

LYNX Board Agenda

Meeting Date: 7/27/2023
Meeting Time: 1:00 PM

Central Florida Regional Transportation Authority
455 N. Garland Ave.
2nd Floor Board Room
Orlando, FL 32801

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

1. Call to Order

2. Approval of Minutes

-  Board of Directors Meeting Minutes 6.22.23 Pg 4

3. 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.

4. Chief Executive Officer's Report


5. Oversight Committee Report

6. Consent Agenda






A. Request for Proposal (RFP)

- i.  Authorization to Release a Request for Proposal (RFP) for the Design of the LYNX Orlando International Airport Intermodal Bus Transfer Station Pg 9
- ii.  Authorization to Release a Request for Proposal (RFP) for Purchase and Installation of a New Bus Wash System at LB McLeod Paratransit Operations Center Pg 11






B. Award Contracts

- i.  Authorization to Negotiate and Award a Contract to RSC Insurance Brokerage, Inc. for Health Benefits Consultant Pg 13



C. Miscellaneous

- i.  Authorization to Submit a Grant Application to the U.S. Department of Transportation (DOT), and Federal Highway Administration (FHWA) for the FY 2022-2023 PROTECT Discretionary Competitive Grant Program in the Total Amount of Approximately \$7,252,000 Pg 15
- ii.  Authorization to Auction Surplus Capital Items Pg 17
- iii.  Authorization to Dispose of Items Accumulated Through the Lost and Found Process Pg 23
- iv.  Authorization to Purchase Support Vehicles Pg 25
- v.  Authorization to Extend the Employment Agreement with Frank Martin Pg 27






7. Action Agenda

- A.  Authorization to Implement August 20, 2023 Service Changes Pg 28
- B.  Authorization to Enter into a Bus Service Agreement with the School Board of Osceola County Pg 31
-Attachments 
- C.  Authorization to Submit a Public Transit Grant Agreement (PTGA) With the Florida Department of Transportation (FDOT) for FY2024 Block Grant Funding and Adoption of Resolution # 23-006 Pg 45
-Attachments 




8. Work Session

- A.  Update on Paratransit Services Pg 49
- B.  Update on the Current Status of the Addition of Zero-Emission Vehicles to the Fleet Pg 50

9. Information Items

- A.  Notification of Settlement Agreements Pursuant to Administrative Rule 6 Pg 51
- B.  Notification of Sole Source Procurements Pursuant to Administrative Rule 4 Pg 53
-Attachments  
- C.  Notification of Utilization of Project Contingency in the Amount of \$8,594 to Garcia Civil Contractors, Inc. Pursuant to Admin. Rule 4.5.4.D. Pg 58

10. Monthly Reports

- A.  Communications Report - June 2023 Pg 60
- B.  Monthly Financial Report - April 2023 Pg 67
-Attachments 
- C.  Ridership Report - May 2023 Pg 69
-Attachments 

11. Other Business

12. Adjourned

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
 Virtual and Board Room, 2nd Floor
 Orlando, FL 32801

DATE: **June 22, 2023**

TIME: **1:00 p.m.**

Members in Attendance:

Jerry Demings, Mayor, Orange County, Chair
Viviana Janer, Commissioner, Osceola County BoCC, Vice-Chair
Buddy Dyer, Mayor, City of Orlando
Andria Herr, Commissioner, Seminole County BoCC

1. Call to Order

Chair Demings called the meeting to order at 1:00 p.m.

Chair Demings asked Mayor Dyer to lead the Pledge of Allegiance.

2. Approval of Minutes

Commissioner Janer moved to approve the Board of Directors meeting minutes of May 25, 2023. Seconded by Mayor Dyer. The minutes were unanimously approved as presented.

3. Public Comments

Joanne Counelis – Lake Mary, FL
Ms. Counelis would like to see twenty-four hour a day, seven days a week bus service.

4. Chief Executive Officer's Report

Tiffany Homler Hawkins, Chief Executive Officer, reported that Ridership on the fixed-route service remains in the mid fifty-five thousand range. LYNX staff will be working with the funding partners to re-balance the routes for efficiency and effectiveness

FY2024 Budgets are being presented to the funding partners. The presentation for Seminole County was on Tuesday, and the presentations for Osceola and Orange Counties will be held in July.

LYNX is regulated by many local, state and federal oversight agencies. One oversight agency is the Transportation Security Administration (TSA). Ms. Homler Hawkins introduced Mr. Brandon Allen, Inspector from the TSA, for a special recognition.

Mr. Allen stated that the TSA has held a joint partnership with LYNX for a long time. Due to security assessments, LYNX will be receiving a gold standard award later this fall. This is due to all of the efforts put forth from the LYNX security department. Mr. Allen then introduced Inspector Edison Velez, Supervisory Inspector Zach Hoots, Assistant Federal Security Director Deborah Jaehning, Federal Security Director Pete Garcia. Mr. Garcia presented Rob Carey with a Certificate of Appreciation for all of the efforts that he has put forth with security related issues. Mr. Carey thanked all of LYNX leadership and the Board members. Mayor Dyer thanked Mr. Carey for the hard work of the Security Department, and thanked the TSA agents for their support.

Mayor Dyer stated that there was a discussion about increasing the ridership on the route that goes from SunRail to the airport. SunRail stated that they will help raise awareness of the route.

5. Oversight Committee Report

The Oversight Committee did not meet this month.

6. Consent Agenda:

Chair Demings asked if there were any changes to the Consent Agenda before there is a motion to approve consent agenda items 6.A.i. through 6.B.ii. Ms. Homler Hawkins stated that she recommends the entire Consent Agenda for approval.

A. Award Contracts

- i. Authorization to Negotiate and Award a Contract with Denovo Ventures, LLC for the Purchase and Installation of a New Enterprise Resource Planning (ERP) and Human Capital Management System

B. Miscellaneous

- i. Authorization to Issue a Task Order to Kittelson & Associates, Inc. for General Planning Services on the State Road 436 Transit-Oriented Development Planning Project
- ii. Authorization to Solicit FY2024-2025 Project Applications for the Federal Transit Administration (FTA), Section 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities

Commissioner Herr made a motion to approve Consent Agenda items 6.A.i. through 6.B.ii. Seconded by Mayor Dyer. Motion passed unanimously.

7. Work Session

A. Update on Paratransit Services

Mayor Demings recognized Norm Hickling, Director of Mobility Services, to make the presentation. Mr. Hickling stated that service started on June 1, 2023, and staff was excited. Transdev made sure that drivers are all certified. Classes are still ongoing.

Almost 30,000 trips have been made in June so far. The on-time performance average is eighty-four percent. Almost eight thousand trips were for Dialysis.

The LB McLeod facility is currently being refurbished for the Paratransit system.

All 182 vehicles have been inspected, and maintenance schedules created. A new standard of excellence culture is being established with the maintenance team.

Community outreach continues with meetings in July and August to introduce the Transdev team and proactively seek feedback on the system and improvements.

Mayor Demings asked about driver vacancies. Mr. Hickling stated that once the last twenty-five finish training, the staff will be full.

Commissioner Janer asked what are the nature of the complaints received. Mr. Hickling stated that the majority of complaints are that the drivers are late. Commissioner Janer voiced her concerns about the on-time performance, and she does not want people waiting for hours to get a ride. Mr. Hickling assured the Commissioner that no one was waiting for hours, as the longest waiting time was between 5-20 minutes, which he stated must be improved. Commissioner Janer would like to see something that shows how late the drivers are for their pickups, what is the average wait time.

Commissioner Herr would like to see a graph that shows how many vehicles are “off-road”. She believes that this will continually improve, and something that should be watched. She would also like more detail in the on-time performance, as the data could be skewed by a couple of late appointments.

8. Information Items

There were four items for review purposes only, no action was requested.

- A. FY2023-2028 Transportation Disadvantaged Service Plan (TDSP) Major Update
- B. Notification of Settlement Agreements Pursuant to Administrative Rule 6
- C. Notification of Sole Source Procurements Pursuant to Administrative Rule 4
- D. Quarterly Service Recognition

9. Monthly Reports

There were three reports in the packets for review purposes only. No action was required.

- A. Communications Report – May 2023
- B. Monthly Financial Report – March 2023
- C. Ridership Report – April 2023

10. Executive Session

The Chair recognized Tiffany Homler Hawkins, Chief Executive Officer for a statement.

Ms. Homler Hawkins stated that in accordance with LYNX’s Administrative Rules, she is requesting to consult with the Governing Board to discuss collective bargaining involving Amalgamated Transit Union Local 1596 and Amalgamated Transit Union 1749. The consultation will be limited to actual or impending collective bargaining. The session will take place in the sixth-floor conference room.

The Chair called an Executive Session to discuss collective bargaining matters. The duration of the Session shall be approximately 30 minutes. The persons attending the Session will be:

- Jay Seegers, LYNX Labor/Employment counsel, from Baker, Hostetler, LLP
- Pat Christiansen, LYNX General Counsel
- Tiffany Homler Hawkins, LYNX Chief Executive Officer
- Leonard Antmann, LYNX Chief Financial Officer
- Carrie Sarver, LYNX Senior In-House Counsel
- The Governing Board:
 - Mayor Jerry Demings, Chair
 - Commissioner Viviana Janer, Vice-Chair
 - Mayor Buddy Dyer
 - Commissioner Andria Herr

Executive session ended at 2:40 p.m.

11. Other Business

No other business was discussed.

12. Adjourned:

The meeting adjourned at 2:43 p.m.

Certification of Minutes:

I certify that the foregoing minutes of the June 22, 2023 LYNX Board of Director's meeting are true and correct, approved by the Board of Directors.

X

Assistant

LYNX Board Agenda

Consent Agenda Item #6.A. i

To: LYNX Board of Directors

From: Leonard Antmann
Chief Financial Officer
Jeffrey Reine
(Technical Contact)
Myles O'Keefe
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Release a Request for Proposal (RFP) for the Design of the LYNX Orlando International Airport Intermodal Bus Transfer Station

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue a Request for Proposal (RFP) for the Design of the LYNX Orlando International Airport (OIA) Intermodal Bus Transfer Station.

BACKGROUND:

With the opening of the new Terminal C at the airport, there has previously been extensive discussion about a consolidated facility that can serve a future SunRail Commuter Rail connection, existing LYNX bus service and Brightline High Speed Rail. This consolidated facility is referred to as the South Terminal Intermodal Terminal Facility (ITF). LYNX is able to use the current facility, but it is not ideal as it requires buses to back out of parking spaces causing conflict with mixed vehicle traffic.

To support the need for a separated facility, LYNX submitted a grant application in January 2023 to the Florida Department of Transportation (FDOT) for the Intermodal Development Funding Program. This request was specific to activities associated with LYNX bus facility construction.

Pursuant to the submittal, LYNX was successful in being awarded, on May 24, 2023, a grant in the amount of \$510,000. This grant will allow LYNX to initiate the design of the Orlando International Airport Intermodal Transfer Station.

The Board action will cover this project through the NEPA, 30 percent and final design as well as bid evaluation for construction. It is anticipated that this effort will take place during both

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FY2024 and FY2025. Funding through FDOT is being pursued for the entire design process. LYNX will continue to work with all partners on future funding and grant opportunities as the project moves into final design and construction. Future action will be brought to the Board for approval.

The initial grant application submitted will allow the following design elements to occur:

1. Feasibility study
2. National Environmental Policy Act (NEPA) assessment
3. Preliminary design (30 percent) and permitting for capital improvements

Given that the proposed construction cost will exceed \$4 million, LYNX is required by the Consultants Competitive Negotiation Act (CCNA) as provided for in Fla. Stat. 287.055 to issue a Request for Proposal for these services.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

A FDOT grant in the amount of \$510,000 has been allocated for the Design of the LYNX Orlando International Airport (OIA) Intermodal Bus Transfer Station.

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Consent Agenda Item #6.A. ii

To: LYNX Board of Directors

From: Norman Hickling
Director Of Mobility Services
Norman Hickling
(Technical Contact)

Phone: 407.841.2279 ext: 6169

Item Name: Authorization to Release a Request for Proposal (RFP) for Purchase and Installation of a New Bus Wash System at LB McLeod Paratransit Operations Center

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for Purchase and Installation of a new Bus Wash System at LB McLeod Paratransit Operations Center.

BACKGROUND:

When the LB McLeod Paratransit Operations Center facility first became operational in October of 2014, the existing Bus Wash System on site was not functional and was determined to require extensive repairs to bring the system up to standards. At the time, the decision was made to manually wash all vehicles utilizing available contractor staff. This decision was also supported by the fact the Paratransit operations would be relocated to the LYNX Operating Center (LOC) Expansion facility in the future. This relocation to the LOC Expansion happened in April of 2022.

In April of 2023, it was determined due to the accelerated transition of a new paratransit service provider and the increasing size of the paratransit operations, it was critical to upgrade the LB McLeod Paratransit Center to a functional condition. This necessitated a major refurbishment of the facility, including the inoperable Bush Wash System. The forecasted demand for services and the size of the vehicle fleet requires a reliable automated wash system that can accommodate 182+ LYNX owned vehicles.

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In June 2023, the LB McLeod facility was activated and utilized for daily paratransit operations. The last remaining item to complete the refurbishment and facility upgrade is the requested Bus Wash System.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE Goal has been established for this contract. LYNX encourages the Contractor to make every attempt to obtain participation of certified DBEs and other small businesses in the completion of this contract.

FISCAL IMPACT:

Funding will be available from the FY2024 Capital Budget.

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Consent Agenda Item #6.B. i

To: LYNX Board of Directors

From: Terri Settington
Director Of Human Resources
Brian Anderson
(Technical Contact)

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Negotiate and Award a Contract to RSC Insurance Brokerage, Inc. for Health Benefits Consultant

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and award a contract to RSC Insurance Brokerage, Inc. for Health Benefits Consulting Services. The contract period will be an initial period of three (3) years with a contract not to exceed of \$260,000, with two (2) one (1) year renewal options.

BACKGROUND:

On January 19, 2023, the LYNX Board of Directors approved the release of a Request for Proposal for a Health Benefits Consultant. LYNX has utilized a Health Benefits Consultant to help analyze costs, trends and work on RFP's as needed for its various health and welfare benefits. The consultant will also give input and support LYNX wellness initiatives.

RFP PROCESS:

RFP Release date: March 15, 2023
Questions due date: April 14, 2023
Proposals due: May 11, 2023
Source Evaluation Committee training date: June 21, 2023

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The Source Evaluation Committee (SEC) met on July 12, 2023 to provide their scoring and comments.

Proposer	SEC Ordinal Ranking
Alliant Insurance Services, Inc.	8
Bolton Partners, Inc.	12
Digital Insurance, LLC	7
RSC Insurance Brokerage, Inc.	3

Based on the Scores and Ordinal Ranking, the SEC voted to negotiate and award a contract with RSC Insurance Brokerage, Inc.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2023 Amended Operating Budget includes \$84,000 for Healthcare Benefits Consultant Services.

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Consent Agenda Item #6.C. i

To: LYNX Board of Directors

From: Tiffany Homler Hawkins
Chief Executive Officer
Prahallad Vijayvargiya
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Authorization to Submit a Grant Application to the U.S. Department of Transportation (DOT), and Federal Highway Administration (FHWA) for the FY 2022-2023 PROTECT Discretionary Competitive Grant Program in the Total Amount of Approximately \$7,252,000

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit a grant application to the Federal Highway Administration (FHWA) for the FY 2022-2023 Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Discretionary in the amount of \$7,252,000 for the replacement of windows at LYNX Central Station's (LCS) main building and passenger terminal.

BACKGROUND:

On April 21, 2023, the Federal Highway Administration (FHWA) under the U.S. Department of Transportation (DOT), released a Notice of Funding Opportunity (NOFO) and availability of \$848 million in competitive grants under the FY 2022-2023 Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Discretionary Grant Program. Applicants may submit a Resilience Planning and/or Resilience Improvement project. Grant applications are due on August 18, 2023.

The PROTECT program provides funding to plan for, strengthen and increase resilience of climate change while improving the ability of an existing surface transportation asset or transportation infrastructure to withstand elements of extreme weather event as described under 23 U.S.C. §176. The main focus of PROTECT is on the incremental cost of making transportation assets more resilient, reducing the damage and disruption to transportation systems during an emergency, and improving equity by addressing the needs of disadvantaged populations. The maximum Federal share is 80% for resilience improvement projects.

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LYNX will submit one Resilience Improvement application. The application is for the cost of design, engineering, procurement and construction services required for the replacement of windows at the LCS main building and passenger terminal.

PROTEC Funding Request Approximately	\$5,801,000
Local Soft Match (Transportation Development Credit) Approximately	<u>\$1,451,000</u>
Total Project Cost Approximately	\$7,252,000

LCS is a critical asset to LYNX and must be kept operational at all times, including in the event of an emergency. By replacing the 20-year-old window system with the most current wind-load compliant infrastructure, the potential impacts to an interruption of service as a result of damage to the building will be significantly minimized.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

LYNX staff will include the award of this program in the appropriate LYNX fiscal year budget upon confirmation of award and securing the local match.

LYNX Board Agenda

Consent Agenda Item #6.C. ii

To: LYNX Board of Directors

From: Michelle Daley
Director Of Finance
Kenneth Roberts
(Technical Contact)

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Auction Surplus Capital Items

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to retire, transfer, recycle or sell, at public auction, surplus and obsolete capital items as identified in the following detailed list.

BACKGROUND:

It is LYNX's policy to hold a quarterly auction to dispose of Board approved surplus and obsolete items. This year's auction is scheduled for August 2023. The following surplus items require authorization for retirement and disposal at the public auction pursuant to Administrative Rule 4.16.2.A:

Other Vehicles

Other Vehicles with a total net book value of \$0

- There are 8 Other Vehicles that has reached the end of their useful life and exceeding the FTA mileage requirement.

Revenue Vehicles:

Revenue Vehicles with a total net book value of \$0.

- There is 28 Revenue Vehicle that has reached the end of their useful life and exceeding the FTA mileage requirement.

Surplus Equipment:

- Surplus equipment with a total net book value of \$0

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Categorical Totals

Category	Acquisition Value	Net Book Value
Surplus Equipment	\$74,904	\$0
Other Vehicles	\$248,120	\$0
Revenue Vehicles	\$8,881,355	\$0
GRAND TOTAL	\$9,204,379	\$0

Sys No	Co Asset	Description	Class	Acquisition Date	Est Life	Acquired Value	Net Book Value
011077	709	35' LF BRT- G29B102N4 Gillig Bus	RV	09/30/06	9	\$288,661	\$0
011078	709A	Engine, Gillig Bus	RV	09/30/06	5	\$21,727	\$0
011079	709B	Transmission, Gillig Bus	RV	09/30/06	5	\$7,129	\$0
011438	604	40' LF BRT - G27D102N4 Gillig Bus	RV	06/30/07	9	\$299,083	\$0
011442	605	40' LF BRT - G27D102N4 Gillig Bus	RV	06/30/07	9	\$299,083	\$0
011449	715	35' LF BRT- G29B102N4 Gillig Bus	RV	06/30/07	9	\$294,837	\$0
011470	604A	CUMMINS ISL 8.3L 280HP ENGINE	RV	06/30/07	5	\$19,626	\$0
011471	604B	VOITH DIWA 864.5 SSP TRANS	RV	06/30/07	5	\$17,247	\$0
011475	605A	CUMMINS ISL 8.3L 280HP ENGINE	RV	06/30/07	5	\$19,626	\$0
011476	605B	VOITH DIWA 864.5 SSP TRANS	RV	06/30/07	5	\$17,247	\$0
011510	715A	CUMMINS ISL 8.3L 280HP ENGINE	RV	06/30/07	5	\$19,636	\$0
011511	715B	VOITH DIWA 864.3E SSP TRANS	RV	06/30/07	5	\$17,247	\$0
011597	717	35' LF BRT- G27B102N4 Gillig Bus	RV	09/30/07	9	\$369,853	\$0
011598	718	35' LF BRT- G27B102N4 Gillig Bus	RV	09/30/07	9	\$369,852	\$0
011599	719	35' LF BRT- G27B102N4 Gillig Bus	RV	09/30/07	9	\$369,852	\$0
011603	610	40' LF BRT - G27D102N4 Gillig Bus	RV	09/30/07	9	\$374,048	\$0
011619	717A	ENGINE, GILLIG BUS 717	RV	09/30/07	5	\$22,976	\$0
011620	717B	TRANSMISSION, BUS 717	RV	09/30/07	5	\$17,247	\$0
011621	718A	ENGINE, BUS 718	RV	09/30/07	5	\$22,976	\$0
011622	718B	TRANSMISSION, BUS 718	RV	09/30/07	5	\$17,247	\$0
011623	719A	ENGINE, BUS 719	RV	09/30/07	5	\$22,976	\$0
011624	719B	TRANSMISSION, BUS 719	RV	09/30/07	5	\$17,247	\$0
011631	610A	ENGINE, BUS 610	RV	09/30/07	5	\$22,976	\$0
011632	610B	TRANSMISSION, BUS 610	RV	09/30/07	5	\$17,247	\$0

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011823	634	40' LF BRT - G27D102N4 Gillig Bus	RV	09/30/07	9	\$311,273	\$0
011824	634A	CUMMINS ISL 8.3L 280HP ENGINE	RV	09/30/07	5	\$22,976	\$0
011825	634B	ZF 594C AUTOMATIC TRANS	RV	09/30/07	5	\$17,247	\$0
012491	728	29' LF BRT -G27E102N2 Gillig Bus	RV	12/31/07	9	\$289,014	\$0
012492	728A	CUMMINS ISL 8.3L 280HP ENGINE	RV	12/31/07	5	\$19,636	\$0
012493	728B	ZF 594C AUTOMATIC TRANS	RV	12/31/07	5	\$17,247	\$0
012511	641	40' LF BRT - G27D102N4 Gillig Bus	RV	12/31/07	9	\$313,593	\$0
012512	641A	CUMMINS ISL 8.3L 280HP ENGINE	RV	12/31/07	5	\$22,976	\$0
012513	641B	ZF 594C AUTOMATIC TRANS	RV	12/31/07	5	\$17,247	\$0
012518	642	40' LF BRT - G27D102N4 Gillig Bus	RV	12/31/07	9	\$313,593	\$0
012519	642A	CUMMINS ISL 8.3L 280HP ENGINE	RV	12/31/07	5	\$22,976	\$0
012520	642B	ZF 594C AUTOMATIC TRANS	RV	12/31/07	5	\$17,247	\$0
012535	721	29' LF BRT -G27E102N2 Gillig Bus	RV	02/28/08	9	\$289,014	\$0
012536	721A	CUMMINS ISL 8.3L 280HP ENGINE	RV	02/28/08	5	\$19,636	\$0
012537	721B	ZF 594C AUTOMATIC TRANS	RV	02/28/08	5	\$17,247	\$0
012622	646	40'x102-SSTL-LF- G27D102N4 Gillig Bus	RV	09/30/08	9	\$319,266	\$0
012623	646A	CUMMINS ISL 8.3L 280HP ENGINE	RV	09/30/08	9	\$22,976	\$0
012624	646B	ZF 594C AUTOMATIC TRANS	RV	09/30/08	9	\$17,247	\$0
012628	648	40'x102-SSTL-LF- G27D102N4 Gillig Bus	RV	09/30/08	9	\$319,266	\$0
012629	648A	CUMMINS ISL 8.3L 280HP ENGINE	RV	09/30/08	9	\$22,976	\$0
012630	648B	ZF 594C AUTOMATIC TRANS	RV	09/30/08	9	\$17,247	\$0
012652	657	40'x102-SSTL-LF- G27D102N4 Gillig Bus	RV	09/30/08	9	\$319,266	\$0
012653	657A	CUMMINS ISL 8.3L 280HP ENGINE	RV	09/30/08	9	\$22,976	\$0
012654	657B	ZF 594C AUTOMATIC TRANS	RV	09/30/08	9	\$17,247	\$0
012673	644	40'x102-SSTL-LF- G27D102N4 Gillig Bus	RV	09/30/08	9	\$319,266	\$0
012674	644A	CUMMINS ISL 8.3L 280HP ENGINE	RV	09/30/08	5	\$22,976	\$0
012675	644b	ZF 594C AUTOMATIC TRANS	RV	09/30/08	5	\$17,247	\$0
012676	662	40'x102-SSTL-LF- G27D102N4 Gillig Bus	RV	09/30/08	9	\$322,662	\$0
012677	662A	CUMMINS ISL 8.3L 280HP ENGINE	RV	09/30/08	5	\$22,976	\$0
012678	662B	ZF 594C AUTOMATIC TRANS	RV	09/30/08	5	\$17,247	\$0
012682	730	29' LF BRT -G27E102N2 Gillig Bus	RV	09/30/08	9	\$299,153	\$0
012683	730a	CUMMINS ISL 8.3L 280HP ENGINE	RV	09/30/08	5	\$19,636	\$0

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012684	730b	ZF 594C AUTOMATIC TRANS	RV	09/30/08	5	\$17,247	\$0
012706	738	35' LF BRT-G27B102N2 Gillig Bus	RV	09/30/08	9	\$314,661	\$0
012707	738a	CUMMINS ISL 8.3L 280HP ENGINE	RV	09/30/08	5	\$22,976	\$0
012708	738b	ZF 594C AUTOMATIC TRANS	RV	09/30/08	5	\$17,247	\$0
013117	7-309	35' LF BRT- G27B102N4 Gillig Bus	RV	07/28/09	9	\$323,646	\$0
013118	7-309A	CUMMINS ISL 8.9L 280HP ENGINE	RV	07/28/09	5	\$20,024	\$0
013119	7-309B	ZF 594C AUTOMATIC TRANS	RV	07/28/09	5	\$18,073	\$0
013132	12-309	35' LF BRT- G27B102N4 Gillig Bus	RV	08/04/09	9	\$323,646	\$0
013133	12-309A	CUMMINS ISL 8.9L 280HP ENGINE	RV	08/04/09	5	\$20,024	\$0
013134	12-309B	ZF 594C AUTOMATIC TRANS	RV	08/04/09	5	\$18,073	\$0
013150	18-309	35' LF BRT- G27B102N4 Gillig Bus	RV	08/11/09	9	\$323,646	\$0
013151	18-309A	CUMMINS ISL 8.9L 280HP ENGINE	RV	08/11/09	5	\$20,024	\$0
013152	18-309B	ZF 594C AUTOMATIC TRANS	RV	08/11/09	5	\$18,073	\$0
013153	20-309	35' LF BRT- G27B102N4 Gillig Bus	RV	08/13/09	9	\$323,646	\$0
013154	20-309A	CUMMINS ISL 8.9L 280HP ENGINE	RV	08/13/09	5	\$20,024	\$0
013155	20-309B	ZF 594C AUTOMATIC TRANS	RV	08/13/09	5	\$18,073	\$0
013357	NC-5210	TURTLE TOP ODYSSEY BUS PARATRANIST	RV	03/04/10	4	\$70,875	\$0
017436	40252	2014 FORD E350 WHEEL CHAIRVAN	RV	04/30/14	4	\$45,300	\$0
019282	150679	TURTLE TOP CUTAWAY VAN POOL	RV	03/22/16	5	\$74,939	\$0
019302	150515	TURTLE TOP CUTAWAY VAN POOL	RV	03/01/16	4	\$74,939	\$0
		Subtotal Revenue Vehicles				\$8,881,355	\$0

Sys No	Co Asset	Description	Class	Acquisition Date	Est Life	Acquired Value	Net Book Value
012665	30133	Ford E-150XLT Van	OV	09/30/08	4	\$25,519	\$0
012863	30125	Ford Van 12 passenger	OV	01/01/09	5	\$30,940	\$0
015878	37415	2013 CHEVY TRAVERSE 8 PASSENGERS	OV	06/07/13	4	\$24,396	\$0
016892	386867	MV-1 Paratransit Van	OV	12/31/13	4	\$46,598	\$0
016911	38879	2014 CHEVY TRAVERSE	OV	12/31/13	4	\$27,369	\$0
017089	38155	2014 FORD E350 EXTENDED	OV	01/31/14	4	\$32,306	\$0
017268	38768	2014 FORD E350 EXT	OV	03/31/14	4	\$30,496	\$0
017272	38774	2014 FORD E350 EXT	OV	03/31/14	4	\$30,496	\$0
		Subtotal Other Vehicles				\$248,120	\$0

Sys No	Co Asset	Description	Class	Acquisition Date	Est Life	Acquisition Date	Net Book Value
003682	1886	LINCOLN IDEALARC SP-255 WELDER	FE	04/24/97	5	\$2,497	\$0
004312	1079	FILE-4 DR LATERAL OAK FLEETWOOD	FE	08/26/98	5	\$512	\$0

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004314	1076	DESK-EXEC L"RIGHT AOK FLEETWOOD"	FE	08/26/98	5	\$533	\$0
004583	1414	2 DRAWER LATERAL W/HUTCH - E. OAK	FE	09/30/98	5	\$435	\$0
004618	1123	FILE-5 DRAWER LATERAL	FE	09/30/98	5	\$379	\$0
004652	1883	LINCOLN WIREMATIC 225 MIG WELDING MACH	FE	09/30/98	5	\$1,492	\$0
004653	1885	LINCOLN SQUARE WAVE TIG WELDER	FE	09/30/98	5	\$1,278	\$0
004763	1414	HUTCH AND 2 DRAWER LATERAL	FE	10/29/98	5	\$370	\$0
008758	4385	DESK-ARROWOOD-HONEY	FE	01/07/05	5	\$1,221	\$0
008759	4386	FILE 2 DR LATERAL W/ BOOKCASE	FE	01/07/05	5	\$430	\$0
008760	4387	FILE 2 DR LATERAL W/ BOOKCASE	FE	01/07/05	5	\$430	\$0
009078	4863	Industrial Bead Roller	FE	06/15/05	5	\$1,091	\$0
009621	6749	Roller, 16ga Sheet Metal	FE	09/15/05	5	\$1,900	\$0
009961	7013	Welder, 200/230/460 w/ Torch - Metal Shop	FE	03/31/06	5	\$3,633	\$0
012231	8413	Bulb Crusher	FE	10/31/07	12	\$4,709	\$0
012232	8414	Bulb Crusher	FE	10/31/07	5	\$4,049	\$0
012294	8850	Arm Chair	FE	12/31/07	5	\$525	\$0
013397	9372	SAMSUNG 46 LCD TV	CE	06/28/10	5	\$1,043	\$0
013637	9528	HP T1200 DeskJet Printer	CE	10/28/10	5	\$5,071	\$0
015349	10624	Dell 9010 Computer	CE	12/12/12	5	\$1,789	\$0
017667	12441	AVAYA 9611 IP TELEPHONE	FE	05/31/14	5	\$330	\$0
018344	12774	Samsung Refrigerator-LOC Drivers Lounge	FE	12/01/14	5	\$957	\$0
019074	13598	Cannon Image Printer	FE	11/12/15	5	\$4,198	\$0
019352	13947	APC 1500 UPC	FE	04/30/16	5	\$358	\$0
019595	14134	Bus Wifi USB Router	FE	09/19/16	5	\$317	\$0
019596	14135	Bus Wifi USB Router	FE	09/19/16	5	\$317	\$0
019598	14137	Bus Wifi USB Router	FE	09/19/16	5	\$317	\$0
019600	14139	Bus Wifi USB Router	FE	09/19/16	5	\$317	\$0
019780	13969	Dell 7040 Computer	FE	12/20/16	5	\$1,474	\$0
019792	13981	Dell 7040 Computer	FE	12/20/16	5	\$1,474	\$0
020022	14808	Dell 7040 Computer	FE	02/08/17	5	\$1,576	\$0
020028	14801	Dell 7040 Computer	FE	02/08/17	5	\$1,576	\$0
020033	14796	Dell 7040 Computer	FE	02/08/17	5	\$1,576	\$0
020039	14790	Dell 7040 Computer	FE	02/08/17	5	\$1,576	\$0
020043	14786	Dell 7040 Computer	FE	02/08/17	5	\$1,576	\$0
020069	14840	DELL 7040 Computer	FE	03/04/17	5	\$1,576	\$0
020082	14853	DELL 7040 Computer	FE	03/04/17	5	\$1,576	\$0
020088	14859	DELL 7040 Computer	FE	03/04/17	5	\$1,576	\$0
020299	15034	Black Vinyl Sofa LOC driver Lounge	FE	09/13/17	5	\$699	\$0
020341	14298	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020342	14299	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020353	14310	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020355	14312	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020361	14318	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020371	14328	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020372	14329	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020373	14330	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020383	14340	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020385	14342	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0

LYNX Board Agenda

020387	14344	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020405	14362	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020414	14370	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020425	14383	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020440	14398	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020451	14409	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020454	14412	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020483	14441	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020492	14450	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020539	14497	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020540	14498	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020549	14507	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020560	14518	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020575	14533	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020588	14548	WIFI BUS ROUTER USB	FE	09/01/17	5	\$317	\$0
020633	15047	Sofa Operator Lounge	FE	10/16/17	5	\$699	\$0
020644	14835	Dell 7050 Computer Tower	FE	11/13/17	3	\$2,156	\$0
020656	14640	MS Surface Pro I7 with Dock	FE	12/01/17	3	\$2,403	\$0
020718	14814	Dell 7050 Desktop Computer	FE	04/25/18	3	\$1,661	\$0
020719	14813	Dell 7050 Desktop Computer	FE	04/25/18	3	\$1,661	\$0
020720	14812	Dell 7050 Desktop Computer	FE	04/25/18	3	\$1,661	\$0
		Surplus Fixed Assets				\$74,904	\$0

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The total net book value of the surplus items is \$0. The higher of the net book value or the net proceeds from the sale of any item may be due to the Federal Transit Administration (FTA) in FY2023.

LYNX Board Agenda

Consent Agenda Item #6.C. iii

To: LYNX Board of Directors

From: Michelle Daley
Director Of Finance
Tony Deguzman
(Technical Contact)
Kenneth Roberts
(Technical Contact)

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Dispose of Items Accumulated Through the Lost and Found Process

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to retire, transfer, discard, donate, recycle or sell at public auction, surplus Lost and Found.

BACKGROUND:

LYNX makes a reasonable attempt to find the rightful owner of any lost or abandoned property patrons leaves on its buses and or facilities. If the articles are unclaimed after a 90-day holding period, the articles become property of LYNX per Chapter 705, Florida Statutes (1996).

It is LYNX's policy to hold a quarterly auction to dispose of Board approved surplus assets. Prior to being auctioned, all electronic devices and cell phones are deleted or erased of personal data by the Auctioneer per contract. Electronic devices and cell phones which cannot be deleted or erased are recycled and shredded by the auctioneer in accordance to all local, state and federal regulations at no cost to LYNX.

See below for a summary of the Lost and Found Articles. A detailed listing of the items being auctioned is available upon request.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

LYNX Board Agenda

FISCAL IMPACT:

The net proceeds from this sale will be included in LYNX's FY2023 non-operating revenue.

Items to Donate or Auction

Item	Sum of Qty
Backpack	77
Bag	58
Bike	76
Binder	7
Books	26
Cane	7
Cart	1
Case	8
CD - DVD - Tape	4
Cellphone	168
Clothing	106
Cushion	2
Electronic	87
Fan	1
Glasses	52
Grill	1
Handbag	10
Jewelry	10
Keys	65
Luggage	5
Lunch Bag	22
Mug	25
Purse/Wallet	88
Shoes	12
Stroller	2
Toy	3
Umbrella	19
Walker	1
Watch	3
Wheelchair	1
Grand Total	947

LYNX Board Agenda

Consent Agenda Item #6.C. iv

To: LYNX Board of Directors

From: Maurice Jones
Director Of Procurement
Maurice Jones
(Technical Contact)

Phone: 407.841.2279 ext: 6057

Item Name: Authorization to Purchase Support Vehicles

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to purchase up to twenty-three (23) midsize sedan or pickup truck support vehicles, in the not to exceed amount of \$875,000.

BACKGROUND:

LYNX has an active organizational support fleet of 115 vehicles. These twenty-three (23) support vehicles are replacements for the following Departments that have met their useful life of either five (5) years or 100,000 miles:

- Fixed Route Transportation
- Safety and Security
- Maintenance and Facilities
- Mobility Services
- Information Technology
- Marketing

The replacement support vehicles will be purchased through the Florida Department of Management Services Contract #25100000-23-STC or Florida Sheriffs Association, Purchasing Contract #FSA22-VEL30.0 Pursuit, Administrative & Other Vehicles. Support vehicles are used for the oversight and management of service delivery throughout the LYNX service area. Further usage is for emergency response, accident/incident investigation, customer concerns and service delivery operational impacts. The purchase of these vehicles is grant funded.

LYNX Board Agenda

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE Goal has been established for this contract. LYNX encourages the Contractor to make every attempt to obtain participation of certified DBEs and other small businesses in the completion of this contract.

FISCAL IMPACT:

The FY2023 capital budget includes funding for the purchase of these support vehicles.

LYNX Board Agenda

Consent Agenda Item #6.C. v

To: LYNX Board of Directors

From: Tiffany Homler Hawkins
Chief Executive Officer
Tiffany Homler Hawkins
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Authorization to Extend the Employment Agreement with Frank Martin

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to extend the temporary employment services for the Interim Chief Operations Officer through November 30 and increase the not to exceed amount to \$300,000.

BACKGROUND:

The LYNX Board of Directors approved a temporary employment agreement with Frank Martin at its January 26, 2023 meeting. In addition to the day-to-day operations, Mr. Martin has provided leadership in the successful paratransit transition and is assisting in recruitment efforts. He has also implemented several changes in the Operations and Maintenance Departments of LYNX to better serve the employees and customers.

Mr. Martin will be assisting LYNX in its executive recruitment of a permanent Chief Operations Officer along with providing guidance through the collective bargaining negotiations that are currently ongoing.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2023 Adopted Operating Budget has funds available in salaries and wages to offset these services.

LYNX Board Agenda

Action Agenda Item #7.A

To: LYNX Board of Directors

From: James Boyle
Director Of Planning And Development
Bruce Detweiler
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Implement August 20, 2023 Service Changes

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee, to implement the proposed service changes effective August 20, 2023.

BACKGROUND:

On September 22, 2022, 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 in August. Six information sessions and one in person and virtual hearing/workshop were held. LYNX customers and the public provided input on the service changes at the following information sessions and workshop/public hearing:

Date/Time: Tuesday, June 13 & 27, 1-2 PM
Location: Kissimmee City Hall, Kissimmee, FL

Date/Time: Wednesday, June 14 & 28, 1-2 PM
Location: LYNX Central Station – Main Lobby, Orlando, FL

Date/Time: Thursday, June 15 & 29, 1-2 PM
Location: Altamonte Springs City Hall, Altamonte Springs, FL

Date/Time: Wednesday, July 5, 4-6 PM
Location: LYNX Central Station – Open Space, Orlando, FL

Details of these events and the service change proposals are published on our website at www.golynx.com.

LYNX Board Agenda

The public comment period for the proposed service changes ran from June 19, 2023, through July 19, 2023. Public notices for the service change information and the public meetings were posted in the LYNX Central Station terminal lobby and bus bays; at SuperStops throughout the service areas; on www.golynx.com, and on LYNX social media sites including Facebook and Twitter.

Aug. 20 Service Changes

NEW ROUTE

- **Link 710** – Osceola Schools Connector (Osceola County) – Will operate Monday-Thursday on school days only between Poinciana High School and Valencia College Poinciana Campus. One trip will depart Poinciana High School at 8 a.m. and the return trip will depart Valencia College Poinciana Campus at 11:15 a.m.

DISCONTINUED ROUTE

- **Link 312** – Disney Direct/Ocoee (Orange County) – Discontinuing all service.

SCHEDULE ADJUSTMENTS

- **Link 6** – Dixie Belle Drive/Bumby Avenue (Orange County)
- **Link 8** – W. Oak Ridge Road/International Drive (Orange County)
- **Link 9** – Winter Park/Rosemont (Orange County)
- **Link 10** – East U.S. 192/St. Cloud (Osceola County)
- **Link 11** – S. Orange Avenue/Orlando International Airport (Orange County) – Extending more weekday and several Saturday evening trips into Sand Lake Road SunRail Station.
- **Link 18** – S. Orange Avenue/Kissimmee (Orange County/Osceola County) – Extending all Saturday trips into Sand Lake Road SunRail Station. Saturday 6:40, 7:40, 8:40, and 9:40 p.m. trips from the LYNX Kissimmee Intermodal Station to LYNX Central Station will end at Sand Lake Road SunRail.
- **Link 19** – Richmond Heights (Orange County)
- **Link 42** – International Drive/Oak Ridge Road/Orlando International Airport (Orange County) – Extending all daily trips into Sand Lake Road SunRail Station.
- **Link 44** – Hiawasse Road/Zellwood/Apopka (Orange County)
- **Link 54** – Old Winter Garden Road (Orange County)
- **Link 57** – John Young Parkway (Orange County/Osceola County)
- **Link 60** – LYMMO Orange Line (City of Orlando) – During off peak hours, route will terminate at Alexander Place/Hughey Avenue. Service to Creative Village will be provided by the SWAN Shuttle autonomous vehicles.
- **Link 111** – Orlando International Airport/Destination Parkway/SeaWorld (Orange County) – Extending all weekend trips into Sand Lake Road SunRail Station.
- **Link 300** – Disney/Orlando Express (Orange County)
- **Link 434** – SR 434 (Orange County/Seminole County)
- **FastLink 441** – South U.S. 441 (Orange Blossom Trail) (Orange County)
- **Link 443** – Winter Park/Lee Road/Pine Hills (Orange County)

LYNX Board Agenda

ROUTE AND SCHEDULE ADJUSTMENTS

- **Link 21** – Raleigh Street/Kirkman Road/Universal Orlando (Orange County) – Inbound route will operate via Universal Studios Plaza and Backlot Drive to serve the Universal Employment Center bus stop.
- **Link 40** – Americana Boulevard/Universal Orlando (Orange County) – Will serve Universal Orlando Employment Center via Backlot Drive. Discontinuing service on Turkey Lake Road.
- **Link 49** – W. Colonial Drive/Pine Hills Road (Orange County) – Outbound route will operate via Pine Hills Road, Silver Star Road and Belco Drive.
- **Link 303** – Disney Direct/Washington Shores (Orange County) – Extend service to Disney University from Disney Springs Transfer Center following the current Link 312 routing. Will replace Link 312 service in this area.

TRIP REDUCTIONS

- **Link 7** – South Orange Avenue/Florida Mall (Orange County) – Discontinuing Saturday midnight trip from Florida Mall.
- **Link 26** – Pleasant Hill Road/Poinciana (Osceola County) – Discontinuing weekday 5:30 a.m. trip from the LYNX Kissimmee Intermodal Station and 8:40 p.m. trip from Poinciana Walmart SuperStop.
- **Link 46W** – West SR 46/Seminole Towne Center (Seminole County) – Discontinuing the Saturday 9:45 p.m. trip from Sanford SunRail Station.

TRIP ADDITIONS

- **Link 21** – Raleigh Street/Kirkman Road/Universal Orlando (Orange County) – Adding a Sunday 10:15 p.m. trip from LYNX Central Station to Sand Lake Commons.
- **Link 55** – West U.S. 192/Four Corners (Osceola County) – Adding weekday 5:10 and 5:40 a.m. trips from U.S. 192/Legacy Boulevard to LYNX Kissimmee Intermodal Station.
- **Link 107** – U.S. 441 (Orange Blossom Trail)/Florida Mall (Orange County) – Adding a Saturday midnight trip from Florida Mall to LYNX Central Station.

BUS STOP ADDITIONS

- **FastLink 407** – Kissimmee/Orlando International Airport/Medical City (Orange County/Osceola County) – Adding a bus stop at Landstar Boulevard/Town Center Boulevard.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The base service changes are budget neutral. There is an additional bus service agreement being executed with Osceola County for the New Link 710. LYNX Staff will include the revenue and associated expenses in their respective fiscal years.

LYNX Board Agenda

Action Agenda Item #7.B

To: LYNX Board of Directors

From: Michelle Daley
Director Of Finance
James Boyle
(Technical Contact)

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Enter into a Bus Service Agreement with the School Board of Osceola County

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute the Bus Service Agreement with the School Board of Osceola County in the amount of \$10,672 for the period of four (4) months from August 23, 2023 to December 23, 2023.

BACKGROUND:

LYNX will provide bus service for the purpose of transporting students and others to and from Poinciana High School and Valencia College Poinciana Campus in Osceola County, Florida. LYNX will operate one route that will be open to the public, as required by Federal Law (49 U.S.C. 523(f)) and will be assigned a LYNX bus route number to be published as a regular route in all LYNX schedule documentation. The route will stop at normal bus stop locations marked by a LYNX bus stop marker. The route will only operate Monday thru Thursday during the regular school year calendar.

Poinciana High School	Valencia College Poinciana Campus	Valencia College Poinciana Campus	Poinciana High School
8:00 a.m.	8:15 a.m.	11:20 a.m.	11:35 a.m.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

LYNX Board Agenda

FISCAL IMPACT:

The appropriate revenue and cost will be reflected in their respective fiscal years.

**BUS SERVICE AGREEMENT
23-C83**

by and between

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

and

THE SCHOOL BOARD OF OSCEOLA COUNTY, FLORIDA

relating to the providing of bus service in Osceola County, Florida

August 23, 2023

BUS SERVICE AGREEMENT

THIS BUS SERVICE AGREEMENT (the “**Agreement**”) made and entered as of this 23rd day of August 2023, 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

THE SCHOOL BOARD OF OSCEOLA COUNTY, FLORIDA, a charter county and political subdivision of the State of Florida, whose principal address is 817 Bill Beck Blvd, Kissimmee, FL 34744 (hereinafter “**SCHOOL BOARD**”). **LYNX** and **SCHOOL BOARD** 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, the SCHOOL BOARD has expressed a need for additional or new public transportation service in and to certain portions of Osceola County, Florida, identified and set forth in **Exhibit “A”** (the “**Service Area**”), attached hereto; and

WHEREAS, the parties have agreed for LYNX to establish and/or expand the 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 incurred by LYNX to provide the Bus Service, which for the LYNX fiscal year ending September 30, 2023, will be based on an estimated hourly rate of \$93.82 per hour including fuel and administrative costs. The foregoing hourly rate is subject to readjustment for each succeeding fiscal year as provided in paragraph three (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 Bus 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 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.
<u>Monthly Farebox Revenue</u>	Shall mean the actual Farebox Revenue received from LYNX for the Bus Service during each and every month during the term of this Agreement.
<u>Monthly Payment</u>	Shall mean the payment made to LYNX by the SCHOOL BOARD 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 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.
<u>Description & Schedule of Bus Route(s)</u>	Shall mean the area indicated in <u>Exhibit “A”</u> attached hereto.
<u>Service Schedule</u>	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 SCHOOL BOARD to the extent LYNX can accommodate such needs; and
 - 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 August 23, 2023 (the "**Commencement Date**") and shall, except as otherwise set forth herein or unless terminated in writing by either party, be completed on or before December 23, 2023 (the "**Expiration Date**"), which is the funding period for providing the Bus Service as set forth in **Exhibits "A and B"** attached hereto.
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 SCHOOL BOARD or LYNX may terminate this Agreement with no less than twenty-four (24) hours written notice to the other party and to the individual SCHOOL BOARD Members. 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 SCHOOL BOARD or LYNX in writing, either party shall, in order to terminate this Agreement for breach, give the other party and SCHOOL BOARD Members 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 SCHOOL BOARD or LYNX right to remedies at law or to damages.
5. **SCHEDULE OF BUS SERVICE.** Attached hereto as **Exhibit "B"** 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 SCHOOL BOARD, 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 SCHOOL BOARD, 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 SCHOOL BOARD paying to LYNX the Monthly Cost of Bus Service (Exhibit C). In that regard, the parties do hereby agree as follows:

a. For the purpose of invoicing, invoices and related matters will be sent to SCHOOL BOARD at the following address:

School District of Osceola County, Florida
c/o Dr. Mark Shanoff
Superintendent of Schools
817 Bill Beck Blvd
Kissimmee, FL34741

b. 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.

c. 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 it 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 SCHOOL BOARD 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.** SCHOOL BOARD 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 SCHOOL BOARD under this Agreement.

10. **NON-ASSIGNABILITY.** This Agreement is 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 SCHOOL BOARD 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:

LYNX: Leonard Antmann, Chief Financial Officer
455 North Garland Avenue
Orlando, Florida 32801

Copy to: Tiffany Homler Hawkins, Chief Executive Officer &
Chief Administrative Officer
455 North Garland Avenue
Orlando, Florida 32801

Copy to: Carrie L. Sarver, Esq., B.C.S., Senior In-House Counsel
455 North Garland Avenue
Orlando, Florida 32801-1518

School District of Osceola County, Florida Dr. Mark Shanoff
Superintendent of Schools
817 Bill Beck Blvd
Kissimmee, Florida 34744

Copy to: Frank Kruppenbacher, Esq.
817 Bill Beck Blvd
Kissimmee, Florida 34744

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 SCHOOL BOARD 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 SCHOOL BOARD 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 SCHOOL BOARD 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, SCHOOL BOARD is aware and specifically understands that the scope and quantity of the Bus Service being made available to it, is based upon the amount LYNX receives from SCHOOL BOARD. Thus, for example, if SCHOOL BOARD should fail to pay the requisite payments, LYNX could seek to enforce that payment but, at its option, could also reduce 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 "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 in 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 operational cost per revenue hour (see Cost of Bus Service) require only the concurrence of the LYNX Chief Executive Officer and the approval of SCHOOL BOARD Superintendent of Schools.

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

DRAFT

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

THE SCHOOL BOARD OF OSCEOLA COUNTY, FLORIDA

By: _____
Chair / Vice Chair

(Print Name and Title of Person Signing)

Date: _____

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY

By: _____
Name: Tiffany Homler Hawkins
Title: Chief Executive Officer

Date: _____

This Agreement has been reviewed as to form by LYNX Senior In-House Counsel. This confirmation is not to be relied upon by any person other than LYNX or for any other purpose.

By: _____
Name: Carrie L. Sarver, Esq., B.C.S.
Title: Senior In-House Counsel

Date: _____

EXHIBIT “A”

Description and Schedule of Bus Route(s)

LYNX will provide bus service to the SCHOOL BOARD for the purpose of transporting students and others to and from Poinciana High School and Valencia College Poinciana Campus in Osceola County, Florida. To serve the SCHOOL BOARD, LYNX will operate one route that will be open to the public, as required by Federal Law (49 U.S.C. 523(f)) and will be assigned a LYNX bus route number to be published as a regular route in all LYNX schedule documentation, e.g. schedule book and trip planning software. The route will stop at normal bus stop locations marked by a LYNX bus stop marker. The route will only operate Monday thru Thursday during the regular school year calendar.

Route: The Link 710 route would originate near the Poinciana High School on S. Poinciana Boulevard. at Waterview Estates Boulevard at the existing bus stop and operate south on Poinciana Boulevard to Reaves Road, east on Reaves Road to Pleasant Hill Road, and then north on Pleasant Hill Road to drop off at the existing bus stop near the college. The reverse trip would pick up on Pleasant Hill Road southbound at Reaves Road, continue west on Reaves Road to S. Poinciana Boulevard, and then north on Poinciana Boulevard to drop off at the bus stop at Poinciana Boulevard and Waterview Estates Boulevard. The route would make one trip in the a.m. from the high school to the college and one trip in the late a.m. from the college back to the high school.



EXHIBIT “B”

Proposed Service Schedule and Service Costs

Service Schedule (Operates Monday-Thursday during school sessions only). This service is scheduled to operate for the Fall Semester only (August 23, 2023 – December 23, 2023)

Poinciana High School	Valencia College Poinciana Campus	Valencia College Poinciana Campus	Poinciana High School
8:00 a.m.	8:15 a.m.	11:20 a.m.	11:35 a.m.

<u>Month</u>	<u>Total Hours</u>	<u>Total Service Cost</u>
Aug-23	14.00	\$ 1,313.54
Sep-23	26.25	\$ 2,462.90
Oct-23	31.50	\$ 3,266.24
Nov-23	28.00	\$ 2,903.32
Dec-23	7.00	\$ 725.83
TOTAL	106.75	\$ 10,671.83

LYNX Board Agenda

Action Agenda Item #7.C

To: LYNX Board of Directors

From: Tiffany Homler Hawkins
Chief Executive Officer
Prahallad Vijayvargiya
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Authorization to Submit a Public Transit Grant Agreement (PTGA) With the Florida Department of Transportation (FDOT) for FY2024 Block Grant Funding and Adoption of Resolution # 23-006

Date: 7/27/2023

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to Submit a Public Transit Grant Agreement (PTGA) with FDOT District 5 for FY2024 State Block Grant for operating assistance in the amount of \$12,792,514 and Adoption of Resolution # 23-006.

BACKGROUND:

The Florida Block Grant Program was enacted by the Florida Legislature to provide a stable source of funding for public transportation. The funds are awarded to eligible transit providers who are recipients of funding from the Federal Transit Administration's formula program for urbanized and non-urbanized areas.

FDOT included in its Work Program the FY2024 LYNX block grant funding. FDOT will obligate funds in the amount of \$12,792,514 under a FM #442454-1-84-01. Resolution #23-006 is attached.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

LYNX Board Agenda

FISCAL IMPACT:

The FY2023 Amended Operating Budget includes \$13,027,391 for the FY2023 Block Grant. \$12,944,953 will be allocated in the FY2024 Preliminary Operating Budget for the FY2024 Block Grant.

CFRTA RESOLUTION NO. 23-006

A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (d/b/a/ LYNX) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AND SUBMIT A PUBLIC TRANSPORTATION GRANT AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 5 (FDOT) FOR THE FY2024 STATE BLOCK GRANT FOR OPERATING ASSISTANCE IN THE AMOUNT OF \$12,792,514.

WHEREAS, the Florida Block Grant Program was enacted by the Florida Legislature to provide a stable source of funding for public transportation; and

WHEREAS, these funds are awarded to eligible transit providers who are recipients of funding from the Federal Transit Administration’s formula program for urbanized and non-urbanized areas; and

WHEREAS, the LYNX Board of Directors (BOARD) has the authority and believes it is in the best interest of LYNX to authorize the CEO, or designee, to file and execute this Grant Application, and all supporting documents, agreements and assurances which may be required in connection with the application as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, 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 Public Transportation Grant Agreements to be issued by FDOT in FY2024.
3. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to submit a Public Transportation Grant Agreement to the FDOT in the amount of \$12,792,514 dollars on behalf of the LYNX and the ability for the CEO to execute the application, amendments, warranties, certifications and any other documents in connection with the Grant Application and acceptance.
4. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, 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.
5. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to make purchases and/or expend funds in connection with this grant as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended.
6. The above authorization shall be continuing in nature until revoked by the Chairman of the Governing Board.

CFRTA RESOLUTION NO. 23-006

RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (d/b/a/ LYNX) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AND SUBMIT A PUBLIC TRANSPORTATION GRANT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 5 (FDOT) FOR THE FY2024 STATE BLOCK GRANT FOR OPERATING ASSISTANCE IN THE AMOUNT OF \$12,792,514 DOLLARS.

APPROVED AND ADOPTED this 27th day of July, 2023 by the Governing Board of the Central Florida Regional Transportation Authority.

**CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY**

By: Governing Board

Chairman

ATTEST:

Assistant Secretary

LYNX Board Agenda

Work Session Item #8.A

To: LYNX Board of Directors

From: Tiffany Homler Hawkins
Chief Executive Officer
Norman Hickling
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Update on Paratransit Services

Date: 7/27/2023

A status report on the transition of ACCESS LYNX paratransit operations from MV Transportation to Transdev Services will be provided by Mr. Norman Hickling, LYNX Director of Mobility Services.

LYNX Board Agenda

Work Session Item #8.B

To: LYNX Board of Directors

From: William Slot
Chief Innovation Officer
Kenneth Jamison
(Technical Contact)

Phone: 407.841.2279 ext: 6146

Item Name: Update on the Current Status of the Addition of Zero-Emission Vehicles to the Fleet

Date: 7/27/2023

Staff will present an overview of the current status of the addition of zero-emission vehicles to the fleet.

LYNX Board Agenda

Information Item A

To: LYNX Board of Directors

From: Leonard Antmann
Chief Financial Officer
John Burkholder
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Notification of Settlement Agreements Pursuant to Administrative Rule 6

Date: 7/27/2023

LYNX Liability Claim Settlements June 1 – 30, 2023

Claimant Name	Accident Date	Accident Type	Amount	Date of Check
Clerkin, Sinclair & Mahfouz in trust for USAA (Mary Thomas)	09/10/20	BI	\$ 5,000.00	06/01/23
The Umansky Law Firm P.A. fbo Andrew Mackinder	06/09/22	BI	\$ 57,000.00	06/01/23
Dan Newlin Injury Attorneys f/b/o Ivis Vazquez Osorio	06/13/19	BI	\$ 25,000.00	06/08/23
Toyota of Orlando (R Perera)	4/18/2023	PD	\$ 518.87	6/8/2023
Dan Newlin Injury Attorneys FBO George Meder	9/2/2022	BI	\$ 20,000.00	6/8/2023
Orange County Florida	3/10/2023	PD	\$ 195.54	6/8/2023
Anidjar & Levine, P.A. Trust Account F/B/O Jennifer Salguero	4/21/2022	BI	\$ 15,000.00	6/8/2023
Law Office of Michael J MacDonald, PA FBO Matthew Kaminski	11/28/2017	WC	\$ 15,000.00	6/8/2023
Law office of Michael J MacDonald, PA	11/28/2017	WC	\$ 5,500.00	6/8/2023
Matthew Kaminski	11/28/2017	WC	\$ 9,500.00	6/8/2023
Dan Newlin Injury Attorneys fbo Shirley Ellis	1/17/2019	BI	\$ 37,500.00	6/15/2023
Horst Law Firm fbo LaToya Manning	12/20/2015	BI	\$ 195,137.75	6/15/2023
Tiffany Kirkland	3/25/2023	BI	\$ 7,872.48	6/15/2023
Iliana Leticia Mercado De Valera	5/15/2023	PD	\$ 4,205.78	6/22/2023

LYNX Board Agenda

Dan Newlin Injury Attorneys fbo Maureen Wallace	5/7/2022	BI	\$ 68,000.00	6/22/2023
Progressive American Insurance Company aso Soiya Zachary	3/27/2023	PD	\$ 4,231.19	6/29/2023
ENTERPRISE RENT-A-CAR (Daniel Robles)	11/12/2022	PD	\$ 2,647.19	6/29/2023
Yaredliz Torres	2/26/2023	PD	\$ 500.00	6/29/2023
State Farm aso Ashly Arboleda	1/24/2023	PD	\$ 1,853.31	6/29/2023
Dan Newlin Injury Attorneys fbo Joshua Kuklinski	6/12/2018	BI	\$ 30,000.00	6/29/2023
Cecil Clark Chevrolet (Penelope Knight)	5/12/2023	PD	\$ 6,139.76	6/29/2023
Wand Newco 2, Inc., dba Caliber Collision (Brenda Reeder)	3/21/2023	PD	\$ 377.49	6/29/2023
Matthew S. Aungst, Esq. fbo Korey Steinert	9/27/2019	BI	\$ 36,000.00	6/29/2023

LYNX Board Agenda

Information Item B

To: LYNX Board of Directors

From: Maurice Jones
Director Of Procurement
Wanda Gonzalez
(Technical Contact)

Phone: 407.841.2279 ext: 6057

Item Name: Notification of Sole Source Procurements Pursuant to Administrative Rule 4

Date: 7/27/2023

Pursuant to LYNX Administrative Rule 4, information is attached for the following Sole Source Procurements:

1. SEON
2. UTA, Inc.



Sole Source Justification

DATE: February 9, 2023

REQUESTED BY: Jafari Bowden, Interim Director of Safety and Security

SUBJECT: Procurement of SEON Safety Surveillance Cameras and DVR's for the Neighborlink Cutaway Bus Fleet

BACKGROUND: On January 26, 2023, the LYNX Board of Directors authorized LYNX under Action Agenda item #7.B, to transition the NeighborLink "On-Demand" mode of service from a private transportation contracted service to an 100% internal LYNX operation. The intent is to complete transition by the April 23, 2023 service change.

The new on-board digital video surveillance camera system will enhance passenger and operator safety by providing continuous visibility of all internal and external operator and passenger interactions while boarding, operating and alighting vehicles. Currently, the NeighborLink buses are equipped with Drive Cams which are not compatible with the fixed route SEON software and back office systems.

SOLE SOURCE JUSTIFICATION: The system procured by LYNX has the capability to have the video selectively downloaded to the system file server wirelessly when scheduled or as a result of an event that occurred to trigger an automatic download. The software application is proprietary to SEON. The latest Seon management and viewing software is backwards compatible with all existing equipment currently deployed by LYNX and can also be used with all proposed equipment for the Paratransit vehicle fleet. Procurement of similar equipment from another manufacturer would require duplicating the infrastructure with that manufacturer's solution for viewing, wirelessly downloading, organizing, and storing video files. The expense of duplicating these capabilities would be costly for existing assets already owned by Lynx.

COST/PRICE ANALYSIS: \$78,288.00

Jafari Bowden
Jafari Bowden
Interim Director of Safety and Security

3/24/2023
Date

M. A. Jones
Maurice A. Jones
Director of Procurement

6/23/2023
Date

Leonard Antmann
Leonard Antmann
Chief Financial Officer

6/8/23
Date

Carrie L. Sarver, ESQ., B.C.S.
Carrie L. Sarver, ESQ., B.C.S.
Senior In-House Counsel

6/29/23
Date

Tiffany Homler Hawkins
Tiffany Homler Hawkins
Chief Executive Officer

7/10/23
Date



Sole Source Justification

DATE: April 6, 2023

REQUESTED BY: Myles O'Keefe, Manager of Strategic Planning

SUBJECT: Urban Transportation Associates (UTA), Inc. – LYNX Automatic Passenger Counter (APC) Software Upgrade and Software-as-a-Service (SaaS) Subscription

BACKGROUND: For over a decade LYNX has deployed automatic passenger counters (APCs) on its fixed route bus fleet. The hardware and associated software have been procured through Urban Transportation Associates (UTA), Inc. for all those years. UTA also provides parts for repairs and technical support to the LYNX Administrative and Maintenance staffs. In 2020, LYNX installed APCs on the entirety of its fixed route bus fleet. Prior to then, only a portion of the fleet had APCs installed. As part of this hardware upgrade, a new maintenance and support contract was included to cover the period of June 1, 2020, through May 31, 2023, with two one-year options to extend. Not included in the upgrade was an update to the software package that administrative staff access to analyze and report on ridership data. LYNX uses the APC data to track ridership trends, adjust services based off of boarding and alighting behaviors, and most importantly, to report ridership annually in the National Transit Database (NTD). The NTD reporting is a key part of the formula funding that LYNX receives annually from the Federal Transit Administration (FTA).

SOLE SOURCE JUSTIFICATION: In addition to the attached sole source justification document provided by the vendor advising that Urban Transportation Associates (UTA), Inc. is the owner, manufacturer, and sole source provider of the cloud-hosted configuration to report on APC data provided by UTA's APC hardware; the hardware that LYNX has installed on 100% of the agency's fixed route bus fleet. If the LYNX were to pursue another vendor, at a minimum, the procurement would result in a substantial duplication of costs as another vendor would have to build the software and server environment that can interact with UTA's APC hardware. Other APC hardware vendors would likely require LYNX to replace the existing UTA hardware, that has ten years of useful life remaining, with their own before providing a software solution; adding further expenses to the agency.

COST/PRICE ANALYSIS:

The cost for the UTA SaaS for one year is \$45,000; to be paid in full with a one-time payment. The cost of procuring a new APC analytic reporting tool, training staff and integrating it into the LYNX network would be significantly more than the price proposed by UTA.



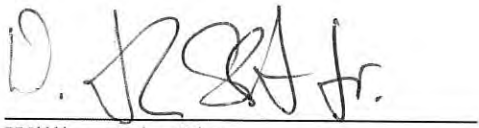
Myles O'Keefe
Project Manager

4.12.23
Date:



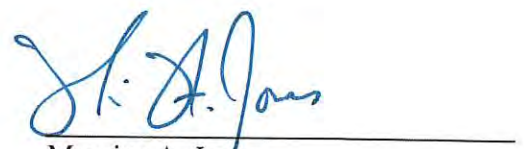
James Boyle
Director of Planning & Development

4-12-23
Date



William John Slot
Chief Innovation Officer

6/23/23
Date:



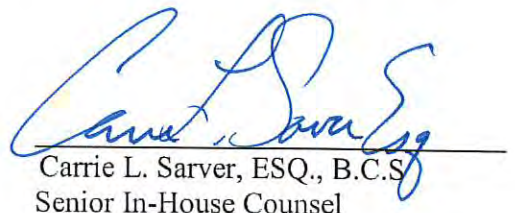
Maurice A. Jones
Director of Procurement

6/21/2023
Date



Leonard Antmann
Chief Financial Officer

6/28/23
Date:



Carrie L. Sarver, ESQ., B.C.S.
Senior In-House Counsel

6/28/23
Date



Tiffany Homler Hawkins
Chief Executive Officer

7/10/23
Date:

LYNX Board Agenda

Information Item C

To: LYNX Board of Directors

From: Leonard Antmann
Chief Financial Officer
Jeffrey Reine
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Notification of Utilization of Project Contingency in the Amount of \$8,594 to Garcia Civil Contractors, Inc. Pursuant to Admin. Rule 4.5.4.D.

Date: 7/27/2023

Pursuant to Administrative Rule 4.5.4, Staff is providing the Board of Directors notification that Project Contingency was utilized for Change Order #2 issued by the Chief Executive Officer in the amount of \$8,594.01 to Garcia Civil Contractors, Inc. (“Contractor”) for changes identified during the construction of the Florida Mall Transfer Center Construction Project necessary to complete the Project to prevent a delay and additional cost to LYNX.

BACKGROUND:

LYNX has been working over the past few years with Simon Properties, the owners of the Florida Mall, for improvements to the bus transfer location. The proposed improvements will include an extension of the existing infrastructure by 450 feet. This will allow for each bus route to have its own location to board and alight passengers. Improvements include custom shelters (procured under a separate existing manufacturing contract), increase lighting, installation of sidewalk and ADA bus pads, conduit for future ITS and CCTV components, and improved landscaping.

Construction started for this project in February 2023. As construction has progressed additional items were found needing to be addressed. Added concrete for the footers for the shelters was needed due to the utility adjustments detailed in the previous change order request approved in May. Additionally, an adjustment for the poles that will be used to support power distribution were increased from 1 to 3 due to a quantity take off error on the plans. Finally, to ensure proper sight lines for the future installation of CCTV cameras, two sets of trees were trimmed accordingly. In addition to the 3 items listed, the project also received credits for the ITS cabinet and associated power distribution and power supply. As the CCTV will be installed through our safety and security funding as a separate project, these items were not needed.

LYNX ard Agenda

The contingency for this project is \$74,176. This change order detailed above with the associated credits factored in is a net value of \$8,594.01. This leaves a remaining balance of \$52,727.41.

Description	Original Budget	CO #1	CO #2	Revised Total
Construction	\$741,670.46	\$12,845.58	\$8,594.01	\$763,110.05
Contingency	\$74,167.00	(\$12,845.58)	(\$8,594.01)	\$52,727.41
TOTAL PROJECT COST	\$815,837.46	\$0	\$0	\$815,837.46

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION

No DBE Goal has been established for this contract. However, contractor is a Certified DBE.

FISCAL IMPACT:

The Change Order #2 is funded from the contingency, therefore there is no budget change to the original project.

LYNX Board Agenda

Monthly Report A

To: LYNX Board of Directors

From: **Matthew Friedman**
Director Of Marketing Communications
Janet Vidal
(Technical Contact)

Phone: 407.841.2279 ext: 6206

Item Name: Communications Report - June 2023

Date: 7/27/2023

LYNX Press Releases | Media Notes: June 2023

June 13	LYNX to Hold Information Sessions and Public Workshop and Hearing for August 2023 Service Proposal
June 14	LYNX to Accept Applications for the 20th Public Service Bus Contest
June 16	LYNX to Hold Additional Information Sessions for August 2023 Service Proposal LYNX June Board of Directors and Oversight Committee Meeting Information

LYNX News Articles – June 2023

To view the articles below please copy and paste the link into a browser.

June 2	Ending TDT funding limits could change the city Letters Orlando Sentinel
June 6	Orange County proposes \$100Mfor transportation infrastructure and to boost Lynx Orland Business Journal
June 7	A sales tax increase for transportation redo? Mayor Demings Orlando Service

LYNX Board Agenda

June 12	Mayor Demings Delivers 2023 State of the County Address Orange County's Newsroom - Orange County Government Lymmo bus crashes into station in downtown Orlando Orlando-News.com
June 13	LYMMO bus driver loses control of downtown bus Bungalower

LYNX Social Media – June 2023

June 1	New partnership with Transdev. Response to question about our new partnership with Transdev.
June 2	Service detour on Delaney Avenue due to the Community Rainbow foot race. National Donut Day. Response to comment about the PawPass mobile payment application. Response to question about reporting a concern.
June 3	Service detour on Delaney Avenue due to the Community Rainbow foot race. LYNX Central Station.
June 4	We're hiring bus operators.
June 5	LYNX Central Station bay change alert. Response to question about the bay change. Response to concern about a passenger smoking on the bus.
June 6	Name this stop. Published the correct response.
June 7	NeighborLink service.
June 8	Link 300 service. LYNX Central Station bay change alert. Response to customer feedback about Link 300 service. Provided a customer an easier way to travel to Disney Springs.
June 9	Friday feeling.
June 10	New bus pass design. Service detour around Exploria Stadium. LYNX Central Station bay change alert. Response to comment about a bus operator skipping a stop.

LYNX Board Agenda

June 11	National Automotive Day. Service detour around Exploria Stadium.
June 12	Orlando United.
June 13	LYMMO electric bus.
June 14	Link 38 service. Service detour on Terry Avenue due to a Juneteenth event. Response to feedback about Link 434 and NeighborLink 822. Response to feedback about using articulated buses on Link 49 and 106.
June 15	LYNX Youth and AdvantAge reduced fare program. Public service bus. Service detour at Valencia College West Campus due to VCC 5K. Response to question about service on Juneteenth Day. Response to question about a service detour.
June 16	Sand Lake Road SunRail Station. Service detour around Exploria Stadium. August service proposal. Board of Directors meeting. Oversight Committee meeting is canceled. Service detour on Terry Avenue due to a Juneteenth event. Response to question about layover at Universal Employment Center. Response to question about adding service from Poinciana to Disney Springs. Response to positive feedback about the August service change.
June 17	Service detour at Valencia College West Campus due to VCC 5K. National Mascot Day.
June 18	Happy Father's Day.
June 19	Juneteenth Day. Response to question about a refund. Response to complaint about Link 18 bus operator.
June 20	Independence Day schedule. Response to question about the new Link 710 proposed route. Response to questions about the public service bus program.
June 21	Public service bus. First Day of Summer. Response to question about electric bikes. Response to comment about a Link 40 operator skipping a bus stop.

LYNX Board Agenda

<p>June 22</p>	<p>Board of Directors meeting. Oversight Committee meeting is canceled. Florida Mall SuperStop construction update. Response to question about improvements to the Florida Mall SuperStop. Response to question about the PineHills Transfer Center project. Response to question about wheelchair accessibility at the Florida mall SuperStop. Response to question about new bus shelters at West Oaks Mall.</p>
<p>June 23</p>	<p>Behind the scenes with Lennox. PawPass mobile fare payment application outage alert. PawPass mobile fare payment application alert update. Multiple responses to concerns about the PawPass outage. Response to customer concern about paying additional money for his bus fare. Notified customer that operators have been instructed to let passengers board the bus due to the PawPass outage.</p>
<p>June 24</p>	<p>Service detour around Exploria Stadium. Independence Day schedule.</p>
<p>June 25</p>	<p>Information session for the August 20 service proposal.</p>
<p>June 26</p>	<p>Information session for the August 20 service proposal. PawPass mobile fare payment application alert update. Response to multiple comments about the PawPass application outage. Response to multiple comments about missing fares on the PawPass application. PawPass mobile fare payment application restored. Response to question about information sessions. Response to comment about a bus shelter. Response to complaint about a rude bus operator. Notified customer that operators have been instructed to let passengers board the bus due to the PawPass outage. Response to question about bus passes. Response to request for information on how to get a refund.</p>
<p>June 27</p>	<p>Tip Tuesday. Information session for the August 20 service proposal. Response to complaint about long wait times when calling customer service. Response to multiple complaints about missing bus fares on their PawPass account. Response to question about reaching out to someone marketing.</p>

LYNX Board Agenda

June 28	Link 38 service. Service detour around Exploria Stadium. Information session for the August 20 service proposal. Response to complaint about a rude bus operator. Response to concern about trash overflow at a bus stop. Response to concern about a Link 3 bus no show.
June 29	LYNX can get you to the airport for the Fourth of July holiday travels. Information session for the August 20 service proposal. Response to positive feedback. Response to question about trip planning.
June 30	Wishing all a fantastic Friday and weekend ahead. Service detour for the Red, Hot and Boom fireworks.

LYNX Board Agenda

Social Media Usage	June 2023
<p>Facebook Page Reach: The number of people who saw any content from your Page or about your Page, including posts, stories, ads, social information from people who interact with your Page and more. Reach is different from impressions, which may include multiple views of your posts by the same people. This metric is estimated.</p>	33,103
<p>Facebook Page and Profile Visits: The number of times our Page was visited.</p>	7,205
<p>Total Facebook Posts</p>	61
<p>Facebook Engagement: The sum of reactions, comments and shares received by content associated with our Pages (for the selected timeframe). Includes comments from the author of the post.</p>	<p>2.5K Engagements: 1.8K Reactions, 477 Comments, 168 Shares</p>
<p>Total Tweets</p>	66
<p>Twitter Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes.</p>	<p>211 Engagements: 144 Likes, 33 Retweets, 23 Replies</p>
Website Usage	June 2023
<p>Total Pageviews</p>	37,292
<p>Total User Visits</p>	9,552

LYNX Board Agenda

Commuter Vanpool Program – June 2023

Vanpool	June 2023
Vanpool Participants	543*
Total Revenue Miles	165,000
New Vanpool	0
Returned Vanpools	0
Current Vans at Service	127
Pending Interests	None
Events	None

*These are estimates, as data is not available until after the 21st day of following month.

Advertising Sales – June 2023

Advertising Sales Revenue	June	LYNX %	FY to Date Sales	FY to Date LYNX %
Sales Revenue	\$390,087.32	\$234,052.39	\$3,555,503.18	\$2,133,301.91

LYNX ard Agenda

Monthly Report B

To: LYNX Board of Directors

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Monthly Financial Report - April 2023

Date: 7/27/2023

Please find attached the preliminary monthly financial report for the Seventh month ending April 30, 2023.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX
STATEMENTS OF REVENUES AND EXPENSES
For the Seven Months Ending April 30, 2023
(UNAUDITED)

	As of 4/30/2023		% Actual compared to Budget
	Budget	Actual	
REVENUES			
Customer fares	\$ 10,948,219	\$ 11,742,078	107%
Contract services	2,639,339	2,634,968	100%
Advertising	1,450,836	1,839,091	127%
Interest & Other income	572,550	3,717,357	649%
Federal Revenue	7,868,841	8,392,056	107%
CARES/CRRSAA/ARPA Federal Revenue	0	0	0%
State Revenue	8,479,430	7,777,954	92%
Local Revenue	6,573,994	6,626,043	101%
Local Revenue Funding Partner	46,662,451	46,662,452	100%
TOTAL REVENUE	\$ 85,195,659	\$ 89,391,999	105%
EXPENSE			
Salaries, Wages & Fringe Benefits	\$ 57,285,440	\$ 59,964,918	105%
Other services	8,297,121	5,335,483	64%
Fuel	8,407,183	7,544,262	90%
Materials and supplies	5,918,623	5,481,641	93%
Utilities	1,046,616	1,082,733	103%
Casualty & Liability	2,733,978	2,571,247	94%
Taxes and licenses	325,523	328,844	101%
Purchased transportation services	18,480,127	18,602,041	101%
Leases & Miscellaneous	1,387,000	842,652	61%
Interest Expense	0	29,489	0%
TOTAL EXPENSE	\$ 103,881,611	\$ 101,783,309	98%
CHANGE IN NET POSITION	\$ (18,685,952)	\$ (12,391,310)	66%

LYNX Board Agenda

Monthly Report C

To: LYNX Board of Directors

From: James Boyle
Director Of Planning And Development
Bruce Detweiler
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Ridership Report - May 2023

Date: 7/27/2023

The attached monthly Performance Report includes May 2023 Year-To-Date figures for ridership and other performance indicators. Total ridership for May 2023 was 1,597,103 This is a 7.9% increase from May 2022. On-Time Performance for Fiscal Year-To-Date 2023 is 63%.

- LYNX overall ridership increased by 100K, or 7.9%, compared to May 2022. Year-to-date ridership for FY-23 (12,240,180) increased 11.9% compared to FY-22 (10,939,267)
- LYMMO ridership increased by 4K, or 10.6%, compared to May 2022. Year-to-date ridership for FY-23 (313,057) increased 19.7% compared to FY-22 (261,450).
- Fixed Route ridership increased by 100K, or 8.3%, compared to May 2022. Year-to-date ridership for FY-23 (11,263,160) increased by 12.1% compared to FY-22 (10,048,114).
- NeighborLink ridership increased by 50, or 0.7%, compared to May 2022. Year-to-date ridership for FY-23 (66,143) increased 7.1% compared to FY-22 (61,787).
- ACCESS LYNX ridership increased by 6K, or 12%, compared to May 2022. Year-to-date ridership for FY-23 (419,827) increased 15.3% compared to FY-22 (364,180).
- Vanpool ridership decreased by 82, or 0.4%, compared to May 2022. Year-to-date ridership for FY-23 (151,607) decreased by 13% compared to FY-22 (174,271).
- There was no special event ridership for May 2023.



May 2023 Service Performance Report

RIDERSHIP

Total Ridership by Mode						
	May-22	May-23	% Δ	YTD-22	YTD-23	% Δ
LYMMO	39,355	43,507	10.6%	261,450	313,057	19.7%
Fixed Route	1,356,072	1,467,960	8.3%	10,048,114	11,263,160	12.1%
NeighborLink	7,280	7,329	0.7%	61,787	66,143	7.1%
ACCESS LYNX	49,369	55,308	12.0%	364,180	419,827	15.3%
Vanpool	23,081	22,999	-0.4%	174,271	151,607	-13.0%
Special Events	5,533	0	N/A	29,465	26,386	-10.4%
SYSTEM TOTAL	1,480,690	1,597,103	7.9%	10,939,267	12,240,180	11.9%

May-22	21 Weekdays	4 Saturdays	6 Sundays
May-23	22 Weekdays	4 Saturdays	5 Sundays

Average Daily Ridership by Mode									
Mode	Weekday			Saturday			Sunday		
	May-22	May-23	% Δ	May-22	May-23	% Δ	May-22	May-23	% Δ
LYMMO	1,561	1,673	7.2%	652	840	28.8%	660	668	1.2%
Fixed Route	50,307	53,909	7.2%	35,382	37,196	5.1%	26,350	26,637	1.1%
NeighborLink	311	289	-7.1%	149	171	14.8%	-	-	-
ACCESS LYNX	1,987	2,175	9.5%	831	1,138	36.9%	698	581	-16.8%
Vanpool	459	538	17.2%	179	157	-12.3%	52	58	11.5%
SYSTEM TOTAL	54,625	58,584	7.2%						

LYNX ridership increased by about 100K, or 7.9%, compared to May 2022. System-wide average riders increased by 11.9% year-to-date.

LYMMO ridership increased by about 4K, or 10.6%, compared to May 2022. Average weekday ridership for LYMMO was up 7.2% in May 2023. Ridership has increased due to the extension of the LYMMO Lime line and frequency changes on the LYMMO Orange and LYMMO Grapefruit lines in December 2022.

Fixed Route ridership increased by 100K, or 8.3%, compared to May 2022. Average daily ridership increased by 7.2% compared to the same time period last year. Ridership is showing a steady recovery from losses incurred from the COVID-19 pandemic with routes such as the 38, 55, and 426 exceeding their pre-COVID ridership.

NeighborLink ridership increased by about 50, or 0.7%, compared to May 2022. The overall increase for the year continues to show a gradual recovery from the COVID-19 pandemic.

ACCESS LYNX ridership increased by about 6K, or 12%, compared to May 2022. Ridership is showing a slow recovery from the COVID-19 pandemic.

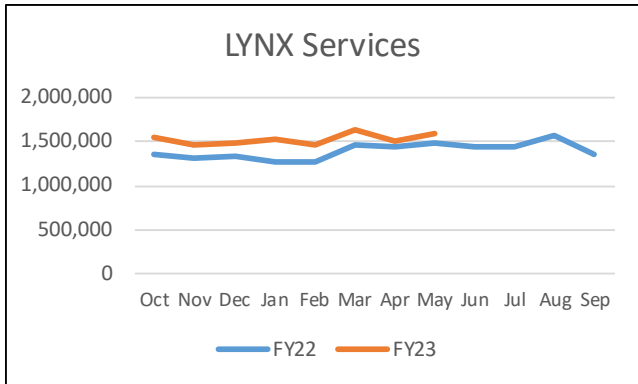
Vanpool ridership decreased by less than 100, or 0.4%, compared to May 2022. The continued use of telecommuting has caused a decrease in total Vanpool utilization.

*According to the U.S. Energy Information Administration, the average price of gasoline in the U.S. was \$4.29/gallon in May 2022 and \$3.71/gallon in May 2023. Historically, high gas prices can result in increased public transit ridership.

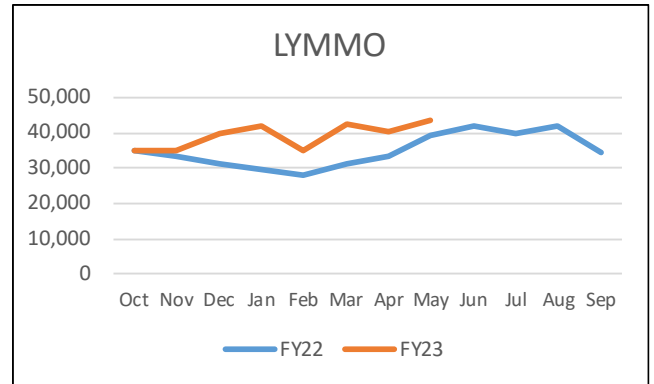


May 2023 Service Performance Report

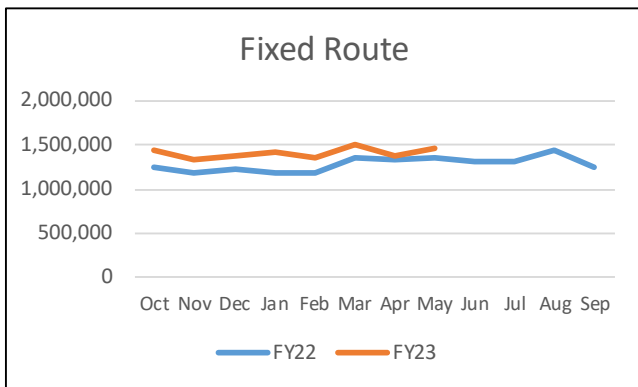
MONTHLY RIDERSHIP TRENDS BY MODE



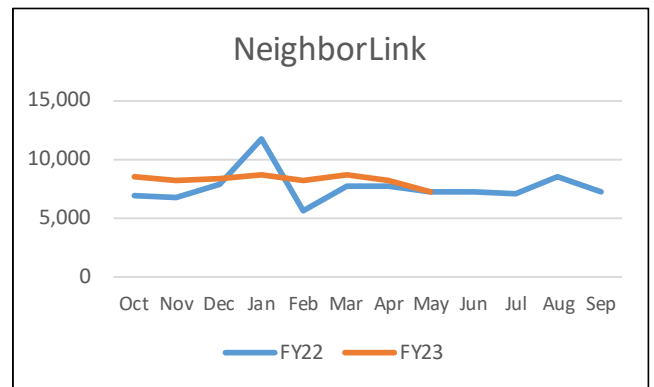
LYNX ridership increased by 7.9% compared to the same time last year. Average weekday riders increased by 7.2%.



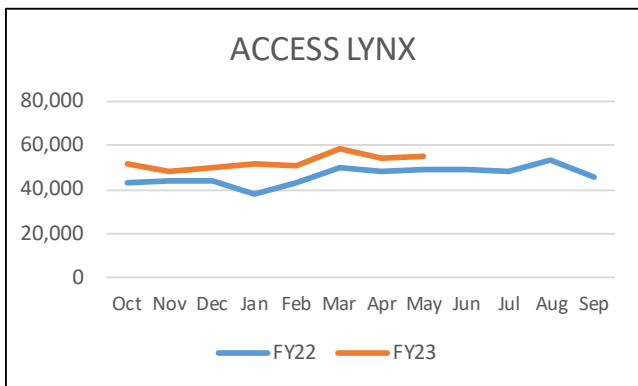
LYMMO ridership increased by 10.6% compared to the same time last year. Average weekday riders increased by 7.2%.



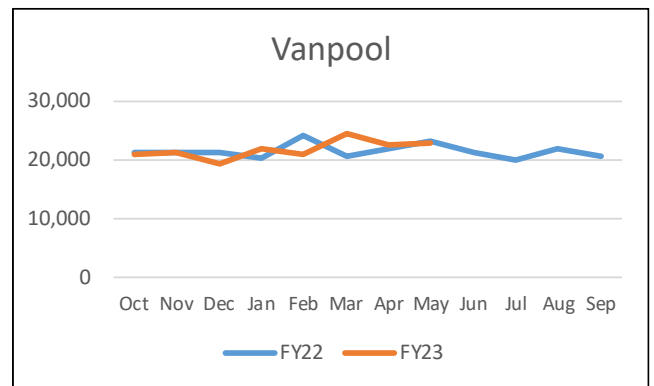
Fixed route ridership increased 8.3% compared to May 2022. Average weekday riders increased by 7.2%.



NeighborLink ridership increased 0.7% compared to May 2022. Average weekday riders decreased by 7.1%.



ACCESS LYNX ridership increased by 12% compared to May 2022. Average weekday riders increased by 9.5%.



Vanpool ridership decreased by 0.4%. The continued use of telecommuting has caused a decrease in Vanpool utilization.



May 2023 Service Performance Report

FY23 Monthly Modal Performance Data Sheet - May 2023

Month End Reporting	Ridership	Passengers per Trip	On-Time Performance	Farebox Recovery	National Transit Database Reportable Accidents	Complaints per 100,000 Miles	Total Trips Scheduled	Percentage of Scheduled Trips Operated	Fleet Availability	Preventative Maintenance Inspection Completed on Time	
LYMMO											
Oct	35,150	5	68%	Not Applicable	0	0.08	7,626	93%	14	100%	
Nov	35,011	5	72%		0	0.09	7,470	90%	14	100%	
Dec	39,777	6	74%		0	0.07	7,343	86%	14	100%	
Jan	41,973	7	67%		0	0.08	7,150	89%	14	100%	
Feb	35,089	6	66%		1	0.07	6,472	87%	14	100%	
Mar	42,478	7	65%		0	0.07	7,258	81%	14	80%	
Apr	40,072	8	64%		0	0.08	6,780	76%	14	71%	
May	43,507	6	70%		0	0.08	7,150	96%	14	100%	
Jun											
Jul											
Aug											
Sep											
YTD	313,057	6	68%		1	0.08	57,249	87%	14	94%	
Fixed Route											
Oct	1,441,821	17	66%	13%	7	0.08	89,575	97%	223	100%	
Nov	1,339,455	16	67%	14%	6	0.09	86,939	95%	228	100%	
Dec	1,368,457	16	67%	10%	8	0.07	91,340	93%	214	99%	
Jan	1,411,242	17	73%	16%	10	0.08	90,637	94%	215	100%	
Feb	1,353,723	18	56%	15%	10	0.07	82,400	93%	216	91%	
Mar	1,501,517	18	58%	13%	5	0.07	92,093	93%	217	84%	
Apr	1,378,985	17	57%	14%	3	0.08	86,845	94%	216	71%	
May	1,467,960	17	62%	14%	6	0.08	90,637	97%	228	99%	
Jun											
Jul											
Aug											
Sep											
YTD	11,263,160	17	63%	14%	55	0.08	710,466	95%	220	93%	



May 2023 Service Performance Report

FY23 Monthly Modal Performance Data Sheet -May 2023

Month End Reporting	Ridership	On-Time Performance	Collected Fares	NTD Reportable Incident	Complaints per 100,000 Miles	Fleet Availability	Preventable Maintenance Inspection Completed On-Time
NeighborLink							
Oct	8,517	100%	100%	0	25.1	95%	100%
Nov	8,162	100%	100%	0	23.3	95%	99%
Dec	8,373	100%	100%	0	17.3	90%	99%
Jan	8,639	100%	100%	0	4.9	91%	99%
Feb	8,220	100%	100%	0	22.1	88%	99%
Mar	8,652	100%	100%	0	8.8	94%	99%
Apr	8,251	100%	100%	0	25.2	99%	98%
May	7,329	100%	100%	0	12.3	NO DATA*	NO DATA*
Jun							
Jul							
Aug							
Sep							
YTD	66,143	100%	100%	0	17.4	93%	99%
ACCESS LYNX							
Oct	51,883	79.50%	99.79%	2	7.3	89%	100%
Nov	48,400	80.15%	99.78%	1	9.5	86%	99%
Dec	49,890	86.03%	99.82%	0	7.6	86%	99%
Jan	51,347	85.20%	99.88%	0	5.2	84%	99%
Feb	50,578	84.02%	99.87%	2	5.2	82%	99%
Mar	58,303	84.76%	99.87%	0	7.7	83%	99%
Apr	54,118	82.65%	99.82%	3	6.6	83%	98%
May	55,308	76.28%	99.82%	0	13.5	NO DATA*	NO DATA*
Jun							
Jul							
Aug							
Sep							
YTD	419,827	82.32%	99.83%	8	7.8	85%	99%

* Data was not provided by MV for Fleet Availability and Preventative Maintenance.



May 2023 Service Performance Report

Definitions of Metrics Used on the Monthly Performance Data Sheets

Ridership – The number of trips taken by people using a public transportation system in a given time period.

Passengers per Trip – The average number of passengers who ride on a revenue trip.

On-Time Performance – Refers to the level of success of the service operating according to the published schedule (LYNX defines a bus as on-time if it falls within 0 minutes early to five (5) minutes late of the published schedule).

Farebox Recovery – The percent of a trip’s operating costs recovered through passenger fares.

National Transit Database (NTD) Reportable Accidents – A safety or security event occurring on transit right-of-way or infrastructure, at a transit revenue facility, at a transit maintenance facility or rail yard, during a transit related maintenance activity or involving a transit revenue vehicle that results in one or more of the following conditions:

- A fatality confirmed within 30 days of the event
- An injury requiring immediate medical attention away from the scene for one or more person
- Property damage equal to or exceeding \$25,000
- Collisions involving transit revenue vehicles that require towing away from the scene for a transit roadway vehicle or other non-transit roadway vehicle
- An evacuation for life safety reasons

Complaints per 100,000 Miles – Total number of complaints received based off of every 100,000 vehicle miles.

Total Trips Scheduled – Number of vehicle revenue trips scheduled to operate for the month.

Percentage of Scheduled Trips Operated – Percentage of the total of the revenue trips that were actually operated for the month compared to the number that were scheduled to operate.

Fleet Availability – Shows the extent to which the bus vehicle fleet is available for revenue-earning work.

Preventative Maintenance Completed On Time – Percentage of the total number of scheduled preventative maintenance inspections that were completed on time.

Collected Fares – Percentage of fares collected from passengers to use the service.