Year of Contract #13-C13 with ARAMARK Uniform & Career Apparel, LLC for Employee Uniforms, Shop Supplies, and Floor Mats
- ii. Authorization to Extend Contract #10-C21 with MV Transportation, Inc. for NeighborLink Services
- iii. Authorization to Exercise the Second Option Year of Contract #12-C08 with Direct Media for Advertising Sales
- iv. Authorization to Exercise the First Option Year of State Lobbying Services Contracts #13-C14(A), #13-14(B), #13-14(C), and #13-14(D)

D. Miscellaneous

- i. Authorization to Enter into a Late Evening-Weekend Service Agreement with the University of Central Florida (UCF) Office of Student Involvement (OSI)
- ii. Authorization to Modify Contract #13-C16 with Akerman LLP for General Counsel Legal Services
- iii. Authorization to Execute Renewal of Casualty Insurance Programs for FY2015/2016
- iv. Ratification of Grant Application Submitted to the Florida Commission for the Transportation Disadvantaged for the FY2015-2016 Shirley Conroy Rural Area Capital Assistance Program Grant
- v. Authorization to Modify Contract #BDV 03 with the Florida Department of Transportation (FDOT) for the Road Ranger Assistance Program
- vi. Authorization to Auction Surplus Equipment & Obsolete Bus Parts
- vii. Authorization to Dispose of Items Accumulated through the Lost and Found Process
- viii. Authorization to Amend the City of Kissimmee Lease Agreement for the Osceola Satellite Facility (OSF)
- ix. Authorization to Execute MetroPlan Orlando's FY2015-2016 Unified Planning Work Program (UPWP) Pass-Thru Funding Agreement

Motion was made and seconded to approve the Consent Agenda Items 5.A.i through 5.D.ix. including the Blue Sheet item correcting item 5.C.iv. The Motion passed unanimously.

6. Action Agenda

A. Amendment to LYNX' FY2015 Operating and Capital Budgets

The Chair recognized Blanche Sherman, Director of Finance, to make the presentation.

Ms. Sherman stated that Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to amend the FY/2015 Operating and Capital Budgets to correspond with previous Board item approvals and other various changes necessary to fund and operate LYNX services.

The Chair recognized Commissioner Viviana Janer.

Commissioner Janer, Chairman of LYNX' Oversight Committee, stated that the Oversight Committee discussed and recommends to the Board of Director's to approve the Amendment to LYNX' FY/2015 Operating and Capital Budgets. .

Motion was made and seconded to approve the amendment to LYNX' FY2015 Operating and Capital Budgets. The Motion passed unanimously.

B. Authorization to Adopt Fiscal Year 2016 Operating and Capital Budgets

The Chair recognized Blanche Sherman, Director of Finance, to make the presentation.

Ms. Sherman provided that at the March 26, 2015 Board meeting, staff presented the preliminary FY2016 Operating Budget in the amount of \$126,493,478 to the Board of Directors. Since then, presentations have been made and/or information has been provided to Orange, Osceola, and Seminole counties, assumptions have been re-examined and the cost of providing service for next fiscal year has been discussed, which has decreased the FY2016 Operating Budget by 0.4 percent.

Final approval from the funding partners regarding their proposed funding levels of service is needed. If the final approved funding levels are different than expected, we will adjust our budget accordingly.

Budget Highlights

The FY2016 proposed budget totals \$221,589,243, of which \$127,045,444 represents operating expenses and \$94,543,799 represents capital expenditures. This is a net increase in the total budget of 4,804,836 or 2.2% from the FY2015 Amended Budget.

Operating Budget

The proposed Operating Budget for FY2016 is \$127,045,044 which is a decrease of \$309,335 or 0.2% from the FY2015 Amended Operating Budget.

The Operating Budget is funded by a combination of LYNX-generated revenue and federal, state, and local dollars. These funds are used to fund personnel, services, materials, supplies, taxes, utilities, casualty & liability, purchased transportation, leases and miscellaneous expenses.

Capital Budget

The proposed Capital Budget for FY2016 is \$94,543,799, which is an increase of \$5,114,171 or approximately 5.7% more than the FY2015 Amended Capital Budget. The increase in the capital budget from the FY2015 Amended Capital Budget results from the planned construction modifications to the CNG bus facility, CNG replacement buses, and the upgrade to mobile ticketing.

The capital budget is funded from a combination of federal, state and local sources, and includes items such as the planned purchase of replacement buses and vans, bus shelters,

and the use of technology to assist in service delivery and improvements. The majority of the capital budget, 92.35% is funded through federal grants, .45% is funded through state grants, and the remaining 7.2% through local funds and reserves. The local contribution from the funding partners covers the capital bus lease, ten (10) articulated buses and LYMMO BRT expansion projects. In addition, funding through LYNX negotiated agreements will contribute to passenger shelter costs.

Ms. Sherman sated that staff is requesting the Board of Directors' adoption of the Fiscal Year 2016 Operating and Capital Budgets.

The Chair recognized Commissioner Viviana Janer.

Commissioner Janer, Chairman of LYNX' Oversight Committee, stated that the Oversight Committee discussed and recommends to the Board of Director's to approve the adoption of Fiscal Year 2016 Operating and Capital Budgets.

Motion was made and seconded to adopt Fiscal Year 2016 Operating and Capital Budgets. The Motion passed unanimously.

C. Authorization to Enter into the FY2016 Service Funding Agreements with the Regional Funding Partners

The Chair recognized Blanche Sherman, Director of Finance, to make the presentation.

Ms. Sherman noted that staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into funding agreements with the Regional Funding Partners listed below for the provision of public transportation services corresponding with its respective funding contribution for the Fiscal Year 2016 Budget. The actual amounts of the agreements will be final once the Board has approved the budget for FY2016.

Orange County	\$41,402,815
Osceola County	\$ 6,433,033
Seminole County	\$ 6,389,083
City of Orlando*	\$ 4,004,455
City of Altamonte Spring	\$ 120,900
City of Sanford	\$ 93,000
Lake County- Link 55	\$ 259,990
Disney	\$ 324,341

*City of Orlando's LYMMO Service is not included and is under a separate agreement.

To the extent there are any changes to the funding agreements, LYNX staff will negotiate those changes through an amendment to the addendum and if those changes are not materially adverse to LYNX. This will allow the Chief Executive Officer or designee to enter into those funding agreements without further Board approval.

The Chair recognized Commissioner Viviana Janer.

Commissioner Janer, Chairman of LYNX' Oversight Committee, stated that the Oversight Committee discussed and recommends to the Board of Director's to enter into the FY2016 Funding Agreements with Regional Funding Partners with a decrease in the amount of the Osceola County Funding Agreement of \$40,134 which is associated with adjusting the St. Cloud NeighborLink service.

Motion was made and seconded to enter into the FY2016 Funding Agreements with Regional Funding Partners and to decrease the amount of the Osceola County Funding Agreement by \$40,134 which is associated with adjusting the St. Cloud NeighborLink service. The Motion passed unanimously.

D. Authorization to Convert the Cigna Health Insurance Plan from Fully-Insured to Self-Insured

The Chair recognized Blanche Sherman, Director of Finance, to make the presentation.

Ms. Sherman stated that LYNX' health insurance expenses have been fluctuating over the past five years, leading to health insurance plan changes, rate increase, and staff review of potential options that could assist with stabilizing cost while providing adequate levels of coverage for staff.

She provided that discussions with potential providers continued and lead up to the August 2015 proposals for health insurance coverage being submitted by Cigna, SunLife, and AIG; including an updated proposal for a best and final offer for the current LYNX plan with Cigna that represents an increase in rates of 24.53% over the current FY2015 rates. The LYNX share of the annual plan cost and the difference of the plan cost for each provider compared to the FY2016 Proposed Operating Budget total for healthcare expense are shown in the table below. The health savings account share of the plan will remain constant and therefore is not included in the costs identified in the chart below.

Based on the offers received, LYNX staff believes that the most viable option for health insurance coverage for FY2016 would be the Gallagher projection for Cigna self-insured 12-36, which represents a decrease over the FY2016 Proposed Operating Budget of \$440,180. LYNX staff believes modifying the health insurance to self-insured will provide long-term financial benefits and would also allow for plan stability over continuing with a fully-insured plan.

Ms. Sherman stated that staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to convert the Cigna health insurance plan from a fully-insured plan option to a self-insured plan contract with Cigna for LYNX' employee health insurance beginning January 1, 2016, and take the appropriate steps to implement self-insurance.

The Chair recognized Commissioner Viviana Janer.

Commissioner Janer, Chairman of LYNX' Oversight Committee, stated that the Oversight Committee discussed and recommends to the Board of Director's to authorize the Cigna Health Insurance Plan be converted from Fully-Insured to a Self-Insured Plan.

Motion was made and seconded to authorize the conversion of the Cigna Health Insurance Plan from a Fully-Insured to Self-Insured Plan. The Motion passed unanimously.

7. **Information Items**

The Chair noted that Information Items are contained in the member's packet and no action is required.

8. **Other Business**

The Chair asked LYNX' General Counsel, Jim Goldsmith, if the work session scheduled for 12:00 noon could convene at an earlier time. Counsel noted that the work session was publicly noticed for 12:00 noon and should start at the noticed time.

The Chair asked if certain items could be discussed informally while the Board was in session since no formal vote would take place. Counsel provided that under Other Business the Board could have discussion.

Discussion ensued regarding separate entities being responsible for LYNX and SunRail at the time when local governments will have the full funding responsibility. The matter of Volusia County's participation in SunRail and having their own bus system was discussed. It was further discussed that VOTRAN is an agency within Volusia County and is managed privately.

The members discussed that FDOT has up to six more years to operate SunRail. Under the agreement, an entity could take the operation over and FDOT would continue to fund it through the end of the period.

The possibility of pursuing an organization that oversees both LYNX and SunRail was discussed. It was noted the discussion was particularly important as the Board determines the role of the Executive Director and what qualifications they may have if we go in the direction of having a single transit agency that ran both buses and SunRail. In addition, the importance of the discussion was noted in light of the Central Florida Expressway Authority's development of a master plan for the next 4-5 years and the discussion that some members of the Legislature are having regarding all of the transit entities in Central Florida.

The Board asked Ms. Black to conduct an analysis and provide a structure for the Members to evaluate and how to tackle the various issues.

The members discussed whether a letter could be prepared by staff that all of the funding jurisdictions could sign to be sent to both the members of the Legislature and Congressman Mica indicating the Board does not support privatization of LYNX.

9. Monthly Reports

The Chair noted that Monthly Reports are for review purposes only. No action is required.

Meeting adjourned at 11:36 a.m.

LYNX
Central Florida Regional Transportation Authority
Board of Directors Work Session Minutes

PLACE: LYNX Central Station
455 N. Garland Avenue
Board Room
Orlando, FL 32801

DATE: September 11, 2015

TIME: 12:00 p.m.

Members in Attendance:

Mayor Teresa Jacobs, Orange County
Commissioner Viviana Janer, Osceola County
Secretary Noranne Downs, FDOT
Mayor Buddy Dyer, City of Orlando
Commissioner Lee Constantine, Seminole County

Members not in Attendance:

Commissioner Carlton Henley, Seminole County

Andrea Ostrodka, LYNX' Director of Planning and Development welcomed the members and opened the meeting at 12:00 p.m.

Ms. Ostrodka provided a copy of the Florida Statute that defined a transportation agency. In summary, she stated the Statute provides that the agency is authorized to plan, develop, own, construct and operate a regional transportation system and regional transportation facilities.

Susan Black, LYNX' Interim CEO and General Manager, stated she has established a team of staff members to examine three leadership level priorities: Develop a Cohesive Communication Plan, Develop a fiscal year 2017 plan that will reflect the state of transit goals, and Develop and implement Winning Solutions. The important part of any plan is its implementation. As staff progresses with the plan developments, we will bring recommendations to the Board. With the goal being to demonstrate ability through achievements and accountability.

This will be the fundamental outline of the meetings moving forward and I look forward to feedback from you.

The Chair asked if staff provides each Board member similar information during scheduled Board briefings.

Ms. Black stated that communication with each member is somewhat different as to frequency and content.

The Chair stated it would be helpful to have the report described by Ms. Black in advance of the scheduled Board briefings to provide time for review and the development of questions and recommendations.

The Chair provided that while staff is reviewing the Communication Plan, it is important to talk about image and what changes would be the most beneficial to make LYNX the desired choice not the choice of last resort. This, however, could be costly.

Discussion ensued regarding the benefits of a dedicated funding source that could be helpful to improve LYNX' image which raised the question as to whether a marketing campaign could change it. In order to prepare for the future, LYNX must consider the statistics indicate that public transportation is the transportation choice of "Millennials".

The members asked if staff had conducted any focus groups with Millennials. Staff provided that a focus group study has not yet been conducted.

Discussion ensued regarding Millennials that are already utilizing public transportation but their concerns are timeliness and connectivity. The importance of the SunRail / LYNX connectivity and the coordination of schedule changes.

Ms. Ostrodka asked the members if the implementation of Bus Rapid Transit would be a goal to improve image and provide faster speed with WiFi technology.

Discussion ensued regarding the cost of providing WiFi technology in the fixed route fleet, charging stations, and becoming more "green".

The members discussed the need for additional bus shelters to provide shelter from rain and heat. Discussion ensued regarding the shelters providing solar powered cooling and charging stations.

Ms. Ostrodka led the discussion of private contractors that provide LYNX services in operations and administration. She provided comparative statistics of LYNX peers based on figures gathered by each agency and submitted to the National Transit Database.

Discussion ensued as to whether the information staff provided could be included in a informational letter. Also, if this communication could be used to improve relationships.

At this time, Seminole County Commissioner, Lee Constantine, joined the meeting.

Commissioner Constantine stated that there is a communication problem with neighboring cities.

Commissioner Constantine stated that in conversation with City Managers, they thought the money was going to be used for that purpose of FlexBus and they believe there is information to that effect. Commissioner Henley has indicated that he did not believe the obligation was there.

Commissioner Constantine stated that a face-to-face meeting with the Cities and LYNX would be more helpful than more correspondence. The Commissioner thought that with communication there could be an agreement.

The Chair asked to share Orange County's perspective. She stated that she and Orange County staff had spent a lot of time with Mayor Sheiferdecker discussing the cost feasibility and reaching resolution by the utilization of NeighborLink. However, now that the legislature is discussing it, she was of the opinion a crafted, informational letter would be beneficial.

Commissioner Constantine stated that the Altamonte, Maitland, and Longwood SunRail stations were not performing as they possibly could and that the City Managers thought FlexBus could be one of the answers.

Discussion ensued regarding the damaged relationship with the Cities and that an attempt to meet with the City Managers could be the next steps. The members discussed the makeup of members that might attend the meeting.

The members asked the status of the committee that was to be formed to review the initial candidates.

Jim Goldsmith, LYNX' General Counsel, stated that the Request for Proposal was sent to four firms and two were responsive. He stated the job description was being prepared.

The members noted job description could change based on the conversation today regarding qualifications and management of a consolidated agency.

Mr. Goldsmith stated the salary will be determined with the search firm. He provided that it was his understanding that Akerman has been authorized to choose the firm after the RFP process. It is the goal to have candidates meeting with the representatives from each of the funding partners sitting on the committee approximately mid to late October. Mr. Goldsmith stated that as a result of the Sunshine Law, the meetings will be open.

The Chair asked staff if there was additional business.

Ms. Black thanked the Members for attending and thought staff had been provided direction to move forward during the interim period.

The meeting adjourned at 12:58 pm.

Consent Agenda Item #7.A. i

To: LYNX Board of Directors

From: Tangee Mobley
 DIR OF TRANSPORTATION & MAINT
 Tangee Mobley
 (Technical Contact)
 Steven Walczak
 (Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Request for Proposal (RFP)
 Authorization to Release a Request for Proposal (RFP) for Lawn
 Maintenance and Trash Removal Services at LYNX Bus Stops and Shelters

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors’ authorization for the Interim Chief Executive Officer (ICEO) or designee to release a Request for Proposal (RFP) for lawn maintenance and trash removal services at LYNX bus stops and shelters.

BACKGROUND:

In May 2010, LYNX issued an Invitation for Bid (IFB) for lawn maintenance services and for trash removal services. GroundTek of Central Florida, Inc. was the successful respondent and was awarded the contract in July 2010 to begin services October 1, 2010. The contract was for an initial term of three years, with two one-year options. Since this contract expired in September 30, 2015, a six month extension was approved until April 2016 at the July 2015 Board meeting.

The cost of lawn maintenance service under the prior contract is in following the table:

Description	Year 1	Year 2	Year 3	Year 4	Year 5
Lawn Maintenance of Bus Stops & Shelters (Per Location)	\$.98	\$1.02	\$1.06	\$1.10	\$1.14
Trash Removal at LYNX Bus Stops, Shelters and Super Stops (Cost per Can)	\$2.46	\$2.56	\$2.66	\$2.77	\$2.88
Multiple Trash Can Removal at LYNX Bus Stops, Shelters and Super Stops (Cost per Can)	\$2.46	\$2.56	\$2.66	\$2.77	\$2.88

LYNX Board Agenda

Emergency Service Call for Trash Removal	\$12.00	\$12.50	\$13.00	\$13.50	\$14.00
--	---------	---------	---------	---------	---------

With the extended contract due to expire on April 1, 2016, staff is requesting authorization to release an RFP to obtain the appropriate resource for lawn maintenance and trash removal at LYNX bus stops and shelters.

DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION (DBE)

This procurement is not assisted with DOT dollars, however LYNX encourages the use of registered or certified Small Business firms to the greatest extent possible.

FISCAL IMPACT:

LYNX staff included \$635,733 in the FY2016 Adopted Operating Budget for lawn maintenance and trash removal services. The FY2015 projected expenses are \$518,608.

Consent Agenda Item #7.A. ii

To: LYNX Board of Directors

From: Tangee Mobley
DIR OF TRANSPORTATION & MAINT
Tangee Mobley
(Technical Contact)
Steven Walczak
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Request for Proposal (RFP)
Authorization to Release a Request for Proposal (RFP) for Pressure
Cleaning Services of LYNX Bus Shelters and Transfer Stations

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to release a Request for Proposal (RFP) for pressure cleaning services of LYNX Central Station and LYNX Transfer Stations.

BACKGROUND:

In order to maintain a clean and safe environment for LYNX customers, the following locations require pressure cleaning services;

- (1) LYNX Central Station
- (2) Colonial Plaza Transfer Center
- (3) Washington Shores Transfer Center
- (4) West Oaks Mall Transfer Center
- (5) Sanford Walmart Transfer Center
- (6) Osceola Square Mall Transfer Center
- (7) Kissimmee Transfer Center
- (8) Apopka Transfer Center
- (9) Rosemont Transfer Center

Each Transfer Center is pressure washed semi-monthly, while the LYNX Central Station outside passenger area is pressure washed weekly.

LYNX Board Agenda

LYNX staff seeks authorization to solicit bids for a three (3) year initial contract term, with two (2) one-year options for the pressure washing and steam cleaning of LYNX Central Station and LYNX Transfer Centers. The anticipated Scope of Services includes, but is not limited to:

- (1) Pressure cleaning of passenger pavement areas
- (2) Pressure cleaning of all brick pavers at LCS
- (3) Graffiti, stain and gum removal
- (4) Pressure cleaning of all bus shelters and transfer stations
- (5) Reporting of any and all damages at each location

DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION (DBE)

This procurement is not funded with DOT assisted dollars, however LYNX encourages the use of registered or certified Small Business firms to the greatest extent possible.

FISCAL IMPACT:

LYNX staff included \$250,000 in the FY2016 Adopted Operating Budget for pressure cleaning services of LYNX Central Station and LYNX bus shelters. The FY2015 projected expenses are \$174,019.

Consent Agenda Item #7.A. iii

To: LYNX Board of Directors

From: Tangee Mobley
DIR OF TRANSPORTATION & MAINT
Tangee Mobley
(Technical Contact)
Timothy May
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Request for Proposal (RFP)
Authorization to Release a Request for Proposal (RFP) for Paratransit Services

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to release a Request for Proposal (RFP) for paratransit services.

BACKGROUND:

At the May 26, 2011 meeting, the Board of Directors awarded Transportation America a contract to provide Non-Core paratransit services. The contract was for a term of five (5) years beginning October 1, 2011. Additionally, at the July 28, 2011 meeting, the Board of Directors awarded the Core Services Contract to MV Transportation. The contract was for a term of five (5) years beginning October 1, 2011. In January 2014, Transportation America advised LYNX that it was operating at a deficit and requested to be released from the Non-Core Services contract. After careful review of the situation and negotiations with Transportation America, the parties mutually agreed to terminate the contract and exercised the option within the Core Paratransit Service contract which provided for MV Transportation to assume the Non-Core Paratransit Service. MV Transportation has provided both Core and Non-Core paratransit services since March, 2013.

The Scope of Work in the RFP will be developed by staff with technical assistance from a consultant. Additionally, best practices, program goals, input from paratransit customers and advocates, among other information will be considered and used to increase program efficiencies and maximize cost savings to LYNX will be included. Staff intends to award one contract for both Core and Non-Core services to one vendor.

FISCAL IMPACT:

LYNX staff included \$13,917,410 in the FY2016 Adopted Operating Budget for paratransit services. The FY2015 projected expenses are \$14,364,276.

Consent Agenda Item #7.B. i

To: LYNX Board of Directors

From: Tangee Mobley
DIR OF TRANSPORTATION & MAINT
Tangee Mobley
(Technical Contact)
Steven Walczak
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Extension of Contracts
Authorization to Exercise the First Option Year of Contract #13-C09 with A & Z Cleaning Services, Inc. for Janitorial Services

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to exercise the first option year of Contract 13-C09 with A & Z General Cleaning Services for janitorial services.

BACKGROUND:

Pursuant to Board authorization, a contract for janitorial services was awarded January 31, 2013 to A & Z Cleaning Services, Inc. The initial three-year term of the contract will expire in January 31, 2016. Exercising the first of two option years will ensure janitorial services through February 1, 2017.

The following locations receive janitorial services pursuant to this contract:

- (1) LYNX Central Station, located at 455 N. Garland Avenue, Orlando, FL 32801
- (2) LYNX Operations Center, located at 2500 Lynx Lane, Orlando, FL 32804
- (3) LYNX Kissimmee Satellite Facility, located at 100 N. Alaskan Avenue, Kissimmee

Janitorial services include:

- (1) Daily office cleaning
- (2) Daily trash removal
- (3) Daily cleaning of break rooms
- (4) Maintenance of carpeted and waxed floors
- (5) Cleaning of interior windows
- (6) Provide soaps, chemicals, toiletries, paper products and trash bags

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

This procurement is not funded with DOT assisted dollars, however LYNX encourages the use of registered or certified Small Business firms to the greatest extent possible.

FISCAL IMPACT:

LYNX staff included \$240,000 in the FY2016 Adopted Operating Budget for janitorial services. The projected FY2015 operating expenses are \$152,269.

Consent Agenda Item #7.B. ii

To: LYNX Board of Directors

From: Donna Tefertiller
DIRECTOR OF HUMAN RESOURCES
Donna Tefertiller
(Technical Contact)
Salisha Yacoob
(Technical Contact)

Phone: 407.841.2279 ext: 6119

Item Name: Extension of Contracts
Authorization to Exercise the First Option Year of Contract #13-C15 with Baker & Hostetler, LLC for Labor Employment Legal Services

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to execute the first option year of Contract #13-C15 with Baker & Hostetler, LLC for legal services pertaining to Labor and Employment matters, including Union Contract Negotiations, and Labor-Related Arbitrations.

BACKGROUND:

The Board of Directors approved the award of Contract #13-C15 on January 31, 2013 to Baker & Hostetler, LLC for an initial term of three (3) years with two (2) one-year options. The initial three year term will expire on January 31, 2016. Exercising this first option year will extend the contract term to January 31, 2017.

FISCAL IMPACT:

LYNX staff included \$160,000 in the FY2016 Adopted Operating Budget for legal fees for labor employment matters. The FY2015 projected expenses are \$124,651.

Consent Agenda Item #7.B. iii

To: LYNX Board of Directors

From: Blanche Sherman
DIRECTOR OF FINANCE
LEONARD ANTMANN
(Technical Contact)

Phone: 407.841.2279 ext: 6100

Item Name: Extension of Contracts
Authorization to Exercise First Option Year of Contract #13-C17 with Bank of America for Banking Services

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to exercise the first option year of Contract #13-C17 with Bank of America for banking services.

BACKGROUND:

The current contract with Bank of America was for a three-year time period with the option for two one-year extensions. The contract began January 31, 2013 with a set fee schedule for the various banking transactions to be utilized by LYNX. The current three-year contract with Bank of America expires January 30, 2016.

Over the past three years, the banking fees have been approximately \$4,571 annually. The rates and fees provided by Bank of America are reasonable and competitive compared to other banking institutions. Therefore, staff is requesting to exercise the first option year of the contract with the Bank of America.

FISCAL IMPACT:

LYNX staff included \$10,000 in the FY2016 Adopted Operating Budget to support the anticipated services under this contract. The FY2015 projected expenses for banking services is \$880.

Consent Agenda Item #7.B. iv

To: LYNX Board of Directors

From: Daniel Healey
DIRECTOR OF ENGINEERING
Jeffrey Reine
(Technical Contact)

Phone: 407.841.2279 ext: 6023

Item Name: Extension of Contracts
Authorization to Award an Extension of Contract #11-C12 and Contract #12-C25 with AECOM Technical Services, Inc. for Architecture and Engineering Services

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to extend Contract #11-C12 and Contract #12-C25 with AECOM Technical Services, Inc. for Architecture and Engineering Services.

BACKGROUND:

Contract #11-C12 is for architectural and engineering services for transit projects and facilities. LYNX' Board of Directors authorized award of this contract to AECOM Technical Services on January 27, 2011 after a competitive selection process. The initial contract term was for three (3) years with two (2) one-year options. Both option years of this contract have been exercised and the contract will expire on January 26, 2016.

Contract #12-C25 is for architectural and engineering services for bus shelters. LYNX' Board of Directors authorized award of this contract to AECOM Technical Services Inc. on September 27, 2012 after a competitive selection process. The initial contract term was for three (3) years and the contract will expire January 26, 2016.

The general scope of work for each of these contracts includes professional architectural and engineering services and assistance for various types and sizes of projects ranging from improvements, modifications and/or improvements to existing facilities to the design-build plans for new transit facilities. The types of work required for projects includes, but is not limited to, environmental investigations, studies or reports, design of various transit infrastructure improvements to include physical access that conforms to the Americans with Disabilities Act (ADA) requirements, field review and analysis, cost estimating, construction oversight and management, site selection, design of bus operating facilities, and related real estate activities to

be provided on an as-needed basis. These contracts were also used for the design and oversight of construction of bus shelters at stops and bus transfer centers such as Kissimmee Intermodal.

LYNX staff is requesting a 90-day extension of Contract #11-C12 and Contract #12-C25 in order to combine these similar scopes of service and complete a competitive procurement process for architectural and engineering services. Further, this extension will allow for seamless transition of projects as the agency shifts workloads and roles among the Engineering, Planning and Development and Operations Departments to provide more efficient and effective service.

LYNX staff is also requesting that both contracts have the same provision to adjust the billable rate for contract staff as included in Contract #11-C12.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

Goals were previously established for these contracts.

FISCAL IMPACT:

LYNX staff included \$737,000 and \$1,189,466 in the FY2016 Adopted Operating and Capital budgets, respectively for engineering consultant work and permitting for bus stops and shelters. The FY2015 projected operating and capital expenses are \$652,698 and \$656,581, respectively.

Consent Agenda Item #7.C.i

To: LYNX Board of Directors

From: Andrea Ostrodka
DIRECTOR OF PLAN & DEVELOP
JAMES RODRIGUEZ
(Technical Contact)
BRUCE DETWEILER
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: Miscellaneous
Authorization to Execute Bus Service Agreement #15-A09 with Lakeland Area Mass Transit District (Link 416 and Link 427)

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to execute Bus Service Agreement #15-A09 with Lakeland Area Mass Transit District (LAMTD) to operate Links 416 and 427 in Polk County.

BACKGROUND:

In December 2012, LYNX entered into an agreement with Polk County Board of County Commissioners to provide fixed route bus service for Link 416 (Poinciana/Haines City) and Link 427 (U.S. 27/Haines City).

It is LYNX and LAMTD's desire to continue the existing service at a reduced service level from the previous agreement. Saturday service for both the Link 416 and Link 427 will be eliminated on October 1, 2015. Also on October 1, 2015 the Link 427 will move from one hour headways to two hour headways. On January 24, 2016 the Link 416 service will be reduced from 18 trips to 9 trips on weekdays.

The current agreement (#13-A10) expired September 30, 2015. This new agreement will contain all terms of service and be valid from October 1, 2015, to September 30, 2016. The hourly rate for service increases to \$70.28.

FISCAL IMPACT:

LYNX staff included funding in the amount of \$817,181 in the FY2016 Adopted Operating Budget for Polk County fixed route services.

**BUS SERVICE AGREEMENT
(No. 15-A09)**

by and between

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX
(LYNX)**

and

**LAKELAND AREA MASS TRANSIT DISTRICT
(LAMTD)**

relating to the providing of bus service

October 1, 2015

TABLE OF CONTENTS

(The Table of Contents to this Bus Service Agreement is for convenience of reference only and is not intended to define, expand or limit any of the terms and conditions of this Bus Service Agreement.)

<u>Paragraph</u>	<u>Caption</u>	<u>Page Number</u>
1.	DEFINITIONS.....	3
2.	PROVIDING OF BUS SERVICE	4
3.	TERM.....	5
4.	TERMINATION.....	5
5.	SCHEDULE OF BUS SERVICE.....	6
6.	PAYMENT FOR BUS SERVICE	6
7.	This Paragraph is not applicable	7
8.	SECURITY DEPOSIT.....	7
9.	This Paragraph is not applicable.....	7
10.	ADVERTISING.....	7
11.	BOND.....	7
12.	NON-ASSIGNABILITY.....	7
13.	RELATIONSHIP OF OTHER PARTIES.....	7
14.	NO THIRD PARTY BENEFICIARY	7
15.	NOTICE	7
16.	GOVERNING LAW	8
17.	MISCELLANEOUS CLAUSES.....	8
18.	BOARD APPROVAL.....	10
19.	COMPLETE AGREEMENT.....	10

Schedule of Exhibits

Exhibit “A” –Description and Schedule of Bus Routes

BUS SERVICE AGREEMENT

THIS BUS SERVICE AGREEMENT (the “**Agreement**”) made and entered as of this 19th day of August, 2015, by and between:

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX (hereinafter referred to as “**LYNX**”), a body politic and corporate, created by Part II, Chapter 343, Florida Statutes, whose address is 455 North Garland Avenue, Orlando, Florida 32801

and

LAKELAND AREA MASS TRANSIT DISTRICT, a body politic of the State of Florida, c/o Polk County Transit Services Division, 1290 Golfview Avenue, Drawer HS09, Post Office Box 9005, Bartow, Florida 33831-9005 (hereinafter referred to as the “**LAMTD**”).

The LAMTD and LYNX shall sometimes each be referred to collectively as the “**parties**”.

WITNESSETH:

WHEREAS, LYNX provides public transportation in the Central Florida area including, but not limited to, dedicated bus service for the benefit of and use by the public; and

WHEREAS, the LAMTD has expressed a need for additional or new public transportation service in and to certain portions of the County identified and set forth in **Exhibit “A”** (the “**Service Area**”), attached hereto; and

WHEREAS, the Parties have agreed to LYNX establishing and/or expanding public transportation service in and to the Service Area to provide said additional bus transportation, and LYNX is prepared to do so pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual premises herein contained, the parties hereto do hereby agree as follows:

1. **DEFINITIONS**. For purposes of this Agreement, the following definitions shall apply, unless the context requires otherwise or another definition is expressly provided in this Agreement:

Agreement shall mean this Bus Service Agreement, as the same may be amended from time to time.

Bus Service shall mean the revenue bus service to be provided by LYNX in and to the Service Area as set forth in this Agreement.

Cost of Bus Service shall mean the actual cost of incurred by LYNX to provide the Bus Service, which for the LYNX fiscal year ending September 30, 2015, will be based on an estimated hourly rate of \$70.28 including fuel and administrative costs. The foregoing hourly rate is subject to

readjustment for each succeeding fiscal year as provided in paragraph 3 below.

- County** shall have the meaning set forth in the preamble to this Agreement.
- Farebox Revenue** shall mean the revenue derived from LYNX from passengers utilizing the Bus Service. In the event any such Farebox Revenue is allocated to services provided by LYNX outside of the Service Area, then LYNX may make a reasonable allocation of said revenue so that the term “Farebox Revenue” relates solely to the Farebox Revenue for the Bus Service in the Service Area.
- FDOT** shall mean the Florida Department of Transportation.
- FTA** shall mean the Federal Transit Administration.
- Monthly Cost of Bus Service** shall mean the actual cost incurred by LYNX (based on the Cost of Bus Service and the actual hours of Bus Service) to provide the Bus Service for each and every month during the term of this Agreement.
- Monthly Farebox Revenue** shall mean the actual Farebox Revenue received from LYNX for the Bus Service during each and every month during the term of this Agreement.
- Monthly Payment** shall mean the payment made to LYNX by the County at the end of each and every month during the term of this Agreement, as provided in paragraph 6 below.
- Net Monthly Cost of Bus Service** shall mean the net cost to provide the Bus Service on a monthly basis, which for any particular month is equal to the Monthly Cost of Bus Service for that month less the Monthly Farebox Revenue for that same month.
- Service Area** shall mean the area indicated in **Exhibit “A”** attached hereto.
- Service Schedule** shall mean the frequency, times and stops for the Bus Service to be provided by LYNX, as set forth and described in paragraph 5 below.

2. **PROVIDING OF BUS SERVICE.** Pursuant to the terms and conditions of this Agreement and in consideration of the Payments, LYNX agrees to provide the Bus Service in the Service Area. In regard to providing said Bus Service, the obligation of LYNX is subject to the following:

- (a) Federal, state and local regulations applicable to LYNX including, but not limited to, the rules and regulations promulgated from time to time by FDOT and/or FTA as applicable to LYNX;

- (b) All conditions beyond the reasonable control of LYNX including but not limited to, Acts of God, hurricanes, matters of public safety, etc.;
- (c) The changing transportation needs of the County to the extent LYNX can accommodate such needs; and

The times set forth in this Agreement and other matters regarding the providing of Bus Service are not guarantees; they are projected times for stops and starts and are subject to best efforts by LYNX, including matters associated with traffic, accidents, etc.

3. **TERM.** This Agreement shall be effective as of the date hereof (the "**Commencement Date**") and shall, except as otherwise set forth herein or unless terminated in writing by either party, continue through September 30, 2016 (the "**Expiration Date**"), which is the funding period for providing the Bus Service as set forth in **Exhibit "A"** attached hereto.

No later than six (6) months before the end of each fiscal of this Agreement (based on a September 30 fiscal year), the County and LYNX shall meet in good faith to discuss each party's intentions to negotiate an agreement for the continuance of service, as well as to consider any adjustment in the hourly cost of providing the Bus Service as set forth under Cost of Bus Service, to reflect any changes in LYNX's cost of doing so.

4. **TERMINATION.**

a. **Termination at Will.** This Agreement may be terminated by either party upon no less than thirty (30) calendar days notice, without cause. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Notice shall be effective upon receipt.

b. **Termination Due to Lack of Funds.** In the event funds from governmental sources relied upon to finance this Agreement become unavailable, the County or LYNX may terminate this Agreement with no less than twenty-four (24) hours written notice to the other party and to the Polk County Board of County Commissioners. Notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Notice shall be effective upon receipt.

c. **Termination for Breach.** Unless breach is waived by the County or LYNX in writing, either party shall, in order to terminate this Agreement for breach, give the other party and the Polk County Board of County Commissioners written notice of the breach. If the breach is not cured within thirty (30) calendar days, the non-breaching party may terminate this Agreement. Notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver by either party of breach of any provisions of this Agreement shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement, and shall not act as a waiver or estoppel to enforcement of any provision of this Agreement. The provisions herein do not limit the County's or LYNX's right to remedies at law or to damages.

5. **SCHEDULE OF BUS SERVICE.** Attached hereto as **Exhibit "A"** is a Schedule showing the proposed times, stops and service for the Bus Service. This Schedule is subject to all of the provisions of this Agreement. This schedule is not a guarantee but rather reflects the anticipated times, stops, and service. During the term of this Agreement, LYNX, after discussion with the County, may adjust the Schedule to better accommodate the overall Bus Service to be provided under this Agreement. Thus, for example, if a particular Bus Stop provides a safety hazard, then LYNX, in cooperation with the County, could move that Bus Stop to a safer location.

6. **PAYMENT FOR BUS SERVICE.** The Bus Service to be provided by LYNX pursuant to this Agreement is in consideration of the LAMTD paying to LYNX the Net Monthly Cost of Bus Service. In that regard, the parties do hereby agree as follows:

a. Within thirty (30) days after the end of each and every month, LYNX shall provide to the LAMTD an accounting in reasonable detail sufficient to show for said month the actual Monthly Cost of Bus Service and actual Monthly Farebox Revenue, which would show for that month the required actual payment to be made to LYNX which would be the Net Monthly Cost for Bus Service to be paid. The County shall make said monthly payment to LYNX within thirty (30) days after the receipt of the invoice from LYNX.

b. To the extent the Monthly Farebox Revenue exceeds the Monthly Cost of Bus Service, the billing to the County for that month will be zero, and neither party will be obligated to the other. LYNX will be entitled to keep the Monthly Farebox Revenue.

c. For the purpose of invoicing the County, invoices and related matters will be sent to the County at the following address:

Lakeland Area Mass Transit District
Transit Services Division
Finance Center
Drawer HS09, Post Office Box 9005
Bartow, Florida 33831-9005

or received in person at:

1290 Golfview Avenue
Suites 104 or 264
Bartow, Florida 33830

d. In any event, the obligation of LYNX to provide the Bus Service is expressly contingent upon it receiving and only to the extent it receives the required Payments set forth above.

e. Nothing contained in this Agreement shall obligate LYNX to provide for the Bus Service any other funding. Specifically, LYNX will not be obligated to provide any general funding it receives from any other government agency to the Bus Service. With respect to any bus fares that may arise from the Bus Service (including any interest, if any, that LYNX may obtain by virtue of any deposits if makes by virtue of any of the

Payments), those fares, interests, etc. may be retained by LYNX and used for its other bus operations and is not required to be used for the Bus Service to be provided under this Agreement.

7. **This Paragraph is not applicable.**

8. **SECURITY DEPOSIT.** No security deposit is required of the County under this Agreement.

9. **This Paragraph is not applicable.**

10. **ADVERTISING.** The parties are aware and understand that LYNX undertakes an advertising program on its buses and that LYNX also does not specifically identify a specific bus on a specific route. From time to time, buses will be taken out of service for maintenance and repair and replacement, and future buses will also be used from time to time to provide the Bus Service. In addition, various rules (including FTA guidelines) provide for random assignment of buses. With this background:

a. LYNX will be entitled to place on the buses which it uses to provide the Bus Service, advertising from time to time.

b. LYNX shall have the right in its reasonable discretion as to what buses and the type of the buses that will be used to provide the Bus Service.

The foregoing assignments and other matters regarding the buses in the Bus Service will be subject in all respects to all applicable laws including FTA and FDOT requirements. Any advertising revenue obtained from LYNX in connection with the Bus Service will be the property of LYNX and will not be deemed to be any "Farebox Revenue".

11. **BOND.** The County shall not be required to furnish LYNX with any bond or other collateral conditioned for the faithful performance of the duties and due accounting for all monies received by the County under this Agreement.

12. **NON-ASSIGNABILITY.** This Agreement is not assignable by either Party without the prior written consent of the other Party.

13. **RELATIONSHIP OF OTHER PARTIES.** The Parties are aware and agree that the relationship between LYNX and the County under this Agreement shall be that of an independent contractor and not an agent.

14. **NO THIRD PARTY BENEFICIARY.** This Agreement is solely between the parties hereto and no person or persons not a party hereto shall have any rights or privileges whatsoever either as a third party beneficiary or otherwise.

15. **NOTICE.** Any notice permitted to be given to either party under this Agreement shall be in writing and shall be deemed to be given (i) in the case of delivery, when delivered to the other party at the address set forth in the preamble to this Agreement, (ii) in the case of mailing, three (3) days after said notice has been deposited, postage pre-paid, in the United States mail and sent by certified or return receipt requested to the other party at the address set forth in the preamble to this Agreement and (iii) in all other

cases when such notice is actually received by the party to whom it has been sent. Notices shall be sent to the following:

As to LYNX: Blanche Sherman, Director of Finance
LYNX
455 North Garland
Orlando, Florida 32801

with a copy to: Susan Black, Interim Chief Executive Officer
LYNX
455 North Garland
Orlando, Florida 32801

As to the Company: Paul A. Simmons, Director
Polk County Transit Services Division
Human Services Department
Physical:
1290 Golfview Avenue
Mailing:
Drawer HS09, Post Office Box 9005
Bartow, Florida 33831-9005

with a copy to: County Attorney
Drawer ATO1, P.O. Box 9005
Bartow, FL 33831-9005

Either party may change the address to which any notices are to be given by so notifying the other parties to this Agreement as provided in this paragraph.

16. **GOVERNING LAW.** This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. The parties further agree that the exclusive venue and jurisdiction over any action arising under this Agreement shall be in the courts of Orange County, Florida. Each party expressly waives any right to a jury trial.

17. **MISCELLANEOUS CLAUSES.**

a. **Sovereign Immunity.** Each party hereto is a government agency entitled to sovereign immunity under the laws of the State of Florida. Nothing contained in this Agreement, the relationship between the parties hereto, the providing of the Bus Service, or otherwise shall in any way whatsoever constitute any waiver by LYNX or the County of its rights to invoke sovereign immunity as a governmental entity.

b. **Force Majeure.** The rights and obligations and duties of the parties hereunder shall be subject to any causes beyond their reasonable control including, but

not limited to, Acts of God, hurricanes, storms, and, in the case of LYNX, government regulations and directives applicable to it.

c. **Time of Essence.** The parties recognize that time is of the essence in the performance of the provisions of this Agreement provided, however, in regard to the providing of Bus Service, that is subject to the qualifications set forth in this Agreement.

d. **Legal Obligations.** This Agreement shall not relieve any party of any obligation or responsibility imposed upon it by law.

e. **No Waiver.** No term or provision of this Agreement shall be deemed waived and no breach excused unless such waiver or consent shall be in writing and signed by the party or parties claimed to have waived or consented. Waiver of any default of this Agreement shall not be deemed a waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach. Waiver of such default and waiver of such breach shall not be construed to be a modification of the terms of this Agreement unless stated to be such through written approval of all parties.

f. **Benefits of Service.** The Payments to be paid by the LAMTD to LYNX are net, and shall not be reduced based upon any other funding or benefits that LYNX may receive including, but not limited to, any funding that LYNX receives from the FTA as a part of its overall ridership total.

g. **No Oral Modification.** The parties agree that this Agreement is a complete expression of the terms herein and any oral or written representations or understandings not incorporated herein are excluded.

h. **Severability.** If any of the provisions of this Agreement are held to be invalid, illegal or unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. To that end, the provisions of this Agreement are declared to be severable.

i. **Counterparts.** This Agreement may be executed in two (2) or more counterparts, each of which will be deemed an original, and it will not be necessary in making proof of this Agreement or the terms of this Agreement, to produce or account for more than one (1) of such counterparts.

j. **Adjustment of Bus Routes.** The parties are aware and understand that with respect to any adjustment or modification of Bus Service, LYNX will be required to follow State and Federal guidelines relating to adjustments and modification of Bus Service. This will generally require a minimum of one hundred twenty (120) days in order to provide various required public notices.

k. **Capital Requirements (i.e., Buses).** LYNX has generally planned for adequate buses to provide the Bus Service. If, at any time, LYNX experiences a material shortfall or lack of buses to provide the Bus Service, LYNX will immediately discuss with the LAMTD such situation and how it is to be resolved. The matter will also be

brought to the attention of the Board of Directors of LYNX and the Parties will seek to arrive at a solution to provide such additional bus capacity. In doing so, the parties are aware that any solution would not necessarily involve LYNX moving buses from its other public routes. LYNX, through its Board of Directors, will have in its reasonable discretion the ability to deal with such situation.

l. **Default/Notice/Procedure to Resolve Disputes.** The parties understand and are aware that this Agreement is between two entities who mutually desire for the beneficial providing of the Bus Service under this Agreement and wish to avoid any default or misunderstandings. Thus, in the event one Party hereto believes that the other Party is in default under this Agreement, the other Party through a senior representative shall contact a senior representative of the other Party in an effort to discuss and resolve any alleged default or nonperformance. Failing such resolution, said Party will then be required to give actual written notice to the other party of said alleged default before said Party may exercise any of the rights available to it under this Agreement. With this background, the LAMTD is aware and specifically understands that the scope and quantity of the Bus Service being made available by it, is based upon the amount and it receiving the Thus, for example, if the County should fail to pay the requisite Payments, LYNX could seek to enforce that payment but, at its option, could also reduce in its discretion the bus service specifically within the Service Area.

m. **Service Within and Outside the Service Area.** The Bus Service to be provided by LYNX under this Agreement covers Bus Routes that are located within the Service Area, as more particularly set forth in **Exhibit "A"**. LYNX is not obligated to provide the Bus Service outside the Service Area, unless otherwise agreed between the parties through an amendment to this Agreement.

n. **Independent Contract As To Employees Of LYNX.** LYNX is an independent contractor and retains the right to exercise full control and supervision over its employees and their compensation and discharge. LYNX will be solely responsible for all matters relating to payment of its employees, including but not limited to the withholding and payment of employee taxes, insurance contributions, placement of insurance and pension coverages and the like.

18. **BOARD APPROVAL.** This Agreement is subject to the approval by the LYNX Board of Directors.

19. **COMPLETE AGREEMENT.** This Agreement constitutes the complete agreement between the parties hereto with respect to the management and distribution of the services contemplated herein and it may not be amended, changed or modified except by a writing signed by the party to be charged by said amendment, change or modification subject to the following:

a. Modifications that are anticipated to result in no increase to LYNX's operational cost per revenue hour (see Cost of Bus Service) require only the concurrence of the LYNX's Executive Director and the approval of the Director, Transit Services Division, Polk County Board of County Commissioners.

b. Modifications that are anticipated to result in an increase to LYNX's operational cost per revenue hour (see Cost of Bus Service) require the approval of the LYNX's Board of Directors and the Polk County Board of County Commissioners.

[Signatures Begin On Following Page]

IN WITNESS WHEREOF, the Parties have hereunto executed this Bus Service Agreement the day and year first above written.

Attest:

POLK COUNTY, FLORIDA

As Clerk to the
Board of County Commissioners

By Board of County Commissioners

By: _____

By: _____
(Signature of Authorized Official)

(Print Name and Title of Person Signing)

Dated: _____

**CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY**

By: _____
Susan Black
Interim Chief Executive Officer

Approved as to form only by General Counsel;
for sole reliance by LYNX

Akerman, Senterfitt & Eidson, P.A.

By: _____
Patrick T. Christiansen

EXHIBIT “A”

Description and Schedule of Bus Route(s)

See Attached

Consent Agenda Item #7.C. ii

To: LYNX Board of Directors

From: Andrea Ostrodka
DIRECTOR OF PLAN & DEVELOP
JAMES RODRIGUEZ
(Technical Contact)
BRUCE DETWEILER
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: Miscellaneous
Authorization to Execute Bus Service Agreement #15-A10 with Lakeland Area Mass Transit District (NeighborLink 603)

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to execute Bus Service Agreement #15-A10 with Lakeland Area Mass Transit District (LAMTD) to operate NeighborLink 603 in Southwest Poinciana.

BACKGROUND:

In January 2010, LYNX entered into an agreement with Polk County Board of County Commissioners to provide NeighborLink 603 (formerly PickUpLine 603) in Southwest Poinciana (Villages 7 and 8).

It is LYNX and LAMTD's desire to continue the existing service and expand the service area to overlap the southern portion of NeighborLink 601 in the area of Villages 3 and 4. The overlap of the service area will increase capacity on the popular NeighborLink 601.

The current agreement (#12-A85) expired September 30, 2015. This new agreement will maintain the span of service and number of vehicles used as set forth in the original agreement; the hourly rate changes to \$32.69; be valid from October 1, 2015, to September 30, 2016; modify the service area as described above; and update the name of the service from "PickUpLine" to "NeighborLink."

FISCAL IMPACT:

LYNX staff included funding in the amount of \$173,433 in the FY2016 Adopted Operating Budget for Polk County NeighborLink services.

**BUS SERVICE AGREEMENT
(No.15-A10)**

by and between

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX
(LYNX)**

and

**LAKELAND AREA MASS TRANSIT DISTRICT
(LAMTD)**

relating to the
providing of NeighborLink Services in the Poinciana Area of Polk County, Florida area

October 1, 2015

TABLE OF CONTENTS

(The Table of Contents to this Bus Service Agreement is for convenience of reference only and is not intended to define, expand, or limit any of the terms and conditions of this Bus Service Agreement)

<u>Paragraph</u>	<u>Caption</u>	<u>Page Number</u>
1.	DEFINITIONS.....	1
2.	PROVIDING OF BUS SERVICE.....	2
3.	TERM	3
4.	TERMINATION.....	3
5.	SCHEDULE OF BUS SERVICE.....	4
6.	PAYMENT FOR BUS SERVICE.....	4
7.	SECURITY DEPOSIT.....	5
8.	ADVERTISING.....	5
9.	BOND.....	5
10.	NON-ASSIGNABILITY.....	5
11.	RELATIONSHIP OF OTHER PARTIES.....	5
12.	NO THIRD PARTY BENEFICIARY	5
13.	NOTICE.....	6
14.	GOVERNING LAW.....	6
15.	MISCELLANEOUS CLAUSES	6
16.	BOARD APPROVAL.....	8
17.	COMPLETE AGREEMENT.....	9

Schedule of Exhibits

- Exhibit "A" – Sketch of Poinciana Area
- Exhibit "B" – Description of Service or Bus Route/Service Costs
- Exhibit "C" — Schedule of Service Times and Stops

BUS SERVICE AGREEMENT

THIS BUS SERVICE AGREEMENT (the "**Agreement**") made and entered as of this ___ day of October 2015 by and between:

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY, a body politic of the State of Florida, d/b/a **LYNX**, 455 North Garland Avenue, Orlando, Florida 32801 (hereinafter referred to as "**LYNX**")

and

LAKELAND AREA MASS TRANSIT DISTRICT, a body politic of the State of Florida, c/o Polk County Transit Services Division, 1290 Golfview Avenue, Drawer HS09, Post Office Box 9005, Bartow, Florida 33831-9005 (hereinafter referred to as the "**LAMTD**").

The LAMTD and LYNX shall sometimes be referred to collectively as the "**parties**".

WITNESSETH:

WHEREAS, LYNX provides public transportation in the Central Florida area including, but not limited to, dedicated bus service for the benefit of and use by the public; and

WHEREAS, LAMTD has expressed a need for additional or new public transportation service in and to certain portions of Polk County identified as the "**Poinciana Area**" (the "**Service Area**"), as generally described and set forth in **Exhibit "A"** attached hereto; and

WHEREAS, the Parties have agreed to LYNX establishing and/or expanding public transportation service in and to the Service Area to provide said additional public bus transportation, and LYNX is prepared to do so pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual premises herein contained, the parties hereto do hereby agree as follows:

1. **DEFINITIONS**. For the purposes of this Agreement, the following definitions shall apply under this Agreement, unless the context requires otherwise or another definition is expressly provided in this Agreement:

Agreement shall mean this Bus Service Agreement, as the same may be amended from time to time.

Bus Service shall mean the revenue Neighborlink (NL) service to be provided by LYNX in and to the Service Area as set forth in this Agreement and on **Exhibit "B"** attached hereto.

<u>Cost of Bus Service</u>	shall mean the actual cost incurred by LYNX to provide the NL Service, which for the LYNX fiscal year ending September 30, 2016, will be based on an estimated hourly rate of \$39.52 including fuel and administration costs. The foregoing hourly rate is subject to readjustment for each succeeding fiscal year as provided in paragraph 3 below.
<u>County</u>	shall have the meaning set forth in the preamble to this Agreement.
<u>Farebox Revenue</u>	shall mean the revenue derived from LYNX from passengers utilizing the Bus Service. In the event any such Farebox Revenue is allocated to services provided by LYNX outside of the Service Area, then LYNX may make a reasonable allocation of said revenue so that the term "Farebox Revenue" relates solely to the Farebox Revenue for the NL Service in the Service Area.
<u>FDOT</u>	shall mean the Florida Department of Transportation.
<u>FTA</u>	shall mean the Federal Transit Administration.
<u>Monthly Cost of Bus Service</u>	shall mean the actual cost incurred by LYNX (based on the Cost of NL Service and actual revenue hours of NL Service) to provide the NL Service for each and every month during the term of this Agreement.
<u>Monthly Farebox Revenue</u>	shall mean the actual Farebox Revenue received from LYNX for the NL Service during each and every month during the term of this Agreement.
<u>Monthly Payment</u>	shall mean the payment to be made to LYNX by the County at the end of each and every month during the term of this Agreement, as provided in paragraph 6 below.
<u>Net Monthly Cost of Bus Service</u>	shall mean the net cost to provide the NL Service on a monthly basis, which for any particular month is equal to the Monthly Cost of NL Service for that month less the Monthly Farebox Revenue for that same month.
<u>Service Area</u>	shall mean the area described in <u>Exhibit "A"</u> attached hereto.
<u>Service Schedule</u>	shall mean the frequency, times and stops for the NL Service to be provided by LYNX, as set forth and described in Paragraph 5 below.

2. **PROVIDING OF BUS SERVICE.** Pursuant to the terms and conditions of this Agreement and in consideration of the Payments, LYNX agrees to provide the Bus Service in the

Service Area. In regard to providing said Bus Service, the obligation of LYNX is subject to the following:

(a) Federal, state and local regulations applicable to LYNX including, but not limited to, the rules and regulations promulgated from time to time by FDOT and/or FTA as applicable to LYNX.

(b) All conditions beyond the reasonable control of LYNX including, but not limited to, Acts of God, hurricanes, matters of public safety, etc.

(c) The changing transportation needs of the County to the extent LYNX can reasonably accommodate such needs.

(d) The times set forth in this Agreement and other matters regarding the providing of Bus Service are not guarantees; they are projected times for stops and starts and are subject to best efforts by LYNX, including matters associated with traffic, accidents, etc.

3. **TERM.** This Agreement shall be effective as of the date hereof (the "**Commencement Date**") and shall, except as otherwise set forth herein or unless terminated in writing by either party, continue through September 30, 2016 (the "**Expiration Date**"), which is the funding period for providing the Bus Service as set forth in **Exhibit "C"** attached hereto.

No later than six (6) months before the end of each fiscal of this Agreement (based on a September 30 fiscal year), the County and LYNX shall meet in good faith to discuss each party's intentions to negotiate an agreement for the continuance of service, as well as to consider any adjustment in the hourly cost of providing the Bus Service as set forth under Cost of Bus Service, to reflect any changes in LYNX's cost of doing so.

4. **TERMINATION.**

(a) **Termination at Will.** This Agreement may be terminated by either party upon no less than thirty (30) calendar days notice, without cause. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Notice shall be effective upon receipt.

(b) **Termination Due to Lack of Funds.** In the event funds from governmental sources relied upon to finance this Agreement become unavailable, the County or LYNX may terminate this Agreement with no less than twenty-four (24) hours written notice to the other party and to the Polk County Board of County Commissioners. Notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Notice shall be effective upon receipt.

(c) **Termination for Breach.** Unless breach is waived by the County or LYNX in writing, either party shall, in order to terminate this Agreement for breach, give the other party and the Polk County Board of County Commissioners written notice of the breach. If the breach is not cured within thirty (30) calendar days, the non-breaching party may terminate this

Agreement. Notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver by either party of breach of any provisions of this Agreement shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement, and shall not act as a waiver or estoppel to enforcement of any provision of this Agreement. The provisions herein do not limit the County's or LYNX's right to remedies at law or to damages.

5. **SCHEDULE OF BUS SERVICE.** Attached hereto as **Exhibit "C"** is a Schedule showing the proposed times, stops and service for the Bus Service. This Schedule is subject to all of the provisions of this Agreement. This schedule is not a guarantee but rather reflects the anticipated times, stops, and service. During the term of this Agreement, LYNX, after discussion with the County, may adjust the Schedule to better accommodate the overall Bus Service to be provided under this Agreement. Thus, for example, if a particular Bus Stop provides a safety hazard, then LYNX, in cooperation with the County, could move that Bus Stop to a safer location.

6. **PAYMENT FOR BUS SERVICE.** The Bus Service to be provided by LYNX pursuant to this Agreement is in consideration of the County paying to LYNX the Net Monthly Cost of Bus Service. In that regard, the parties do hereby agree as follows:

(a) Within thirty (30) days after the end of each and every month, LYNX shall provide to the County an accounting in reasonable detail sufficient to show for said month the actual Monthly Cost of Bus Service and actual Monthly Farebox Revenue, which would show for that month the required actual payment to be made to LYNX which would be the Net Monthly Cost for Bus Service to be paid. The County shall make said monthly payment to LYNX within thirty (30) days after the receipt of the invoice from LYNX.

(b) To the extent the Monthly Farebox Revenue exceeds the Monthly Cost of Bus Service, the billing to the County for that month will be zero, and neither party will be obligated to the other. LYNX will be entitled to keep the Monthly Farebox Revenue.

(c) For the purpose of invoicing the County, invoices and related matters will be sent to the County at the following address:

Lakeland Area Mass Transit District
Transit Services Division
Finance Center
Drawer HS09, Post Office Box 9005
Bartow, Florida 33831-9005

or received in person at:

1290 Golfview Avenue
Suites 104 or 264
Bartow, Florida 33830

(d) In any event, the obligation of LYNX to provide the Bus Service is expressly contingent upon it receiving and only to the extent it receives the required Payments set forth above.

(e) Nothing contained in this Agreement shall obligate LYNX to provide for the Bus Service any other funding. Specifically, LYNX will not be obligated to provide any general funding it receives from any other government agency to the Bus Service. With respect to any bus fares that may arise from the Bus Service (including any interest, if any, that LYNX may obtain by virtue of any deposits if makes by virtue of any of the Payments), those fares, interests, etc. may be retained by LYNX and used for its other bus operations and is not required to be used for the Bus Service to be provided under this Agreement.

7. **SECURITY DEPOSIT.** No security deposit is required of the County under this Agreement.

8. **ADVERTISING.** The parties are aware and understand that LYNX undertakes an advertising program on its buses and that LYNX also does not specifically identify a specific bus on a specific route. From time to time, buses will be taken out of service for maintenance and repair and replacement, and future buses will also be used from time to time to provide the Bus Service. In addition, various rules (including FTA guidelines) provide for random assignment of buses. With this background:

(a) LYNX will be entitled to place on the buses which it uses to provide the Bus Service, advertising from time to time.

(b) LYNX shall have the right in its reasonable discretion as to what buses and the type of the buses that will be used to provide the Bus Service.

The foregoing assignments and other matters regarding the buses in the Bus Service will be subject in all respects to all applicable laws including FTA and FDOT requirements. Any advertising revenue obtained from LYNX in connection with the Bus Service will be the property of LYNX and will not be deemed to be any "Farebox Revenue".

9. **BOND.** The County shall not be required to furnish LYNX with any bond or other collateral conditioned for the faithful performance of the duties and due accounting for all monies received by the County under this Agreement.

10. **NON-ASSIGNABILITY.** This Agreement if not assignable by either Party without the prior written consent of the other Party.

11. **RELATIONSHIP OF OTHER PARTIES.** The Parties are aware and agree that the relationship between LYNX and the County under this Agreement shall be that of an independent contractor and not an agent.

12. **NO THIRD PARTY BENEFICIARY.** This Agreement is solely between the parties hereto and no person or persons not a party hereto shall have any rights or privileges whatsoever either as a third party beneficiary or otherwise.

13. **NOTICE.** Any notice permitted to be given to either party under this Agreement shall be in writing and shall be deemed to be given (i) in the case of delivery, when delivered to the other party at the address set forth in the preamble to this Agreement, (ii) in the case of mailing, three (3) days after said notice has been deposited, postage pre-paid, in the United States mail and sent by certified or return receipt requested to the other party at the address set forth in the preamble to this Agreement and (iii) in all other cases when such notice is actually received by the party to whom it has been sent. Notices shall be sent to the following:

As to LYNX: Blanche Sherman, Director of Finance
LYNX
455 North Garland
Orlando, Florida 32801

with a copy to: Susan Black, Interim Chief Executive
Officer
LYNX
455 North Garland
Orlando, Florida 32801

As to the Company: Paul A. Simmons, Director
Polk County Transit Services Division
Human Services Department
Physical:
1290 Golfview Avenue
Mailing:
Drawer HS09, Post Office Box 9005
Bartow, Florida 33831-9005

with a copy to: _____

Either party may change the address to which any notices are to be given by so notifying the other parties to this Agreement as provided in this paragraph.

14. **GOVERNING LAW.** This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. The parties further agree that the exclusive venue and jurisdiction over any action arising under this Agreement shall be in the courts of Orange County, Florida. Each party expressly waives any right to a jury trial.

15. **MISCELLANEOUS CLAUSES.**

(a) **Sovereign Immunity.** Each party hereto is a government agency entitled to sovereign immunity under the laws of the State of Florida. Nothing contained in this Agreement, the relationship between the parties hereto, the providing of the Bus Service, or otherwise shall in any way whatsoever

constitute any waiver by LYNX or the County of its rights to invoke sovereign immunity as a governmental entity.

(b) **Force Majeure.** The rights and obligations and duties of the parties hereunder shall be subject to any causes beyond their reasonable control including, but not limited to, Acts of God, hurricanes, storms, and, in the case of LYNX, government regulations and directives applicable to it.

(c) **Time of Essence.** The parties recognize that time is of the essence in the performance of the provisions of this Agreement provided, however, in regard to the providing of Bus Service, that is subject to the qualifications set forth in this Agreement.

(d) **Legal Obligations.** This Agreement shall not relieve any party of any obligation or responsibility imposed upon it by law.

(e) **No Waiver.** No term or provision of this Agreement shall be deemed waived and no breach excused unless such waiver or consent shall be in writing and signed by the party or parties claimed to have waived or consented. Waiver of any default of this Agreement shall not be deemed a waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach. Waiver of such default and waiver of such breach shall not be construed to be a modification of the terms of this Agreement unless stated to be such through written approval of all parties.

(f) **Benefits of Service.** The Payments to be paid by the County to LYNX are net, and shall not be reduced based upon any other funding or benefits that LYNX may receive including, but not limited to, any funding that LYNX receives from the FTA as a part of its overall ridership total.

(g) **No Oral Modification.** The parties agree that this Agreement is a complete expression of the terms herein and any oral or written representations or understandings not incorporated herein are excluded.

(h) **Severability.** If any of the provisions of this Agreement are held to be invalid, illegal or unenforceable by a court of competent jurisdiction, the remaining provisions shall remain in full force and effect. To that end, the provisions of this Agreement are declared to be severable.

(i) **Counterparts.** This Agreement may be executed in two (2) or more counterparts, each of which will be deemed an original, and it will not be necessary in making proof of this Agreement or the terms of this Agreement, to produce or account for more than one (1) of such counterparts.

(j) **Adjustment of Bus Routes.** The parties are aware and understand that with respect to any adjustment or modification of Bus Service, LYNX will be required to follow State and Federal guidelines relating to adjustments and

modification of Bus Service. This will generally require a minimum of one hundred twenty (120) days in order to provide various required public notices.

(k) **Capital Requirements (i.e., Buses)**. LYNX has generally planned for adequate buses to provide the Bus Service. If, at any time, LYNX experiences a material shortfall or lack of buses to provide the Bus Service, LYNX will immediately discuss with the County such situation and how it is to be resolved. The matter will also be brought to the attention of the Board of Directors of LYNX and the Parties will seek to arrive at a solution to provide such additional bus capacity. In doing so, the parties are aware that any solution would not necessarily involve LYNX moving buses from its other public routes. LYNX, through its Board of Directors, will have in its reasonable discretion the ability to deal with such situation.

(l) **Default/Notice/Procedure to Resolve Disputes**. The parties understand and are aware that this Agreement is between two entities who mutually desire for the beneficial providing of the Bus Service under this Agreement and wish to avoid any default or misunderstandings. Thus, in the event one Party hereto believes that the other Party is in default under this Agreement, the other Party through a senior representative shall contact a senior representative of the other Party in an effort to discuss and resolve any alleged default or nonperformance. Failing such resolution, said Party will then be required to give actual written notice to the other party of said alleged default before said Party may exercise any of the rights available to it under this Agreement. With this background, the County is aware and specifically understands that the scope and quantity of the Bus Service being made available by it, is based upon the amount and it receiving the Thus, for example, if the County should fail to pay the requisite Payments, LYNX could seek to enforce that payment but, at its option, could also reduce in its discretion the bus service specifically within the Service Area.

(m) **Service Within and Outside the Service Area**. The Bus Service to be provided by LYNX under this Agreement covers Bus Routes that are located within the Service Area, as more particularly set forth in **Exhibits “A” and “B”**. LYNX is not obligated to provide the Bus Service outside the Service Area, unless otherwise agreed between the parties through an amendment to this Agreement.

(n) **Independent Contract As To Employees Of Lynx**. LYNX is an independent contractor and retains the right to exercise full control and supervision over its employees and their compensation and discharge. LYNX will be solely responsible for all matters relating to payment of its employees, including but not limited to the withholding and payment of employee taxes, insurance contributions, placement of insurance and pension coverages and the like.

16. **BOARD APPROVAL**. This Agreement is subject to the approval by the LYNX Board of Directors.

17. **COMPLETE AGREEMENT.** This Agreement constitutes the complete agreement between the parties hereto with respect to the management and distribution of the services contemplated herein and it may not be amended, changed or modified except by a writing signed by the party to be charged by said amendment, change or modification subject to the following:

(a) Modifications that are anticipated to result in no increase to LYNX's operational cost per revenue hour (see Cost of Bus Service) require only the concurrence of the LYNX's Chief Executive Officer and the approval of the Director, Transit Services Division, Polk County Board of County Commissioners.

(b) Modifications that are anticipated to result in an increase to LYNX's operational cost per revenue hour (see Cost of Bus Service) require the approval of the LYNX's Board of Directors and the Polk County Board of County Commissioners.

[Signatures Begin On Following Page]

IN WITNESS WHEREOF, the parties have hereunto executed this Bus Service Agreement the day and year first above written.

Attest:

POLK COUNTY, FLORIDA

As Clerk to the
Board of County Commissioners

By Board of County Commissioners

By: _____

By: _____
(Signature of Authorized Official)

(Print Name and Title of Person Signing)

Dated: _____

**CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY**

By: _____
Susan Black
Interim Chief Executive Officer

Approved as to form only by General Counsel;
for sole reliance by LYNX

Akerman, Senterfitt & Eidson, P.A.

By: _____
Patrick T. Christiansen

Exhibit "A"

Sketch of NeighborLink 603 Service Area

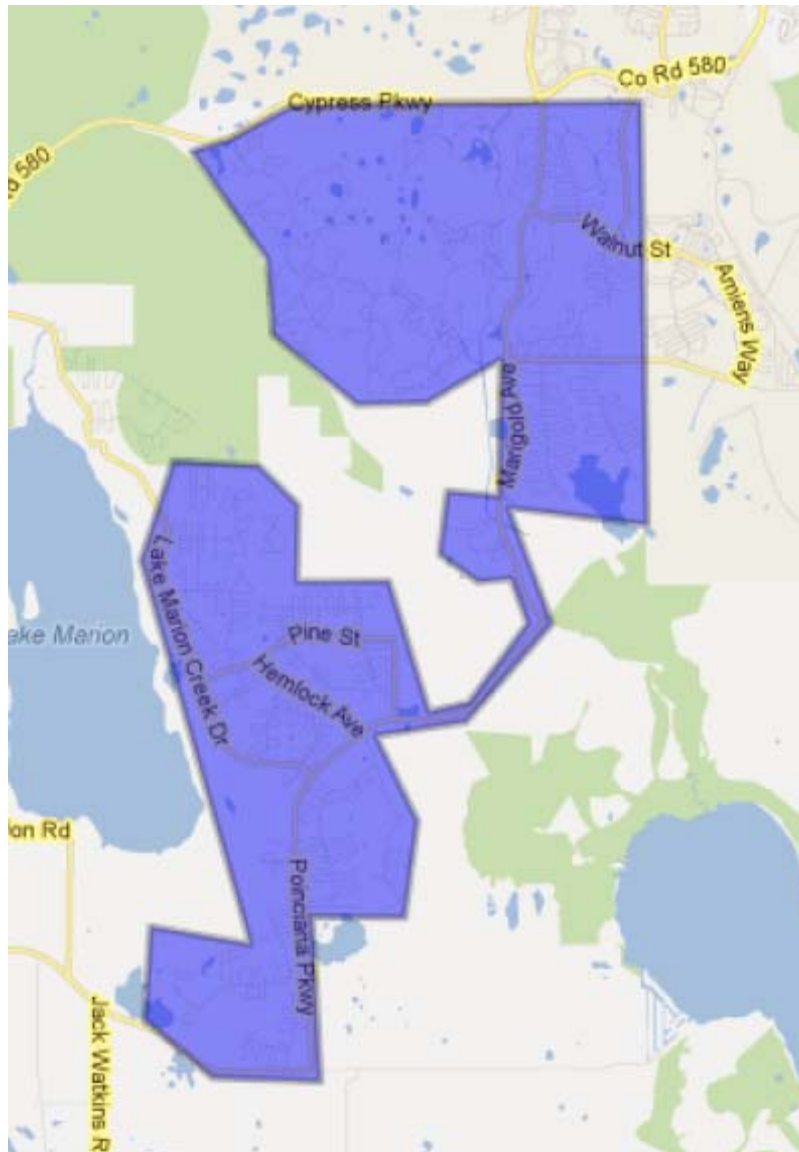


Exhibit "B"

Description of Service or Bus Route

The Link 603 would be operated identical to the existing LYNX NeighborLink services. Passengers would call a minimum of two hour in advance to schedule a ride. The vehicle would provide curb service at the same fare as the LYNX fixed-route service, \$2; daily, weekly, and monthly LYNX passes will also be accepted. Destinations anywhere within the defined catchment area would be provided, to include the Wal-Mart transfer point. A free 90-minute transfer would be available to cash customers to transfer to any LYNX fixed route service or other NeighborLink service available at the designated transfer point.

Demand for the service will ultimately dictate – on a trip-by-trip basis – the total amount of time needed for pick ups within the designated service area, but one hour minimum is recommended. The total minimum operating time on a per-round trip plus pick up time is approximately 1 hour, 50 minutes. Thus the service will operate on a on a two-hour headway.

Exhibit "C"

Schedule of Service Times and Stops

Link 603 Schedule

With Connections at Poinciana Wal-Mart on Cypress Parkway

Link 603 Begins Service	Link 603 Arrives At Wal-Mart	Link 603 Departs Wal-Mart	Link 603 Ends Service
6:00 A.M.	6:00 A.M.	6:10 A.M.	
	8:00 A.M.	8:10 A.M.	
	10:00 A.M.	10:10 A.M.	
	12:00 P.M.	12:10 P.M.	
	2:00 P.M.	2:10 P.M.	
	4:00 P.M.	4:10 P.M.	
	6:05 P.M.	6:10 P.M.	8:00 P.M.

Consent Agenda Item #7.C. iii

To: LYNX Board of Directors

From: Tangee Mobley
DIR OF TRANSPORTATION & MAINT
Tangee Mobley
(Technical Contact)
David Rodriguez
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Miscellaneous
Authorization to Issue a Change Order in the Amount of \$36,330 to Gillig, LLC for the 2015 CNG Bus Procurement

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to issue a Change Order in the amount of \$36,330 to Gillig, LLC for the 2015 CNG Bus procurement/build and to amend the FY2016 Capital Budget, accordingly.

BACKGROUND:

At its November 13, 2014 meeting, the LYNX Board of Directors authorized staff to procure twenty-five (25) Compressed Natural Gas (CNG) buses. This capital purchase is reflected in the FY 2016 budget, and the order was subsequently placed pursuant to LYNX' standard bus replacement schedule.

In March, 2015, LYNX staff obtained and analyzed comparative field performance data related to automated passenger counting (APC) equipment manufactured by Clever Devices and Urban Transportation Associates (UTA), both of which were in use on LYNX buses at the time. Based on that cost-benefit analysis, the decision was made to change the APC equipment manufacturer from Clever Devices back to UTA equipment. That decision was made after the CNG bus order had been finalized, thereby resulting in a per-bus cost increase of \$927.00.

Additionally, a safety-related change order pertaining to a CNG-specific dashboard gauge has also been added to the CNG bus specifications, at a per-bus cost of \$111.00.

The total additional per-bus cost for these two equipment changes is \$1,038.00

FISCAL IMPACT:

LYNX staff included \$14,256,034 and \$1,000,000 in federal and \$2 local capital funding, respectively in the FY2016 Adopted Capital Budget for the purchase of twenty-five (25) replacement CNG buses and to cover the annual bus lease for the additional ten (10) CNG buses.

Based on the estimated pricing of the new order of twenty-five (25) CNG buses in the amount of \$14,083,100, we have available federal funds to support the change order for the FY2015 CNG bus order in the amount of \$25,950. Upon approval of this change order, LYNX staff will amend the FY2016 Capital Budget in the amount of \$10,038 for additional \$2 local capital funding to support the change order for the ten (10) CNG leased buses.

Consent Agenda Item #7.C. iv

To: LYNX Board of Directors

From: Tangee Mobley
 DIR OF TRANSPORTATION & MAINT
 David Rodriguez
 (Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Miscellaneous
 Authorization to Purchase Twenty-five (25) CNG Replacement Buses under
 LYNX Contract #14-C09 with Gillig, LLC

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors’ authorization for the Interim Chief Executive Officer (ICEO) or designee to purchase up to twenty-five (25) replacement Compressed Natural Gas (CNG) buses at a not-to-exceed amount of \$14,083,100. These replacement buses would be purchased pursuant to Contract #14-C09 with Gillig, LLC.

BACKGROUND:

LYNX has an active fleet of two hundred ninety nine (299) buses. This bus replacement is part of LYNX Transit Development Plan (TDP). Upon arrival of the replacement buses, LYNX will retire a like amount of buses in accordance with Federal Transit Administration (FTA) guidelines.

At the December 2013 Board meeting, LYNX awarded a five (5) year supplier contract for heavy-duty buses for the State of Florida Consortium to Gillig, LLC effective December 12, 2013. Participating agencies in the State of Florida Consortium must pay a transaction fee of \$500 per bus, not to exceed \$10,000 per contract year. As lead agency, LYNX is exempt from paying the transaction fee.

The requested buses are part of the replacement bus program. The cost breakdown is as follows:

Qty	Item	CNG Unit Cost	CNG Extended Amount
25	Gillig 40’ CNG BRT Plus LF Buses	\$561,575	\$14,039,375
2	Pre-Production Meeting - Gillig	\$3,000	\$6,000
25	Vehicle Inspections at Plant - Gillig	\$309	\$7,725

LYNX Board Agenda

1	Spare Parts and a Minimum of 80 Hours CNG Training	\$30,000	<u>\$30,000</u>
	TOTAL (final cost is determined following the pre-production meeting)		<u>\$14,083,100</u>

FISCAL IMPACT:

LYNX staff included \$14,256,034 in the FY2016 Adopted Capital Budget for the purchase of twenty-five (25) replacement CNG buses.

Consent Agenda Item #7.C. v

To: LYNX Board of Directors

From: Matthew Friedman
DIRECTOR OF MARKETING COMM
Matthew Friedman
(Technical Contact)
Cindy Zuzunaga
(Technical Contact)

Phone: 407.841.2279 ext: 6206

Item Name: Miscellaneous
Authorization to Purchase Seventy-two (72) Vanpool Vehicles for Replacement and Expansion

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to purchase seventy-two (72) vanpool vehicles for replacement and expansion purposes for the vanpool program, in the amount of \$2,287,890. The vehicles will be purchased from the State bid list.

BACKGROUND:

The LYNX vanpool program was developed to provide another option for the Central Florida community commuting to work. LYNX currently has one hundred thirty-three (133) vehicles in its vanpool fleet. LYNX purchases commuter vans from funds granted by the Federal Transit Administration (FTA) and contracts with an outside vendor, vRide to provide fleet management services.

vRide fleet management services include the billing and collection of monthly vanpool fees, providing insurance and maintenance for the fleet, compiling monthly and annual NTD reports, supplying emergency road-side assistance and replacement vehicles for vans in need of repair.

The program has eighteen (18) vanpool vehicles that will exceed their retirement mileage in FY2016. Historically, LYNX vanpool groups have experienced low turnover and the program continues to generate interest from employers and individual commuters. Due to the high interest in the program, and requests from multiple employers to start a vanpool program, an additional fifty-four (54) vans will be needed for expansion. These expansion vans will be used to support SunRail connectivity, the opening of the VA Hospital in Lake Nona, and the continued growth of the program through outreach and community awareness campaigns.

LYNX Board Agenda

LYNX is looking to purchase:

Vanpool Vehicles	Quantity	Unit Cost	Total Cost
7 Passenger Vans	29	\$28,000	\$812,000
7 Passenger Electric	2	\$65,000	\$130,000
10 Passenger Conversion	15	\$29,000	\$435,000
12 Passenger Conversion	18	\$30,000	\$540,000
15 Passenger Vans	5	\$30,000	\$150,000
Wheelchair Accessible Vans	3	\$73,630	\$220,890
Total Vehicles	72		\$2,287,890

FISCAL IMPACT:

LYNX staff included \$2,305,348 (excluding carryover of \$1,203,000) in the FY2016 Adopted Capital Budget for the purchase of seventy-two (72) commuter vans. The vans will be 100% federally funded.

Consent Agenda Item #7.C. vi

To: LYNX Board of Directors

From: Blanche Sherman
DIRECTOR OF FINANCE
LEONARD ANTMANN
(Technical Contact)

Phone: 407.841.2279 ext: 6100

Item Name: Miscellaneous
Authorization to Issue a Purchase Order in the Amount of \$159,544 to Tribridge for LYNX' Fare Collection Program Continued Support and Implementation Planning Assistance

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to issue a Purchase Order in the amount of \$159,544 to Tribridge for continued support and implementation planning assistance for LYNX' Fare Collection Program (FCP).

BACKGROUND:

LYNX has a Fare Collection Program initiative underway in conjunction with the Florida Department of Transportation's (FDOT's) SunRail commuter rail service and VOTRAN's Bus Service as a regional partnership and integrated service delivery initiative. This is a key program that is critically important in order to provide an integrated fare collection system to the riding public as well as upgrade and automate the existing fare collection equipment in order to provide for a superior customer experience.

A fully integrated and automated fare collection system is very complex and has the potential to experience numerous challenges that have historically hindered successful, timely and on-budget deployment for numerous transit systems in the U.S. Thus, it becomes important to enlist the services of a qualified consultant experienced in automated fare collection technologies and processes implementation to provide program management, implementation management and oversight support to the program.

The LYNX aspect of the project has been on hold. Now that Xerox has primarily completed the FDOT SunRail aspect of the project, the LYNX aspect has resumed and continued support and implementation planning assistance is needed.

LYNX Board Agenda

LYNX, through a contract competitively let by the State of Florida, has selected Tribridge Holdings, LLC to provide the services of their Florida Certified DBE partner nMomentum, who is uniquely qualified to service the needs of this project. In addition to technical staff augmentation services, some of the additional services to be provided include:

1. Provide project management for the AFCS program.
2. Manage ACS as the AFCS vendor from a technical and system design perspective on behalf of LYNX.
3. Review and provide advice on LYNX's Fare Collection Program and strategy for integration with the SunRail and VOTRAN commuter Fare Collection Program.
4. Participate in preliminary and final design review sessions with ACS and other vendors as needed in the design of the back office system, Ticket Vending Machines (TVM), Point of Sale (POS) devices and on-board Bus Validators.
5. Manage Xerox Project Plan and implementation activities related to the Phase 1 and partial Phase 2 of the AFCS program through June 30th, 2016.
6. Analyze program needs and serve as an advisor to LYNX leadership for Automated Fare Collection related activities.
7. Assist as needed with regional clearing house and revenue sharing activities and strategy.
8. Assist with Fare Policy discussions and configuration planning.
9. Participate in meetings with ACS/Xerox, LYNX, SunRail, VOTRAN and others as needed.
10. Develop and track technical issues log for the AFCS program.
11. Manage pre-deployment project issues and post-development punch-list items, provide rollout prioritization of issues and punch-list items.
12. Develop meeting minutes, agendas and other documentation as needed.
13. Assist LYNX with final sign-off and acceptance of the AFCS system in production.
14. Provide periodic executive briefings and/or updates on the project progress.

FISCAL IMPACT:

LYNX staff included funding in the amount of \$1,855,070 in the FY2016 Adopted Capital Budget for the purchase of Fare Collections Equipment, including Ticket Vending Machines. The uncommitted funding available for fare collection equipment is \$690,471 that can be used to support this assistance.

Consent Agenda Item #7.C. vii

To: LYNX Board of Directors

From: **Andrea Ostrodka**
DIRECTOR OF PLAN & DEVELOP
Laura Minns
(Technical Contact)
Patricia Bryant
(Technical Contact)
Selita Stubbs
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: Miscellaneous
**Authorization to Modify Contract #14-C26 with Balfour Beatty
Construction for Parramore BRT LYMMO Expansion Project**

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (CEO) or designee to modify Contract #14-C26 with Balfour Beatty Construction, LLC to revise previously approved change order #2 for a revised estimated deductive amount totaling (\$243,385), delete the previously approved change order #3 totaling \$475,000, and approve new change orders #4 through #5 in the estimated amounts of \$17,218 and (\$51,658), respectively.

BACKGROUND:

LYNX and Balfour Beatty Construction, LLC (BBC) entered into Contract #14-C26 on February 24, 2015 and Notice to Proceed (NTP) for construction was given March 26, 2015. The Guaranteed Maximum Price (GMP) for the contract totals \$12,031,480. The total LYMMO Parramore project budget includes contingency of \$1,083,918.

This contract is separated into two discrete sub-projects as follows:

- Environmental Remediation: BBC was awarded a GMP of \$587,459. The total project contingency for the environmental remediation effort is \$53,720.
- Bus Rapid Transit (BRT): BBC was awarded a GMP of \$11,444,021. The total project contingency for the BRT construction is \$1,030,198.

Change Order #2

Change order #2 is a deductive change to reduce the scope of work to address project coordination between the I-4 Ultimate project and LYNX' Parramore BRT project. Certain project scope activities originally included within the Parramore BRT plans will be deferred and constructed by others following the completion of the I-4 Ultimate project. At the July 23, 2015 meeting the LYNX Board of Directors approved a deductive change order estimated at (\$227,700). Based on updated quotes from the contractor this amount is now revised to a deductive change totaling (\$243,385). Currently staff members from the Federal Transit Administration (FTA) are reviewing this deductive change order to determine whether this change will result in de-scoping of the grant funding this effort, or whether the funds made available through this deductive change order may be moved to the BRT project contingency for use in other allowable Parramore BRT project costs.

Change Order #3

At the July 23, 2015 meeting the LYNX Board of Directors approved Change Order #3 in the amount of \$475,000 to address a depression that developed on the construction site in the new Livingston Street Right of Way. This contract change order is no longer necessary due to work completed by the City of Orlando. Cancellation of this previously approved change will return \$475,000 to project contingency.

Change Order #4

Change Order #4 adds \$17,218 to the approved scope of work to include post design services provided by HDR Engineering through the Balfour Beatty contract. HDR has agreed to provide supplemental engineering services as directed by LYNX, largely to assist with coordination efforts between LYNX and the Florida Department of Transportation as it relates to the impact of I-4 Ultimate project relative to the Parramore BRT project as described within Change Order #2.

Change Order #5

Change order #5 is a deductive change in the amount of (\$51,658) requested by the City of Orlando. This deductive change order eliminates soft utility work associated with Time Warner Telecom, and revises soft utility work previously associated with AT&T. This will return \$51,658 to project contingency.

Change Order #6: Information Item

The University of Central Florida has requested additional work for a sanitary stub out, at an estimated cost not-to-exceed \$6,000. At the March 6, 2015 meeting LYNX' Board of Directors approved Resolution #15-005 authorizing the Chief Executive Officer to modify or expand the scope of work being performed under the Design-Build Contract between LYNX and Balfour-Beatty Construction as requested by the City of Orlando, and to execute associated change orders provided that the City of Orlando has committed to pay for all costs for the additional work requested. LYNX staff is working with City of Orlando staff to update an interlocal agreement as applicable for this additional work. The cost associated with this requested work will not impact project contingency.

LYNX Board Agenda

As a result of the changes previously approved and those proposed herein, the contingency associated with the Parramore BRT project will increase by \$36,825 for a total project contingency of \$1,067,023. If the FTA ultimately determines that Change Order #2 will result in project and grant de-scoping, the Parramore BRT project contingency will be reduced to \$823,638.

Currently there are no change orders that impact the Parramore Environmental project contingency of \$53,720.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

Established goal is 14%.

FISCAL IMPACT:

LYNX staff included \$12,391,392 in the FY2016 Adopted Capital Budget for the Parramore BRT Project.

Consent Agenda Item #7.C. viii

To: LYNX Board of Directors

From: **Andrea Ostrodka**
DIRECTOR OF PLAN & DEVELOP
Belinda Balleras
(Technical Contact)
Myles O'KEEFE
(Technical Contact)
Timothy May
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: **Miscellaneous**
Authorization to Award Projects Solicited for the Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 Urbanized Orlando & Kissimmee Program and to Execute Sub-Recipient Agreements with Awarded Agencies

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (CEO) or designee to extend sub-recipient awards to selected Human Services Agency projects and to enter into sub-recipient agreements with the selected applicants for Section 5310 funding, a Federal Transit Administration (FTA) program for the Enhanced Mobility of Seniors and Individuals with Disabilities.

BACKGROUND:

LYNX is the designated recipient of Section 5310 program funds for the Urbanized Orlando and Kissimmee areas. LYNX received Board authorization on May 13, 2015 to solicit human services agency projects for the Urbanized Orlando and Kissimmee Section 5310 Program funds.

A LYNX 5310 Grant Workshop was conducted on August 14, 2015 and each interested applicant was required to coordinate projects with Access LYNX as the Community Transportation Coordinator (CTC). Project proposals were due September 18, 2015 and evaluated by a multi-disciplinary team from the Florida Department of Transportation, Metroplan Orlando and Access LYNX.

APPLICATION EVALUATION:

Seven proposals were received for operating projects and vehicles. The 5310 Evaluation Committee, consisting of Benjamin Gonzales (Access LYNX), Jo Santiago (Florida Department of Transportation), and Gabriella Arizmendi (Metroplan Orlando) reviewed submitted projects.

Proposals were prioritized and notices of intent to award were issued on October 5, 2015. These projects will support the travel needs of the elderly and individuals with disabilities in the LYNX service area, targeted to provide cost-effective transportation options beyond paratransit and supporting regional transportation coordination while reducing resource demands on Access LYNX.

LYNX proposes to provide Section 5310 sub-recipient funding, subject to Federal Transit Administration (FTA) grant awards for the respective agencies below, based on the Evaluation Committee recommendation:

<u>Sub-Recipient</u>	<u>Amount</u>
1. The Opportunity Center	\$ 16,560
2. Meals on Wheels	\$ 38,068
3. Osceola Mental Health	\$ 56,560
4. Osceola Council on Aging, Inc.	\$ 44,840
5. Primrose Center	\$ 20,700
6. ITN Orlando	<u>\$ 8,152</u>
Total	\$184,880

Sub-recipients will provide the 50% local match under the Section 5310 grant program for operating projects. Capital award for Section 5310 operation will be a transfer of retired paratransit and/or vanpool vehicles, if available and subsequent approval by LYNX' Board with FTA concurrence.

Life Concepts, d/b/a Quest has requested five (5) retired vehicles for Section 5310 operations, to be transferred from a pool of retired paratransit and/vanpool vehicles.

FISCAL IMPACT:

LYNX staff included \$122,500 in the FY2016 Adopted Operating Budget for section 5310 sub-recipient agency expenses and \$558,868 for Neighborlink revenue that will be funded with FTA section 5310 funds. Upon approval and award, LYNX staff will amend the FY2016 budget for the 5310 sub-recipients agency expenses from \$122,500 to \$184,880.

Consent Agenda Item #7.C. ix

To: LYNX Board of Directors

From: **Andrea Ostrodka**
DIRECTOR OF PLAN & DEVELOP
Belinda Balleras
(Technical Contact)
Timothy May
(Technical Contact)
Myles O'KEEFE
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: **Miscellaneous**
Authorization to Submit Grant Applications to Florida Department of Transportation (FDOT) for the Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 Program, the Formula Grants for Rural Areas 5311 Program and the Bus and Bus Facilities Section 5339 Program

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to submit grant applications to the Florida Department of Transportation (FDOT) and authorize the Chairman to execute Resolution #15-014 attached hereto. This action also includes authorization for the Interim Chief Executive Officer (CEO) or designee to execute Joint Participation Agreements (JPA) and Notices of Grant Award for multi-year awards from FDOT originating from these programs, as well as any future amendments to the JPAs or Notices of Grant Awards.

LYNX intends to submit grant applications for Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities Program) funding to FDOT for approximately \$600,000 in capital and \$500,000 in rural operating funds, for Section 5311 (Formula Grants for Rural Areas) approximately \$500,000 in operating funds, and for Section 5339 (Bus and Bus Facilities Capital Program) for approximately \$2,000,000 in the FY2016/2017 FDOT funding cycle.

BACKGROUND:

On November 17, 2015, the Florida Department of Transportation will conduct workshops to announce its funding solicitation and guidance for FTA's Section 5310-Enhanced Mobility of Seniors and Individuals with Disabilities Program, Section 5311-Formula Grants for Rural Areas

Program, and Section 5339-Bus and Bus Facilities Program under MAP-21. These solicitations are due for submission January 2016.

The funding programs are described as follows:

- ***Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. 5310)***: Provides formula funding to improve mobility for seniors and individuals with disabilities.

MAP-21 expanded the eligibility of the 49 U.S.C. 5310 program funds to be used for operating expenses, in addition to capital expenses, for transportation services addressing the needs of seniors and individuals with disabilities. Not less than 55 percent of the funds available for this program must be used for capital projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable. Remaining funds may be used for operations, such as: public transportation projects that exceed the requirements of the ADA; public transportation projects that improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary paratransit services; or develop alternatives to public transportation that assist seniors and individuals with disabilities.

The matching requirements for this program remain the same: capital assistance is provided on an 80 percent Federal share, 10% state share and 10% local share, with operating assistance requiring a 50 percent match.

LYNX intends to apply for both capital and operating projects; approximately \$600,000 for vehicles and approximately \$500,000 for rural NeighborLink services. These operating projects are part of our continuing initiatives to address paratransit cost reductions with NeighborLink routes, travel training and customer outreach. At the time of board agenda item preparation, FDOT has not released its solicitation for projects. Thus, the available rural 49 U.S.C. 5310 funding and state priority will determine the final project amounts to be submitted.

- ***Formula Grants for Rural Areas Program (49 U.S.C. 5311)***. The Rural Areas program provides formula funding for the purpose of supporting public transportation in areas with a population of less than 50,000. Funding may be used for capital, operating, planning, job access and reverse commute projects, and administration expenses.

LYNX intends to apply for operating projects, approximately \$500,000 of 49 U.S.C. 5311 to maintain provision of services in the rural areas. 49 U.S.C. Section 5311 operating funds are 50% federal and 50% non-Department of Transportation match.

- ***Bus and Bus Facilities (49 U.S.C. 5339)***. The Bus and Bus Facilities Program provides capital funding to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities for services in the rural areas.

LYNX intends to apply for capital projects, approximately \$2,000,000 under the 49 U.S.C. 5339 for buses and paratransit vehicles with the necessary technologies and equipment. These capital

LYNX Board Agenda

purchases will support the provision of both fixed-route and paratransit services that operate either entirely or predominately in rural areas. This will be FDOT's 2nd funding opportunity under the 49 U.S.C. 5339 program, therefore no prior history exists regarding state priorities or available funding levels. 49 U.S.C. Section 5339 capital funds are 80% federal and 20% non-federal share (FDOT will provide the required 20% match).

FISCAL IMPACT:

LYNX staff will include the Section 5310, 5311, and 5339 project awards in future operating and capital budgets as appropriate.

CFRTA RESOLUTION #15-014

A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY; AUTHORIZING THE INTERIM CHIEF EXECUTIVE OFFICER (CEO) TO SUBMIT GRANT APPLICATIONS WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR FY2016/2017 SECTION 5311 FEDERAL TRANSIT ADMINISTRATION (FTA) FORMULA GRANTS FOR RURAL AREAS PROGRAM, FY 2016/2017 SECTION 5339 FTA FUNDS FOR RURAL AREA BUS AND BUS FACILITIES PROGRAM, AND FY2016/2017 SECTION 5310 FTA ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM.

WHEREAS, LYNX has satisfied the requirement to complete a Transportation Development Plan (TDP) for FY 2016-25 which has been submitted to FDOT in October 2015 and the TDP is consistent with the five-year Transportation Improvement Program (TIP) and FDOT's State Work Program, and the projects identified in the TDP are consistent with METROPLAN Orlando's Year 2040 Long Range Plan and Five Year Transportation Improvement Program (TIP).

WHEREAS, this is a resolution of the GOVERNING BOARD of the Central Florida Regional Transportation Authority (hereinafter BOARD), which hereby authorizes the signing and submission of the LYNX grant applications and supporting documents and assurances to the Florida Department of Transportation.

WHEREAS, this BOARD has the authority to authorize the execution of the Joint Participation Agreements and any supplements thereof, pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act, as amended.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The BOARD has the authority to authorize the submission of grant applications to the Florida Department of Transportation.
2. The BOARD has the authority to authorize the execution of Joint Participation Agreements to be issued by FDOT in FY2017.
3. The BOARD authorizes Susan N. Black, Interim Chief Executive Officer, or designee, to file and execute the applications on behalf of the Central Florida Regional Transportation Authority, d/b/a LYNX with the Florida Department of Transportation.
4. The BOARD authorizes Susan N. Black, Interim Chief Executive Officer (CEO), or designee, to sign any and all agreements or contracts, which may be required in connection with the application, and subsequent agreements, with the Florida Department of Transportation for operating assistance for rural transportation services (5311), capital assistance for rural bus and

bus facilities (5339), and transportation services for elderly person and persons with disabilities program funds (5310).

5. The BOARD authorizes Susan N. Black, Interim Chief Executive Officer, or designee, to sign any and all assurances, reimbursement invoices, warranties, certifications and any other documents, which may be required in connection with the applications or subsequent agreements and supplements.

6. That the above authorizations shall be continuing in nature until revoked by the Chairman of the Governing Board.

CERTIFICATION OF THE ADOPTION OF THE PROPOSED RESOLUTION #15-014 APPROVING THE SUBMITTAL OF GRANT APPLICATIONS WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR FY2016/2017 SECTION 5311 FEDERAL TRANSIT ADMINISTRATION FORMULA GRANTS FOR RURAL AREAS PROGRAM, FY 2016/2017 SECTION 5339 FEDERAL TRANSIT ADMINISTRATION FUNDS FOR RURAL AREA BUS AND BUS FACILITIES PROGRAM, AND FY2016/2017 SECTION 5310 FEDERAL TRANSIT ADMINISTRATION ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM.

APPROVED AND ADOPTED this 12th day of November 2015, by the Governing Board of Directors of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: Governing Board

Chairman

ATTEST:

Assistant Secretary

Consent Agenda Item #7.C. x

To: LYNX Board of Directors

From: **Andrea Ostrodka**
DIRECTOR OF PLAN & DEVELOP
Belinda Balleras
(Technical Contact)
Douglas Robinson
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: **Miscellaneous**
Authorization to Execute an Amended Unified Planning Work Program (UPWP) Agreement with Metroplan Orlando for Transportation Marketing and Education Project

Date: 11/12/2015

ACTION REQUESTED

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to execute an amendment to the FY2015/2016 Unified Planning Work Program (UPWP) agreement with METROPLAN ORLANDO to provide for year 1 of the MPO's local match contribution in the amount of \$42,000 for the Florida Department of Transportation (FDOT) Service Development grant awarded to LYNX and to amend the FY2016 Adopted Operating Budget accordingly.

LYNX received a notice of grant award for a service development grant application for Transportation Marketing and Education project in the amount of \$184,055 which will be matched in part by METROPLAN ORLANDO. This will be a two year-project with the year 2 MPO local funding match to be allocated in the FY2016/2017 UPWP agreement with LYNX.

BACKGROUND:

METROPLAN ORLANDO is the metropolitan planning organization for Orange, Osceola and Seminole counties, and is responsible for preparing and maintaining the Long Range Transportation Plan and all other related transportation plans required for the region to receive federal and state funding. LYNX is an active member of METROPLAN'S transportation planning processes and committees, and receives funds passed through METROPLAN ORLANDO for transit planning projects.

In May 2014, LYNX submitted a service development grant for Transportation Marketing and Education project with the goal of developing a communications program targeted to residents of

the region on how transportation (transit and roadway) projects are funded, how much existing and envisioned local transportation projects cost, the return on investments for priority projects and the kinds of available technology that could improve the transit experience.

Subsequently, over the past several months, the Florida Department of Transportation, METROPLAN ORLANDO and LYNX have been working diligently to foster joint efforts towards advancing transit projects for this region, including SunRail, expansion of bus rapid transit and next phases of completed alternatives analysis on US 192, SR 50, and the Orlando International Airport/Orange County Convention Center area. These efforts have culminated in a desire to expand the scope of the marketing and education efforts to achieve a common goal of reaching out to specific targeted audiences impacted by the various projects.

FDOT has supported these initiatives and will provide the additional funding for the expanded scope for a total award of \$184,055 in state share, over two years of the service development grant. Of the local match requirement of \$184,055, METROPLAN ORLANDO will provide local match contribution of \$42,000 each fiscal year for a total of \$84,000. LYNX will provide the balance of the local match in the amount of \$100,055.

Based on the committed local match, the funding shares for this grant will be as follows:

FDOT: \$184,055 (50%)
 METROPLAN ORLANDO: \$ 84,000 (23%)
 LOCAL: \$100,055 (27%)
 Total Project Amount: \$368,110

FISCAL IMPACT:

LYNX staff included \$65,000 in the FY2016 Adopted Operating Budget for community outreach services with funding of \$32,500 from FDOT Service Development Grant and \$32,500 from local funds and upon authorization will further amend the FY2016 Adopted Operating Budget to include the \$42,000 contribution from Metroplan Orlando and additional FDOT contribution of \$59,528.

The additional local funds of \$17,528 were not included in the FY2016 Adopted Operating Budget. If it is determined that the funds are needed, the FY2016 Adopted Operating Budget will be amended accordingly through savings/reserves.

PROPOSED FUNDING SOURCES BY YEAR												
	FDOT			MPO			LOCAL			Total		
	Initial	Supplement	Total	Initial	Supplement	Total	Initial	Supplement	Total	Initial	Supplement	Total
Year1	32,500	59,528	92,028	-	42,000	42,000	32,500	17,528	50,028	65,000	119,055	184,055
Year2	32,500	59,528	92,028	12,500	29,500	42,000	20,000	30,028	50,028	65,000	119,055	184,055
	<u>65,000</u>	<u>119,055</u>	<u>184,055</u>	<u>12,500</u>	<u>71,500</u>	<u>84,000</u>	<u>52,500</u>	<u>47,555</u>	<u>100,055</u>	<u>130,000</u>	<u>238,110</u>	<u>368,110</u>

Consent Agenda Item #7.C. xi

To: LYNX Board of Directors

From: **Andrea Ostrodka**
DIRECTOR OF PLAN & DEVELOP
Belinda Balleras
(Technical Contact)
Douglas Robinson
(Technical Contact)
Myles O'KEEFE
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: **Miscellaneous**
Authorization to Execute a Joint Participation Agreement with the Florida Department of Transportation for Transportation Marketing and Education Project

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chair to execute Resolution #15-012 (attached hereto) authorizing the Interim Chief Executive Officer to execute a Service Development Grant Joint Participation Agreement (JPA) with the Florida Department of Transportation (FDOT) for Transportation Marketing and Education project and to amend the FY2016 Adopted Operating Budget, accordingly.

LYNX received a Notice of Grant Award for a service development grant application for Transportation Marketing and Education project in the amount of \$184,055 that will be matched in part by METROPLAN ORLANDO (MPO). This will be a two-year project, with the year 2 MPO funding to be allocated in the FY2016/2017 Unified Planning Work Program (UPWP) agreement with LYNX.

BACKGROUND:

In April 2014, FDOT solicited applications for state FY2014/2015 Service Development Grants. In May 2014, LYNX submitted a Service Development Grant application for a Transportation Marketing and Education project with the goal of developing a communications program focusing on educating the regions' residents about funding for transportation (transit and roadway) projects, the costs of existing and envisioned local transportation projects, the return on investments for priority projects, and the kinds of available technology that could improve the transit experience.

Subsequently, over the past several months, the Florida Department of Transportation, METROPLAN ORLANDO and LYNX have been working diligently to foster joint efforts towards advancing transit projects for this region, including SunRail, I-4, expansion of bus rapid transit and next phases of completed alternatives analysis on US 192, SR 50, LYMMO North/South and the OIA Connector Refresh. These efforts have culminated in a desire to expand the scope of the marketing and education efforts to achieve a common goal of reaching out to specific targeted audiences.

FDOT has supported these initiatives and will provide the additional funding for the expanded scope for a total award of \$184,055 in State share, over the two years of the Service Development Grant. Of the local match of \$184,055, METROPLAN ORLANDO will provide a matching contribution of \$42,000 each fiscal year for a total of \$84,000. LYNX will provide the balance of the local match in the amount of \$100,055.

Based on the committed local match, the funding shares for this grant will be as follows:

FDOT: \$184,055 (50%)
 METROPLAN ORLANDO: \$ 84,000 (23%)
 LOCAL: \$100,055 (27%)
 Total Project Amount: \$368,110

FISCAL IMPACT:

LYNX staff included \$65,000 in the FY2016 Adopted Operating Budget for community outreach services with funding of \$32,500 from FDOT Service Development Grant and \$32,500 from local funds and upon authorization will further amend the FY2016 Adopted Operating Budget to include the \$42,000 contribution from Metroplan Orlando and additional FDOT contribution of \$59,528.

The additional local funds of \$17,528 were not included in the FY2016 Adopted Operating Budget. If it is determined that the funds are needed, the FY2016 Adopted Operating Budget will be amended accordingly through savings/reserves.

PROPOSED FUNDING SOURCES BY YEAR												
	FDOT			MPO			LOCAL			Total		
	Initial	Supplement	Total	Initial	Supplement	Total	Initial	Supplement	Total	Initial	Supplement	Total
Year1	32,500	59,528	92,028	-	42,000	42,000	32,500	17,528	50,028	65,000	119,055	184,055
Year2	32,500	59,528	92,028	12,500	29,500	42,000	20,000	30,028	50,028	65,000	119,055	184,055
	65,000	119,055	184,055	12,500	71,500	84,000	52,500	47,555	100,055	130,000	238,110	368,110

CFRTA RESOLUTION #15-012

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY (d.b.a LYNX): AUTHORIZATION FOR
THE INTERIM CHIEF EXECUTIVE OFFICER TO EXECUTE A JOINT
PARTICIPATION AGREEMENT WITH THE FLORIDA DEPARTMENT OF
TRANSPORTATION (FDOT) FOR TRANSPORTATION MARKETING AND
EDUCATION SERVICE DEVELOPMENT PROJECT**

WHEREAS, there is a Public Transit Service Development Program which shall be administered by the Florida Department of Transportation (FDOT) and the grant funds will provide initial funding for new or innovative technique or services to improve or expand public transit;

WHEREAS, LYNX has satisfied the requirement to complete a Transportation Development Plan (TDP) for FY 2016-25 which has been submitted to FDOT in October 2015 and the TDP is consistent with the five-year Transportation Improvement Program (TIP) and FDOT's State Work Program;

WHEREAS, this is a resolution of the GOVERNING BOARD of the Central Florida Regional Transportation Authority (hereinafter BOARD), which hereby authorizes the execution of a Joint Participation Agreement with the Florida Department of Transportation for Transportation Marketing and Education.

WHEREAS, this BOARD has the authority to authorize the execution of the Joint Participation Agreement.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The BOARD has the authority to authorize the execution of a Joint Participation Agreement with the Florida Department of Transportation for the Transportation Marketing and Education service development project.
2. The BOARD authorizes the Interim Chief Executive Officer to execute a Joint Participation Agreement with the Florida Department of Transportation for the awarded service development project.
3. The BOARD authorizes Susan N. Black, Interim Chief Executive Officer, or designee, to sign any and all assurances, reimbursement invoices, warranties, certifications and any other documents, which may be required in connection with the supplemental funding or subsequent agreements pertaining to this project.
4. That the above authorization shall be continuing in nature until revoked by the Chairman of the Governing

**CERTIFICATION OF THE ADOPTION OF THE PROPOSED RESOLUTION #15-012
APPROVING THE FUNDING FOR THE TRANSPORTATION MARKETING AND
EDUCATION SERVICE DEVELOPMENT GRANT PROJECT WITH THE FLORIDA
DEPARTMENT OF TRANSPORTATION.**

APPROVED AND ADOPTED this 12th day of November 2015, by the Governing Board of the
Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: _____
Chairman

Attest:

Assistant Secretary

Consent Agenda Item #7.C. xii

To: LYNX Board of Directors

From: **Andrea Ostrodka**
DIRECTOR OF PLAN & DEVELOP
Belinda Balleras
(Technical Contact)
Douglas Robinson
(Technical Contact)
Myles O'KEEFE
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: **Miscellaneous**
Authorization to Execute a Supplemental Joint Participation Agreement with the Florida Department of Transportation (FDOT) for Maitland Neighbor Link Service

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to execute a Supplemental Joint Participation Agreement with the Florida Department of Transportation (FDOT) and authorize the Chairman to execute Resolution #15-013 (attached hereto), in the estimated amount of \$40,000 for the 2nd year of the Maitland Center NeighborLink 652, pending the conclusion of current discussions regarding the 50% local funding match required by the terms of the governing Service Development Grant.

This request also authorizes staff to amend the FY2016 Adopted Operating Budget, accordingly.

BACKGROUND:

As part of providing adequate mobility options for SunRail passengers and through a Service Development grant, FDOT has supported bus feeder service for Phase I of SunRail. This service development grant is a two-year pilot implementation requiring commitment of local funding partners for the period of the FDOT funding.

Building upon those efforts, and in partnership with Orange County, a one-year NeighborLink "pilot service" was initiated in December, 2014 to serve the Maitland SunRail station and the Maitland Center. This Maitland Center NeighborLink 652 operates during AM and PM peak times to match SunRail service, with hourly service to and from the Maitland SunRail Station.

LYNX Board Agenda

Under this Service Development Grant opportunity, there is no midday, evening or weekend service.

Funding for the initial year of this “pilot service” was provided by both FDOT and Orange County, at 50% each. LYNX staff understands that discussions are continuing between FDOT, Orange County and the City of Maitland regarding available funding alternatives for the 2nd year of this Maitland NeighborLink “pilot service.” Total estimated operational expenses associated with maintenance of service on the Maitland Center NeighborLink 652 has been calculated as approximately \$57,968.

FISCAL IMPACT:

LYNX staff included \$10,314 in the FY2016 Adopted Operating Budget for Maitland NeighborLink 652, for the Maitland NeighborLink service provided from October 1, 2015 through mid-December, 2015. Upon approval and subsequent local match funding decisions, LYNX staff will amend the FY2016 Adopted Operating Budget to include funding for the second year of Maitland NeighborLink 652, including apportionments between funding partners in the estimated total amount of \$57,968.

CFRTA RESOLUTION #15-013

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY (d.b.a LYNX): AUTHORIZATION FOR
THE INTERIM CHIEF EXECUTIVE OFFICER TO EXECUTE A SUPPLEMENTAL
JOINT PARTICIPATION AGREEMENT WITH THE FLORIDA DEPARTMENT OF
TRANSPORTATION (FDOT) FOR THE MAITLAND NEIGHBORLINK #652
SERVICE DEVELOPMENT GRANT PROJECT**

WHEREAS, there is a Public Transit Service Development Program which shall be administered by the Florida Department of Transportation (FDOT) and the grant funds will provide initial funding for new or innovative technique or services to improve or expand public transit;

WHEREAS, LYNX has satisfied the requirement to complete a Transportation Development Plan (TDP) for FY 2016-25 which has been submitted to FDOT in October 2015 and the TDP is consistent with the five-year Transportation Improvement Program (TIP) and FDOT's State Work Program;

WHEREAS, this is a resolution of the GOVERNING BOARD of the Central Florida Regional Transportation Authority (hereinafter BOARD), which hereby authorizes the execution of a Supplemental Joint Participation Agreement with the Florida Department of Transportation, providing second year of service implementation for the Maitland Neighbor Link in the amount of \$40,000.

WHEREAS, this BOARD has the authority to authorize the execution of the Joint Participation Agreement.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The BOARD has the authority to authorize the execution of a Supplemental Joint Participation Agreement to the Florida Department of Transportation for a Maitland NeighborLink service.
2. The BOARD authorizes Susan N. Black, Interim Chief Executive Officer (CEO) or designee, to execute the Supplemental Joint Participation Agreement on behalf of the Central Florida Regional Transportation Authority, d/b/a LYNX with the Florida Department of Transportation.
3. The BOARD authorizes Susan N. Black, Interim Chief Executive Officer, or designee, to sign any and all agreements or contracts, which may be required in connection with the supplemental funding for the Maitland Neighbor Link.
4. The BOARD authorizes Susan N. Black, Interim Chief Executive Officer, or designee, to sign any and all assurances, reimbursement invoices, warranties, certifications and any other documents, which may be required in connection with the supplemental funding or subsequent agreements pertaining to this project.

5. That the above authorization shall be continuing in nature until revoked by the Chairman of the Governing Board.

**CERTIFICATION OF THE ADOPTION OF THE PROPOSED RESOLUTION #15-013
APPROVING THE SUPPLEMENTAL FUNDING FOR THE A MAITLAND
NEIGHBORLINK SERVICE DEVELOPMENT GRANT PROJECT WITH THE
FLORIDA DEPARTMENT OF TRANSPORTATION**

APPROVED AND ADOPTED this 12th day of November 2015, by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: _____
Chairman

Attest:

Assistant Secretary

Consent Agenda Item #7.C. xiii

To: LYNX Board of Directors

From: Donna Tefertiller
DIRECTOR OF HUMAN RESOURCES
Brian Anderson
(Technical Contact)

Presented By: Donna Tefertiller Director of HR

Phone: 407.841.2279 ext: 6119

Item Name: Miscellaneous
Authorization to Adopt Board Resolution #15-009 To Freeze and Terminate
the LYNX CEO Retirement Plan

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization to adopt Board Resolution #15-009 to Freeze and Terminate the LYNX CEO Retirement Plan.

BACKGROUND:

The LYNX CEO Retirement Plan was created in December 2010 as a retirement benefit for the incoming CEO at that time. This plan has one participant who is no longer employed with the Authority and all plan funds have been removed from the plan. Maintaining an inactive plan is an unnecessary cost to the Authority.

FISCAL IMPACT:

LYNX staff included \$14,000 in the FY2016 Adopted Operating Budget for excess fees above forfeitures and fees for the deferred compensation plan. The LYNX CEO Retirement Plan's estimated investment advisory and recordkeeping fees are \$981 annually. The FY2015 legal fees for the CEO Plan were \$14,588.

CFRTA RESOLUTION NO. 15-009

**RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION
AUTHORITY (d/b/a/ LYNX) TO FREEZE AND TERMINATE THE LYNX CEO
RETIREMENT PLAN**

WHEREAS, LYNX, as the sponsoring employer, previously established the LYNX CEO Retirement Plan, effective December 1, 2010, in connection with the commencement of the employment of John Lewis as the LYNX CEO, and thereafter amended such plan from time to time (as amended, "the Plan"); and

WHEREAS, LYNX has the right to further amend or terminate the Plan at any time; and

WHEREAS, due to John Lewis's recent separation from service with LYNX, it is no longer necessary to continue the Plan; and

WHEREAS, there is currently no known balance in the Plan's forfeiture account; and

WHEREAS, LYNX wishes to freeze contributions to the Plan and terminate the Plan, effective as of December 1, 2015.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Contributions to the Plan shall cease and the Plan shall be terminated effective as of December 1, 2015 ("Date of Termination").
2. If the Plan participant has an account balance under the Plan as of the Date of Termination, the Plan participant shall be, and shall remain, fully vested in such balance as of the Date of Termination.
3. If any amount should accrue in the Plan's forfeiture account from the present date through the Date of Termination, such amount shall be allocated to the Plan participant.
4. The Plan's Administrative Committee, with such assistance as it may require from LYNX Human Resources benefits personnel, is authorized and directed to submit the Plan to the Internal Revenue Service for a determination letter that the termination of the Plan does not adversely affect the Plan's tax-qualified status under Section 401(a) of the Internal Revenue Code of 1986, as amended.

5. The Plan's Administrative Committee, with such assistance as it may require from LYNX Human Resources benefits personnel, is authorized and directed to make such amendments to the Plan as are necessary or desirable to terminate and wind up the Plan and obtain a favorable determination letter from the Internal Revenue Service.
6. The Chair of the Plan's Administrative Committee is authorized and directed to execute documents and forms, including but not limited to, amendments to the Plan's governing documents and the determination letter application, to terminate and wind up the Plan and obtain a favorable determination letter from the Internal Revenue Service.
7. The Plan's Administrative Committee and the Plan's Board of Trustees, with such assistance as they may require from LYNX Human Resources benefits personnel, are authorized and directed to create and/or maintain such service provider arrangements as are necessary to terminate and wind up the Plan and obtain a favorable determination letter from the Internal Revenue Service, including but not limited to, arrangements with custodians, accountants, actuaries, attorneys, investment monitors, and other professionals.
8. The Plan's Administrative Committee and the Plan's Board of Trustees, with such assistance as they may require from LYNX Human Resources benefits personnel, are authorized and directed to terminate, at such time as such Committee and/or Board determines appropriate, any service provider arrangement related to the Plan to the extent that such Committee and/or Board determines the arrangement is no longer necessary as a result of termination and wind up of the Plan.
9. The Plan's Administrative Committee and the Plan's Board of Trustees, with such assistance as they may require from LYNX Human Resources benefits personnel, are authorized and directed to take all such other action as they determine necessary or desirable to effectuate these resolutions.
10. Any and all actions heretofore or hereinafter taken by the Plan's Administrative Committee and/or by the Plan's Board of Trustees in connection with any and all of the matters addressed in these resolutions are hereby confirmed and ratified as properly authorized acts of LYNX.

CFRTA RESOLUTION NO. 15-009

**RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION
AUTHORITY (d/b/a/ LYNX) TO FREEZE AND TERMINATE THE LYNX CEO
RETIREMENT PLAN**

APPROVED AND ADOPTED this 12th day of November, 2015 by the Governing Board of the
Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: Governing Board

Chairman

ATTEST:

Assistant Secretary

Consent Agenda Item #7.C. xiv

To: LYNX Board of Directors

From: Donna Tefertiller
DIRECTOR OF HUMAN RESOURCES
Brian Anderson
(Technical Contact)

Phone: 407.841.2279 ext: 6119

Item Name: Miscellaneous
Authorization to Adopt Board Resolutions #15-010 and #15-011 for the
Amendment and Restatement of the LYNX Defined Contribution Plan for
BU (Bargaining Unit) Employees, and LYNX Money Purchase Plan

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization to adopt Board Resolutions #15-010, #15-011 and #15-012 to amend and restate the LYNX Defined Contribution Plan for BU (Bargaining Unit) Employees, and LYNX Money Purchase Plan.

BACKGROUND:

LYNX Administrative Committees to the various pension plans are required from time to time to restate the various technical terms of the Plan's governing documents to maintain the tax qualified status of the Plans. No such restatement or amendment to the plan will change any benefits under the plan unless, and only to the extent, required for tax qualifications or required by other applicable law.

FISCAL IMPACT:

There is no fiscal impact from this item.

CFRTA RESOLUTION NO. 15-011

**RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION
AUTHORITY (d/b/a/ LYNX) TO AUTHORIZE AMENDMENT AND RESTATEMENT OF
THE LYNX MONEY PURCHASE PLAN**

WHEREAS, LYNX, as the sponsoring employer, previously established the LYNX Money Purchase Plan, effective October 1, 1994, and thereafter amended such plan from time to time (as amended, "the Plan"); and

WHEREAS, LYNX has the right to further amend the Plan at any time; and

WHEREAS, from time to time it is necessary to amend and restate the technical terms of the Plan to maintain the tax-qualified status of the Plan; and

WHEREAS, LYNX wishes to authorize such amendment and restatement of the Plan as may be necessary to maintain the tax-qualified status of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Plan's Administrative Committee, with such assistance as it may require from LYNX Human Resources benefits personnel, is authorized and directed to amend and restate the technical terms of the Plan's governing documents as necessary to maintain the tax-qualified status of the Plan; provided, however, that any such amendment and restatement may not change the benefits provided under the Plan unless, and only to the extent, required for tax qualification or required by other applicable law.
2. The LYNX Interim CEO is authorized and directed to execute the aforementioned amendment and restatement of the Plan's governing documents, for and on behalf of LYNX.
3. The Plan's Administrative Committee, with such assistance as it may require from LYNX Human Resources benefits personnel, is authorized and directed to submit the Plan to the Internal Revenue Service for a determination letter that the Plan is tax-qualified under Section 401(a) of the Internal Revenue Code of 1986, as amended.
4. The Chair of the Plan's Administrative Committee is authorized and directed to execute all other documents and forms, including but not limited to, the determination

letter application, to obtain a favorable determination letter from the Internal Revenue Service.

5. The Plan's Administrative Committee, with such assistance as it may require from LYNX Human Resources benefits personnel, is authorized to create and/or maintain such service provider arrangements as are necessary to obtain a favorable determination letter from the Internal Revenue Service, including but not limited to, arrangements with custodians, accountants, actuaries, attorneys, investment monitors, and other professionals.

6. The Plan's Administrative Committee and the Plan's Board of Trustees, with such assistance as they may require from LYNX Human Resources benefits personnel, are authorized and directed to take all such other action as they determine necessary or desirable to effectuate these resolutions.

7. Any and all actions heretofore or hereinafter taken by the Plan's Administrative Committee and/or by the Plan's Board of Trustees in connection with any and all of the matters addressed in these resolutions are hereby confirmed and ratified as properly authorized acts of LYNX.

CFRTA RESOLUTION NO. 15-[INSERT]

**RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION
AUTHORITY (d/b/a/ LYNX) TO AUTHORIZE AMENDMENT AND RESTATEMENT OF
THE LYNX MONEY PURCHASE PLAN**

APPROVED AND ADOPTED this 12th day of November, 2015 by the Governing Board of the
Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: Governing Board

Chairman

ATTEST:

Assistant Secretary

CFRTA RESOLUTION NO. 15-010

**RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION
AUTHORITY (d/b/a/ LYNX) TO AUTHORIZE AMENDMENT AND RESTATEMENT OF
THE LYNX DEFINED CONTRIBUTION PLAN FOR BU EMPLOYEES**

WHEREAS, LYNX, as the sponsoring employer, previously established the LYNX Defined Contribution Plan for BU Employees, effective March 1, 2014 ("the Plan"); and

WHEREAS, LYNX has the right to amend the Plan at any time, provided that any such amendment that is specifically governed by the terms of the Collective Bargaining Agreement must be in compliance therewith; and

WHEREAS, from time to time it is necessary to amend and restate the technical terms of the Plan to maintain the tax-qualified status of the Plan; and

WHEREAS, LYNX wishes to authorize such amendment and restatement of the Plan as may be necessary to maintain the tax-qualified status of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Plan's Administrative Committee, with such assistance as it may require from LYNX Human Resources benefits personnel, is authorized and directed to amend and restate the technical terms of the Plan's governing documents as necessary to maintain the tax-qualified status of the Plan; provided, however, that any such amendment and restatement may not change the benefits provided under the Plan unless, and only to the extent, required for tax qualification or required by other applicable law.
2. The LYNX Interim CEO is authorized and directed to execute the aforementioned amendment and restatement of the Plan's governing documents, for and on behalf of LYNX.
3. The Plan's Administrative Committee, with such assistance as it may require from LYNX Human Resources benefits personnel, is authorized and directed to submit the Plan to the Internal Revenue Service for a determination letter that the Plan is tax-qualified under Section 401(a) of the Internal Revenue Code of 1986, as amended.
4. The Chair of the Plan's Administrative Committee is authorized and directed to execute all other documents and forms, including but not limited to, the determination

letter application, to obtain a favorable determination letter from the Internal Revenue Service.

5. The Plan's Administrative Committee, with such assistance as it may require from LYNX Human Resources benefits personnel, is authorized to create and/or maintain such service provider arrangements as are necessary to obtain a favorable determination letter from the Internal Revenue Service, including but not limited to, arrangements with custodians, accountants, actuaries, attorneys, investment monitors, and other professionals.

6. The Plan's Administrative Committee and the Plan's Board of Trustees, with such assistance as they may require from LYNX Human Resources benefits personnel, are authorized and directed to take all such other action as they determine necessary or desirable to effectuate these resolutions.

7. Any and all actions heretofore or hereinafter taken by the Plan's Administrative Committee and/or by the Plan's Board of Trustees in connection with any and all of the matters addressed in these resolutions are hereby confirmed and ratified as properly authorized acts of LYNX.

CFRTA RESOLUTION NO. 15-[INSERT]

**RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION
AUTHORITY (d/b/a/ LYNX) TO AUTHORIZE AMENDMENT AND RESTATEMENT OF
THE LYNX DEFINED CONTRIBUTION PLAN FOR BU EMPLOYEES**

APPROVED AND ADOPTED this 12th day of November, 2015 by the Governing Board of the
Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: Governing Board

Chairman

ATTEST:

Assistant Secretary

Action Agenda Item #8.A

To: LYNX Board of Directors

From: **Andrea Ostrodka**
DIRECTOR OF PLAN & DEVELOP
JAMES RODRIGUEZ
(Technical Contact)
Antonio Pimpinella
(Technical Contact)
Walter Gant
(Technical Contact)
Presented By: Andrea Ostroka, Director of Planning & Development

Phone: 407.841.2279 ext: 6019

Item Name: Authorization to Implement the January 24, 2016 Proposed Service Changes

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to implement the proposed service changes effective January 24, 2016.

BACKGROUND:

On July 23, 2015 staff received authorization from the Board of Directors to initiate the Public Participation Process for consideration of proposed service changes that would go into effect January 24, 2016. A total of three (3) public workshops/public hearings were held between October 20, 2015 and October 22, 2015. LYNX customers and the general public were able to provide input on the service changes through the following locations:

Date/Time: Tuesday, October 20, 2015 4-6 PM
Location: LYNX Central Station, Orlando, FL
Public Participation: 4 attendees, 4 comments

Date/Time: Wednesday, October 21, 2015 5-7 PM
Location: Casselberry City Hall, Casselberry, Orlando, FL
Public Participation: 0 attendees, 0 comments

Date/Time: Thursday, October 22, 2015 5-7 PM
Location: Kissimmee City Hall, Kissimmee, FL
Public Participation: 2 attendees, 1 comment

The public comment period on the proposed service changes ran from September 26, 2015 to October 26, 2015. Generally comments were favorable or neutral with respect to the January service change proposal. Public notices for the service change information and the public meetings were posted in LYNX Central Station terminal lobby and at bus bays, at Super Stops throughout the service area, on www.golynx.com, and on LYNX' social media sites including Facebook and Twitter. It should be noted that most of the changes proposed are considered minor, with the exception of the addition of two new routes.

PROPOSED SERVICE CHANGES:

The major changes proposed will be the introduction of the new LYMMO Lime Line in Parramore and the elimination of FastLink 17-92 and Link 445.

Other major changes will include a revised routing for the LYMMO Orange-Downtown, a standalone LYMMO Orange-North Quarter line, a reduction in service for Link 416, a change in the service area for NeighborLink 611, additional trips added on Link 8 and an evening trip added to Link 34.

LYNX staff also proposes minor adjustments in order to improve service. Additional efficiencies proposed will include schedule time adjustments on Links 7, 8, 11, 21, 34, 36, 42, 104, 105, 125, 406, 407, 46E, and 46W.

Maps and schedules are being finalized and once complete will be posted on www.golynx.com. The next service change is scheduled for April 2016.

January 24 Service Change

ELIMINATED SERVICE:

- **FastLink 17-92** – Sanford/Orlando (Orange County/Seminole County) – Eliminate service. Alternate service available on Links 102 and 103.
- **Link 445** – Apopka/West Oaks Mall (Orange County) – Eliminate service. Alternate service available on Links 44, 125 and NeighborLink 611.

NEW SERVICE:

- **Link 61** – LYMMO Lime (Orange County) – Expansion route will operate along Amelia Street, Hughey Avenue, Washington Street, Division Avenue, West Central Boulevard and Garland Avenue serving Parramore and the west Downtown Orlando area. Buses will operate daily every 10-15 minutes. Additional expansion is scheduled for April.
- **Link 63** – LYMMO Orange-North Quarter (Orange County) – The route will serve the North Quarter area formerly served by the LYMMO Orange line. Route will operate in a loop along Livingston Avenue, Magnolia Avenue, Marks Street and Orange Avenue.

Transfers to LYMMO Orange-Downtown will be available at the Orange County Courthouse Station. Buses will operate daily every 15 minutes.

ADJUSTED SERVICE:

- **Link 7** – South Orange Avenue/Florida Mall (Orange County) – Minor schedule adjustments.
- **Link 8** – W. Oak Ridge Road/International Drive (Orange County) – Additional trips will be added to the schedule each day. Additional minor schedule adjustments.
- **Link 11** – S. Orange Avenue/OIA (Orange County) – Minor schedule adjustments.
- **Link 21** – Universal Studios (Orange County) – Minor schedule adjustments.
- **Link 31** – LYMMO Orange-Downtown (Orange County) – All buses will serve downtown Orlando after leaving the Orange County Courthouse Station. Buses will operate every five minutes weekdays 10:00 a.m.-2:30 p.m. and every 7-15 minutes during all other hours of service. Service to North Quarter will now be provided by the new LYMMO Orange-North Quarter line.
- **Link 34** – Sanford (Seminole County) – An additional trip will be added to the weekday schedule to leave the Sanford SunRail Station at 9:45 p.m. to Seminole Centre. Additional minor schedule adjustments.
- **Link 36** – Lake Richmond (Orange County) – Minor schedule adjustments.
- **Link 42** – International Drive/Orlando International Airport (Orange County) – Minor schedule adjustments.
- **Link 104** – East Colonial (Orange County) – Minor schedule adjustments.
- **Link 105** – West Colonial (Orange County) – Minor schedule adjustments.
- **Link 111** – OIA/SeaWorld (Orange County) – Minor schedule adjustments.
- **Link 125** – Silver Star Road (Orange County) – Saturday departure times from LYNX Central Station will change to :00 and :30 until 7 p.m. After 7 p.m. departure times will be :45. Additional minor schedule adjustments.
- **FastLink 406** – Downtown Orlando/Medical City (Orange County) – Minor schedule adjustments.
- **FastLink 407** – Kissimmee/Medical City/OIA (Orange/Osceola Counties) – Minor schedule adjustments.

LYNX Board Agenda

- **Link 416** – Poinciana/Haines City (Osceola County) – Reduce weekday service. Buses will leave Poinciana Walmart at 10:40 a.m., 12:10 p.m., 1:40 p.m., 4:10 p.m. and 5:40p.m. Buses will leave Haines City Plaza at 11:25 a.m., 12:55 p.m., 4:55 p.m. and 6:25p.m.
- **Link 46E** – SR 46/Downtown Sanford (Seminole County) – Minor schedule adjustments.
- **Link 46W** – W. SR 46/Seminole Towne Center (Seminole County) – Minor schedule adjustments.
- **NeighborLink 611** – Ocoee (Orange County) – Will expand service area to include locations along Clarcona Road between Keene Road and McCormick Road. This additional service area will be served by the current 6:50 a.m. and 5:50 p.m. trips from West Oaks Mall on a call ahead basis.

FISCAL IMPACT:

All proposed changes will be supported with funds included in the FY2016 Adopted Operating Budget or additional funding, if necessary, from FDOT and/or LYNX Local Funding Partners upon their approval of the proposed service changes.

Action Agenda Item #8.B

To: LYNX Board of Directors

From: Tiffany Homler
DIRECTOR OF GOVT AFFAIRS
Tiffany Homler
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: 2016 LYNX Legislative Priorities

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Director of Government Affairs to travel to Tallahassee as needed to advocate and work with the LYNX lobbying teams to pass legislative initiatives designated by the LYNX Board of Directors for the State of Florida's 2016 legislative session.

BACKGROUND:

LYNX supports additional funding for the impacts of the I-4 Ultimate Construction on its transit operations.

The LYNX Board supports a study to outline issues and opportunities associated with the integration of bus and rail in its service area along with funding scenarios.

The LYNX Board supports clarifying language to facilitate the transfer of confidential video records in order to assist law enforcement in furtherance of their official duties without cumbersome confidentiality agreements.

Support the legislative priorities of partner organizations that are consistent with the direction provided by the LYNX Board of Directors.

I-4 ULTIMATE TRANSIT SERVICE MITIGATION FUNDING

The LYNX Board supports additional funding for the impacts of the I-4 Ultimate Construction on its transit operations. LYNX Central Station (LCS) currently has 1,000 bus trips in and out each weekday. These trips and those routes that use I-4 will be subject to the anticipated delays due to the construction. The additional funds will be used to for additional bus operations to maintain service levels.

Request: \$2,000,000

GOVERNANCE STRUCTURE

The LYNX Board supports a study to outline issues and opportunities associated with the integration of bus and rail in its service area along with funding scenarios. The local governments are scheduled to assume responsibility of the SunRail system from Florida Department of Transportation in 2021. Agreements are to be in place six months prior so that an adequate transition period takes place. The LYNX Board opposes any governance structure changes until a regional integration of transit systems has been evaluated.

VIDEO SURVEILLANCE RECORDS

The LYNX Board supports clarifying language to facilitate the transfer of confidential video records in order to assist law enforcement in furtherance of their official duties without cumbersome confidentiality agreements.

Tiffany L. Homler / DIRECTOR OF GOVERNMENT AFFAIRS

office: 407-254-6064 | mobile: 407-286-9729 | fax: 407-254-6326 | thomler@golynx.com

Action Agenda Item #8.C

To: LYNX Board of Directors

From: Susan Black
INTERIM CHIEF EXECUTIVE OFFICER
Blanche Sherman
(Technical Contact)
Tangee Mobley
(Technical Contact)
Donna Tefertiller
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Authorization to Enter into a Collective Bargaining Agreement Wage Re-Opener with Amalgamated Transit Union (ATU) Local 1749

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Interim Chief Executive Officer (ICEO) or designee to enter into a collective bargaining agreement wage re-opener with the Amalgamated Transit Union (ATU) 1749 for fiscal year 2016.

BACKGROUND:

In 2002, employees who were classified as supervisors within the Operations Department unionized, thereby forming the Amalgamated Transit Union (ATU) Local 1749. The unionization established a three-year collective bargaining agreement that has been re-negotiated four times since its inception. The Union represents fourteen (14) Maintenance Supervisors and forty-three (43) Transportation Supervisors.

For Fiscal Year 2016 the monetary change includes a wage increase of 3%, for Supervisors at top wage, which shall not increase the current top wage rates and will be effective October 4, 2015 and a wage reopener in year three, Fiscal Year 2017. Additionally, an effort was made to provide a separation between supervisors and operators and maintenance employees.

For the wage reopener in year two (FY2015) Labor Negotiations took place on October 12, 2015 with the negotiating teams consisting of the following:

Management

Susan Black, Interim Chief Executive Officer
Tangee Mobley, Director of Transportation and Maintenance

LYNX Board Agenda

Blanche Sherman, Director of Finance
Donna Tefertiller, Director of Human Resources

Union

Scott Penvose, Union President
Jayne Walker, Financial Secretary
Raymond Lemon, Executive Board Member for Transportation
Deborah Thomas, Executive Board Member for Transportation

It was negotiated effective the first full pay-period in October 2015 following ratification by the Union and by the LYNX Board, for Fiscal Year 2016 the monetary change included a wage increase of 3% for Supervisors at top wage, which shall not increase the current top wage rates and will be effective October 4, 2015 and a wage reopener in year three FY2017. Also negotiated was the pay rates for Transportation and Maintenance Supervisors in progression will receive a one-time step increase based upon the current top wage rates, which are \$25.89 (Transportation) and \$28.15 (Maintenance).

On October 19, 2015 the Union notified LYNX that the membership of ATU 1749 voted unanimously in favor of the negotiated wage increase.

New Hires / Current Transportation Supervisors Steps:	
1	\$23.61
2	\$24.41
3	\$25.89
4	\$26.67*
5	\$26.67 *

New Hires / Current Maintenance Supervisors Steps:	
1	\$26.73
2	\$28.15
3	\$28.99*
4	\$28.99*

*These Steps increase do not constitute a change in the current top wage rates.

There is a wage reopener in year three.

FISCAL IMPACT:

LYNX staff included funds in the FY2016 Adopted Operating Budget to support proposed wage increases.

Action Agenda Item #8.D

To: LYNX Board of Directors

From: Susan Black
INTERIM CHIEF EXECUTIVE OFFICER
Deborah Morrow
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Approval of the 2016 Board of Director's Meeting Dates

Date: 11/12/2015

ACTION REQUESTED:

Staff is requesting the Board of Directors' approval of the following proposed meeting dates for 2016:

January	28, 2016
March	24, 2016
May	26, 2016
July	28, 2016
September	22, 2016
November	10, 2016

Action Agenda Item #8.E

To: LYNX Board of Directors

From: Susan Black
INTERIM CHIEF EXECUTIVE OFFICER
Susan Black
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Election of the 2016 Board of Directors' Officers

Date: 11/12/2015

On an annual basis, the Board of Directors elect from its membership a Chairman, Vice Chairman and Secretary. These positions shall exercise such powers and duties empowered within each as noted in Section 2.2 of Administrative Rule #2 – Board Governance (bylaws).

Pat Christiansen, LYNX' General Counsel, will preside over the election of officers.

Work Session Item #9.A

To: LYNX Board of Directors

From: Tangee Mobley
DIR OF TRANSPORTATION & MAINT
Tangee Mobley
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Cleanliness of Buses Presentation

Date: 11/12/2015

Staff will provide a visual presentation to the Board.

Monthly Report A: Monthly Financial Report

To: LYNX Board of Directors

From: Blanche Sherman
DIRECTOR OF FINANCE
Patricia Bryant
(Technical Contact)

Phone: 407.841.2279 ext: 6100

Item Name: Monthly Financial Reports - Preliminary September 30, 2015

Date: 11/12/2015

Please find attached the preliminary monthly financial report for the twelve months ending September 30, 2015. LYNX' Preliminary Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the twelve months ending September 30, 2015 reflect total revenue earned in the amount of \$120,580,339 and total expenses incurred in the amount of \$114,649,805 resulting in a net operating profit of \$5,930,534.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$5,822,742 for the twelve months of the fiscal year.
- Paratransit services resulted in an operating profit of \$107,792 for the twelve months of the fiscal year.

Fixed Route Operations:

The year-to-date Operating Revenues are 97% of budgeted amount as of September 30, 2015. Customer fares are 4% lower than the budgeted amount year-to-date.

Advertising revenue is 98% of the amount budgeted for the month of September 2015 and year-to-date is 13% higher than the budgeted amount. Actual revenues through September 30, 2015, for advertising on buses, shelters, and in-kind (trade) transactions are \$1,504,637, \$618,136, and \$0, respectively. Direct Media's staff continue to enhance LYNX' advertising program and to increase the advertising revenue stream. Direct Media's sales staff is actively seeking new clients and working with existing clients to offer an attractive and affordable advertising program.

In an attempt to stabilize fuel cost in the future, LYNX' staff entered into a fuel hedging arrangement with Merrill Lynch Commodities, Incorporated. During the month of September 2015, LYNX locked in eighty-three percent (83%) of the total monthly purchases, resulting in the cap (LYNX locked) prices higher than the future (float) prices. At this time, LYNX is 16% under budget year-to-date. In the month of September LYNX paid an average price of \$1.58 (net) per gallon for diesel fuel and \$1.51 (net) per gallon for bio-diesel, plus fuel hedging losses

which is lower than the budgeted price per gallon of \$3.17 (net). The national diesel fuel price for the month of September 2015 was \$2.17 (net).

LYNX' staff proactively seeks ways to maximize operational efficiencies and improve services. As a result, fixed route operating expenses for salaries and wages are 4% under budget due to various position vacancies. Vehicle repairs and maintenance expenses are 8% under budget year-to-date, while overall materials and supplies expenses are 11% under budget. Legal service expenses are 3% higher than budget year-to-date, however overall other services are 20% less than budget year-to-date. Facility lease expenses are 51% higher than budgeted year to date due to the addition of the leased facility to replace South Street, however overall lease and miscellaneous expense are 98% of budget year-to-date. Casualty and liability expenses are 20% higher than budgeted year-to-date. Professional service expenses related to various planning projects remain less than anticipated year-to-date.

Paratransit Operations:

The operating profit from Paratransit operations as of September 30, 2015, reflects the continued decrease in total trips provided associated with the termination of Medicaid program trips effective March 2015. The year-to-date cost of unleaded fuel is 5% higher than budgeted. During the month of September 2015, LYNX locked in forty-six percent (46%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. The fuel is budgeted at a net price of \$2.97 (net) per gallon in the FY2015 budget. LYNX is currently paying \$1.42 (net) per gallon, plus fuel hedging losses. The national unleaded fuel price for the month of September 2015 was \$2.13 (net). An analysis of year-to-date purchased transportation trips and costs, excluding the one-time capital cost reimbursement authorized by the Board in March, is as follows:

ACCESS LYNX			
FY2015	Trips (Year-to-Date)	Blended Trip Rate	Costs
Actual (with est.)	479,181	\$28.91	\$13,852,643
Budget (rounding)	513,180	\$29.17	\$14,970,786
Trips / Costs Over (Under) Budget	(33,999)	(\$.26)	(\$1,118,143)

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PRELIMINARY
BALANCE SHEETS
September 30, 2015 and 2014
(UNAUDITED)

	2015	2014
ASSETS		
CURRENT ASSETS:		
Cash and cash equivalents	\$ 44,995,294	\$ 33,651,959
Receivables:		
Local, trade and operating assistance	6,491,239	11,447,390
Federal grants	4,499,675	6,257,256
State grants	6,347,377	6,571,204
Inventory	2,036,447	1,725,254
State fuel tax refund	143,819	145,160
Prepaid expenses and other assets	355,183	298,923
Total current assets	64,869,034	60,097,146
NONCURRENT ASSETS:		
Restricted cash and cash equivalents	2,236,150	3,766,655
Property and equipment:		
Land	8,571,465	8,571,465
Buildings and shelters	96,500,763	94,733,608
BRT Roadway	6,400,454	-
Revenue vehicles	156,522,824	144,231,343
Furniture, Fixtures & Equipment	37,118,747	33,861,619
Leasehold improvements	110,109	46,173
Total property and equipment	305,224,362	281,444,208
Less: accumulated depreciation	(173,064,331)	(148,604,708)
Construction in progress	12,881,233	19,065,939
Net property and equipment	145,041,264	151,905,439
Other assets	234,450	224,757
Total noncurrent assets	147,511,864	155,896,851
TOTAL ASSETS	212,380,898	215,993,997
DEFERRED OUTFLOW OF RESOURCES		
Accumulated decrease in fair value of fuel hedge instrument	828,151	62,919

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PRELIMINARY
BALANCE SHEETS
September 30, 2015 and 2014
(UNAUDITED)

	2015	2014
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES:		
Accounts payable	\$ 9,640,182	\$ 6,375,157
Accrued salaries and related taxes	1,207,675	1,702,347
Accrued compensated absences, current	3,967,050	3,581,399
Accrued self-insurance liability, current	2,103,398	2,128,430
Loans payable, current	797,282	781,649
Unearned operating revenue	5,120,955	10,131,909
Unearned capital	4,582,081	3,625,984
Derivative instrument - fuel hedge	828,151	62,919
Total current liabilities	28,246,774	28,389,794
NONCURRENT LIABILITIES:		
Loans payable	813,225	1,610,507
Net OPEB Obligation	1,424,525	1,189,525
Accrued compensated absences, long-term	523,380	510,595
Accrued self-insurance liability, long-term	3,699,104	6,291,109
Total noncurrent liabilities	6,460,234	9,601,736
Total liabilities	34,707,008	37,991,530
NET POSITION:		
Invested in capital assets, net of related debt	141,795,221	145,837,621
Restricted - Capital Projects	-	-
Unrestricted	36,706,820	32,227,765
Total net position	178,502,041	178,065,386
TOTAL LIABILITIES AND NET POSITION	\$ 213,209,049	\$ 216,056,916

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PRELIMINARY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF SEPTEMBER 2015 AND THE TWELVE MONTHS ENDED SEPTEMBER 30, 2015
(UNAUDITED)

	Year to Date			Month of September		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 29,530,910	28,225,494	96%	\$ 2,460,909	\$ 2,608,763	106%
Contract Services:						
Local Financial Assistance	13,292,227	12,951,829	97%	1,107,686	1,057,716	95%
Other Contractual Services	4,806,364	4,611,053	96%	400,530	316,466	79%
Advertising	1,905,000	2,152,773	113%	158,750	155,250	98%
Other Operating Income	367,000	554,434	151%	30,583	20,628	67%
Total Operating Revenues	49,901,501	48,495,582	97%	4,158,458	4,158,823	100%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-		-	-	
State of Florida	9,947,745	10,103,284	102%	828,979	841,940	102%
Local	45,821,448	45,970,325	100%	3,820,779	3,857,877	101%
Planning and other assistance grants:						
Federal - Other	16,513,369	13,333,968	81%	2,077,442	1,128,331	54%
State of Florida - Other	3,455,430	2,541,374	74%	290,277	234,924	81%
Local Matching - Other	-	1,426	N/A	-	-	N/A
Interest Income	50,000	29,344	59%	4,167	1,925	46%
Gain / (Loss) on Sale of Assets	-	105,037	N/A	-	(759)	N/A
Total Nonoperating Revenues	75,787,992	72,084,757	95%	7,021,644	6,064,239	86%
Total Revenues	125,689,493	120,580,339	96%	11,180,102	10,223,062	91%
OPERATING EXPENSES						
Salaries and Wages	44,979,810	42,919,841	95%	4,056,434	3,417,904	84%
Fringe Benefits	25,842,795	23,084,722	89%	1,868,958	1,899,110	102%
Purchased Transportation Services	17,380,806	16,539,413	95%	1,866,901	1,317,770	71%
Fuel	16,108,610	13,976,464	87%	1,342,384	1,099,842	82%
Other Materials and Supplies	7,547,664	6,698,503	89%	753,650	632,966	84%
Professional Services	4,973,665	1,831,042	37%	322,407	169,935	53%
Other Services	5,832,673	4,584,144	79%	642,184	461,022	72%
Lease and Miscellaneous Expenses	896,032	876,977	98%	76,228	64,307	84%
Casualty and Liability Insurance	1,878,704	2,250,884	120%	242,133	492,748	204%
Utilities	1,439,337	1,356,358	94%	119,945	122,884	102%
Taxes and Licenses	426,841	499,246	117%	35,570	43,412	122%
Interest Expense	47,842	32,210	67%	3,987	2,684	67%
Total Operating Expenses	127,354,779	114,649,805	90%	11,330,781	9,724,584	86%
OPERATING GAIN / (LOSS)	\$ (1,665,286)	\$ 5,930,534	N/A	\$ (150,679)	\$ 498,477	N/A

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PRELIMINARY
FIXED-ROUTE, VANPOOL AND NEIGHBORLINK SEGMENT
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF SEPTEMBER 2015 AND THE TWELVE MONTHS ENDED SEPTEMBER 30, 2015
(UNAUDITED)

	Year to Date			Month of September		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 27,725,451	\$ 26,524,173	96%	\$ 2,310,454	\$ 2,468,690	107%
Contract Services:						
Local Financial Assistance	13,292,227	12,951,829	97%	1,107,686	1,057,716	95%
Other Contractual Services	-	249,520	N/A	-	4,944	N/A
Advertising	1,905,000	2,152,773	113%	158,750	155,250	98%
Other Operating Income	<u>367,000</u>	<u>554,434</u>	151%	<u>30,583</u>	<u>20,628</u>	67%
Total Operating Revenues	<u>43,289,678</u>	<u>42,432,728</u>	98%	<u>3,607,473</u>	<u>3,707,228</u>	103%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	N/A	-	-	
State of Florida	9,947,745	10,103,284	102%	828,979	841,940	102%
Local	36,875,152	37,024,028	100%	3,075,254	3,112,350	101%
Planning and other assistance grants:						
Federal - Other	13,442,934	10,498,523	78%	1,641,415	917,352	56%
State of Florida - Other	3,455,430	2,541,374	74%	290,277	234,924	81%
Local Matching - Other	-	1,426	N/A	-	-	N/A
Interest Income	50,000	29,344	59%	4,167	1,925	46%
Gain / (Loss) on the Sale of Assets	<u>-</u>	<u>105,037</u>	N/A	<u>-</u>	<u>(759)</u>	N/A
Total Nonoperating Revenues	<u>63,771,261</u>	<u>60,303,015</u>	95%	<u>5,840,092</u>	<u>5,107,733</u>	87%
Total Revenues	<u>107,060,939</u>	<u>102,735,743</u>	96%	<u>9,447,565</u>	<u>8,814,961</u>	93%
OPERATING EXPENSES						
Salaries and Wages	44,555,897	42,556,027	96%	4,025,371	3,389,072	84%
Fringe Benefits	25,568,036	22,881,901	89%	1,849,878	1,881,951	102%
Purchased Transportation Services	2,109,134	2,175,137	103%	180,411	177,711	99%
Fuel	13,754,420	11,504,332	84%	1,146,201	906,485	79%
Other Materials and Supplies	7,525,564	6,690,535	89%	751,808	631,802	84%
Professional Services	4,714,465	1,726,887	37%	300,807	159,970	53%
Other Services	5,591,350	4,479,447	80%	622,074	444,205	71%
Lease and Miscellaneous Expenses	889,133	875,413	98%	75,653	64,297	85%
Casualty and Liability Insurance	1,878,704	2,250,884	120%	242,133	492,748	204%
Utilities	1,383,510	1,313,232	95%	115,292	118,985	103%
Taxes and Licenses	392,043	426,997	109%	32,670	36,532	112%
Interest Expense	<u>47,842</u>	<u>32,210</u>	67%	<u>3,987</u>	<u>2,684</u>	67%
Total Operating Expenses	<u>108,410,098</u>	<u>96,913,001</u>	89%	<u>9,346,286</u>	<u>8,306,442</u>	89%
OPERATING GAIN / (LOSS)	<u>\$ (1,349,159)</u>	<u>\$ 5,822,742</u>	N/A	<u>\$ 101,279</u>	<u>\$ 508,518</u>	N/A

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
PRELIMINARY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF SEPTEMBER 2015 AND THE TWELVE MONTHS ENDED SEPTEMBER 30, 2015
(UNAUDITED)

	Year to Date			Month of September		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 1,805,459	1,701,321	94%	\$ 150,455	\$ 140,074	93%
Contract Services:						
Local Financial Assistance	-	-	N/A	-	-	N/A
Other Contractual Services	4,806,364	4,361,533	91%	400,530	311,522	78%
Advertising	-	-	N/A	-	-	N/A
Other Operating Income	-	-	N/A	-	-	N/A
Total Operating Revenues	<u>6,611,823</u>	<u>6,062,854</u>	92%	<u>550,985</u>	<u>451,596</u>	82%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	N/A	-	-	N/A
State of Florida	-	-	N/A	-	-	N/A
Local	8,946,296	8,946,297	100%	745,525	745,527	100%
Planning and other assistance grants:						
Federal - Other	3,070,435	2,835,445	92%	436,027	210,979	48%
State of Florida - Other	-	-	N/A	-	-	N/A
Local Matching - Other	-	-	N/A	-	-	N/A
Interest Income	-	-	N/A	-	-	N/A
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	<u>12,016,731</u>	<u>11,781,742</u>	98%	<u>1,181,552</u>	<u>956,506</u>	81%
Total Revenues	<u>18,628,554</u>	<u>17,844,596</u>	96%	<u>1,732,537</u>	<u>1,408,102</u>	81%
OPERATING EXPENSES						
Salaries and Wages	423,913	363,814	86%	31,063	28,832	93%
Fringe Benefits	274,759	202,821	74%	19,080	17,159	90%
Purchased Transportation Services	15,271,672	14,364,276	94%	1,686,490	1,140,059	68%
Fuel	2,354,190	2,472,133	105%	196,183	193,357	99%
Other Materials and Supplies	22,100	7,968	36%	1,842	1,164	63%
Professional Services	259,200	104,156	40%	21,600	9,965	46%
Other Services	241,323	104,697	43%	20,110	16,817	84%
Lease and Miscellaneous Expenses	6,899	1,564	23%	575	10	2%
Casualty and Liability Insurance	-	-	N/A	-	-	N/A
Utilities	55,827	43,126	77%	4,652	3,899	84%
Taxes and Licenses	34,798	72,248	208%	2,900	6,880	237%
Interest Expense	-	-	N/A	-	-	N/A
Total Operating Expenses	<u>18,944,681</u>	<u>17,736,804</u>	94%	<u>1,984,495</u>	<u>1,418,142</u>	71%
OPERATING GAIN / (LOSS)	<u>\$ (316,127)</u>	<u>\$ 107,792</u>	N/A	<u>\$ (251,958)</u>	<u>\$ (10,040)</u>	N/A

Monthly Report B: Monthly Financial Report

To: LYNX Board of Directors

From: **Blanche Sherman**
DIRECTOR OF FINANCE
Patricia Bryant
(Technical Contact)

Phone: 407.841.2279 ext: 6100

Item Name: Monthly Financial Reports - August 31, 2015

Date: 11/12/2015

Please find attached the monthly financial report for the eleven months ending August 31, 2015. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the eleven months ending August 31, 2015 reflect total revenue earned in the amount of \$110,357,277 and total expenses incurred in the amount of \$104,925,220 resulting in a net operating profit of \$5,432,057.

- Fixed route, Vanpool, and NeighborLink services resulted in an operating profit of \$5,314,226 for the eleven months of the fiscal year.
- Paratransit services resulted in an operating profit of \$117,831 for the eleven months of the fiscal year.

Fixed Route Operations:

The year-to-date Operating Revenues are 98% of budgeted amount as of August 31, 2015. Customer fares are 5% lower than the budgeted amount year-to-date.

Advertising revenue is 31% higher than budget for the month of August 2015 and year-to-date is 14% higher than the budgeted amount. Actual revenues through August 31, 2015, for advertising on buses, shelters, and in-kind (trade) transactions are \$1,391,490, \$578,533, and \$0, respectively. Direct Media's staff continue to enhance LYNX' advertising program and to increase the advertising revenue stream. Direct Media's sales staff is actively seeking new clients and working with existing clients to offer an attractive and affordable advertising program.

In an attempt to stabilize fuel cost in the future, LYNX' staff entered into a fuel hedging arrangement with Merrill Lynch Commodities, Incorporated. During the month of August 2015, LYNX locked in eighty-one percent (81%) of the total monthly purchases, resulting in the cap (LYNX locked) prices higher than the future (float) prices. At this time, LYNX is 16% under budget year-to-date. In the month of August LYNX paid an average price of \$1.60 (net) per gallon for diesel fuel and \$1.49 (net) per gallon for bio-diesel, plus fuel hedging losses which is

lower than the budgeted price per gallon of \$3.17 (net). The national diesel fuel price for the month of August 2015 was \$2.26 (net).

LYNX' staff proactively seeks ways to maximize operational efficiencies and improve services. As a result, fixed route operating expenses for salaries and wages are 3% under budget due to various position vacancies. Vehicle repairs and maintenance expenses are 9% under budget year-to-date, while overall materials and supplies expenses are 11% under budget. Legal service expenses are 40% higher than budget year-to-date, however overall other services are 19% less than budget year-to-date. Facility lease expenses are 51% higher than budgeted year to date due to the addition of the leased facility to replace South Street, however overall lease and miscellaneous expense are on target at 100% of budget. Casualty and liability expenses are 7% lower than budgeted year-to-date. Professional service expenses related to various planning projects remain less than anticipated year-to-date.

Paratransit Operations:

The operating profit from Paratransit operations as of August 31, 2015, reflects the continued decrease in total trips provided associated with the termination of Medicaid program trips effective March 2015. The year-to-date cost of unleaded fuel is 6% higher than budgeted. During the month of August 2015, LYNX locked in forty-six percent (46%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. The fuel is budgeted at a net price of \$2.97 (net) per gallon in the FY2015 budget. LYNX is currently paying \$1.68 (net) per gallon, plus fuel hedging losses. The national unleaded fuel price for the month of August 2015 was \$2.40 (net). An analysis of year-to-date purchased transportation trips and costs, excluding the one-time capital cost reimbursement authorized by the Board in March, is as follows:

ACCESS LYNX			
FY2015	Trips (Year-to-Date)	Blended Trip Rate	Costs
Actual (with est.)	438,263	\$29.01	\$12,712,584
Budget (rounding)	470,415	\$28.29	\$13,309,370
Trips / Costs Over (Under) Budget	(32,152)	\$.72	(\$596,786)

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
BALANCE SHEETS
August 31, 2015 and 2014
(UNAUDITED)

	2015	2014
ASSETS		
CURRENT ASSETS:		
Cash and cash equivalents	\$ 41,944,916	\$ 30,232,115
Receivables:		
Local, trade and operating assistance	5,177,861	10,703,341
Federal grants	9,222,316	11,197,122
State grants	5,343,470	5,515,208
Inventory	2,132,065	1,681,019
State fuel tax refund	182,589	98,455
Prepaid expenses and other assets	520,946	374,586
Total current assets	64,524,163	59,801,846
NONCURRENT ASSETS:		
Restricted cash and cash equivalents	2,236,014	3,330,447
Property and equipment:		
Land	8,571,465	8,571,465
Buildings and shelters	96,500,763	94,810,479
BRT Roadway	6,400,454	-
Revenue vehicles	155,345,474	144,055,781
Furniture, Fixtures & Equipment	37,078,958	33,440,118
Leasehold improvements	110,109	38,699
Total property and equipment	304,007,223	280,916,542
Less: accumulated depreciation	(170,900,236)	(145,804,389)
Construction in progress	12,832,384	18,980,434
Net property and equipment	145,939,371	154,092,587
Other assets	234,450	224,757
Total noncurrent assets	148,409,835	157,647,791
TOTAL ASSETS	212,933,998	217,449,637
DEFERRED OUTFLOW OF RESOURCES		
Accumulated decrease in fair value of fuel hedge instrument	828,151	62,919

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
BALANCE SHEETS
August 31, 2015 and 2014
(UNAUDITED)

	2015	2014
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES:		
Accounts payable	\$ 10,014,397	\$ 6,811,365
Accrued salaries and related taxes	1,101,455	1,524,665
Accrued compensated absences, current	3,967,050	3,581,399
Accrued self-insurance liability, current	2,103,398	2,128,430
Leases payable, current	-	-
Loans payable, current	797,282	781,649
Unearned operating revenue	5,527,069	10,290,736
Unearned capital	4,014,763	3,188,593
Derivative instrument - fuel hedge	828,151	62,919
Total current liabilities	28,353,565	28,369,756
NONCURRENT LIABILITIES:		
Loans payable	813,225	1,610,507
Net OPEB Obligation	1,424,525	1,189,525
Accrued compensated absences, long-term	523,380	510,595
Accrued self-insurance liability, long-term	3,699,104	6,291,109
Total noncurrent liabilities	6,460,234	9,601,736
Total liabilities	34,813,799	37,971,492
NET POSITION:		
Invested in capital assets, net of related debt	142,740,007	148,036,047
Restricted - Capital Projects	-	-
Unrestricted	36,208,343	31,505,017
Total net position	178,948,350	179,541,064
TOTAL LIABILITIES AND NET POSITION	\$ 213,762,149	\$ 217,512,556

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF AUGUST 2015 AND THE ELEVEN MONTHS ENDED AUGUST 31, 2015
(UNAUDITED)

	Year to Date			Month of August		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 27,069,999	\$ 25,616,731	95%	\$ 2,460,909	\$ 2,039,757	83%
Contract Services:						
Local Financial Assistance	12,184,543	11,894,113	98%	1,107,686	1,056,138	95%
Other Contractual Services	4,405,834	4,294,587	97%	400,530	337,482	84%
Advertising	1,746,250	1,997,523	114%	158,750	208,190	131%
Other Operating Income	336,417	533,805	159%	30,583	40,746	133%
Total Operating Revenues	<u>45,743,043</u>	<u>44,336,759</u>	97%	<u>4,158,458</u>	<u>3,682,314</u>	89%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-		-	-	
State of Florida	9,118,766	9,261,344	102%	828,979	841,940	102%
Local	42,000,669	42,112,447	100%	3,820,779	3,818,874	100%
Planning and other assistance grants:						
Federal - Other	14,435,927	12,205,637	85%	1,299,370	1,046,958	81%
State of Florida - Other	3,165,153	2,306,450	73%	290,277	234,966	81%
Local Matching - Other	-	1,426	N/A	-	38	N/A
Interest Income	45,833	27,419	60%	4,167	2,140	51%
Gain / (Loss) on Sale of Assets	-	105,795	N/A	-	2,237	N/A
Total Nonoperating Revenues	<u>68,766,348</u>	<u>66,020,518</u>	96%	<u>6,243,572</u>	<u>5,947,153</u>	95%
Total Revenues	<u>114,509,391</u>	<u>110,357,277</u>	96%	<u>10,402,030</u>	<u>9,629,467</u>	93%
OPERATING EXPENSES						
Salaries and Wages	40,923,376	39,501,937	97%	3,720,307	3,616,842	97%
Fringe Benefits	23,973,837	21,185,611	88%	2,179,440	1,769,974	81%
Purchased Transportation Services	15,513,905	15,221,643	98%	1,415,428	1,406,841	99%
Fuel	14,766,226	12,876,623	87%	1,342,384	1,102,821	82%
Other Materials and Supplies	6,794,014	6,065,537	89%	617,638	577,142	93%
Professional Services	4,651,258	1,661,107	36%	422,867	135,710	32%
Other Services	5,190,489	4,123,122	79%	471,838	315,458	67%
Lease and Miscellaneous Expenses	819,804	812,671	99%	74,528	69,061	93%
Casualty and Liability Insurance	1,636,571	1,758,136	107%	148,779	393,259	264%
Utilities	1,319,392	1,233,474	93%	119,945	107,141	89%
Taxes and Licenses	391,271	455,834	117%	35,570	33,108	93%
Interest Expense	43,855	29,526	67%	3,987	2,684	67%
Total Operating Expenses	<u>116,023,998</u>	<u>104,925,220</u>	90%	<u>10,552,709</u>	<u>9,530,041</u>	90%
OPERATING GAIN / (LOSS)	<u>\$ (1,514,607)</u>	<u>\$ 5,432,057</u>	N/A	<u>\$ (150,679)</u>	<u>\$ 99,426</u>	N/A

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
FIXED-ROUTE, VANPOOL AND NEIGHBORLINK SEGMENT
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF AUGUST 2015 AND THE ELEVEN MONTHS ENDED AUGUST 31, 2015
(UNAUDITED)

	Year to Date			Month of August		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 25,414,995	\$ 24,055,484	95%	\$ 2,310,454	\$ 1,877,988	81%
Contract Services:						
Local Financial Assistance	12,184,543	11,894,113	98%	1,107,686	1,056,138	95%
Other Contractual Services	-	244,577	N/A	-	25,774	N/A
Advertising	1,746,250	1,997,523	114%	158,750	208,190	131%
Other Operating Income	336,417	533,805	159%	30,583	40,746	133%
Total Operating Revenues	<u>39,682,205</u>	<u>38,725,502</u>	98%	<u>3,607,473</u>	<u>3,208,836</u>	89%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	N/A	-	-	
State of Florida	9,118,766	9,261,344	102%	828,979	841,940	102%
Local	33,799,898	33,911,677	100%	3,075,254	3,073,349	100%
Planning and other assistance grants:						
Federal - Other	11,801,519	9,581,171	81%	1,059,878	835,979	79%
State of Florida - Other	3,165,153	2,306,450	73%	290,277	234,966	81%
Local Matching - Other	-	1,426	N/A	-	38	N/A
Interest Income	45,833	27,419	60%	4,167	2,140	51%
Gain / (Loss) on the Sale of Assets	-	105,795	N/A	-	2,237	N/A
Total Nonoperating Revenues	<u>57,931,169</u>	<u>55,195,282</u>	95%	<u>5,258,555</u>	<u>4,990,649</u>	95%
Total Revenues	<u>97,613,373</u>	<u>93,920,784</u>	96%	<u>8,866,028</u>	<u>8,199,485</u>	92%
OPERATING EXPENSES						
Salaries and Wages	40,530,526	39,166,954	97%	3,684,593	3,586,273	97%
Fringe Benefits	23,718,158	20,999,949	89%	2,156,196	1,749,324	81%
Purchased Transportation Services	1,928,723	1,997,426	104%	180,411	186,424	103%
Fuel	12,608,218	10,597,847	84%	1,146,202	914,428	80%
Other Materials and Supplies	6,773,756	6,058,733	89%	615,796	577,142	94%
Professional Services	4,413,658	1,566,917	36%	401,267	128,105	32%
Other Services	4,969,276	4,035,242	81%	451,727	310,736	69%
Lease and Miscellaneous Expenses	813,480	811,116	100%	73,953	69,061	93%
Casualty and Liability Insurance	1,636,571	1,758,136	107%	148,779	393,259	264%
Utilities	1,268,217	1,194,248	94%	115,292	103,174	89%
Taxes and Licenses	359,373	390,466	109%	32,670	25,188	77%
Interest Expense	43,855	29,526	67%	3,987	2,684	67%
Total Operating Expenses	<u>99,063,812</u>	<u>88,606,558</u>	89%	<u>9,010,874</u>	<u>8,045,798</u>	89%
OPERATING GAIN / (LOSS)	<u>\$ (1,450,439)</u>	<u>\$ 5,314,226</u>	N/A	<u>\$ (144,846)</u>	<u>\$ 153,687</u>	N/A

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF AUGUST 2015 AND THE ELEVEN MONTHS ENDED AUGUST 31, 2015
(UNAUDITED)

	Year to Date			Month of August		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 1,655,004	\$ 1,561,247	94%	\$ 150,455	\$ 161,770	108%
Contract Services:						
Local Financial Assistance	-	-	N/A	-	-	N/A
Other Contractual Services	4,405,834	4,050,011	92%	400,530	311,709	78%
Advertising	-	-	N/A	-	-	N/A
Other Operating Income	-	-	N/A	-	-	N/A
Total Operating Revenues	<u>6,060,838</u>	<u>5,611,258</u>	93%	<u>550,985</u>	<u>473,479</u>	86%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	N/A	-	-	N/A
State of Florida	-	-	N/A	-	-	N/A
Local	8,200,771	8,200,770	100%	745,525	745,525	100%
Planning and other assistance grants:						
Federal - Other	2,634,408	2,624,466	100%	239,492	210,979	88%
State of Florida - Other	-	-	N/A	-	-	N/A
Local Matching - Other	-	-	N/A	-	-	N/A
Interest Income	-	-	N/A	-	-	N/A
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	<u>10,835,180</u>	<u>10,825,236</u>	100%	<u>985,017</u>	<u>956,504</u>	97%
Total Revenues	<u>16,896,017</u>	<u>16,436,493</u>	97%	<u>1,536,002</u>	<u>1,429,983</u>	93%
OPERATING EXPENSES						
Salaries and Wages	392,849	334,983	85%	35,714	30,570	86%
Fringe Benefits	255,679	185,662	73%	23,244	20,649	89%
Purchased Transportation Services	13,585,182	13,224,217	97%	1,235,017	1,220,417	99%
Fuel	2,158,008	2,278,776	106%	196,183	188,393	96%
Other Materials and Supplies	20,258	6,804	34%	1,842	-	0%
Professional Services	237,600	94,191	40%	21,600	7,604	35%
Other Services	221,213	87,880	40%	20,110	4,722	23%
Lease and Miscellaneous Expenses	6,324	1,554	25%	575	-	0%
Casualty and Liability Insurance	-	-	N/A	-	-	N/A
Utilities	51,175	39,226	77%	4,652	3,967	85%
Taxes and Licenses	31,898	65,369	205%	2,900	7,920	273%
Interest Expense	-	-	N/A	-	-	N/A
Total Operating Expenses	<u>16,960,186</u>	<u>16,318,662</u>	96%	<u>1,541,835</u>	<u>1,484,243</u>	96%
OPERATING GAIN / (LOSS)	<u>\$ (64,169)</u>	<u>\$ 117,831</u>	N/A	<u>\$ (5,833)</u>	<u>\$ (54,260)</u>	N/A

Monthly Report C: American Recovery and Reinvestment Act Project Status Report

To: LYNX Board of Directors

From: **Andrea Ostrodka**
DIRECTOR OF PLAN & DEVELOP
Belinda Balleras
(Technical Contact)
Prahallad Vijayvargiya
(Technical Contact)
Selita Stubbs
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: LYNX American Recovery and Reinvestment Act Project Status Report

Date: 11/12/2015

In 2009, LYNX received over \$29.5 million in ARRA Urban Area Formula funds to make capital improvements including purchasing revenue vehicles, rehabilitating and maintaining facilities, installing bus shelters, designing and building an intermodal station, purchasing surveillance equipment and other capital and operating projects. Nineteen (19) projects were identified.

On several occasions, the Federal Transit Administration (FTA) Region 4, notified LYNX that expenditure of ARRA funds must be accelerated and drawn by multiple deadline dates with the final expiration date being September 30, 2015. Thanks to the Board of Directors' authorizations and FTA approval, LYNX was able to re-align funds over the grant life cycle to successfully complete nineteen (19) identified projects, excluding Project Administration (listed below).

1. Purchased 8 hybrid electric replacement 35-ft LYMMO buses
2. Purchased 73 replacement paratransit buses
3. Purchased 6 small cutaway low floor circulator buses
4. Designed a Superstop - Kissimmee Intermodal Station
5. Shelters - Engineering/design/acquisition - 300 bus passenger shelters
6. Surveillance Equipment – Upgrades to the CCTV security system including 10 LYNX Transfer Centers (data collection, field studies, system architecture, preliminary and final Plans, Specifications & Estimate documents)
7. Design and acquisition - Fare Collection Equipment - Ticket Vending Machines (TVMs), wiring and data communication cables, bus validators and ITS technology hardware/software products
8. Facility Design - Administration/Maintenance Facility
9. Acquired - shop equipment - brake dynamometer
10. Acquired surveillance security equipment for CCTV room and stations

LYNX Board Agenda

11. Acquired miscellaneous support equipment – Zimek disinfecting/sanitizing system
12. Designed/rehab LYNX Operations center: emergency generator, paint booth, electrical/mechanical improvements, parking
13. Acquired - 274 cameras on buses
14. LOC and LCS – Energy Efficiency Enhancements for Lighting upgrades and Safety/Security Thermal Barrier Window Film at LCS
15. Preventive Maintenance
16. Rehab 3 bus stations (West Oaks, Sanford, Colonial Plaza)
17. Purchased signage for stops and stations – LYMMO East-West BRT Real-Time Passenger Information System
18. 3rd Party Contractual Services - Support expenditures for external contractors to assist LYNX staff with project management and oversight responsibilities
19. Capital Cost of Contracting – Support paratransit services

In preparation for grant closeout, the unspent balance of \$921,546 associated with the joint procurement with FDOT of the fare collection equipment was re-allocated, allowing LYNX to acquire an additional twelve (12) paratransit replacement vehicles before the end of September 2015. This action resulted in an overall procurement of seventy-three (73) paratransit vehicles under this grant. This quarter, LYNX submitted the final Milestone Progress Report (MPR) and Federal Financial Report (FFR) to FTA for official grant closeout.

Monthly Report D: Ridership Report

To: LYNX Board of Directors

From: Andrea Ostrodka
DIRECTOR OF PLAN & DEVELOP
JAMES RODRIGUEZ
(Technical Contact)
OLANREWAJU ADELEKAN
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: Ridership Report - July and August 2015 (Final)

Date: 11/12/2015

JULY 2015 LYNX RIDERSHIP SNAPSHOT

The Big Picture: in the last five years, **transit ridership has grown by more than 22%**.

Annual System-Wide Ridership in 2009 was 24,616,414.

In 2014 ridership grew to 30,141,247.

Total system-wide ridership for the ten months October 2014 through July 2015 is 24,597,287. This is within approximately 2% of ridership levels for the first ten months of FY 2014. Ridership projections indicate that overall, the system will likely equal last fiscal year. The fiscal year ends September 30th.

There have been some major changes in travel patterns over the last 18 months as three new routes have been introduced to serve the burgeoning **Lake Nona/Medical City** area; new NeighborLinks in **Goldsboro** and **Maitland** have started; downtown Orlando's LYMMO system has expanded to the **North Quarter** and into the **Parramore** and **Thornton Park** neighborhoods; and area residents have started over 40 new vanpools. Over the same period, Links 200 and 204 (express services between downtown Orlando and Volusia and Lake counties, respectively) were eliminated based on funding availability from those counties; and Link 103 (North 17-92 Sanford) and FastLink 17/92 (Sanford/Orlando) experienced ridership declines as **passengers switched to SunRail**. Meanwhile, ridership on Link 102 (Orange Avenue/South 17-92) increased significantly due to riders making their "**last mile connections**" between SunRail and their places of work.

Finally, special shuttles ridership has increased significantly this year, in large part from direct connecting service to Orlando City major league soccer games at the newly renovated Citrus Bowl. LYNX staff continue to work with the Orlando City Soccer Club as their new stadium is constructed between Church Street and Central Boulevard at Parramore Avenue.

YEAR TO DATE (OCTOBER 2014 to JULY 2015)

<i>Service Mode</i>	<i>Oct-Jul(FY2014)</i>	<i>Oct-Jul(FY2015)</i>	<i>% Change</i>
LYMMO (ORANGE LINE)	718,759	755,089	5.05%
LYMMO (GRAPEFRUIT LINE)	90,598	402,977	N/A
REGULAR FIXED-ROUTE	23,091,655	22,420,384	-2.91%
NEIGHBORLINK	134,246	149,146	11.10%
SUBTOTAL - FIXED ROUTE	24,035,258	23,727,596	-1.28%
SPECIAL SHUTTLE	23,324	132,281	N/A
EXPRESS LINK 208	1,596	9,928	N/A
ACCESSLYNX	664,336	433,814	-34.70%
VANPOOL	274,047	293,668	7.16%
SUBTOTAL - OTHER SERVICES	963,303	869,691	-9.72%
TOTAL ALL SERVICES	24,998,561	24,597,287	-1.61%

LYNX has readjusted the running times over the last two service changes on most of its routes to improve on-time performance and make better connections for our customers. As part of the regular service change process, LYNX uses Board-approved documents such as the Transit Development Plan and the Comprehensive Operational Analysis to determine the service improvements needed and the timing for implementing them. In the August 2015 service change, LYNX initiated two limited stop routes to Medical City, one from Downtown Orlando and the other from Downtown Kissimmee.

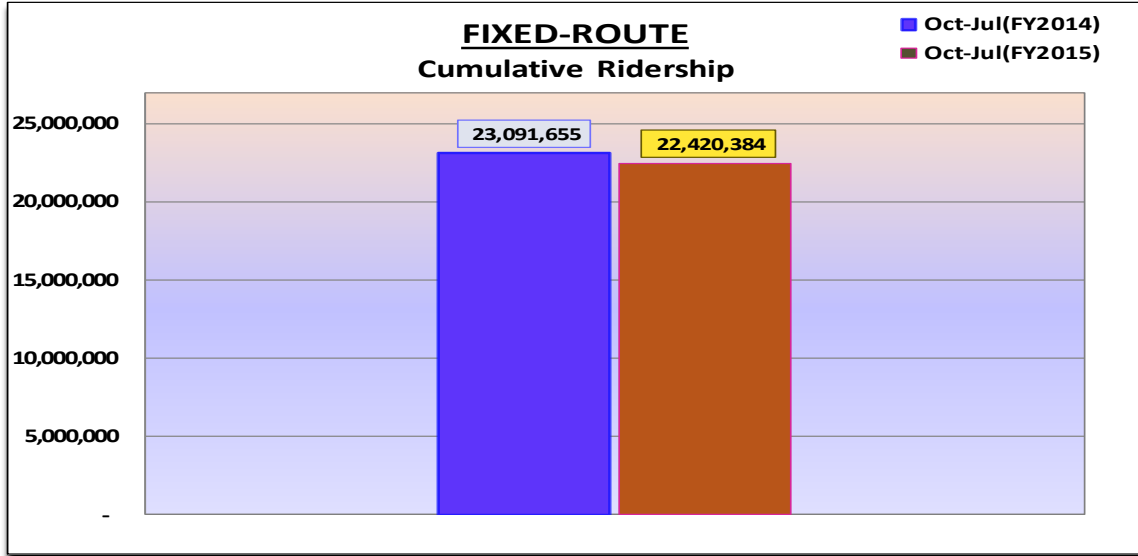
LYMMO: The creation of the Grapefruit Line in 2014 and the extension of the Orange Line this year has LYMMO ridership surpassing the one million mark already in this fiscal year.

NeighborLink: A new route servicing Maitland is just one reason that NeighborLink ridership has grown by nearly 13% so far this fiscal year. Communities such as Goldsboro in Seminole County have embraced this flexible and convenient mobility option.

VanPool: The number of vanpools in service have increased by 40 vanpools over the last fiscal year, giving LYNX a 7.16% increase in ridership so far this year.

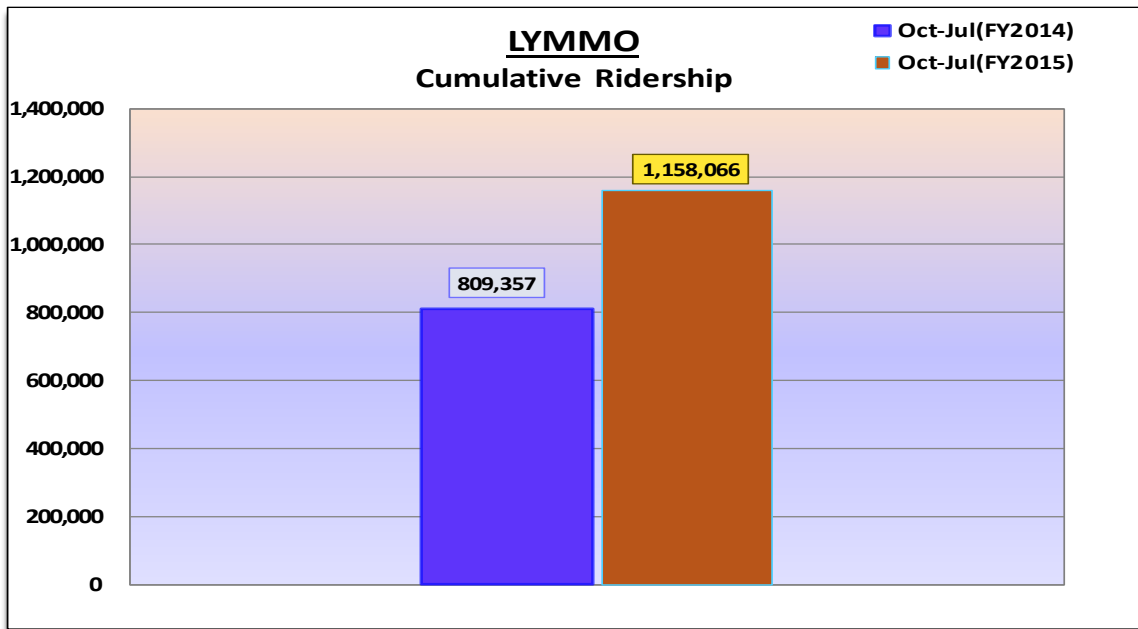
Fixed-Route: Fixed route ridership was affected by elimination of Links 200 and 204 which were policy decisions by our funding partners. Other routes such as Link 103 and FastLink 17-92 have experienced a decline in ridership as passengers on those routes have moved over to SunRail. Ridership losses from these four routes alone are projected to be on the order of 200,000 customers annually.

AccessLYNX: Due to a change in Medicaid policies which occurred in 2014, LYNX has experienced a significant, but not unexpected, decline in ridership. This decline is on the order of 34%.

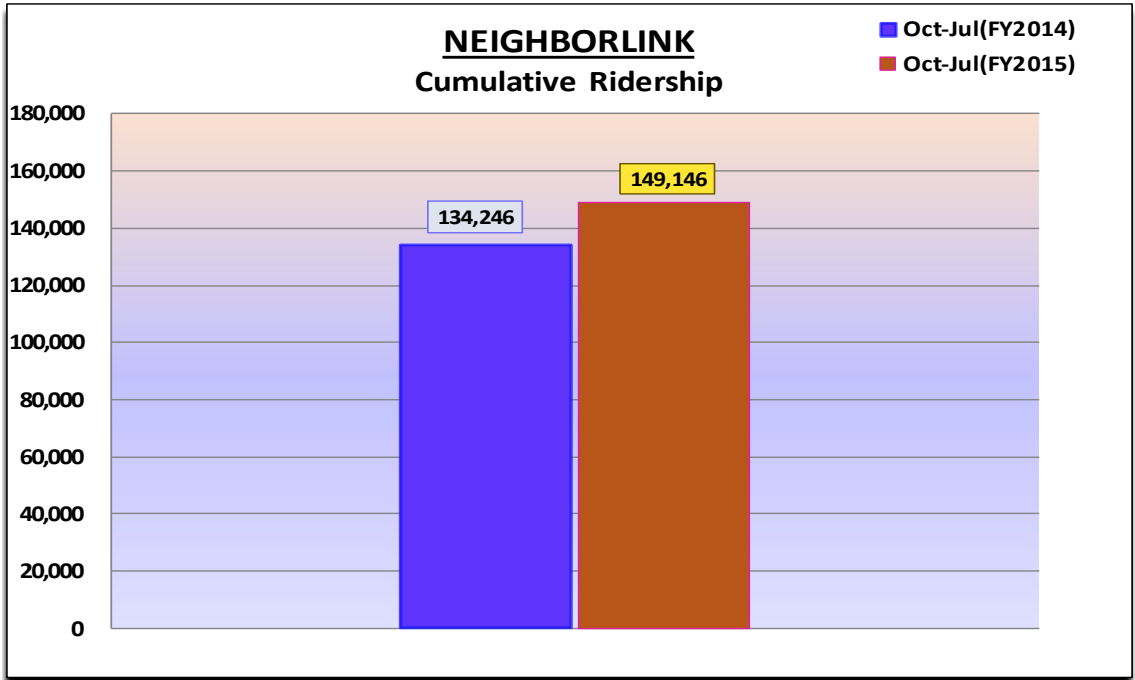


	<i>Fy TOTAL</i>	
Oct-Jul(FY2014)	23,091,655	Significant decrease in gasoline costs may account for the slight decrease in fixed-route ridership
Oct-Jul(FY2015)	22,420,384	
Change (%)	-2.91%	

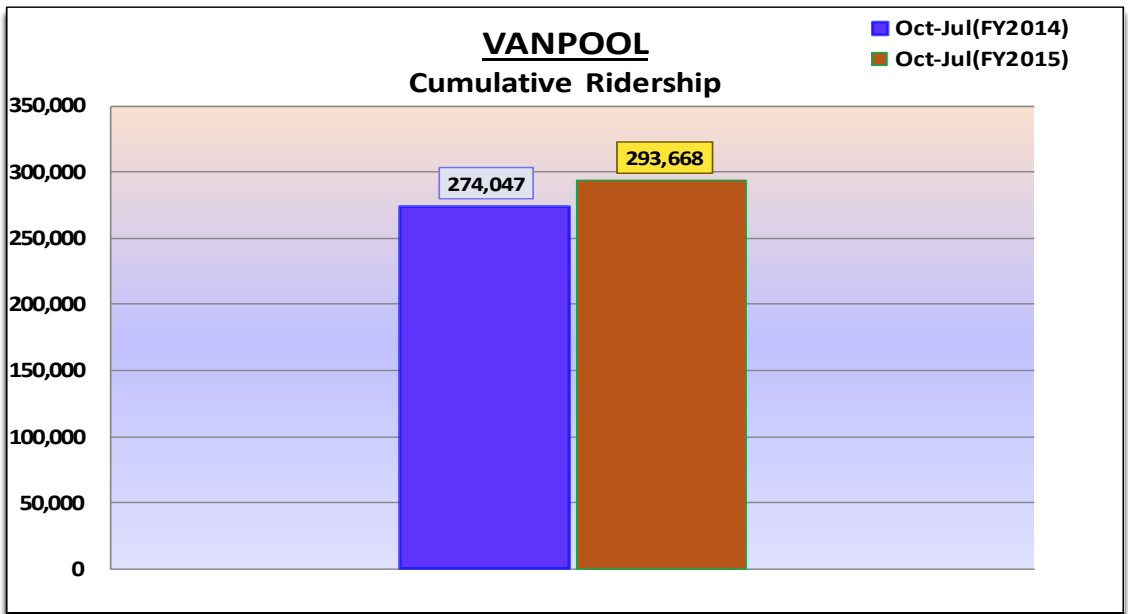
<i>Retail Gasoline Prices in Florida</i>	<i>Jul-14</i>	<i>Jul-15</i>
Source: U.S. Energy Info Administration	\$3.49	\$2.58



	<i>Fy TOTAL</i>	
Oct-Jul(FY2014)	809,357	Significant increase in ridership is due to the new Lymmo Grapefruit Line and an increase in riders from SunRail into LYNX central station
Oct-Jul(FY2015)	1,158,066	
Change (%)	43.08%	

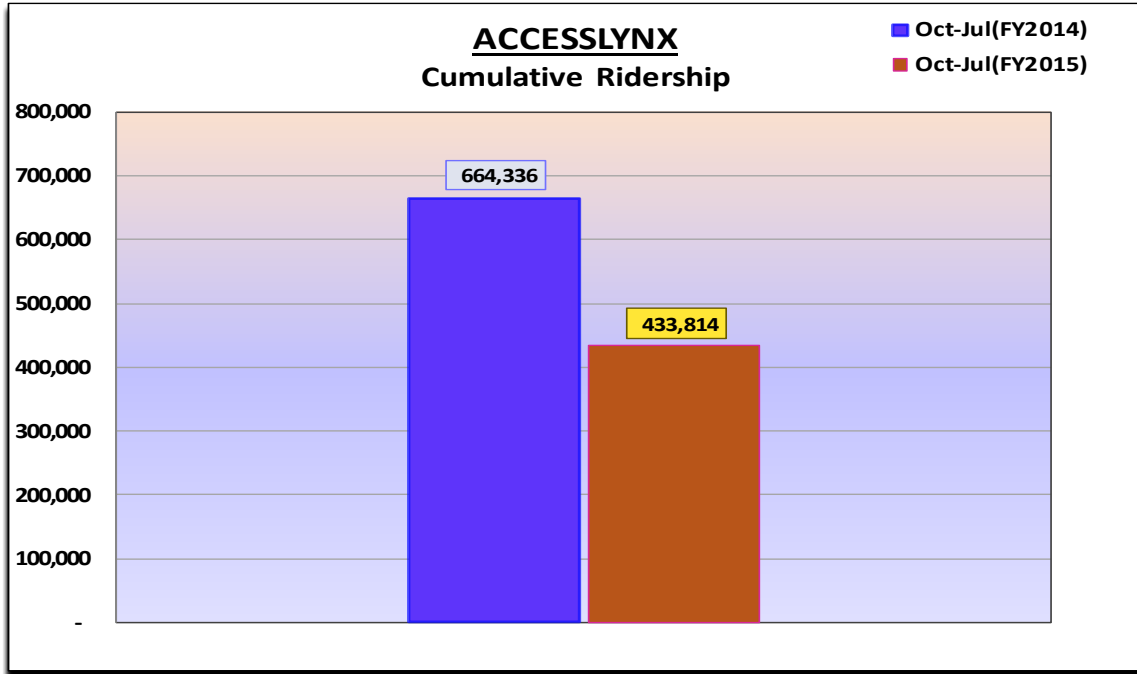


	<i>Fy TOTAL</i>	
Oct-Jul(FY2014)	134,246	Ridership increase is due to expansion of NL to other service areas including Goldsboro, Kissimmee and Maitland.
Oct-Jul(FY2015)	149,146	
Change (%)	11.10%	



	<i>Fy TOTAL</i>	
Oct-Jul(FY2014)	274,047	Ridership increase is due to partnership with other organizations resulting in an increased number of vans and an expanded opportunities to commuters
Oct-Jul(FY2015)	293,668	
Change (%)	7.16%	

<i>Vehicles Operated in Maximum Service</i>	<i>Jul-14</i>	<i>Jul-15</i>	<i>Change</i>
Vehicles Operated	124	132	6%



	<i>Fy TOTAL</i>	Significant drop in ridership occurred as a result of change to Medicaid policy
Oct-Jul(FY2014)	664,336	
Oct-Jul(FY2015)	433,814	
Change (%)	-34.70%	

Dates	Medicaid Policy Changes
August 1, 2014	Medicaid clients living in nursing homes were no longer eligible
October 1, 2014	All Medicaid recipients were switched to HMO.
March 1, 2015	Only transports Medicaid recipients who are eligible either through the American with Disabilities Act (ADA), Transportation Disadvantage (TD), or are 80 years and older.

SUNRAIL

FY 2015 SunRail Monthly Ridership by Station										
	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15
<i>Days of Operation</i>	23	19	22	20	20	22	22	20	22	23
SunRail Station										
DeBary	9,194	7,389	9,810	9,281	8,772	10,862	9,854	8,659	9,545	11,425
Sanford	5,263	3,971	5,460	4,907	4,772	6,146	5,599	4,809	5,686	6,458
Lake Mary	6,961	5,594	7,441	6,604	6,411	7,957	7,866	6,578	7,629	8,193
Longwood	4,884	4,124	4,871	4,676	4,572	5,685	5,475	5,017	5,331	5,668
Altamonte Springs	5,564	4,447	5,323	5,108	4,752	5,816	5,313	4,851	5,452	5,610
Maitland	3,121	2,588	3,247	3,477	3,590	4,370	4,310	3,729	3,948	4,075
Winter Park	7,520	6,849	11,618	9,592	7,570	11,331	9,241	7,398	8,839	11,022
Florida Hospital/Health Village	4,112	3,277	3,292	3,741	3,826	4,815	4,856	4,091	4,589	4,734
LYNX Central Station	8,289	7,007	8,338	8,102	7,712	9,221	9,154	8,554	8,515	9,218
Church Street Station	6,956	5,788	8,391	8,610	8,131	9,507	9,470	7,740	8,304	8,964
Orlando Health/Amtrak	2,829	2,243	2,544	2,424	2,592	2,827	2,708	2,593	2,749	2,787
Sand Lake	9,219	7,476	9,502	9,264	8,546	10,358	9,172	8,712	9,940	11,633
Monthly Station Total	73,912	60,753	79,837	75,786	71,246	88,895	83,018	72,731	80,527	89,787
Average Daily Station Total	3,214	3,198	3,629	3,789	3,562	4,041	3,774	3,637	3,660	3,904

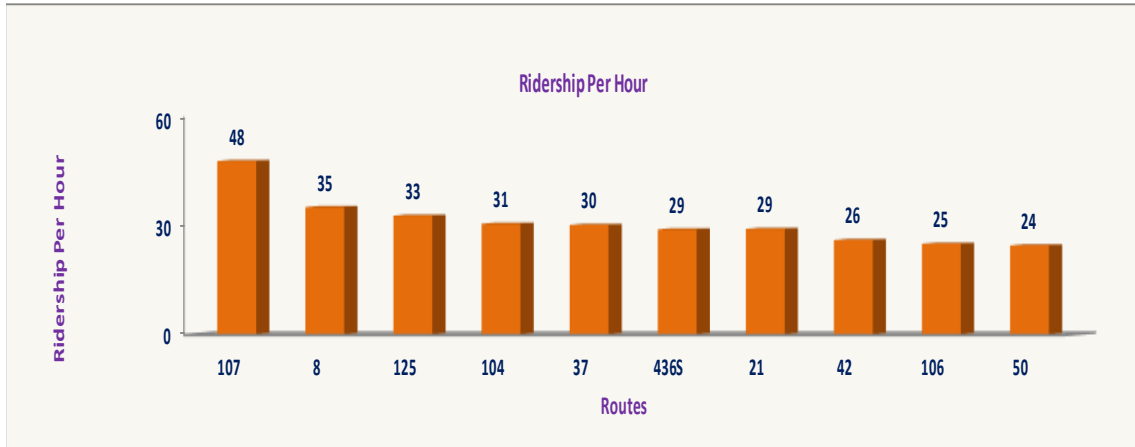
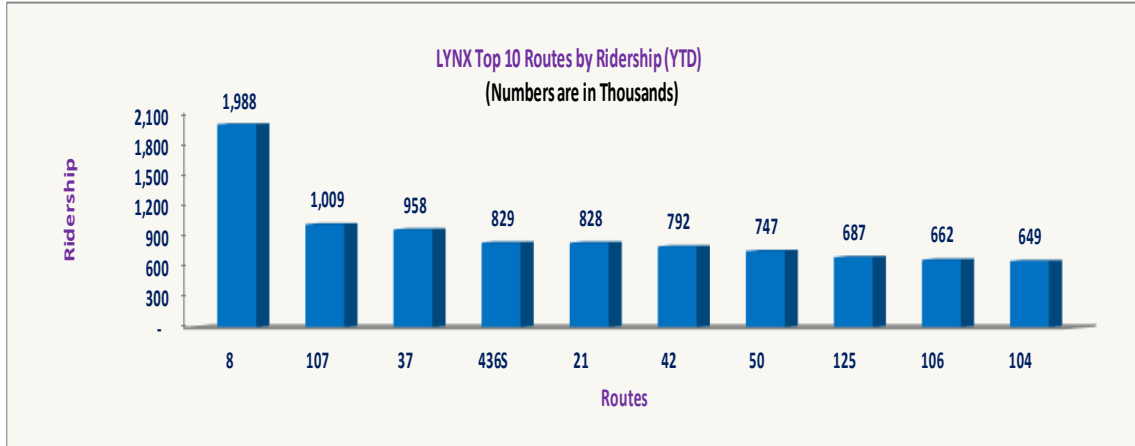
SunRail Connections

- Ridership Adjustments
 - In April 2014, LYNX readjusted services on 19 existing routes to provide feeder bus service to 9 SunRail Stations. These 19 routes represent 25% of LYNX's entire route structure.
 - LYNX Central Station connects SunRail with 34 routes in the LYNX system.

LYNX Average Daily Boardings/Alightings by SunRail Station										
	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15
<i>Days of Operation</i>	23	19	22	20	20	22	22	20	22	23
SunRail Station										
Sanford	225	338	201	335	335	420	499	508	474	487
Lake Mary	81	104	65	118	68	94	114	123	114	112
Longwood	71	50	58	31	75	69	111	128	84	74
Altamonte Springs	255	166	49	220	199	173	159	209	202	208
Maitland	26	5	3	2	28	26	30	35	26	26
Winter Park	278	193	290	155	156	182	170	152	251	257
Florida Hospital/Health Village	253	322	284	407	382	446	489	515	457	447
LYNX Central Station										
Church Street Station										
Orlando Health/Amtrak	6	16	63	13	7	6	2	5	8	4
Sand Lake	302	342	298	381	358	351	281	362	336	326
Total - All Station	1,498	1,534	1,311	1,663	1,606	1,768	1,855	2,038	1,951	1,939

TRENDS: Who is traveling where?

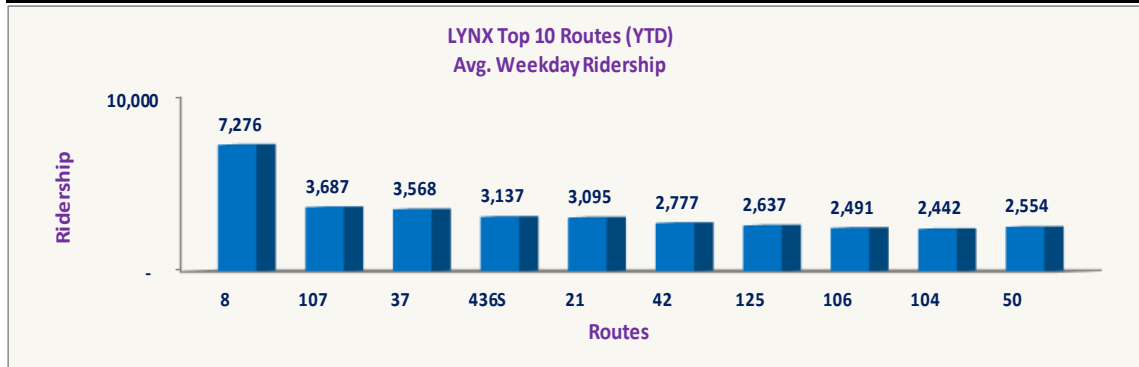
FY 2015 LYNX														
TOP 10 FIXED-ROUTES BY RIDERSHIP (OCT 14 - JULY 15)														
Rank	Link No	Route Name	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	YTD	% of Total Ridership
1	8	W OAK RIDGE RD/INTL DR	224,019	191,706	203,247	201,751	183,857	200,211	203,075	203,784	180,399	196,301	1,988,350	8.87%
2	107	SOUTH US 441/FLA MALL	110,155	101,409	106,024	105,138	95,648	103,166	101,222	98,702	93,192	94,718	1,009,374	4.50%
3	37	PARK PROMENADE/FLORIDA MALL	107,827	91,547	98,253	98,297	90,569	98,373	98,698	95,672	89,006	89,622	957,864	4.27%
4	436S	436S - SOUTH S R 436	104,763	90,957	85,758	86,313	80,070	87,270	88,478	72,293	67,586	65,940	829,428	3.70%
5	21	CARVER SHORES	92,351	79,746	84,730	84,524	77,194	81,910	85,339	84,179	76,229	82,172	828,374	3.69%
6	42	INTL DR/ORLANDO INTL AIRPORT	84,137	79,255	82,290	80,670	69,965	81,933	80,743	79,300	73,719	79,859	791,871	3.53%
7	50	DOWNTOWN ORLANDO/MAGIC KIN	85,872	73,644	75,626	70,369	59,936	73,142	76,946	80,257	70,147	80,846	746,785	3.33%
8	125	SILVER STAR RD CROSSTOWN	81,891	67,308	69,823	69,605	64,764	68,781	72,176	69,321	62,720	60,310	686,699	3.06%
9	106	NORTH US 441/APOPKA	75,654	65,196	69,819	71,243	61,866	62,067	66,641	69,302	58,350	61,600	661,738	2.95%
10	104	EAST COLONIAL DR/UCF	80,375	67,046	67,860	70,967	62,927	65,542	65,959	59,394	54,573	54,346	648,989	2.89%
CUMULATIVE RIDERSHIP (ALL FIXED ROUTES)			22,420,384										41%	



**TOP 10 ROUTES REPRESENTS
41% OF LYNX ENTIRE FIXED-ROUTE RIDERSHIP**

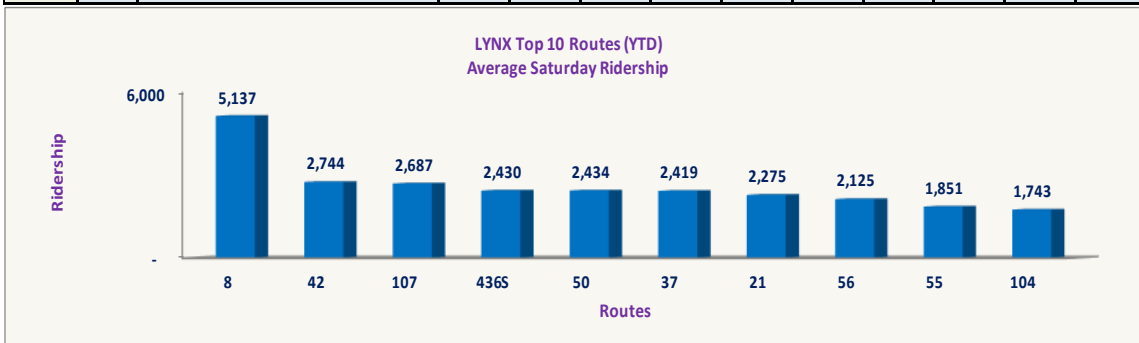
**FY 2015 LYNX TOP 10 FIXED-ROUTES
AVERAGE WEEKDAY RIDERSHIP (OCT 14 - JULY 15)**

Rank	Link No	Route Name	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15
1	8	W OAK RIDGE RD/INTL DR	8,099	7,275	7,177	7,233	7,387	7,206	7,466	7,441	6,553	6,928
2	107	SOUTH US 441/FLA MALL	3,882	3,824	3,727	3,747	3,825	3,763	3,793	3,608	3,368	3,336
3	37	PARK PROMENADE/FLORIDA MALL	3,963	3,555	3,506	3,564	3,681	3,595	3,720	3,539	3,320	3,236
4	436S	436S - SOUTH S R 436	3,850	3,543	3,081	3,139	3,322	3,287	3,378	2,773	2,515	2,483
5	21	CARVER SHORES	3,332	3,135	3,038	3,072	3,161	3,073	3,223	3,113	2,841	2,964
6	42	INTL DR/ORLANDO INTL AIRPORT	2,869	2,805	2,796	2,740	2,690	2,859	2,850	2,747	2,653	2,760
7	125	SILVER STAR RD CROSSTOWN	3,058	2,689	2,547	2,579	2,719	2,616	2,829	2,730	2,371	2,235
8	106	NORTH US 441/APOPKA	2,823	2,619	2,547	2,633	2,498	2,307	2,536	2,557	2,218	2,172
9	104	EAST COLONIAL DR/UCF	2,944	2,641	2,409	2,603	2,594	2,445	2,516	2,207	2,091	1,970
10	50	DOWNTOWN ORLANDO/MAGIC KINGDOM	2,867	2,578	2,495	2,347	2,245	2,447	2,629	2,719	2,469	2,746



**FY 2015 LYNX TOP 10 FIXED-ROUTES
AVERAGE SATURDAY RIDERSHIP (OCT 14 - JULY 15)**

Rank	Link No	Route Name	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15
1	8	W OAK RIDGE RD/INTL DR	5,117	5,215	5,322	5,169	4,842	5,275	5,348	5,202	4,774	5,113
2	42	INTL DR/ORLANDO INTL AIRPORT	2,875	2,712	2,903	2,701	2,692	2,814	2,903	2,870	2,349	2,623
3	107	SOUTH US 441/FLA MALL	2,912	2,832	2,731	2,770	2,511	2,569	2,588	2,726	2,743	2,494
4	436S	436S - SOUTH S R 436	2,741	2,526	2,661	2,645	2,534	2,371	2,548	2,401	2,129	1,741
5	50	DOWNTOWN ORLANDO/MAGIC KINGDOM	2,683	2,500	2,453	2,506	2,293	2,365	2,592	2,418	2,098	2,435
6	37	PARK PROMENADE/FLORIDA MALL	2,513	2,361	2,489	2,195	1,975	2,633	2,610	2,561	2,553	2,296
7	21	CARVER SHORES	2,468	2,126	2,386	2,307	2,282	2,157	2,371	2,419	2,100	2,136
8	56	WEST US 192/MAGIC KINGDOM	2,217	2,129	2,321	2,118	2,079	1,996	2,120	2,082	2,062	2,122
9	55	WEST US 192/FOUR CORNERS	1,914	1,854	1,971	1,901	1,805	1,820	1,814	1,809	1,837	1,784
10	104	EAST COLONIAL DR/UCF	2,053	1,864	2,027	1,906	1,679	1,749	1,739	1,709	1,367	1,338



LYNX Monthly Ridership by Mode

Fiscal Year 2015													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>YEAR TO DATE</i>
LYMMO (ORANGE LINE)	85,372	71,119	79,455	71,918	79,636	75,360	73,554	68,556	72,331	77,788			755,089
LYMMO (GRAPEFRUIT LINE)	41,606	35,770	39,556	39,699	31,019	41,345	42,204	42,747	38,740	50,291			402,977
REGULAR FIXED-ROUTE	2,561,055	2,184,762	2,305,092	2,293,176	2,083,558	2,270,238	2,246,055	2,193,675	2,110,737	2,172,036			22,420,384
NEIGHBORLINK	16,840	13,633	15,320	15,572	14,136	15,287	15,682	14,118	13,812	14,746			149,146
<i>SUBTOTAL - FIXED ROUTE</i>	2,704,873	2,305,284	2,439,423	2,420,365	2,208,349	2,402,230	2,377,495	2,319,096	2,235,620	2,314,861			23,727,596
SPECIAL SHUTTLES	420	9,463	-	4,927	513	23,620	12,782	27,357	29,748	23,451			132,281
EXPRESS LINK 208	1,141	1,007	1,023	912	937	1,091	882	960	1,012	963			9,928
ACCESS LYNX	49,784	43,366	44,806	44,210	42,599	41,543	42,401	40,885	40,711	43,509			433,814
VANPOOL	29,548	26,178	27,944	27,635	28,651	31,353	32,493	29,870	29,264	30,732			293,668
<i>SUBTOTAL - OTHER SERVICES</i>	80,893	80,014	73,773	77,684	72,700	97,607	88,558	99,072	100,735	98,655			869,691
TOTAL ALL SERVICES	2,785,766	2,385,298	2,513,196	2,498,049	2,281,049	2,499,837	2,466,053	2,418,168	2,336,355	2,413,516			24,597,287
% Change From Fiscal Year 2014 To Fiscal Year 2015													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>YEAR TO DATE</i>
LYMMO (ORANGE LINE)	21.25%	10.83%	23.13%	10.24%	20.11%	10.75%	-3.07%	-14.35%	-11.67%	-5.43%			5.05%
LYMMO (GRAPEFRUIT LINE)	N/A	N/A	N/A	N/A	N/A	N/A	268.85%	73.29%	51.75%	73.66%			N/A
REGULAR FIXED-ROUTE	-0.13%	-5.19%	-1.08%	-0.77%	-6.64%	-0.69%	0.18%	-5.90%	-4.14%	-5.10%			-2.91%
NEIGHBORLINK	18.15%	9.27%	23.91%	18.36%	7.75%	21.35%	11.86%	1.28%	3.60%	-1.63%			11.10%
<i>SUBTOTAL - FIXED ROUTE</i>	2.10%	-3.18%	1.34%	1.29%	-4.45%	1.50%	1.46%	-5.34%	-3.74%	-4.14%			-1.28%
SPECIAL SHUTTLES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A			N/A
EXPRESS LINK 208	N/A	N/A	N/A	N/A	N/A	N/A	N/A	125.88%	91.67%	49.77%			N/A
ACCESS LYNX	-30.89%	-31.37%	-29.03%	-32.97%	-32.06%	-37.42%	-37.96%	-39.54%	-37.94%	-37.27%			-34.70%
VANPOOL	11.93%	12.09%	21.15%	4.24%	8.96%	12.95%	6.42%	-4.45%	0.53%	3.26%			7.16%
<i>SUBTOTAL - OTHER SERVICES</i>	-18.01%	-8.74%	-22.77%	-22.09%	-19.21%	3.41%	-11.54%	-1.58%	5.36%	-2.29%			-9.72%
TOTAL ALL SERVICES	1.38%	-3.37%	0.42%	0.36%	-5.01%	1.58%	0.93%	-5.19%	-3.38%	-4.07%			-1.61%
Fiscal Year 2014													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>YEAR TO DATE</i>
LYMMO (ORANGE LINE)	70,411	64,168	64,529	65,237	66,305	68,043	75,886	80,039	81,889	82,252			718,759
LYMMO (GRAPEFRUIT LINE)	-	-	-	-	-	-	11,442.00	24,668.00	25,529.00	28,959.00			90,598.00
REGULAR FIXED-ROUTE	2,564,514	2,304,241	2,330,309	2,311,069	2,231,834	2,286,001	2,241,944	2,331,162	2,201,845	2,288,736			23,091,655
NEIGHBORLINK	14,253	12,476	12,364	13,157	13,119	12,597	14,019	13,939	13,332	14,990			134,246
<i>SUBTOTAL - FIXED ROUTE</i>	2,649,178	2,380,885	2,407,202	2,389,463	2,311,258	2,366,641	2,343,291	2,449,808	2,322,595	2,414,937			24,035,258
SPECIAL SHUTTLES	223	1,139	9,318	7,238	990	242	1,234	1,359	377	1,204			23,324
EXPRESS LINK 208	-	-	-	-	-	-	-	425.00	528.00	643.00			1,596.00
ACCESS LYNX	72,038	63,188	63,137	65,960	62,704	66,386	68,343	67,622	65,597	69,361			664,336
VANPOOL	26,399	23,354	23,066	26,510	26,295	27,758	30,534	31,260	29,110	29,761			274,047
<i>SUBTOTAL - OTHER SERVICES</i>	98,660	87,681	95,521	99,708	89,989	94,386	100,111	100,666	95,612	100,969			963,303
TOTAL ALL SERVICES	2,747,838	2,468,566	2,502,723	2,489,171	2,401,247	2,461,027	2,443,402	2,550,474	2,418,207	2,515,906			24,998,561

JULY 2015 RIDERSHIP HIGHLIGHTS

Total system-wide ridership in June 2015 was 2,413,516. This represents a decrease of -4.07% over the previous year (June 2014).

July Average Daily Ridership by Mode

<i>Service Mode</i>	<i>Day</i>	<i>July-14</i>	<i>July-15</i>	<i>% Change</i>
LYMMO (ORANGE LINE)	Weekday	3,159	2,946	-6.75%
	Saturday	1,238	1,402	13.21%
	Sunday	1,161	1,107	-4.65%
LYMMO (GRAPEFRUIT LINE)	Weekday	1,067	1,840	72.42%
	Saturday	604	1,057	75.00%
	Sunday	500	936	87.29%
REGULAR FIXED-ROUTE (72 LINKS)	Weekday (72 Links)	84,101	79,962	-4.92%
	Saturday (70 Links)	60,464	56,384	-6.75%
	Sunday (49 Links)	39,330	37,465	-4.74%
EXPRESS LINK 208	Weekday	17	44	160.22%
	Saturday	-	-	N/A
	Sunday	-	-	N/A
ACCESSLYNX	Weekday	2,713	1,614	-40.51%
	Saturday	1,171	966	-17.47%
	Sunday	530	580	9.39%
NEIGHBORLINK	Weekday	522	592	13.45%
	Saturday	360	257	-28.70%
VANPOOL	Weekday	1,209	1,275	5.49%
	Saturday	271	317	16.79%
	Sunday	218	290	33.33%
TOTAL <i>LYNX</i> <i>SERVICES</i>	Weekday	92,789	88,274	-4.87%
	Saturday	64,108	60,382	-5.81%
	Sunday	41,738	40,377	-3.26%

AUGUST 2015 LYNX RIDERSHIP SNAPSHOT

The Big Picture: in the last five years, **transit ridership has grown by more than 22%**.

Annual System-Wide Ridership in 2009 was 24,616,414.

In 2014 ridership grew to 30,141,247.

Total system-wide ridership for the eleven months October 2014 through August 2015 is 26,983,348. This is within approximately 2% of ridership levels for the first eleven months of FY 2014. Ridership projections indicate that overall, the system will likely equal last fiscal year. The fiscal year ends September 30th.

There have been some major changes in travel patterns over the last 18 months as three new routes have been introduced to serve the burgeoning **Lake Nona/Medical City** area; new NeighborLink services in **Goldsboro** and **Maitland** have started; downtown Orlando's LYMMO system has expanded to the **North Quarter** and into **Parramore** and **Thornton Park** neighborhoods; and area residents have started over 40 new vanpools. Over the same period, Links 200 and 204 (express services between downtown Orlando and Volusia and Lake counties, respectively) were eliminated based on funding availability from those counties; and Link 103 (North 17-92 Sanford) and FastLink 17/92 (Sanford/Orlando) experienced ridership declines as **passengers switched to SunRail**. Meanwhile, ridership on Link 102 (Orange Avenue/South 17-92) increased significantly due to riders making their "**last mile connections**" between SunRail and their places of work.

Finally, special shuttles ridership has increased significantly this year, in large part from direct connecting service to Orlando City major league soccer games at the newly renovated Citrus Bowl. LYNX staff continue to work with the Orlando City Soccer Club as their new stadium is constructed between Church Street and Central Boulevard at Parramore Avenue.

YEAR TO DATE (OCTOBER 2014 to AUGUST 2015)

<i>Service Mode</i>	<i>Oct-Aug(FY2014)</i>	<i>Oct-Aug(FY2015)</i>	<i>% Change</i>
LYMMO (ORANGE LINE)	798,875	828,657	3.73%
LYMMO (GRAPEFRUIT LINE)	123,335	449,665	N/A
REGULAR FIXED-ROUTE	25,454,397	24,581,089	-3.43%
NEIGHBORLINK	149,873	165,247	10.26%
SUBTOTAL - FIXED ROUTE	26,526,480	26,024,658	-1.89%
SPECIAL SHUTTLE	23,344	150,765	N/A
EXPRESS LINK 208	2,209	10,897	N/A
ACCESSLYNX	721,031	475,891	-34.00%
VANPOOL	303,094	321,137	5.95%
SUBTOTAL - OTHER SERVICES	1,049,678	958,690	-8.67%
TOTAL ALL SERVICES	27,576,158	26,983,348	-2.15%

LYNX has readjusted the running times over the last two service changes on most of its routes to improve on-time performance and make better connections for our customers. As part of the regular service change process, LYNX uses Board-approved documents such as the Transit Development Plan and the Comprehensive Operational Analysis to determine the service improvements needed and the timing for implementing them. In the August 2015 service change, LYNX initiated two limited stop routes to Medical City, one from Downtown Orlando and the other from Downtown Kissimmee.

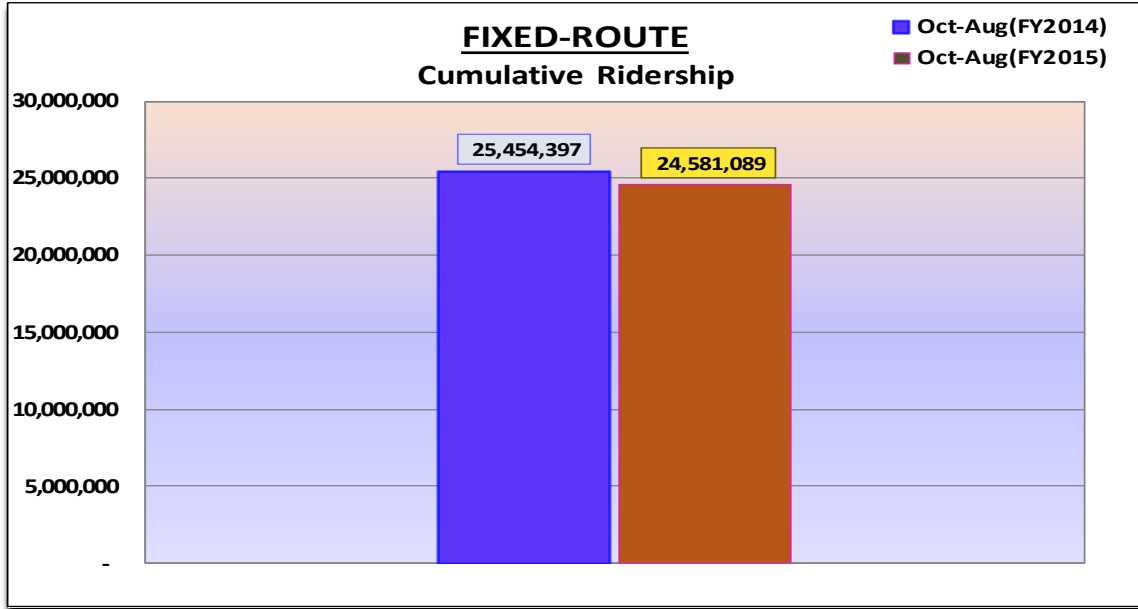
LYMMO: The creation of the Grapefruit Line in 2014 and the extension of the Orange Line this year has LYMMO ridership surpassing the one million mark already this year.

NeighborLink: A new route servicing Maitland is just one reason that NeighborLink ridership has grown by nearly 13% so far this fiscal year. Communities such as Goldsboro in Seminole County have embraced this flexible and convenient mobility option. It is expected that NeighborLink services will reach one million trips served in November of 2015.

VanPool: The number of vanpools in service have increased by 40 vanpools over the last fiscal year, giving LYNX a 6% increase in ridership so far this year.

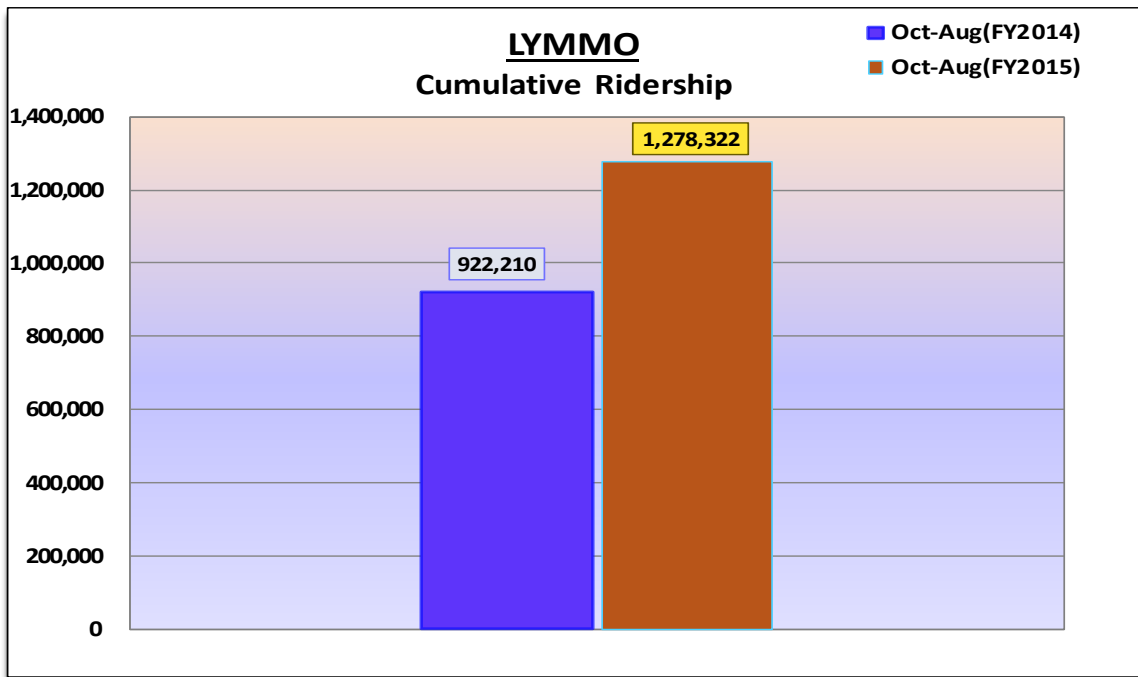
Fixed-Route: Fixed route ridership was affected by elimination of Links 200 and 204 which were policy decisions by our funding partners. Other routes such as Link 103 and FastLink 17-92 have experienced a decline in ridership as passengers on those routes have moved over to SunRail. Ridership losses from these four routes alone are projected to be on the order of 200,000 customers annually.

AccessLYNX: Due to a change in Medicaid policies which occurred in 2014, LYNX has experienced a significant, but not unexpected, decline in ridership. This decline is on the order of 34%.

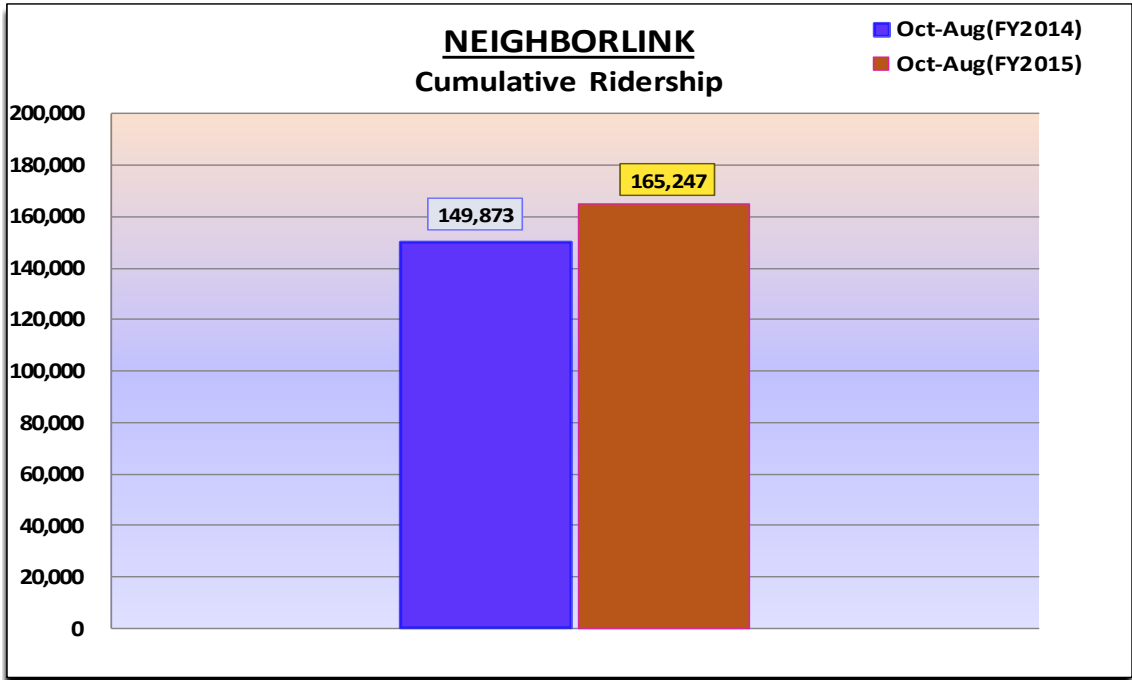


	FY TOTAL	
Oct-Aug(FY2014)	25,454,397	Significant decrease in gasoline costs may account for the slight decrease in fixed-route ridership
Oct-Aug(FY2015)	24,581,089	
Change (%)	-3.43%	

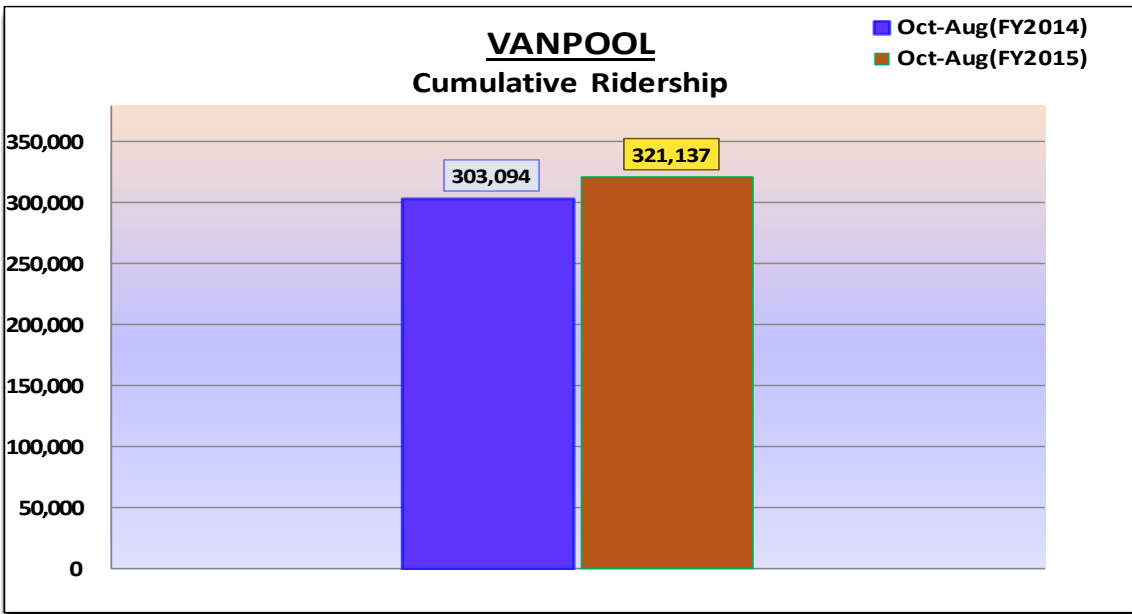
Retail Gasoline Prices in Florida	Jul-14	Jul-15
Source: U.S. Energy Info Administration	\$3.31	\$2.32



	FY TOTAL	
Oct-Aug(FY2014)	922,210	Significant increase in ridership is due to the new Lymmo Grapefruit Line and an increase in riders from SunRail into LYNX central station
Oct-Aug(FY2015)	1,278,322	
Change (%)	38.62%	

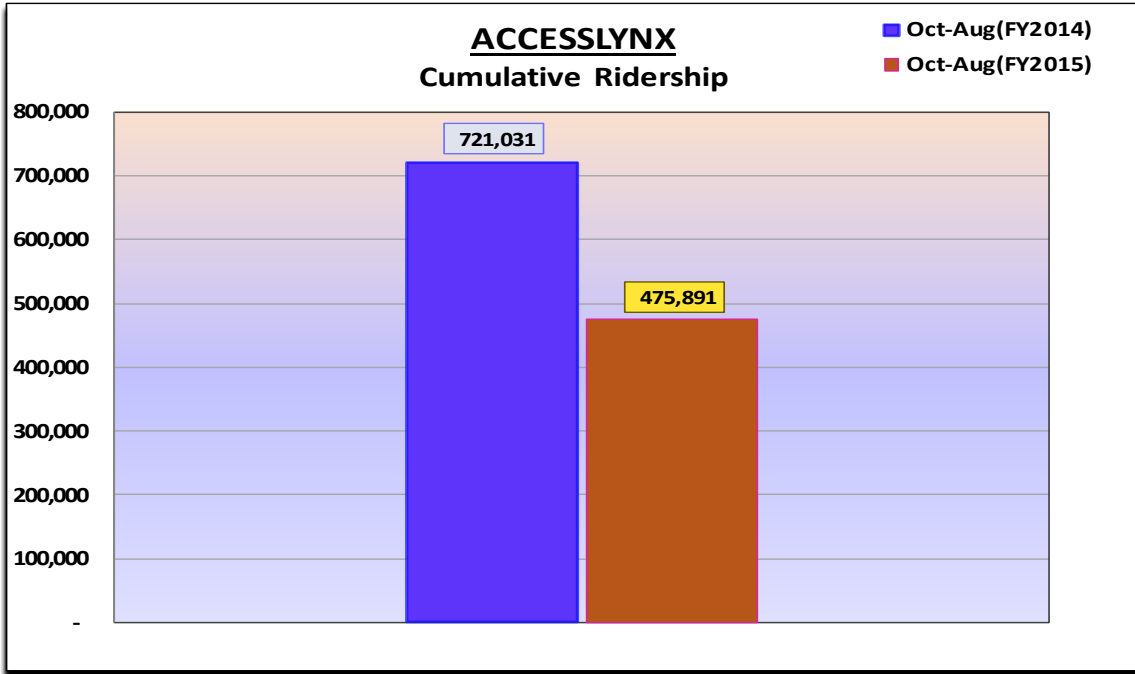


	<i>Fy TOTAL</i>	
Oct-Aug(FY2014)	149,873	Ridership increase is due to expansion of NL to other service areas including Goldsboro, Kissimmee and Maitland.
Oct-Aug(FY2015)	165,247	
Change (%)	10.26%	



	<i>Fy TOTAL</i>	
Oct-Aug(FY2014)	303,094	Ridership increase is due to partnership with other organizations resulting in an increased number of vans and an expanded opportunities to commuters
Oct-Aug(FY2015)	321,137	
Change (%)	5.95%	

<i>Vehicles Operated in Maximum Service</i>	<i>Aug-14</i>	<i>Aug-15</i>	<i>Change</i>
Vehicles Operated	127	132	4%



	<i>Fy TOTAL</i>	Significant drop in ridership occurred as a result of change to Medicaid policy
Oct-Aug(FY2014)	721,031	
Oct-Aug(FY2015)	475,891	
Change (%)	-34.00%	

Dates	Medicaid Policy Changes
August 1, 2014	Medicaid clients living in nursing homes were no longer eligible
October 1, 2014	All Medicaid recipients were switched to HMO.
March 1, 2015	Only transports Medicaid recipients who are eligible either through the American with Disabilities Act (ADA), Transportation Disadvantage (TD), or are 80 years and older.

SUNRAIL

FY 2015 SunRail Monthly Ridership by Station											
	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
<i>Days of Operation</i>	23	19	22	20	20	22	22	20	22	23	21
SunRail Station											
DeBary	9,194	7,389	9,810	9,281	8,772	10,862	9,854	8,659	9,545	11,425	9,209
Sanford	5,263	3,971	5,460	4,907	4,772	6,146	5,599	4,809	5,686	6,458	5,634
Lake Mary	6,961	5,594	7,441	6,604	6,411	7,957	7,866	6,578	7,629	8,193	7,045
Longwood	4,884	4,124	4,871	4,676	4,572	5,685	5,475	5,017	5,331	5,668	5,007
Altamonte Springs	5,564	4,447	5,323	5,108	4,752	5,816	5,313	4,851	5,452	5,610	4,833
Maitland	3,121	2,588	3,247	3,477	3,590	4,370	4,310	3,729	3,948	4,075	3,689
Winter Park	7,520	6,849	11,618	9,592	7,570	11,331	9,241	7,398	8,839	11,022	8,433
Florida Hospital/Health Village	4,112	3,277	3,292	3,741	3,826	4,815	4,856	4,091	4,589	4,734	4,046
LYNX Central Station	8,289	7,007	8,338	8,102	7,712	9,221	9,154	8,554	8,515	9,218	8,412
Church Street Station	6,956	5,788	8,391	8,610	8,131	9,507	9,470	7,740	8,304	8,964	7,599
Orlando Health/Amtrak	2,829	2,243	2,544	2,424	2,592	2,827	2,708	2,593	2,749	2,787	2,561
Sand Lake	9,219	7,476	9,502	9,264	8,546	10,358	9,172	8,712	9,940	11,633	9,857
Monthly Station Total	73,912	60,753	79,837	75,786	71,246	88,895	83,018	72,731	80,527	89,787	76,325
Average Daily Station Total	3,214	3,198	3,629	3,789	3,562	4,041	3,774	3,637	3,660	3,904	3,635

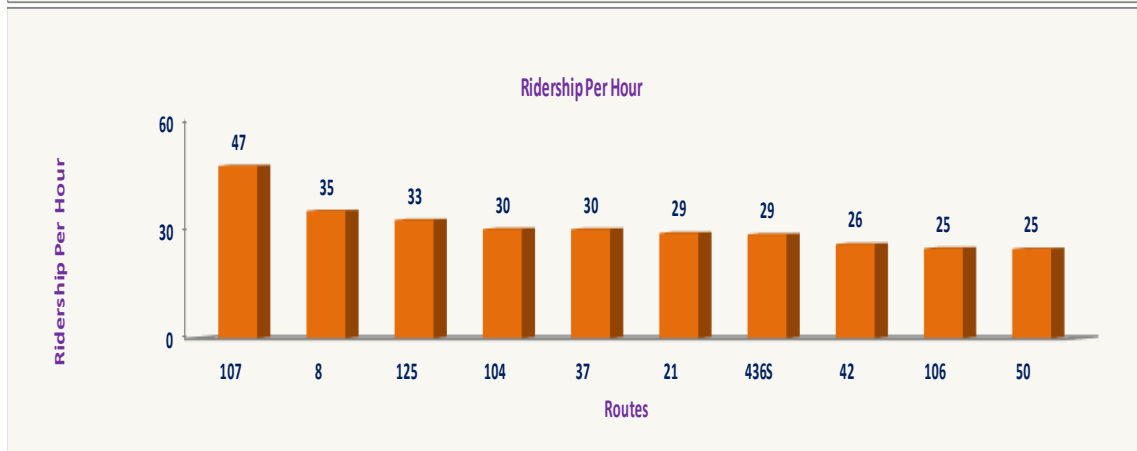
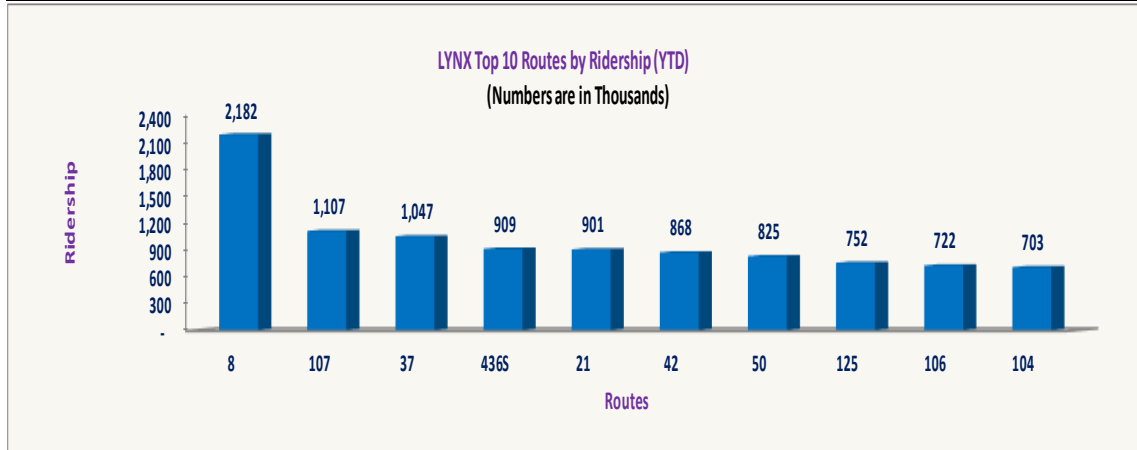
SunRail Connections

- Ridership Adjustments
 - In April 2014, LYNX readjusted services on 19 existing routes to provide feeder bus service to 9 SunRail Stations. These 19 routes represent 25% of LYNX's entire route structure.
 - LYNX Central Station connects SunRail with 34 routes in the LYNX system.

LYNX Average Daily Boardings/Alightings by SunRail Station											
	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
<i>Days of Operation</i>	23	19	22	20	20	22	22	20	22	23	23
SunRail Station											
Sanford	225	338	201	335	335	420	499	508	474	487	489
Lake Mary	81	104	65	118	68	94	114	123	114	112	111
Longwood	71	50	58	31	75	69	111	128	84	74	76
Altamonte Springs	255	166	49	220	199	173	159	209	202	208	210
Maitland	26	5	3	2	28	26	30	35	26	26	25
Winter Park	278	193	290	155	156	182	170	152	251	257	256
Florida Hospital/Health Village	253	322	284	407	382	446	489	515	457	447	450
LYNX Central Station											
Church Street Station											
Orlando Health/Amtrak	6	16	63	13	7	6	2	5	8	4	3
Sand Lake	302	342	298	381	358	351	281	362	336	326	324
Total - All Station	1,498	1,534	1,311	1,663	1,606	1,768	1,855	2,038	1,951	1,939	1,944

TRENDS: Who is traveling where?

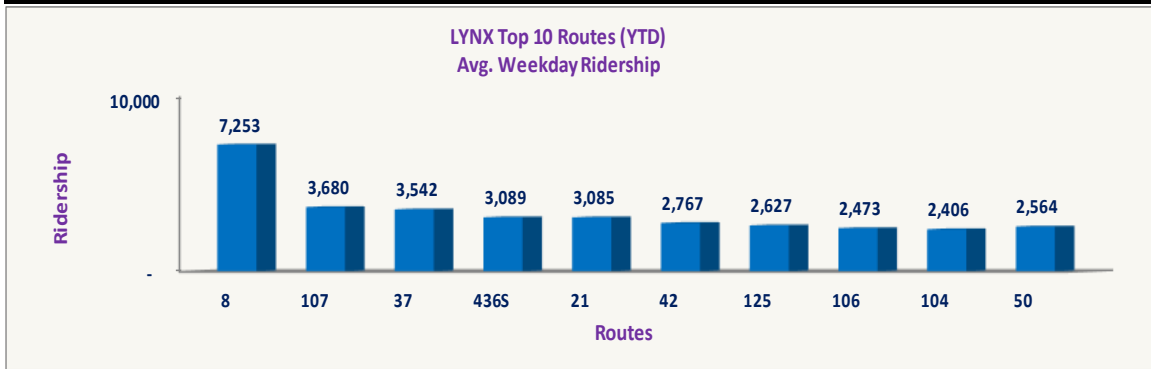
FY 2015 LYNX															
TOP 10 FIXED-ROUTES BY RIDERSHIP (OCT 14 - AUG 15)															
Rank	Link No	Route Name	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	YTD	% of Total Ridership
1	8	W OAK RIDGE RD/INTL DR	224,019	191,706	203,247	201,751	183,857	200,211	203,075	203,784	180,399	196,301	194,139	2,182,489	8.88%
2	107	SOUTH US 441/FLA MALL	110,155	101,409	106,024	105,138	95,648	103,166	101,222	98,702	93,192	94,718	97,830	1,107,204	4.50%
3	37	PARK PROMENADE/FLORIDA MALL	107,827	91,547	98,253	98,297	90,569	98,373	98,698	95,672	89,006	89,622	89,469	1,047,333	4.26%
4	436S	436S - SOUTH S R 436	104,763	90,957	85,758	86,313	80,070	87,270	88,478	72,293	67,586	65,940	71,314	900,742	3.66%
5	21	CARVER SHORES	92,351	79,746	84,730	84,524	77,194	81,910	85,339	84,179	76,229	82,172	80,129	908,503	3.70%
6	42	INTL DR/ORLANDO INTL AIRPORT	84,137	79,255	82,290	80,670	69,965	81,933	80,743	79,300	73,719	79,859	76,444	868,315	3.53%
7	50	DOWNTOWN ORLANDO/MAGIC KIN	85,872	73,644	75,626	70,369	59,936	73,142	76,946	80,257	70,147	80,846	78,573	825,358	3.36%
8	125	SILVER STAR RD CROSSTOWN	81,891	67,308	69,823	69,605	64,764	68,781	72,176	69,321	62,720	60,310	65,574	752,273	3.06%
9	106	NORTH US 441/APOPKA	75,654	65,196	69,819	71,243	61,866	62,067	66,641	69,302	58,350	61,600	60,551	722,289	2.94%
10	104	EAST COLONIAL DR/UCF	80,375	67,046	67,860	70,967	62,927	65,542	65,959	59,394	54,573	54,346	54,258	703,247	2.86%
CUMULATIVE RIDERSHIP (ALL FIXED ROUTES)			24,581,089												41%



**TOP 10 ROUTES REPRESENTS
41% OF LYNX ENTIRE FIXED-ROUTE RIDERSHIP**

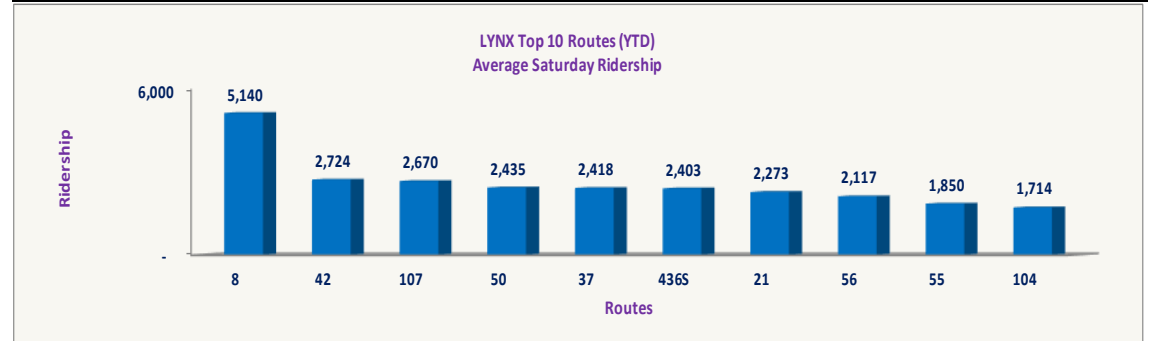
**FY 2015 LYNX TOP 10 FIXED-ROUTES
AVERAGE WEEKDAY RIDERSHIP (OCT 14 - AUG 15)**

Rank	Link No	Route Name	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
1	8	W OAK RIDGE RD/INTL DR	8,099	7,275	7,177	7,233	7,387	7,206	7,466	7,441	6,553	6,928	7,023
2	107	SOUTH US 441/FLA MALL	3,882	3,824	3,727	3,747	3,825	3,763	3,793	3,608	3,368	3,336	3,605
3	37	PARK PROMENADE/FLORIDA MALL	3,963	3,555	3,506	3,564	3,681	3,595	3,720	3,539	3,320	3,236	3,285
4	436S	436S - SOUTH S R 436	3,850	3,543	3,081	3,139	3,322	3,287	3,378	2,773	2,515	2,483	2,613
5	21	CARVER SHORES	3,332	3,135	3,038	3,072	3,161	3,073	3,223	3,113	2,841	2,964	2,983
6	42	INTL DR/ORLANDO INTL AIRPORT	2,869	2,805	2,796	2,740	2,690	2,859	2,850	2,747	2,653	2,760	2,674
7	125	SILVER STAR RD CROSSTOWN	3,058	2,689	2,547	2,579	2,719	2,616	2,829	2,730	2,371	2,235	2,525
8	106	NORTH US 441/AOPKA	2,823	2,619	2,547	2,633	2,498	2,307	2,536	2,557	2,218	2,172	2,294
9	104	EAST COLONIAL DR/UCF	2,944	2,641	2,409	2,603	2,594	2,445	2,516	2,207	2,091	1,970	2,048
10	50	DOWNTOWN ORLANDO/MAGIC KINGDOM	2,867	2,578	2,495	2,347	2,245	2,447	2,629	2,719	2,469	2,746	2,657



**FY 2015 LYNX TOP 10 FIXED-ROUTES
AVERAGE SATURDAY RIDERSHIP (OCT 14 - AUG 15)**

Rank	Link No	Route Name	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
1	8	W OAK RIDGE RD/INTL DR	5,117	5,215	5,322	5,169	4,842	5,275	5,348	5,202	4,774	5,113	5,162
2	42	INTL DR/ORLANDO INTL AIRPORT	2,875	2,712	2,903	2,701	2,692	2,814	2,903	2,870	2,349	2,623	2,518
3	107	SOUTH US 441/FLA MALL	2,912	2,832	2,731	2,770	2,511	2,569	2,588	2,726	2,743	2,494	2,497
4	436S	436S - SOUTH S R 436	2,741	2,526	2,661	2,645	2,534	2,371	2,548	2,401	2,129	1,741	2,137
5	50	DOWNTOWN ORLANDO/MAGIC KINGDOM	2,683	2,500	2,453	2,506	2,293	2,365	2,592	2,418	2,098	2,435	2,441
6	37	PARK PROMENADE/FLORIDA MALL	2,513	2,361	2,489	2,195	1,975	2,633	2,610	2,561	2,553	2,296	2,412
7	21	CARVER SHORES	2,468	2,126	2,386	2,307	2,282	2,157	2,371	2,419	2,100	2,136	2,257
8	56	WEST US 192/MAGIC KINGDOM	2,217	2,129	2,321	2,118	2,079	1,996	2,120	2,082	2,062	2,122	2,039
9	55	WEST US 192/FOUR CORNERS	1,914	1,854	1,971	1,901	1,805	1,820	1,814	1,809	1,837	1,784	1,846
10	104	EAST COLONIAL DR/UCF	2,053	1,864	2,027	1,906	1,679	1,749	1,739	1,709	1,367	1,338	1,426



LYNX Monthly Ridership by Mode

Fiscal Year 2015													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>YEAR TO DATE</i>
LYMMO (ORANGE LINE)	85,372	71,119	79,455	71,918	79,636	75,360	73,554	68,556	72,331	77,788	73,568		828,657
LYMMO (GRAPEFRUIT LINE)	41,606	35,770	39,556	39,699	31,019	41,345	42,204	42,747	38,740	50,291	46,688		449,665
REGULAR FIXED-ROUTE	2,561,055	2,184,762	2,305,092	2,293,176	2,083,558	2,270,238	2,246,055	2,193,675	2,110,737	2,172,036	2,160,705		24,581,089
NEIGHBORLINK	16,840	13,633	15,320	15,572	14,136	15,287	15,682	14,118	13,812	14,746	16,101		165,247
<i>SUBTOTAL - FIXED ROUTE</i>	2,704,873	2,305,284	2,439,423	2,420,365	2,208,349	2,402,230	2,377,495	2,319,096	2,235,620	2,314,861	2,297,062		26,024,658
SPECIAL SHUTTLES	420	9,463	-	4,927	513	23,620	12,782	27,357	29,748	23,451	18,484		150,765
EXPRESS LINK 208	1,141	1,007	1,023	912	937	1,091	882	960	1,012	963	969		10,897
ACCESS LYNX	49,784	43,366	44,806	44,210	42,599	41,543	42,401	40,885	40,711	43,509	42,077		475,891
VANPOOL	29,548	26,178	27,944	27,635	28,651	31,353	32,493	29,870	29,264	30,732	27,469		321,137
<i>SUBTOTAL - OTHER SERVICES</i>	80,893	80,014	73,773	77,684	72,700	97,607	88,558	99,072	100,735	98,655	88,999		958,690
TOTAL ALL SERVICES	2,785,766	2,385,298	2,513,196	2,498,049	2,281,049	2,499,837	2,466,053	2,418,168	2,336,355	2,413,516	2,386,061		26,983,348
% Change From Fiscal Year 2014 To Fiscal Year 2015													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>YEAR TO DATE</i>
LYMMO (ORANGE LINE)	21.25%	10.83%	23.13%	10.24%	20.11%	10.75%	-3.07%	-14.35%	-11.67%	-5.43%	-8.17%		3.73%
LYMMO (GRAPEFRUIT LINE)	N/A	N/A	N/A	N/A	N/A	N/A	268.85%	73.29%	51.75%	73.66%	42.62%		N/A
REGULAR FIXED-ROUTE	-0.13%	-5.19%	-1.08%	-0.77%	-6.64%	-0.69%	0.18%	-5.90%	-4.14%	-5.10%	-8.55%		-3.43%
NEIGHBORLINK	18.15%	9.27%	23.91%	18.36%	7.75%	21.35%	11.86%	1.28%	3.60%	-1.63%	3.03%		10.26%
<i>SUBTOTAL - FIXED ROUTE</i>	2.10%	-3.18%	1.34%	1.29%	-4.45%	1.50%	1.46%	-5.34%	-3.74%	-4.14%	-7.79%		-1.89%
SPECIAL SHUTTLES	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		N/A
EXPRESS LINK 208	N/A	N/A	N/A	N/A	N/A	N/A	N/A	125.88%	91.67%	49.77%	58.08%		N/A
ACCESS LYNX	-30.89%	-31.37%	-29.03%	-32.97%	-32.06%	-37.42%	-37.96%	-39.54%	-37.94%	-37.27%	-25.78%		-34.00%
VANPOOL	11.93%	12.09%	21.15%	4.24%	8.96%	12.95%	6.42%	-4.45%	0.53%	3.26%	-5.43%		5.95%
<i>SUBTOTAL - OTHER SERVICES</i>	-18.01%	-8.74%	-22.77%	-22.09%	-19.21%	3.41%	-11.54%	-1.58%	5.36%	-2.29%	3.04%		-8.67%
TOTAL ALL SERVICES	1.38%	-3.37%	0.42%	0.36%	-5.01%	1.58%	0.93%	-5.19%	-3.38%	-4.07%	-7.43%		-2.15%
Fiscal Year 2014													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>YEAR TO DATE</i>
LYMMO (ORANGE LINE)	70,411	64,168	64,529	65,237	66,305	68,043	75,886	80,039	81,889	82,252	80,116		798,875
LYMMO (GRAPEFRUIT LINE)	-	-	-	-	-	-	11,442.00	24,668.00	25,529.00	28,959.00	32,737.00		123,335.00
REGULAR FIXED-ROUTE	2,564,514	2,304,241	2,330,309	2,311,069	2,231,834	2,286,001	2,241,944	2,331,162	2,201,845	2,288,736	2,362,742		25,454,397
NEIGHBORLINK	14,253	12,476	12,364	13,157	13,119	12,597	14,019	13,939	13,332	14,990	15,627		149,873
<i>SUBTOTAL - FIXED ROUTE</i>	2,649,178	2,380,885	2,407,202	2,389,463	2,311,258	2,366,641	2,343,291	2,449,808	2,322,595	2,414,937	2,491,222		26,526,480
SPECIAL SHUTTLES	223	1,139	9,318	7,238	990	242	1,234	1,359	377	1,204	20		23,344
EXPRESS LINK 208	-	-	-	-	-	-	-	425.00	528.00	643.00	613.00		2,209.00
ACCESS LYNX	72,038	63,188	63,137	65,960	62,704	66,386	68,343	67,622	65,597	69,361	56,695		721,031
VANPOOL	26,399	23,354	23,066	26,510	26,295	27,758	30,534	31,260	29,110	29,761	29,047		303,094
<i>SUBTOTAL - OTHER SERVICES</i>	98,660	87,681	95,521	99,708	89,989	94,386	100,111	100,666	95,612	100,969	86,375		1,049,678
TOTAL ALL SERVICES	2,747,838	2,468,566	2,502,723	2,489,171	2,401,247	2,461,027	2,443,402	2,550,474	2,418,207	2,515,906	2,577,597		27,576,158

AUGUST 2015 RIDERSHIP HIGHLIGHTS

Total system-wide ridership in August 2015 was 2,386,061. This represents a decrease of -7.43% over the previous year (August 2014).

August Average Daily Ridership by Mode

<i>Service Mode</i>	<i>Day</i>	<i>August-14</i>	<i>August-15</i>	<i>% Change</i>
LYMMO (ORANGE LINE)	Weekday	3,245	2,975	-8.35%
	Saturday	1,277	1,233	-3.42%
	Sunday	1,116	987	-11.51%
LYMMO (GRAPEFRUIT LINE)	Weekday	1,239	1,783	43.90%
	Saturday	697	899	29.08%
	Sunday	645	948	46.89%
REGULAR FIXED-ROUTE (72 LINKS)	Weekday (72 Links)	87,856	80,310	-8.59%
	Saturday (70 Links)	64,179	58,410	-8.99%
	Sunday (49 Links)	39,375	36,429	-7.48%
EXPRESS LINK 208	Weekday	29	46	59.11%
	Saturday	-	-	N/A
	Sunday	-	-	N/A
ACCESSLYNX	Weekday	2,354	1,645	-30.13%
	Saturday	972	914	-6.05%
	Sunday	486	554	13.99%
NEIGHBORLINK	Weekday	563	656	16.38%
	Saturday	426	406	-4.69%
VANPOOL	Weekday	1,258	1,138	-9.56%
	Saturday	266	284	6.42%
	Sunday	258	265	2.87%
TOTAL LYNX SERVICES	Weekday	96,546	88,553	-8.28%
	Saturday	67,817	62,145	-8.36%
	Sunday	41,880	39,184	-6.44%

Monthly Report E: Planning and Development Report

To: LYNX Board of Directors

From: **Andrea Ostrodka**
DIRECTOR OF PLAN & DEVELOP
Douglas Robinson
(Technical Contact)
Belinda Balleras
(Technical Contact)
JAMES RODRIGUEZ
(Technical Contact)

Phone: 407.841.2279 ext: 6019

Item Name: Planning and Development Report

Date: 11/12/2015

STRATEGIC PLANNING:

AMERICAN BUS BENCHMARKING GROUP (ABBG)

As one of seventeen members of the ABBG, LYNX is required to provide the data for the Fixed Route and Paratransit Key Performance Indicators Annual Reports. Working with other LYNX departments, including Risk Management, Finance, Operations, and Paratransit, Strategic Planning staff completed the Fixed Route (including NeighborLink and LYMMO) data collection effort in July and the Paratransit (ACCESSLYNX) data collection effort in September. Planning staff participated in the ABBG Annual Meeting during the first week in October.

PINE HILLS BUS TRANSFER CENTER

The proposed Pine Hills Bus Transfer Center project has been successfully moving forward in the development process. LYNX staff met with the Orange County Technical Review Committee on September 2nd to address comments on the rezoning and conducted a community meeting regarding the rezoning on September 23rd at Evans High School. The meeting was attended by over 20 interested residents, community leaders, government officials, and citizen advocates who expressed their comments and concerns, as well as design ideas, to ensure that this new transfer center is an asset to the Pine Hills community. LYNX staff gained project rezoning approval at the October 7th Development Review Committee (DRC) meeting, and the project rezoning will proceed to the Orange County Board of County Commissioners for a public hearing on November 17th. The Future Land Use case, running concurrently with the rezoning case, was approved by the Planning and Zoning Board on October 15th. The item will proceed to the Orange County Board of County Commissioners on November 17th.

VETERANS TRANSPORTATION AND COMMUNITY LIVING INITIATIVE

A follow-up conference call with project stakeholders representing Veterans in the community was held September 17, 2015 to discuss the contents of the System Requirements document. Based on the additional input received from participants, the document will be updated and finalized. The Memorandum of Understanding (MOU) between LYNX and the Heart of Florida United Way (HFUW) was recently updated accordingly to reflect the appropriate resource availability of both agencies and provided to LYNX contractors for a legal review; the MOU will be adjusted further as needed. Based on the July 2015 Board of Directors approval of a contract modification with Alesig, Staff is processing a requisition to update the project's operating and capital line-item budgets.

GEOGRAPHIC INFORMATION SYSTEMS

GIS staff and Parsons and Brinkerhoff completed updating the data for GIS base maps with information from counties, cities and the state of Florida. Information about the level of service by city, county, and urban areas was updated for the August service changes and provided to Service Planning and Finance staff for further analysis. LYNX interactive maps and the published PDF maps and the Map Books product were also modified to represent the most current transit service.

A pilot of the interactive GIS application to support LYNX Operations during emergency situations was presented to the LYNX EOC staff. The next step would be to establish a process with the EOC in Orange, Seminole and Osceola counties in a way that will provide for faster access to information about street closures and emergency shelter operations.

NEIGHBORLINK TECHNOLOGY

The vendor has substantially completed the software to allow customers to request trips in real-time using any internet enabled device. The software is currently in system acceptance testing using internal, consultant, and vendor staff. The system acceptance testing does not involve revenue service and is scheduled to be completed by the end of the calendar year. A decision will be made based on the testing whether to enter revenue service on the first NeighborLink.

CAPITAL PROJECTS

The Engineering and Construction Department was merged with the Planning and Development Department in October 2015. The following is a summary of capital projects that are ongoing or recently completed.

Staff completed the installation of the oil water separator at LYNX's Central Station. This will allow both LYNX and its contractors to dispose of wastewater from pressure washing and other similar tasks in an environmentally safe manner.

At the LYNX Operations Center (LOC), LYNX staff initiated the procurement of the second floor free-standing mezzanine for additional storage for the materials control division. Further,

staff has initiated the process of developing schedules for significant projects at this location including but not limited to: replacement of the drain pan on the main HVAC unit, rooftop installation of an HVAC unit to accommodate the expansion of the bus simulator room, upgrades to communication antennas and lightning protection for all LOC infrastructure. LYNX also completed the installation of a NOVAC fire suppression system in the server room at the L.B. McLeod facility.

Bus shelters

- In fiscal year 2015, LYNX installed 36 bus shelters throughout the tri-county service area.
- LYNX formed a valuable partnership with OUC. This partnership has resulted in OUC providing LYNX with 10 bus shelters that will allow LYNX customers to charge their electronic devices while waiting for a bus. Key locations have been selected that match with both the OUC service area as well as LYNX passenger needs. One location currently in the process of approval is the Veterans Administration Hospital at Lake Nona.
- LYNX also reached completion and resolution on the required UL Listing for the solar associated with the bus shelters as well as requirements for the new building code.

Transfer Centers

- LYNX continued construction of the Poinciana Transfer Center. The expansion adds one bus bay to a facility that currently accommodates 3 buses and a neighborhood circulator.
- Also during this year, LYNX has started discussion with the Rosemont Community on improvements associated with the existing transfer center at Rosewood Way.
- Negotiations were initiated for improvements at the Seminole Center Walmart on US 17-92. The developer at this location is investing \$1 million into a façade improvement. The Community Redevelopment Agency for this corridor is reimbursing 25 percent of this upon completion with the requirement that the developer give LYNX a 20-year license agreement.

GRANTS:

- Grants continue to provide advice and guidance to the Parramore BRT Project Team relative to compliance with FTA regulations, Scope of Work (SOW), grant budget, and allowable/allocable activities. This includes reviews of multiple proposed change orders.
- We assist in working towards resolution for the following activities are of a critical nature to the Parramore BRT project:
 1. Obtaining Buy America Compliant Irrigation
 2. TECO Gas Line Relocation
 3. Dewatering Permit to be issued by the City
- Grants is working on new sub-recipients recommended for awards by a multi-agency evaluation team to implement Section 5310 projects for transportation services beyond paratransit.

LYNX Board Agenda

- We completed quarterly and annual reports required by various grants and funding programs.
- Staff began projects and grant development activities with LYNX departments designated to carry out FY 16 grant funded projects and activities.
- We began coordination of the FY 16 Federal Transit Administration's Triennial Review of LYNX on 17 compliance areas. Pre-site visit review information will be coordinated to meet targeted FTA deadline.
- Applicants to the LYNX FY 2015 5310 grant program submitted their proposals September 18, 2015. On September 29, 2015, the project proposal evaluation committee met to discuss the proposals, provided scores, ranked the projects, and recommended funding for the projects proposed by seven human services agencies. Those recommendations are included, for award approval, in this Board Agenda.

SERVICE PLANNING:

The Service Planning Division activities during this period have been primarily devoted to the implementation of the January 2016 service change and planning associated with the FY 2016 and FY 2017 service changes. Activities have included conducting public workshops and hearings, holding meetings with operators and transportation supervisors to seek their input, sharing the list of changes with the key stakeholders.

Service Planning staff have been working with the Lakeland Area Mass Transit District on new bus services agreements for Links 416, 427 and the NeighborLink 603.

The Planning Department has developed a list of potential impacts to LYNX' operations due to the Construction impacts of the I-4 Ultimate project and what the potential mitigation to those impacts would be. LYNX Government Affairs and senior leadership will use this information to dialog with FDOT on implementing these mitigation measures as they occur over the life of this six-year project.

The Service Planning staff facilitate regular meetings with the I-4 Mobility Partners during this period to discuss the scope of the I-4 reconstruction project and the project's impact on LYNX routes operating on and around I-4. These ongoing meetings have opened lines of communication about the project and LYNX has established a continuing dialog with the I-4 project leaders in order to be proactive in identifying and mitigating project impact to LYNX' operations.

Monthly Report F: Communications Report

To: LYNX Board of Directors

From: Matthew Friedman
DIRECTOR OF MARKETING COMM
Matthew Friedman
(Technical Contact)
Theresa Veley
(Technical Contact)
Cindy Zuzunaga
(Technical Contact)

Phone: 407.841.2279 ext: 6206

Item Name: Communications Report: September - October 2015

Date: 11/12/2015

LYNX Press Releases Media Notes: September – October, 2015	
September 1	Polk County Transit to Adjust Contracted Service.
October 9	LYNX to Hold Public Hearings and Workshops for January 2016 Service Proposal
October 14	NeighborLink Service Sets Ridership Record
October 22	City of Orlando and LYNX to Unveil Mills 50 Community Themed Bus Shelters

LYNX News Articles: September – October, 2015

<p>September 1</p>	<p>Orlando needs to get serious about mass transit Just Florida News By Dan Tracy John Lewis is leaving the top job at the LYNX regional bus service for Charlotte ...</p> <p>Departing LYNX CEO John Lewis: Orlando needs to get serious about mass transit Orlando Echo John Lewis, CEO of LYNX and the Central Florida Regional Transportation Authority...</p> <p>Departing LYNX CEO John Lewis: Orlando needs to get serious about mass transit The Times (subscription) Orange County Mayor Teresa Jacobs, chairwoman of LYNX, stated she is ...</p>
<p>September 2</p>	<p>LYNX cutting back in Four Corners Daily Commercial FOUR CORNERS – LYNX is proposing to do away with Saturday service for ...</p>
<p>September 3</p>	<p>Safe transport options for a 'Knight' out Central Florida Future KnightLYNX is a public transportation option that serves on and near UCF's main ...</p>
<p>September 4</p>	<p>LYNX cutting back in Four Corners Daily Commercial Matt Friedman, director of marketing and communication for LYNX, said the proposed changes are being made because of a funding cutback from ...</p>
<p>September 5</p>	<p>Access LYNX bus driver accused of having sex with mentally disabled passenger WFTV Orlando An Access LYNX bus driver is in jail on a \$7,500 bond after investigators said he sexually assaulted a woman who has the mental capacity of a child...</p>
<p>September 9</p>	<p>9 Investigates complaints against Access LYNX drivers WFTV Orlando Following the arrest of an Access LYNX driver accused of sexually assaulting a women with the mental capacity of a child, Channel 9 began looking ...</p>
<p>September 10</p>	<p>Lucky Lady Lake passenger becomes customer #2 million for LakeXpress Orlando Sentinel County line, where passengers can transfer to LYNX Link 105 to Orlando...</p> <p>9 Investigates complaints against Access LYNX drivers Florida Newstime Following the arrest of an Access LYNX driver accused of sexually assaulting a ...</p> <p>9 Investigates complaints against Access LYNX drivers Orlando Echo Following the arrest of an Access LYNX driver accused of sexually assaulting a women with ...</p>

LYNX News Articles: September – October, 2015

September 12	<p>New bill filed to reform Central Florida Transportation Authority, privatize LYNX Florida Politics Bob Cortes is looking to reform the Central Florida Transportation Authority with a new bill that could eventually privatize the region's LYNX bus system ...</p>
September 14	<p>Bill would privatize LYNX bus system Orlando Sentinel TALLAHASSEE -- A Republican lawmaker has filed a bill that could lead to a private contractor running the day-to-day operations of the Central ...</p>
September 15	<p>Bill would privatize LYNX bus system Orlando Metro Bugle The bill (HB 155), filed by Rep. Bob Cortes, R-Altamonte Springs, calls for soliciting proposals from companies that want to manage the authority...</p> <p>Bill would privatize LYNX bus system Orlando Echo People prepare to board a LYNX Bus at the downtown bus ...</p> <p>Bill would privatize LYNX bus system Orlando Sentinel A private contractor running the day-to-day operations of the Central Florida Regional Transportation Authority, which includes the LYNX bus system...</p>
September 16	<p>Teresa Jacobs wary of new LYNX privatization bill Florida Politics Orange County Mayor Teresa Jacobs is reluctant to support new legislation filed on Friday, that seeks to expand the Central Florida Transportation ...</p> <p>Bill would privatize LYNX bus system Sunshine State News A Republican lawmaker has filed a bill that ...</p>
September 17	<p>Teresa Jacobs wary of new LYNX privatization bill Florida Politics The county offered results of a study that illustrated that the LYNX bus system actually operated at a lower costs than some of the other bus ...</p>
September 22	<p>Mills 50 to get three new hi-tech bus stops Bungalower In partnership with LYNX, the new L-shaped shelters will be installed between now and the end of ...</p>
October 1	<p>Nothing hazardous found inside suspicious-looking briefcase in downtown Orlando LYNX station Orlando Sentinel The Orlando Fire Department investigated a suspicious-looking briefcase at the LYNX bus station in downtown Orlando Wednesday afternoon, but did ...</p>

LYNX News Articles: September – October, 2015

	<p>Suspicious package closes LYNX Central Station on Garland Avenue WFTV Orlando Orlando police said a suitcase with visible wires was found at the LYNX ... The bus station is closed and is being evacuated as police investigate...</p> <p>Suspicious-looking suitcase found near downtown Orlando LYNX station Wopular The Orlando Fire Department is investigating a suspicious-looking suitcase at the LYNX bus station in downtown Orlando...</p> <p>LYNX station reopens after suspicious suitcase Central Florida News 13 A suitcase shut down the LYNX bus station in downtown Orlando and delayed SunRail trains Wednesday afternoon...</p> <p>All-clear given after suspicious item found at LYNX Central Station WESH Orlando Officials evacuated the LYNX Central Station in downtown Orlando due to a suspicious item discovered Wednesday afternoon...</p>
October 11	<p>Prominent Orlando lawyer, GOP fundraiser dies at 65 Orlando Sentinel Leonhardt, a prominent Orlando attorney, lobbyist, and Republican ...</p>
October 14	<p>Senate leader skeptical of LYNX privatization proposal Wopular TALLAHASSEE – Senate President Andy Gardiner, R-Orlando, isn't enthusiastic about a plan to privatize the LYNX bus system, which runs in Orange ...</p> <p>NeighborLink Service Sets Ridership Record LYNX LYNX NeighborLink (NL) flex-service set a ridership record in the recently completed fiscal year 2015 (Oct. 1, 2014-Sept. 30, 2015) with more than ...</p>
October 20	<p>NeighborLink service sets ridership record Bungalower The Central Florida Regional Transportation Authority NeighborLink flex-service has set a ridership record in the recently completed fiscal year 2015 ...</p>
October 23	<p>City of Orlando and LYNX to Unveil Mills 50 Community Themed Bus Shelters LYNX LYNX will build two additional shelters in the district. These customer enhancements are the first bus shelters built in the U.S. using Corian solid ...</p> <p>LYNX Finance & Audit Committee Meeting LYNX The Central Florida Regional Transportation Authority (LYNX) Finance & Audit Committee will meet on the following date ...</p>

LYNX News Articles: September – October, 2015

<p>October 25</p>	<p>LYNX to Unveil Community-Themed Bus Shelters MassTransitMag.com (press release) (registration) (blog) The Central Florida Regional Transportation Authority (Lynx) along with city of Orlando District 4 Commissioner Patty Sheehan, city of Orlando District ...</p>
<p>October 29</p>	<p>Florida Lawmaker Proposes Study of Public Transit P3 Plan The Heartland Institute Florida Lawmaker Proposes Study of Public Transit P3 Plan ... system, which is operated by the Central Florida Regional Transportation Authority.</p>
<p>October 30</p>	<p>14 injured after LYNX bus, car collide in Orlando WFTV Orlando A car collided with a LYNX bus Friday in Orlando, injuring 14 people, ...</p> <p>LYNX Unveils First Themed Bus Shelter In Mills 50 WMFE LED lights built inside the shelter will eventually change colors to signal an approaching bus. Architect ... LYNX will build two more shelters in Mills 50.</p> <p>FD: 11 injured in LYNX bus crash in Orange County, Orlando History of USA conflict - LiveUAMap FD: 11 injured in LYNX bus crash in Orange County, Orlando. source. tell friends. 55 minute ago Comments. Body recovered from lake in Riviera Beach ...</p> <p>Multiple people injured in collision between LYNX bus and passenger car on Americana Boulevard ... Accident Data Center At least 11 people were injured Friday in a crash involving a LYNX bus, according to the Orange County Fire Department. Authorities said the bus and ...</p> <p>Officials: 16 hurt in crash involving LYNX bus MyInforms A crash involving a LYNX bus left 16 people hurt on Americana Boulevard, which is now blocked at San Antonio Avenue, officials said ...</p> <p>13 injured in LYNX bus crash Business News World A LYNX bus and a vehicle crashed in Orange County, injuring 13 people, officials say. Read Full Article On www.clickorlando.com.</p> <p>Officials: 13 hurt in crash involving LYNX bus US News A crash involving a LYNX bus left 13 people hurt on Americana Boulevard, which is now blocked at San Antonio Avenue, officials said. The crash ...</p> <p>13 hurt after LYNX bus, car collide in Orlando NEWS AIYA LYNX bus, car collide in Orlando. Thirteen people have been taken to the hospital after a LYNX bus and a car collided along Americana ... read more.</p>

LYNX News Articles: September – October, 2015

	<p>13 injured in LYNX bus crash News Reality 13 injured in LYNX bus crash. by www.clickorlando.com. A LYNX bus and a vehicle crashed in Orange County, injuring 13 people, officials say.</p> <p>13 injured in LYNX bus crash sNEWSi is News A LYNX bus and a vehicle crashed in Orange County, injuring several people, officials say.</p> <p>FD: 11 injured in LYNX bus crash in Orange County WESH Orlando Friday in a crash involving a LYNX bus, according to the Orange County Fire Department. ... The Florida Highway Patrol is handling the investigation.</p>
<p>October 31</p>	<p>Raw: LYNX bus crash in Orlando Styrk WFTV - Orlando, FL. Share. October 30, 2015 12:10 PM EDT. 0 points. 0 comments. Raw: LYNX bus crash in Orlando ...</p> <p>Report: Some hurt in crash involving a LYNX bus Latest Posts According to Wesh.com, the crash involved a LYNX bus — leaving at least 11 people hurt. Florida Highway Patrol is investigating the crash. Troopers ...</p> <p>19 hurt after LYNX bus, car collide in Orlando Orlando Echo Nineteen people were hurt after a LYNX bus and a car collided along Americana Boulevard ...</p> <p>16 injured in LYNX bus crash Business News World A car rear-ended a LYNX bus in Orange County, injuring 16 people, officials say. Read Full Article On www.clickorlando.com.</p> <p>LYNX bus, vehicle crash in Orlando MyInforms A LYNX bus and a vehicle crashed in Orange County, injuring several people, officials...</p> <p>13 injured in LYNX bus crash - WKMG Orlando Orlando A LYNX bus and a vehicle crashed Friday morning in Orange County, injuring 13 people, officials said. [TRAFFIC INFO: Check conditions for your ...</p> <p>19 injured in LYNX bus crash in Orange County, fire officials say NavBug.com Reporter: WE SPOKE TO THE DRIVER WHO TROOPERS SAY CAUSED THE BUS CRASH AT THIS LYNX BUS STOP. HE SAYS HE DIDN'T SEE ...</p>

LYNX News Articles: September – October, 2015

	<p>11 injured after LYNX bus, car collide in Orlando MyInforms A car collided with a LYNX bus Friday in Orlando, injuring 11 people, officials said. The crash happened on Americana Boulevard and San Antonio ...</p> <p>FD: 19 injured in LYNX bus crash in Orange County News Break At least 11 people were injured Friday in a crash involving a LYNX bus, according to the Orange County Fire Department.</p> <p>16 hurt in crash involving LYNX bus World News A crash involving a LYNX bus left 16 people hurt on Americana Boulevard, which is now blocked at San Antonio Avenue, officials said. The crash ...</p> <p>16 injured in LYNX bus crash WKMG Orlando Orange County Fire Rescue tweeted that Duarte's car caught fire, which was extinguished. Watch News 6 and stay with ClickOrlando.com for more on ...</p>
<p>October 30</p>	<p>14 injured after LYNX bus, car collide in Orlando WFTV Orlando A car collided with a LYNX bus Friday in Orlando, injuring 14 people, ...</p> <p>LYNX Unveils First Themed Bus Shelter In Mills 50 WMFE LED lights built inside the shelter will eventually change colors to signal an approaching bus. Architect ... LYNX will build two more shelters in Mills 50.</p> <p>FD: 11 injured in LYNX bus crash in Orange County, Orlando History of USA conflict - LiveUAMap FD: 11 injured in LYNX bus crash in Orange County, Orlando. source. tell friends. 55 minute ago Comments. Body recovered from lake in Riviera Beach ...</p> <p>Multiple people injured in collision between LYNX bus and passenger car on Americana Boulevard ... Accident Data Center At least 11 people were injured Friday in a crash involving a LYNX bus, according to the Orange County Fire Department. Authorities said the bus and ...</p> <p>Officials: 16 hurt in crash involving LYNX bus MyInforms A crash involving a LYNX bus left 16 people hurt on Americana Boulevard, which is now blocked at San Antonio Avenue, officials said ...</p>

LYNX News Articles: September – October, 2015

[13 injured in LYNX bus crash](#)

Business News World

A LYNX bus and a vehicle crashed in Orange County, injuring 13 people, officials say. Read Full Article On www.clickorlando.com.

[Officials: 13 hurt in crash involving LYNX bus](#)

US News

A crash involving a LYNX bus left 13 people hurt on Americana Boulevard, which is now blocked at San Antonio Avenue, officials said. The crash ...

[13 hurt after LYNX bus, car collide in Orlando](#)

NEWS AIYA

LYNX bus, car collide in Orlando. Thirteen people have been taken to the hospital after a LYNX bus and a car collided along Americana ... read more.

[13 injured in LYNX bus crash](#)

News Reality

13 injured in LYNX bus crash. by www.clickorlando.com. A LYNX bus and a vehicle crashed in Orange County, injuring 13 people, officials say.

[13 injured in LYNX bus crash](#)

sNEWSi is News

A LYNX bus and a vehicle crashed in Orange County, injuring several people, officials say.

[FD: 11 injured in LYNX bus crash in Orange County](#)

WESH Orlando

Friday in a crash involving a LYNX bus, according to the Orange County Fire Department. ... The Florida Highway Patrol is handling the investigation.

LYNX Social Media: September – October, 2015

September 1	Labor Day holiday schedule. Service alert: Polk County service change.
September 2	Service alert: Cowboy games detour. Link 313 Bay change. Adding a new bus stop to Link 10.
September 3	Throwback Thursday.
September 4	Have a fun and safe Labor Day weekend.
September 5	Link 313 Bay change reminder.
September 6	Lake Eola Park...LYMMO can take you there.
September 7	Happy Labor Day! Labor Day bus schedule.
September 8	Returned to normal operating schedule. Service alert: Buena Vista Drive construction detour.
September 9	Service alert: bus stop relocation for 436S on Semoran Blvd. Reminder: Polk County service change. Service alert: Bus stop relocation on Gatlin Ave. and Semoran Blvd.

LYNX Board Agenda

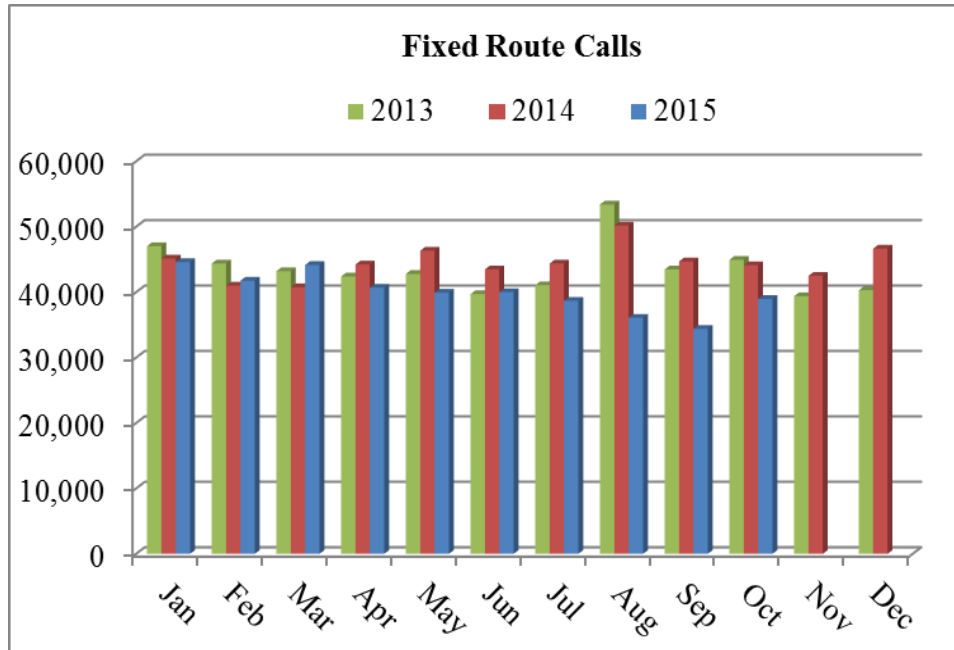
LYNX Social Media: September – October, 2015	
September 10	Orlando City Soccer ticket giveaway.
September 11	Patriot day. Orlando City Soccer ticket giveaway winner announcement.
September 12	Service alert: Citrus Bowl detour due to Orlando City Soccer game.
September 13	Ride LYMMO Grapefruit to Orlando City Soccer game.
September 14	Reminder: Polk County service change effective Oct. 1. Service alert: Universal Orlando employee parking area detour.
September 15	New bus seat fabric. Service alert: Temporary bus stop removal in Sanford.
September 16	Community meeting for proposed planned development/change determination request. New CNG buses are on the way! Service alert: Volition America foot race detour. Service alert: bus stop relocation on Buena Vista Drive.
September 17	Throwback Thursday: Mule-drawn street car on Church Street.
September 18	We've got you covered. Umbrella share at LCS. Polk County service change effective Oct. 1
September 19	Art in Odd Places Orlando... LYMMO can take you there.
September 20	Get out and enjoy the city beautiful!
September 21	Construction for the new LYMMO Lime line is underway.
September 22	New bus shelters coming soon to Mills 50. Reminder: Community meeting for change determination request. Polk County service changes effective Oct. 1.
September 23	Happy first day of Autumn! Service alert: bus stops removed in Apopka.
September 24	Throwback Thursday: Kissimmee Railroad Station. Service alert: Orange Avenue closure. Polk County service changes.
September 25	New LYMMO bus wraps.
September 26	Good morning from Downtown Sanford! Link 46 can take you there!
September 27	Rare super blood moon.
September 28	Wishing you a good Monday from Lake Eola! Have a great start into the new week!
September 29	National Coffee Day! Polk County service changes.
September 30	Orlando City Soccer giveaway. Service alert: Palmetto Street construction detour. Service has resumed at LYNX Central Station.
October 1	Polk County service changes are in effect. Orlando City Soccer winner announcement.
October 2	Video: Customer amenities program. Service alert: Citrus Bowl detour for Orlando City Soccer game.
October 3	Polk County Saturday service has been eliminated. Take LYMMO Grapefruit line to the Lions game.
October 4	Favorite places to visit on the weekend.

LYNX Social Media: September – October, 2015	
October 5	Video: A busy morning at LYNX Central Station.
October 6	Name that stop!
October 7	Freshly squeezed LYMMO wrap is on the road.
October 8	Throwback Thursday: Horse-drawn car in Winter Park.
October 9	Changed cover photo. Your fruit lines await... ride LYMMO. January proposed service changes. Response to customer complaint. Shared with customer service team for investigation. Response to question about bus route information. New Orlando bus stops effective Oct. 14.
October 10	Service alert reminder: Come out with Pride parade. Get out and ride your bike or #golynx and enjoy the city beautiful.
October 11	Columbus day schedule.
October 12	Happy Columbus day!
October 13	Ride to work in style and save with Vanpool. Service alert: Downtown College Park Jazz Fest. Response to customer complaint about a fallen bus stop. Shared with planning for repair.
October 14	Shared an article about a random act of kindness on a crowded bus. FDOT planning study of Robinson Street. Orlando City Soccer giveaway. Response to complaint about a bus operator. Shared with customer service team.
October 15	Last chance to enter Orlando City Soccer giveaway. Orlando City Soccer giveaway winners.
October 16	FastLink 17-92 and Link 445 are proposed to be eliminated Jan. 24. Service alert: Edgewater High School homecoming parade. Service alert: Boone High School homecoming parade. Service alert: stops will be missed on Westwood Blvd. due to sewer construction. Ride LYMMO to the Citrus Bowl for Lions game.
October 17	Orlando Solar Bears opening day. Ride LYMMO. LYNX lit up the building pink and purple all month for breast cancer and domestic violence awareness.
October 18	Good day Orlando! Have a great Sunday!
October 19	Public workshop/hearing reminder. Thanked customer for their suggestion about Link 111. Response to bus fare question.
October 20	Name that stop! Public hearing/workshop at LYNX Central Station. Orlando's new women's soccer team announcement. Response to question about bus service. Response to questions about bus fares.
October 21	Happy back to the future day! Public hearing/workshop at Casselberry City Hall. Response to customer complaint. Requested additional information for investigation. Response to customer complaint about a LYNX bus. Shared with maintenance team. Response to customer complaint about a rat issue at LYNX Central Station. Response to complaint about trash overflow on Link 105 bus stop. Shared with

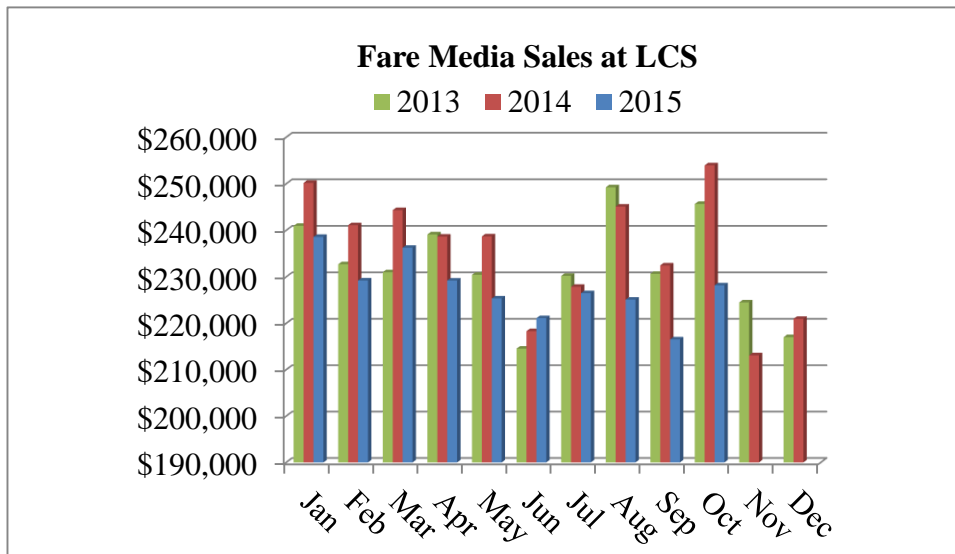
LYNX Social Media: September – October, 2015

	<p>maintenance team and issue was taken care of. Response to complaint about smoking at LYNX Central Station. Informed customer there are designated smoking areas at the terminal and will be closely monitored.</p>
October 22	<p>Throwback Thursday. Alert: bus stop relocation on Orange Avenue. Public hearing/workshop at Kissimmee City Hall.</p>
October 23	<p>New community-themed bus shelter coming soon to Mills 50. Service alert: WMMO concert. Service alert: Buddy walk. Service alert: Orlando Brew Mile. Service alert: Call Orange Festival. Response to question about Bumby Ave. road closure.</p>
October 24	<p>Plan ahead! Lots of downtown Orlando events this weekend. Service alert: bus stop temporary closed due to sidewalk construction. Service alert: Women’s National Soccer game at the Citrus Bowl.</p>
October 25	<p>Anyone visiting Orlando’s theme parks? LYNX can take you there! Thanked customer for positive feedback.</p>
October 26	<p>LYNX marketing wins FPTA 1st place award for partnership with Orlando City Soccer Club. Response to customer complaint. Shared with customer service team. Response to customer complaint about Links 301 and 302.</p>
October 27	<p>Good morning from LYNX Kissimmee Intermodal Station.</p>
October 28	<p>Service alert: Bus stop changes on Orange Avenue. Service alert: Making Strides Breast Cancer walk. Time-lapse video: Juice Bike Share station installed at LYNX Central Station. Service alert: Eatonville foot race. Response to question about bus fares. Response to complaint about an injury on a LYNX bus. Response in Spanish to customer complaint about Link 56.</p>
October 29	<p>Shared APTA post: Tell Congress to act now to increase public transportation funding. Mills 50 bus shelter unveiling in less than two hours. Responded to questions about Mills 50 bus shelter. Mills 50 bus shelter has been unveiled. Mills 50 bus shelter fact sheet. Response to customer question about our CNG buses. Response to customer complaint about securing wheelchairs on the bus.</p>
October 30	<p>LYNX Happy Halloween video. Added Mills 50 bus shelter unveiling photo album. Happy Halloween! Daylight saving time reminder. Response to question about our Saturday schedule.</p>
October 31	<p>Changed cover photo. Your fruit lines await... ride LYMMO. January proposed service changes. Response to customer complaint. Shared with customer service team for investigation. Response to question about bus route information. New Orlando bus stops effective Oct. 14.</p>

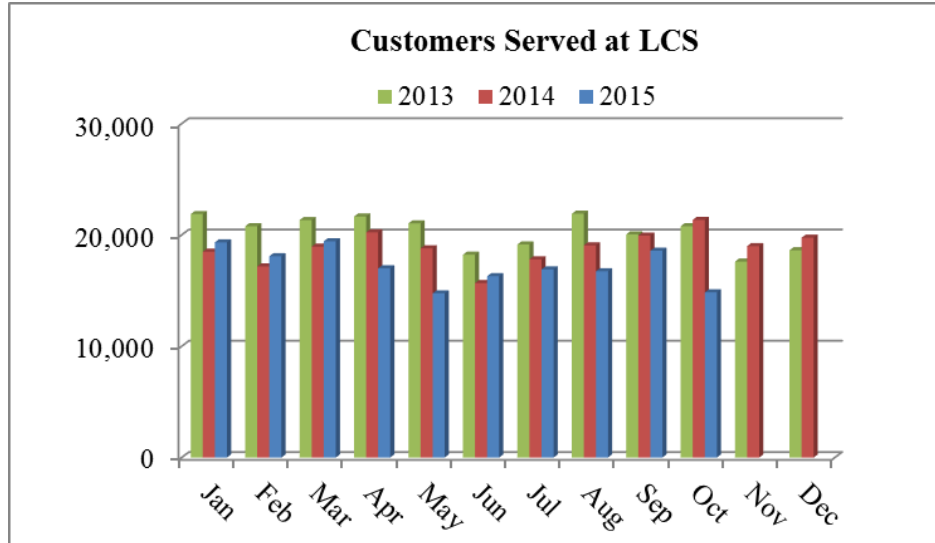
Customer Service



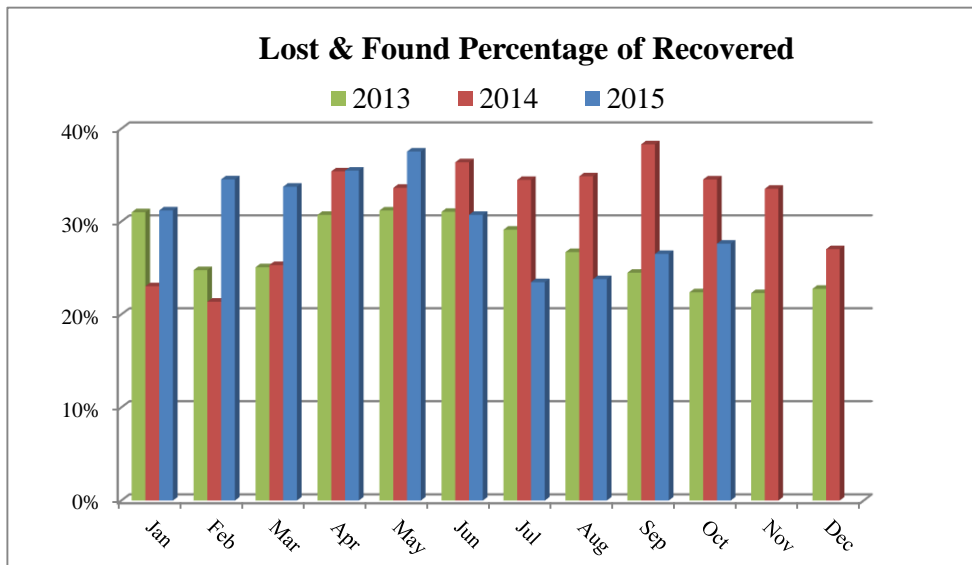
	2013	2014	2015
September	43,457	44,685	34,382
October	44,929	44,104	38,947



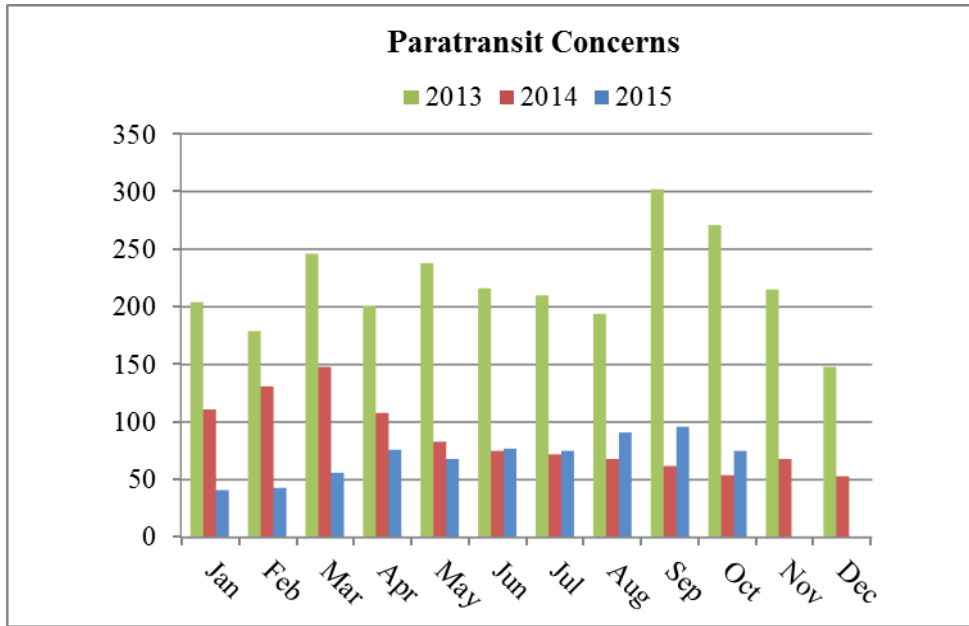
	2013	2014	2015
September	230,645	232,440	216,530
October	245,668	253,960	228,165



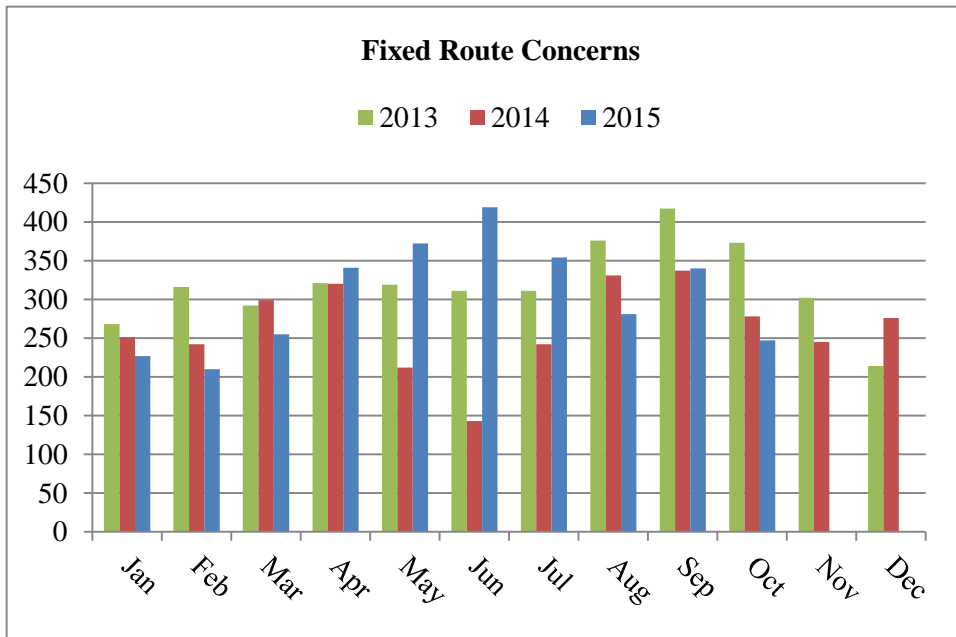
	2013	2014	2015
September	20,051	19,935	18,585
October	20,786	21,358	14,838



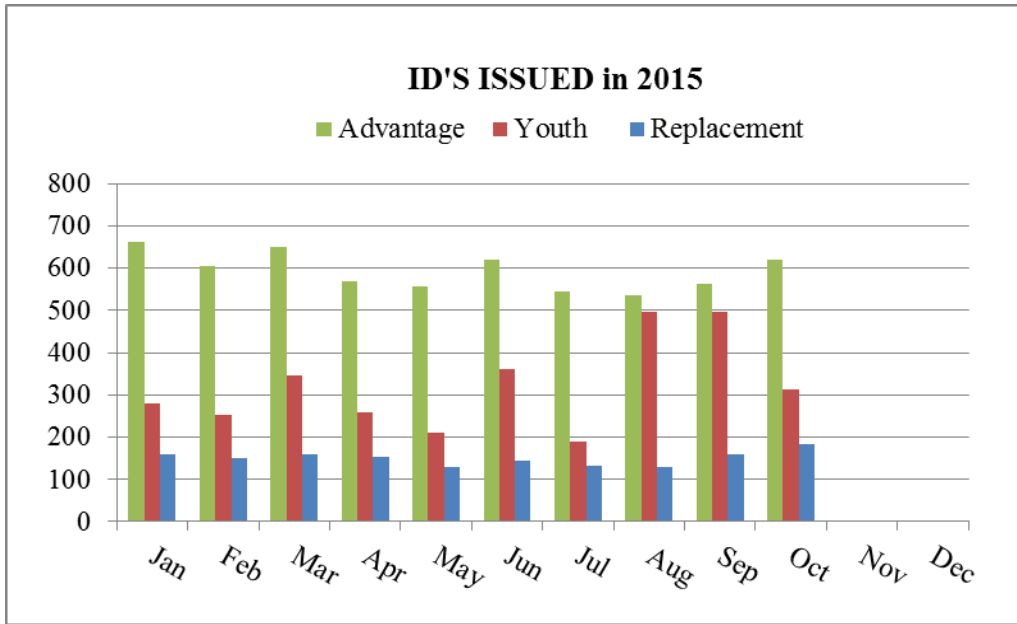
	2013	2014	2015
September	24.49%	38.31%	26.51%
October	22.38%	34.53%	27.62%



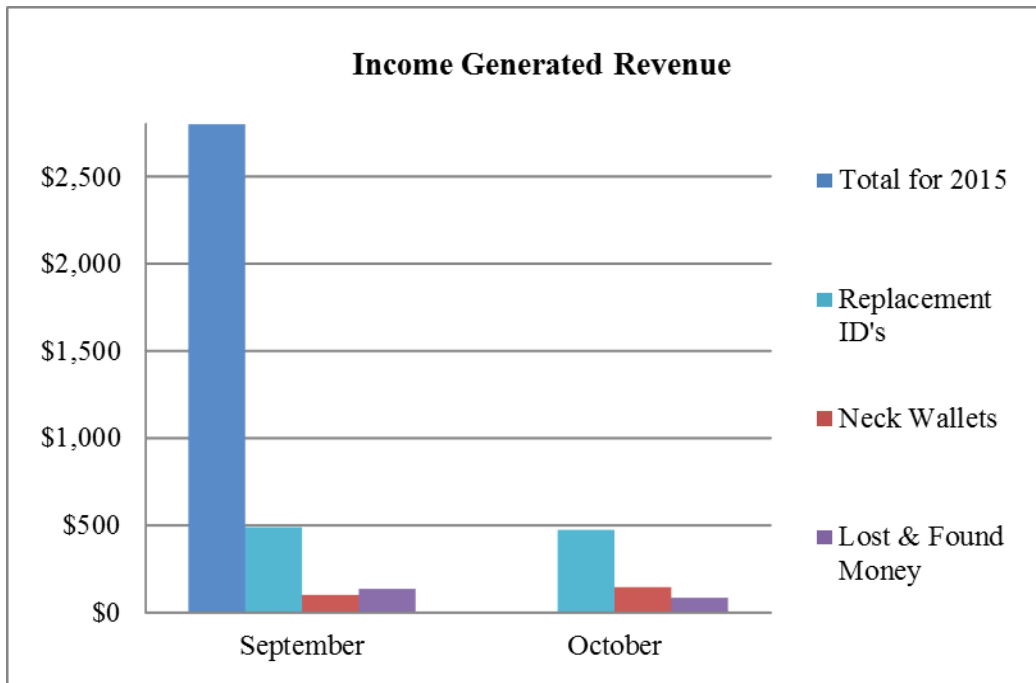
	2013	2014	2015
September	302	62	96
October	271	54	75



	2013	2014	2015
September	417	337	340
October	373	278	247



	Advantage	Youth	Replacement
September	563	498	160
October	619	313	185



	Replacement ID's	Neck Wallets	Lost & Found Money
September	\$731	\$112	\$136
October	\$683	\$118	\$85

Monthly Report G: Business Development Report

To: LYNX Board of Directors

From: **Matthew Friedman**
 DIRECTOR OF MARKETING COMM
Matthew Friedman
 (Technical Contact)
Cindy Zuzunaga
 (Technical Contact)

Phone: 407.841.2279 ext: 6206

Item Name: Business Development Report

Date: 11/12/2015

Outreach Events & Meetings

9/1/: Florida SHRM Conference
 9/18: Hyatt Grand Regency Benefits Fair
 9/25: Hilton Bonnet Creek/Waldorf Astoria Benefits Fair

Commuter Vanpool		
Vanpools	Aug-15	Sep-15
Vanpool Participants	699	749*
Total Revenue Miles YTD	2,234,634	2,434,859*
New Vanpools	4	5
Returned Vanpools	4	4
Current Vans in Service	127	128
Pending Vanpool Interest	Veterans Affairs (10)	Veterans Affairs (10)
	Coleman Prison (1)	Coleman Prison (1)
	Sea World (4)	Sea World (4)
	Lockheed Martin (3)	Lockheed Martin (3)
	TSA (2)	TSA (2)
	PEO Stri (2)	PEO Stri (2)
	Department of Defense (1)	Department of Defense (1)
Phone Inquiries	44	47

* Estimated Numbers

Monthly Report H: Monthly Employee Travel

To: LYNX Board of Directors

From: Susan Black
 INTERIM CHIEF EXECUTIVE OFFICER
BRENDA HERNANDEZ
 (Technical Contact)
Blanche Sherman
 (Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Monthly Employee Travel - November 2015

Date: 11/12/2015

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Myles O'Keefe Planning	Palm Beach, FL	To attend training/workshop Transit Network Design Interactive Course	11/05/2015 - 11/06/2015	378	378
Walter Grant Planning	Palm Beach, FL	To attend training/workshop Transit Network Design Interactive Course	11/05/2015 - 11/06/2015	378	378
Blanche Sherman Finance	Atlanta, GA	To attend FTA quarterly meeting	11/17/2015 - 11/18/2015	666	666
Charles Baldwin Procurement	Atlanta, GA	To attend FTA quarterly meeting	11/18/2015 - 11/18/2015	281	281
Laura Minns Planning	Atlanta, GA	To attend FTA quarterly meeting	11/18/2015 - 11/18/2015	334	334
TOTAL ESTIMATED COSTS and AGENCY COSTS				2,037	2,037

Monthly Report I: Monthly Employee Travel

To: LYNX Board of Directors

From: Susan Black
 INTERIM CHIEF EXECUTIVE OFFICER
BRENDA HERNANDEZ
 (Technical Contact)
Blanche Sherman
 (Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Monthly Employee Travel - October 2015

Date: 11/12/2015

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Tangee Mobley Operations	San Francisco, CA	To attend 2015 APTA Annual Conference	10/03/2015 - 10/07/2015	2,887	2,887
David Rodriguez Operations	San Francisco, CA	To attend 2015 APTA Annual Conference	10/03/2015 - 10/08/2015	1,277	1,277
Matthew Friedman Marketing Communication	San Francisco, CA	To attend 2015 APTA Annual Conference	10/3/2015 - 10/07/2015	2,709	2,709
Stephen Berry Operations	Bartow, FL	To attend 2015 Symposium for Certified Public Managers	10/06/2015 - 10/06/2015	58	58
Tiffany Homler Government Affairs	Washington, DC	Central Florida Partnership Full Delegate	10/07/2015 - 10/08/2015	1,295	1,295
Juan Battle Operations	Charlotte, NC	To attend the 2016 APTA International Bus Roadeo Planning Committee	10/14/2015 - 10/16/2015	1,247	1,247
Matthew Friedman Marketing Comm.	Daytona Beach, FL	To attend 31st Annual FPTA/CTD Training & Expo	10/25/2015 - 10/27/2015	640	640
Benjamin Gonzalez Operations	Daytona Beach, FL	To attend 31st Annual FPTA/CTD Training & Expo	10/25/2015 - 10/28/2015	945	945
Juan Battle Operations	Daytona Beach, FL	To attend 31st Annual FPTA/CTD Training & Expo	10/25/2015 - 10/28/2015	945	945

LYNX Board Agenda

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Tangee Mobley Operations	Daytona Beach, FL	To attend 31st Annual FPTA/CTD Training & Expo	10/25/2015 - 10/28/2015	945	945
Timothy May Operations	Daytona Beach, FL	To attend 31st Annual FPTA/CTD Training & Expo	10/25/2015 - 10/28/2015	495	495
Stephen Berry Operations	Daytona Beach, FL	To attend 31st Annual FPTA/CTD Training & Expo	10/25/2015 - 10/28/2015	250	250
Stephen Wachtler Operations	Daytona Beach, FL	To attend 31st Annual FPTA/CTD Training & Expo	10/25/2015 - 10/28/2015	250	250
TOTAL ESTIMATED COSTS and AGENCY COSTS				13,943	13,943

Monthly Report J: Monthly Employee Travel

To: LYNX Board of Directors

From: Susan Black
 INTERIM CHIEF EXECUTIVE OFFICER
BRENDA HERNANDEZ
 (Technical Contact)
Blanche Sherman
 (Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Monthly Employee Travel Report - September 2015

Date: 11/12/2015

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Laura Minns Eng. & Constr.	Hollywood, FL	To attend Florida American Planning Association (FAPA) State Conference	09/08/2015 - 09/09/2015	546	546
Carleen Flynn Planning	Hollywood, FL	To attend Florida American Planning Association (FAPA) State conference to present session highlighting the SR 50/UCF Connector AA Study	09/08/2015 - 09/11/2015	1,104	1,104
George Covington Planning	Daytona Beach, FL	To attend Central Florida GIS workshop and GIS Training Conference	09/14/2015 - 09/15/2015	150	150
Stephen Berry Operations	Ft Myers, FL	To attend FTSN Quarterly meeting	09/15/2015 - 09/16/2015	179	179
Susan Black Executive	Tallahassee, FL	To attend Central Office Presentation US 192 BRT Project	09/21/2015 - 09/22/2015	174	174
Desna Hunte Executive	Miami, FL	To attend Title VI and Transit Training	09/23/2015 - 09/26/2015	861	861
Susan Black Executive	Lodi, CA	To attend the 2015 American Bus Benchmarking Group (ABBG) Annual Meeting	09/29/2015 - 10/03/2015	1,591	1,591

LYNX Board Agenda

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Andrea Ostrodka Planning	Lodi, CA	To attend the 2015 American Bus Benchmarking Group (ABBG) Annual Meeting	09/29/2015 - 10/05/2015	1,933	1,933
TOTAL ESTIMATED COSTS and AGENCY COSTS				6,538	6,538

Information Item A: Notification of Settlement Agreement

To: LYNX Board of Directors

From: David Dees
 DIRECTOR OF RISK MANAGEMENT
 David Dees
 (Technical Contact)
 Cynthia Kuffel
 (Technical Contact)

Phone: 407.841.2279 ext: 6127

Item Name: Notification of Settlement Agreement
 Notification of Settlement Agreement Provided to Board Pursuant to
 Administrative Rule 6

Date: 11/12/2015

LYNX General Liability Settlements (8/13/15 through 9/21/15)

Claimant	Date of Incident	Short Description	Settlement Amount	Date Paid
Susan Bitner	10/30/2012	Female passenger fell	\$75,000.00	9/3/2015
Carlos Torres	10/14/2013	Bus hit bike	\$185,000.00	9/3/2015
Debra Kinler	2/5/2013	Bus rear-ended car	\$125,000.00	8/27/2015
Celia Crawford	8/22/2005	Female passenger fell	\$43,500.00	8/13/2015
Leticia Byers	5/20/2013	Bus rear-ended car	\$30,000.00	9/17/2015
Katherine Samuel	9/23/2011	Bus hit object then hit a car	\$10,000.00	9/21/2015
Candi Hudson	1/17/2014	Bus rear-ended car	\$15,450.00	9/17/2015

Information Item B: Parramore BRT Project Update

To: LYNX Board of Directors

From: Susan Black
 INTERIM CHIEF EXECUTIVE OFFICER
 Laura Minns
 (Technical Contact)
 Patricia Bryant
 (Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Parramore BRT Project Update

Date: 11/12/2015

Background

LYNX and Balfour Beatty Construction, LLC (BBC) entered into Contract No. 14-C26 on February 24, 2015 and Notice to Proceed (NTP) for construction was given March 26, 2015. The Guaranteed Maximum Price (GMP) for the contract totals \$12,031,480. The total LYMMO Parramore project budget includes contingency of \$1,083,918.

This contract is separated into two discrete sub-projects as follows:

- Bus Rapid Transit (BRT) Lime Line: BBC was awarded a GMP of \$11,444,021. The total project contingency for the BRT construction is \$1,030,198.
- Environmental Remediation: BBC was awarded a GMP of \$587,459. The total project contingency for the environmental remediation effort is \$53,720.

Parramore BRT Lime Line Change Orders

The following table represents the change orders previously authorized by the LYNX Board of Directors for the Parramore BRT project.

Change Order #	Description	Amount
1	City of Orlando Permitting Fees	\$241,000
2	I-4 Ultimate Project – Deductive	(\$227,700)
3	Depression in soil – Livingston Street Right-of-way	\$475,000
Total authorized BRT Project Changes		\$488,300

Deductive change order #2 results from the construction activities of the I-4 Ultimate project. The tasks deducted from the BBC scope of work will be performed by others once the construction of I-4 is completed. LYNX is awaiting direction from the Federal Transit

LYNX Board Agenda

Administration (FTA) as to whether this change will result in de-scoping of the grant funding this effort, or whether the funds made available through this deductive change order may be moved to BRT project contingency for use in other allowable Parramore BRT project costs.

Change order #3 was authorized by the Board at the July 23, 2015 Board of Directors meeting. The change order was cancelled by LYNX since the City of Orlando was able to resolve the issue to their satisfaction without Balfour Beatty needing to perform additional work.

Change order #4 is proposed to add \$17,218 to the BBC scope of work for HDR Engineering post design services. The supplemental engineering services relate largely to coordination efforts associated with the Florida Department of Transportation I-4 Ultimate project and its direct impacts to LYNX' Parramore BRT project.

Change Order #5 is proposed to remove a portion of the soft utilities work included in the project. This change was requested by the City of Orlando to modify the work originally included within the GMP for the soft utility duct bank and to remove work associated with the participation of AT&T and Time Warner Telecom resulting in a net deduction of (\$51,658).

Change order #6 is a request by the University of Central Florida (UCF) to include a sanitary sewer stub out to accommodate their proposed downtown campus, in an amount estimated not to exceed \$6,000. This improvement will be paid for by UCF and will not require the BRT project to be disrupted once revenue service begins due to construction of the UCF downtown campus.

As a result of the change orders described above, the change order log is revised as follows. Note that changes since the most recent Board of Directors meeting on September 11, 2015 are shown in bold and highlighted in gray.

Change Order #	Description	Amount
1	City of Orlando Permitting Fees	\$241,000
2	I-4 Ultimate Project – Deductive	(243,385)
3	Depression in soil – Livingston Street Right-of-way (Delete)	-
4	I-4 Ultimate Project – Professional Services	17,218
5	Soft Utility Deduct for Time Warner & AT&T	(51,658)
6	UCF Sanitary Sewer Stubout	6,000
Total Proposed BRT Project Changes		(\$36,825)

At the Board of Directors meeting held March 26, 2015 the Board approved Resolution No. 15-005 authorizing the Chief Executive Officer to modify or expand the scope of work being performed under the Design-Build Contract between LYNX and BBC as requested by the City of Orlando, and to execute associated change orders provided that the City of Orlando has committed to pay for all costs for the additional work requested. As such, LYNX will revise the interlocal agreement with the City of Orlando in relation to Change Order #6, as applicable, and the amount associated with this change order will not impact overall project contingency.

LYNX Board Agenda

If FTA allows LYNX to use project funds associated with change order #2 for other project requirements, the remaining contingency in the Parramore BRT Lime Line project will be \$1,067,023. If FTA determines change order #2 requires grant de-scoping, the remaining contingency in the Parramore BRT Lime Line project will be \$823,638.

Parramore Environmental Change Orders

There have been no change orders authorized for the Parramore Environmental Remediation project to date. Project contingency remains unchanged at \$53,720.