




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

1. Call to Order & Pledge of Allegiance

2. Approval of Minutes

-  Minutes from the September 24, 2009 Board of Directors Meeting

Pg 1

3. Recognition

- Recognition by the Florida Public Transportation Association (FPTA) 2009 Annual Awards Program with four "Awards of Excellence"
- Doris Williams, FPTA Operator of the Year Award
- Road Ranger Mike Cocomazzo
- Recognition from Virginia Tech COTA and FTA for the Environmental Management System





4. Public Comments

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






5. Chief Executive Officer's Report

6. Consent Agenda





A. Release Requests for Proposal (RFP)

- i.  Authorization to Release a Request for Proposal (RFP) for Website Hosting and Design Services Pg 16
- ii.  Authorization to Release a Request for Proposal (RFP) for Van Pool Services Pg 18
- iii.  Authorization to Release a Request for Proposal (RFP) for Bus Stop Inventory, Including Amenities, Accessibility, Sidewalk Analysis, and Database Development and Population Pg 20
- iv.  Authorization to Release a Request for Proposals (RFP's) for ITS Project Management Pg 22








B. Award Contracts

- i.  Authorization to Award a Contract to Tindale Oliver & Associates, Inc., to Develop a Long Range Transit and Financial Plan (2010-2030) Pg 26
- ii.  Authorization to Award a Contract to MV Transportation, Inc., for Flex Services Pg 29
- iii.  Authorization to Award a Contract to Trapeze for the Migration to Trapeze OPS from Midas BD Pg 38
- iv.  Authorization to Award a Contract to Electronic Data Magnet (EDM) and Cancel the Contract to Magnetic Ticket & Label for Printing and Encoding Fare Cards Pg 40
- v.  Authorization to Award a Contract for Consulting Services for Marketing and Public Relations Pg 42





C. Extension of Contracts

- i.  Authorization to Exercise First Option Year of Contract IFB 07-006 with Goodyear Tire and Rubber Company Pg 44
- ii.  Authorization to Exercise the Second Option Year of Contract #05-002 with AECOM Technical Services, Inc., for General Contracting Services Pg 46
- iii.  Authorization to Extend Contract #04-016 with Quest, Inc., for Paratransit Functional Assessment and Travel Training Pg 48
- iv.  Authorization to Exercise Third Year Option of Contract #07-001 with Barracuda Building Corporation, for Installation of Passenger Amenities Pg 50


D. Miscellaneous

- i.  Authorization to File Grant Applications with the Florida Department of Transportation (FDOT) for FY 2011 Rural Transportation Services and JARC/NFP Projects Pg 52
- ii.  Authorization to Amend Contract #07-009 with Mentor Engineering for CAD/MDT Pg 57
- iii.  Authorization To File Grant Application With the Federal Transit Administration for FY 2009 and FY 2010 Capital Investment Program Funds for Bus Acquisitions Pg 62
- iv.  Authorization to Ratify the Agreement with METROPLAN ORLANDO for FY 2009/2010 Transit Planning Activities Pg 64
- Attachments 
- v.  Adoption of the LYNX Investment Policy Pg 84
- vi.  Authorization to Amend Contract #BDL-96 with the Florida Department of Transportation (FDOT) for the Road Ranger Assistance Program Pg 96

7. Action Agenda


- A.  Authorization to Initiate the Public Participation and Implementation Process for the Proposed Service Changes and Service Efficiencies Effective April 11, 2010 Pg 97
- B.  Authorization to Award Contract to PB Americas for a LYMMO Expansion Alternatives Analysis Study Pg 99
- C.  Authorization to Cancel a Request for Proposal (RFP) #09-R03 for Bus Shelter Advertising Pg 102
- D.  Election of the 2010 Board of Directors' Officers - Secretary Pg 104

8. Work Session

- A.  Overview of Retirement and Pension Plan Benefits Pg 105

9. Information Items

(For Review Purposes Only - No action required)

- A.  Proposed Dates for Board of Directors 2010 Meetings Pg 113

10. Other Business

11. Monthly Reports

(For Review Purposes Only - No action required)

- A.  Preliminary Monthly Financial Reports - September 30, 2009 Pg 114
- Attachments 
- B.  Monthly Financial Reports - August 31, 2009 Pg 121
- Attachments 
- C.  LYNX' American Recovery and Reinvestment Act Project Status Report for September & October 2009 Pg 128
- D.  Ridership Reports - September & October 2009 Pg 132
- E.  Planning & Development Report - October & November 2009 Pg 140
- F.  Communications Report - September & October 2009 Pg 145
- G.  Government Relations Report Pg 153
- H.  Monthly Employee Travel Report - December 2009 Pg 156
- I.  Monthly Employee Travel Report - November 2009 Pg 157
- J.  Monthly Employee Travel Report - October 2009 Pg 159

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 Sarah Tirado at 455 N. Garland Ave, Orlando, FL 32801 (407) 841-2279, extension 3012, 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
Monthly Board Meeting Minutes

PLACE: **LYNX Central Station**
 455 N. Garland Avenue
 Board Room, 2nd Floor
 Orlando, FL 32801

DATE: **September 24, 2009**

TIME: **1:03 p.m.**

Members in Attendance:

Seminole County Commissioner, Carlton Henley, Chair
City of Orlando, Mayor Buddy Dyer, Vice Chair
Orange County, Mayor Richard Crotty

Members Absent:

Osceola County Commissioner, Brandon Arrington, Secretary
FDOT District 5 Secretary, Noranne Downs,

1. Call to Order and Pledge of Allegiance

The Chairman, Commissioner Carlton Henley, called the meeting to order at 1:03 p.m. Chairman Henley asked Mayor Richard Crotty to lead the Pledge of Allegiance.

2. Approval of Minutes

Motion was made and seconded to approve the Minutes of the July 23, 2009 Board of Directors meeting. The motion passed unanimously.

3. Recognition

The Chairman recognized Edward Johnson, Chief Administrative Officer, to recognize Richard Chase, Facilities Maintenance Supervisor, for 20 years service.

Mr. Johnson noted that two additional employees are scheduled to be recognized; however, their arrival was delayed. Mr. Johnson asked the Chairman to recognize them upon their arrival.

4. Public Comments

Joanne Counelis addressed the Board in support of 24 hour service 7 days a week including holidays and weekends.

5. Chief Executive Officer's Report

The Chairman recognized Linda Watson, Chief Executive Officer, to report on the following items:

1. American Public Transportation Association (APTA) will be holding its Annual Conference in Orlando at the JW Marriott Grand Lakes October 5-7.

The public transportation industry's premier event officially begins with the opening general session as we highlight public transportation's accomplishments of the past year and challenges and opportunities ahead in the new economy. Ms. Watson noted that the opening session will include a welcome from Mayor Dyer and Mayor Crotty as well as herself representing LYNX, the host agency. Peter Rogoff, Administrator, Federal Transit Administration, and Ray LaHood, Secretary, U.S. Department of Transportation, will speak during the session.

Congresswoman Brown and Congressman Mica are coordinating an event to host Secretary LaHood to speak to local and state officials and state transportation stakeholders on SunRail, High Speed Rail and other transportation issues in Florida.

During the conference, staff members from the U.S. Senate and House of Representatives committees with jurisdiction over the federal transit program will discuss program proposals for multi-year authorizing legislation for these programs. The session will examine the implications of proposed changes for transit agencies and suppliers, as well as timing and other issues related to the development of this important federal legislation.

The conference will showcase what's new and innovative in the world of transit equipment and services.

2. LYNX participated in a Visible Intermodal Prevention & Response (VIPR) event on September 17, from 11:00 AM to 7:00 PM at the Central Station. The program consists of specialty teams formed with security and law enforcement professionals specifically trained in transportation security. This second opportunity for LYNX was conducted on site by the Transit Security Administration (TSA) and included personnel from Federal Air Marshals, Behavior Detection Officers, and Explosives Detection Canine Teams (K9s).
3. Ms. Watson noted that on October 17th, the University of Texas at Arlington will present her with its 2009 Distinguished Alumni Award.

6. Consent Agenda

A. Award Contracts

- i. Authorization to Award a Contract to Adams Tank and Lift, Inc. for Supply and Installation of an Automated Fueling System

- ii. Authorization to Award a Contract to McCartney & Co., Inc. for LYMMO Roadway Repairs
- iii. Authorization to Award Contract to AECOM Technical Services, Inc. for Architecture and Engineering General Services
- iv. Authorization to Award a Contract to Transit Resource Center for Bus Line Inspection Services
- v. Authorization to Award a Contract to Glover Oil Company for Biodiesel
- vi. Authorization to Award a Contract to Glass Protection Services, Inc. for the installation of a Safety Thermal Window Film

B. Extension of Contracts

- i. Authorization to Execute an Interlocal Agreement with VOTRAN for Commuter Bus Service between Volusia County and Downtown Orlando
- ii. Authorization to Exercise Third Year Option of Contract #06-001 with Akerman Senterfitt for Federal Lobbying Services
- iii. Authorization to Exercise Third Year Option of Contract #07-019 with Spencer Fabrications, Inc., for Manufacturing of LYNX Passenger Shelters and Amenities

C. Miscellaneous

- i. Authorization to Auction Obsolete Bus Parts
- ii. Authorization to Transfer Eleven Retired Buses to the Gainesville Regional Transit System
- iii. Authorization to Appoint Edward L. Johnson as Trustee on the LYNX Deferred Compensation Plan
- iv. Authorization to Reappoint Edward L. Johnson as a Management Trustee to the Amalgamated Transit Union (ATU) Local 1596 Pension Plan
- v. Authorization to Amend Contract #05-002 with AECOM Technical Services, Inc., for General Consulting Services
- vi. Authorization to Enter into an Interlocal Services Agreement with Polk County for PickUp Line Services
- vii. Ratification of the Department of Homeland Security Transit Security Grant Program Award
- viii. Authorization to Approve the Local funding Portion for the Build-Out of the Champs Restaurant
- ix. Authorization to Purchase up to Thirty-one Buses under LYNX Contract #09-C05 with Gillig, LLC
- x. Authorization to Issue a Purchase Order to First Class Coach Sales under the Florida Department of Transportation's Florida Vehicle Procurement Program's (FVPP) State Contract #FVPP-08-SC-FCC for the Procurement of Twenty-Three (23) Paratransit Vehicles Funded with American Recovery and Reinvestment Act (ARRA) Funds
- xi. Authorization to Enter into an Annual Coordination Agreement with Three Medicaid Compensable Entities and Forty-eight Non-Compensable Entities
- xii. Authorization to Execute the Joint Participation Agreements with the Florida Department of Transportation (FDOT) for FY2010 Service Development Grants
- xiii. Authorization to Issue a Change Order to Don Wood, Inc. to Upgrade Electrical Circuits for the Biodiesel Demonstration Project

- xiv. Authorization to Approve the Local Coordination Agreements with the following Human Service Agencies; Osceola Council on Aging; Seniors First; Seminole County Mental Health; Seminole County meals on Wheels; Quest, Inc.; Primrose; Osceola ARC; and the Independent Transportation Network of Orlando

Motion was made and seconded to approve the Consent Agenda Items 6.A.i through 6.C.xiv. The motion passed unanimously.

7. Action Agenda

The Chairman announced a “Blue Sheet” Action Agenda item will be added to the Agenda and taken up immediately following Action Agenda Item 7.J.

A. **Authorization to Implement the Proposed Service Changes and Service Efficiencies Effective December 6, 2009**

The Chairman recognized Edward Johnson, Chief Administrative Officer, to make the presentation.

Staff is requesting the Board of Director’s authorization for the Chief Executive Officer (CEO) or designee to implement service changes effective December 6, 2009.

On July 23, 2009 staff received authorization from the Board of Directors’ to initiate the Public Participation Process for the proposed service changes for December 6, 2009.

Mr. Johnson reported that six public workshops were held between August 7, 2009 and August 27, 2009. A public hearing was held August 28, 2009 regarding the elimination of Link 47 and replacement with Link 622, PickUp Line service.

Mr. Johnson reported that the service changes will improve efficiency and effectiveness of the fixed route services.

- Seminole County Proposed Changes
 - Link 34 – re-routing unproductive segments
 - Link 46 – restructured to operate more efficiently
 - Link 45 – extending service to a major employer
 - Link 47 – eliminated due to low performance and replacing with Link 622, PickUp Line service
 - Link 103 – increase frequency from 30 minute to 15 minute headway
 - Link 434 – extending service to University Central Florida
- Orange County Proposed Changes
 - Link 8 – reducing peak frequency from 10 minutes to 15 minutes
 - Link 111 – increased frequency from 60 minutes to 30 minutes
Service from Orlando International Airport to Walt Disney World will be funding through a Service Development Grant with Walt Disney World providing the local match
 - Links 300-305 – re-routing through Disney Properties
 - Link 319 – routing efficiencies through Richmond Heights

- Link 443 – re-routing of west end of route to serve Powers Drive and North Lane
- Osceola County Proposed Changes
 - Link 306 – service from Poinciana to Walt Disney World will be funded through a Service Development Grant with match provided by Walt Disney World, Job Access Reverse Commute and New Freedom Program
- Osceola/Polk County Proposed Changes
 - Link 603 – establish new PickUp Line service operating in Southwest Poinciana serving both Osceola and Polk Counties; Polk County has secured a Service Development Grant through the Florida Department of Transportation and will provide the local match

Motion was made and seconded to authorize the Chief Executive Officer (CEO) or designee to implement service changes effective December 6, 2009. The Motion passed unanimously.

B. Authorization to Release Requests for Proposals (RFP’s) Related to the American Recovery & Reinvestment Act; Revise the American Recovery & Reinvestment Act Projects’ Amounts and the Associated Approval to Award Contracts

The Chairman recognized Edward Johnson, Chief Administrative Officer, to make the presentation.

Staff is requesting the Board of Directors’ authorization for the Chief Executive Officer or designee to: A) release the Requests for Proposals (RFP’s); B) award the specific contracts; and C) revised the specific projects’ amounts, all related to the American Recovery and Reinvestment Act (ARRA) Grant.

A) Release Requests for Proposals (RFP’s)

On February 26, 2009, the LYNX Board of Directors authorized staff to release 17 Requests for Proposals (RFP’s) associated with the American Recovery & Reinvestment Act (ARRA) for certain projects. Since the authorization, five additional projects have been identified as meeting the ARRA funding criteria:

- Purchase and Installation of Advertising Shelters for the City of Orlando (RFP)
- Kissimmee Commuter Rail Transfer Center (Bid)
- Construction Improvements Rosemont Transfer Center (Bid)
- Construction Improvements West Oaks Transfer Center (Bid)
- Construction Improvements Sanford Transfer Center (Bid)

B) Award ARRA Contracts

On February 26, 2009, the LYNX Board of Directors authorized the Board Chairman to approve any time-sensitive contracts. Staff is requesting the Board authorize the Board Chairman to approve ARRA contract awards during the months when the Board does not meet and only when staff has identified such a contract to the Board.

- Energy Efficiency Enhancements for Lighting Upgrade – RFP09-R14 (Source Evaluation Committee October 2009)

- LYNX Operations Center Emergency Generators – RFP09-R06 (Source Evaluation Committee October 2009)
- Electrical/Mechanical Upgrades at LYNX Operation Center – BID09-B16 (Bid September 23, 2009)
- Bus Surveillance System Upgrade – RFP09-R20 (Source Evaluation Committee September 2009)

C) Revise ARRA Project Amounts

- Staff is requesting the Board’s authorization to refine the ARRA project amounts as follows:

LYNX PROJ #	Project Name DESCRIPTION	FEB Board RFP Release & Project Amounts	Workshop APRIL 17 '09	Column D: PROJECT TOTAL PER ARRA GRANT AWARD
1.1	Emergency Generators	650,000	1,050,000	\$872,770
1.2	Roller Brake Dynamometer	175,000	175,000	\$175,000
1.3	Paint Booth	Included with No Amount Stated	400,000	\$225,523
1.5	Parking Lot Exp - LOC (120 sp)	400,000	400,000	\$400,000
1.6	Phs II LOC Elec/Mech Improvements	Included with No Amount Stated	454,920	\$259,764
2.1	System-Wide Shelters (150**)	2,760,000	3,802,950	\$3,928,825
2.2	City of Orlando Shelters (150)	Not Included*	3,802,950	\$3,928,826
3.1	Fare Payment Sys Upgrade (TVM)	325,952	940,210	\$937,710
3.3	Bus Video Surveillance & Wireless Upgrade	1,345,340	1,345,340	\$1,545,340
4.1	Kissimmee Commuter Rail TC (Design Only – Construction Not Included)	Not Included*	1,500,000	\$200,000
4.2	Rebuild Rosemont Transfer Center	Not Included*	700,000	\$416,083
4.3	Upgrade West Oaks Transfer Center	Not Included*	400,000	\$416,083
4.4	Upgrade Sanford Transfer Center	Not Included*	400,000	\$416,083
4.6	Integrated Surveillance System (Facilities/CCTV)	1,520,000	449,000	\$449,000
5.1	Hybrid LYMMO (8 ea)	4,500,000	4,950,000	\$5,000,000
5.2	Circ Vehcl - Flex Service (6 ea)	3,000,000	375,000	\$451,608
5.3	Paratransit Vehicles (46 ea**)	1,000,000	2,875,000	\$3,220,000
6.2 a	Lighting Improvements LOC/LCS	125,000	125,000	\$125,000
6.2 b	Window Tinting LOC/LCS	192,000	192,000	\$192,000
6.3	Zimek - Sanitizing System	Included with No Amount Stated	150,000	\$125,000

Motion was made and seconded to authorize the Chief Executive Officer (CEO) or designee to release an additional five Requests for Proposals associated with the American Recovery & Reinvestment Act (ARRA); authorize the Board Chairman to approve ARRA contract awards during the months when the Board does not meet; and authorize the refinement of the American Recovery & Reinvestment Act (ARRA) project amounts. The Motion passed unanimously.

C. Authorization to Increase Contracts #09-C07 with Data Transfer Solutions (DTS) and #09-C08 with Reynolds, Smith & Hill (RSH) for General Consulting Services

The Chairman recognized Edward Johnson, Chief Administrative Officer, to make the presentation.

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to increase Contract #09-C07, Data Transfer Solutions (DTS) and Contract #09-C08, Reynolds Smith & Hill (RS&H) Consultant Team Program Contract from \$300,000 to \$400,000 per contract year for FY2008/2009 and FY2009-2010 for a total of \$200,000 additional funding.

On December 11, 2008, LYNX Board of Directors authorized a contract award to DTS and RS&H for a not to exceed program amount. Work orders have been issued in the amount of \$298,980 and, therefore, there is an insufficient balance to complete projects for the balance of the contract year ending December 2009.

Motion was made and seconded to authorize the increase of Contract #09-C07, Data Transfer Solutions, and Contract #09-C08, Reynolds Smith & Hill Consultant Team Program from \$300,000 to \$400,000 per contract year for FT2008/2009 and FY2009/2010 for a total of \$200,000 additional funding. The Motion passed unanimously.

D. Authorization to Increase LYNX' Staffing Level for Grant Funded Positions for the American Recovery & Reinvestment Act (ARRA) Projects and the Department of Homeland Security (DHS), Florida Department of Transportation (FDOT), and Federal Transit Administration (FTA) Programs and the Biodiesel Fuel Project with the Florida Department of Energy

The Chairman recognized Edward Johnson, Chief Administrative Officer, to make the presentation.

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to increase the staffing level for the following grant funded positions and include the grand funds in the FY2010 operating budget to cover the cost:

- ARRA Passenger Amenities Technician
- ARRA and Biodiesel Accountant
- ARRA Senior Contract Administrator
- ARRA Grants Compliance Administration Specialists (Part-time)
- Safety & Security Budget Analyst
- Biodiesel Technician II (Part-time)

These positions are needed to assist with the project implementation, administration, tracking, accounting, budgeting and contract management. Five positions would be added for the American Recovery & Reinvestment Act (ARRA) program. One position would be added for the Department of Homeland Security (DHS) program.

Mr. Johnson clarified for the Board that the positions would be fully grant funded and would be eliminated at the completion of the projects.

Motion was made and seconded to authorize increasing the staffing level for the six grant funded positions and to include the grant funds in the FY2010 operating budget to cover the cost. The Motion passed unanimously.

E. Adoption of the FY2010 Operating and Capital Budgets

The Chairman recognized Bert Francis, Chief Financial Officer, to make the presentation.

Since presenting the preliminary FY2010 Operating Budget to the Board at the April 22, 2009 meeting, presentations have been made to the local funding partners, assumptions have been re-examined and the cost of providing the same level of service for the next fiscal year has been discussed. In addition, adjustments have been made to include the enhancement of the Disney Services, Road Rangers Program, and other various expenses.

There is no change in the original funding request from the various funding partners.

- Total Budget Summary
 - Operating Revenue & Expense \$112,943,113
 - Capital Funding & Expenditures \$ 51,344,520
 - TOTAL Sources & Uses of Funding \$164,287,633
 - Staffing Count 989

Operating Budget

The Operating Budget for FY2010 is a decrease of 6.7% from the previous year. The decrease is due to several major impact items,

- Key Budgetary Impact Items

	<u>Decrease in FY2010</u>
• Salaries/Wages/Fringe	\$ 2,394,848
• Other Services	\$ 545,284
• Fuel	\$ 5,430,967
• Materials, Supplies & Other Misc	\$ 326,636
	<u>Increase in FY2010</u>
• Purchased Transportation	\$ 594,041
• TOTAL Net Impact	\$ 8,103,694

Operating Revenue

The Operating Budget is funded by a combination of LYNX generated revenue and federal, state and local dollars. Specifically, this budget includes funds from the following areas:

- LYNX-Generated Revenue \$ 35,559,027
- Federal Revenue \$ 15,384,672
- State Revenue \$ 12,891,779
- Local Revenue \$ 49,107,635
- TOTAL Operating Revenue \$112,943,113

Operating Expense

The Operating funds are programmed to fund the following expenses:

• Salaries/Wages/Fringes	\$ 62,222,428
• Purchased Transportation	\$ 18,852,321
• Fuel	\$ 11,779,753
• Other Services	\$ 9,696,881
• Materials & Supplies	\$ 5,650,932
• Casualty & Liability	\$ 1,628,269
• Utilities	\$ 1,327,664
• Leases/Interest/Misc	\$ 1,324,795
• Taxes	<u>\$ 460,070</u>
• TOTAL Operating Expense	\$112,943,113

Capital Budget

The proposed Capital Budget for FY2010 is \$51,344,520 which is an increase of approximately 1% from the previous year. The increase results from the addition of the American Recovery & Reinvestment Act (ARRA) projects, technology upgrades, and safety enhancements.

Capital Funding

The Capital Budget is funded from a combination of federal, state and local sources. Specifically, the budget includes funds from the following areas:

• Federal - ARRA	\$ 24,062,270
• Federal – LYNX Projects	\$ 24,580,570
• State	\$ 1,396,386
• Local	<u>\$ 1,305,294</u>
• TOTAL Capital Funding	\$ 51,344,520

Staffing Count

- 14 new positions
 - 12 positions related to increase in Disney service (approximately 18,000 service hours)
 - 2 positions related to the Road Ranger Program

Motion was made and seconded to adopt the FY2010 Operating and Capital Budgets. The Motion passed unanimously.

F. Authorization to Enter into the FY2010 Partner Agreement for THE CLUB PROGRAM with Orange County

The Chairman recognized Bert Francis, Chief Financial Officer, to make the presentation.

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to continue and finish negotiations with Orange county for THE CLUB PROGRAM, and to then execute an agreement with Orange County regarding the program for the upcoming fiscal year beginning October 1, 2009.

THE CLUB PROGRAM is an Orange County program that provides recreational opportunities for the County's youth. The County reimburses LYNX for the cost of the program up to an appropriated amount. The County agrees to appropriate \$250,000 to LYNX for FY2010 for LYNX to provide the services to THE CLUB PROGRAM.

Motion was made and seconded to authorize staff to enter into the FY2010 Partner Agreement for THE CLUB PROGRAM with Orange County. The Motion passed unanimously.

G. Authorization to Approve a Uniform Funding Agreement and Enter into the FY2010 Service Funding Agreements with the Regional Funding Partners

The Chairman recognized Bert Francis, Chief Financial Officer, to make the presentation.

Staff is requesting the Board of Directors' approve the form and content of the revised regional partners funding agreement and authorize the Chief Executive Officer (CEO) or designee to enter into funding agreements with the Regional Funding Partners for the provision of public transportation services corresponding with the respective funding contributions for FY2010. The actual amounts of the agreements will be final based upon the Boards' earlier action of approving the FY2010 Operating & Capital Budget.

- Orange County \$34,819,427
- Seminole County \$ 4,391,342
- Osceola County \$ 4,601,284
- Lake County \$ 146,223
- City of Orlando \$ 3,744,400
- City of Altamonte Springs \$ 130,000
- City of Sanford \$ 100,000
- City of St. Cloud \$ 174,192

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

The Board directed staff to develop a new uniform service funding agreement with each of the funding partners. The proposed new agreement contains the following:

- a) A uniform funding agreement for all funding partners
- b) A provision that allows for continued monthly payments by the funding partners subsequent to the end of each fiscal year. This will allow LYNX:
- c) to avoid cash flow problems that have arisen in the past based on timing of approval of the agreement by the various funding partner boards.
- d) An "addendum" to the contract that will provide for particular or unique requirements by the various funding partners.

Motion was made and seconded to approve the Uniform Funding Agreement and enter into the FY2010 Service Funding Agreements with the Regional Funding Partners. The Motion passed unanimously.

The Chairman announced the suspension of the Agenda in order to complete the item of Recognitions.

Recognition

The Chairman recognized Edward Johnson, Chief Administrative Officer, to recognize Edward Schlauraff, Bus Operator, for 20 years service and Jean Gilbert, Bus Operator, for 25 years service.

H. Authorization to Adopt Resolutions 09-008, 09-009, 09-010 in support of the State of Florida Department of Transportation's Track 1 and 2 Application for SunRail, HighSpeed Rail, and Amtrak Services

The Chairman recognized J Marsh McLawhorn, Chief Government Affairs Officer, to make the presentation.

Staff is requesting the Board of Directors' adoption of three Resolutions 09-008, 09-009-09-010 supporting the Florida Department of Transportation's (FDOT) applications for three distinct rail projects that will impact our region.

Motion was made and seconded to adopt Resolutions 09-008, 09-009, 09-010 in support of Florida Department of Transportation's Track 1 and 2 Application for SunRail, HighSpeed Rail, and Amtrak Services. The Motion passed unanimously.

I. 2010 State Legislative Priorities

The Chairman recognized J Marsh McLawhorn, Chief Government Affairs Officer, to make the presentation.

Staff is requesting the Board of Directors' approval of LYNX' State Legislative priorities for the 2010 session.

Proposed State Legislative Priorities

- Support Central Florida Commuter Rail (SunRail)
- Ban public transit operators from using cellular, mobile or wireless devices (including headsets) while operating a public transit vehicle
- Modify Statute in LYNX Charter to enable Capital Lease Agreements
- Protect Transportation and Transportation Disadvantaged Trust Fund

LYNX will also actively monitor transportation-related legislation to support or oppose transit initiatives that impact the legislative priorities of partner organizations consistent with the direction provided by the LYNX Board of Directors and that will advance the interests of our region.

Motion was made and seconded to approve LYNX' State Legislative priorities for the 2010 session. The Motion passed unanimously.

J. Authorization to Enter into a Purchasing Agreement with Orange County and Orlando Utilities Commission (OUC) to Purchase Biodiesel Fuel from LYNX

The Chairman recognized Bert Francis, Chief Financial Officer, to make the presentation.

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into a purchasing agreement with Orange County and Orlando Utilities Commission (OUC) to purchase biodiesel fuel from LYNX.

LYNX is currently participating in a demonstration project with the Florida Department of Energy on the conversion of all revenue vehicles for biodiesel fuel. Orange County and OUC are partners in this program. LYNX will purchase all the biodiesel and diesel fuel required, blend the biodiesel/diesel and then sell back the finished product to its partners.

LYNX' staff and legal counsel are working with Orange County and OUC staff to finalize the terms and conditions of the proposed agreement with each partner, including completion of any exhibits and addenda. This will permit the purchase agreements to be executed more quickly and allow Orange County and OUC to start taking deliveries of the product.

Motion was made and seconded to authorize the Chief Executive Officer or designee to enter into a purchase agreement with Orange County and Orlando Utilities Commission (OUC) to purchase biodiesel fuel from LYNX. The Motion passed unanimously.

K. BLUE SHEET ITEM: Authorization to Approve the Subject Amalgamated Transit Union Pension Plan Amendment No. 6 and Amendment No. 9 to Collective Bargaining Negotiations

The Chairman recognized Edward Johnson, Chief Administrative Officer, to make the presentation.

The Board of Trustees for the Amalgamated Transit Unit 1596 pension Plan have adopted two amendments No. 6 and No. 9 Due to the LYNX Board of Directors' desire to become more involved in the amendment process for this plan, as well as the provisions in the collective bargaining agreement, these items are being presented to the Board. Staff is requested the Board of Directors' to determine whether to subject either Plan Amendment to collective bargaining. If either Amendment is subject to collective bargaining, the effective date will be delayed until the process is complete.

Mr. Johnson introduced Nadine Schaal, Attorney, Akerman Senterfitt, to provide the background on the Plan Amendments.

Amendment No. 9 – Amounts Payable Upon Election to DROP

This amendment would permit participants who elect DROP to choose to invest the benefit in either the Pension Plan's assets, as it is currently done, or a Money Market Fund on a quarterly basis.

Discussion ensued regarding any financial impact of the Amendment to LYNX.

Amendment No. 6 – Coordination of Disability Pension with Disability Insurance

This amendment re-defines disability so that a participant in the ATU 1596 Pension Plan may qualify for a disability pension under the Plan. For the first 6 months of disability, a participant will be eligible for a disability pension if the long-term disability carrier or social security or the Board of Trustees makes such a determination. There will be a procedure for the Board of Trustees to make such a determination. The disability pension will end once an individual is eligible for long-term disability from the existing insurance policy which provides such benefits.

Discussion ensued regarding any financial impact of the Amendment to the Pension Plan.

Ms. Schaal noted that the Plan Amendments provides for each party to review and determine by November 6th whether they desire the Amendments to go to collective bargaining. If neither party makes the election to go to collective bargaining, the Amendments will become effective January 1, 2010.

Discussion ensued regarding the opportunity for the LYNX Board of Directors to recommend revisions to the Amendments' language.

Motion was made and seconded to subject Amendment No. 9 to collective bargaining and clarification on any financial impact to LYNX. The Motion passed unanimously.

Motion was made and seconded to subject Amendment No. 6 to collective bargaining and clarification of any financial impact to the Pension Plan. The Motion passed unanimously.

L. Approval of Chief Executive Officer's (CEO) Annual Appraisal

The Chairman reported that the Chief Executive Officer's annual appraisal has been completed and reviewed with Ms. Watson. He noted that a vote of the Board is not needed to approve the performance appraisal.

The Chairman also noted that the CEO's contract provides for an automatic roll-over in the absence of Board action.

The Chairman recognized Pat Christiansen, LYNX General Counsel, to discuss the CEO's employment contract.

Mr. Christiansen reported that the CEO's contract was entered into in 2004 with an initial term of three years with an automatic roll-over clause with the anniversary date of October 1st of each year. The Contract provided that on October 1st each year, the CEO

would receive a performance and compensation review. Further, the contract provides that either party can terminate their agreement 90 days prior to October 1. In the absence of either terminating the agreement 90 days prior to October 1, the Contract would continue for that year beginning October 1.

During the performance and compensation reviews in each of the last years there has been some change in compensation and/or benefits which necessitated an amendment to the Contract. For this current contract year, no changes to the terms of the contract are being made and, therefore, no amendment to the Contract is needed.

Motion was made and seconded for confirmation of support of Linda Watson, Chief Executive Officer. The Motion passed unanimously.

M. Election of the 2010 Board of Directors' Officers

The Chairman recognized Pat Christiansen, LYNX General Counsel, to make the presentation.

On an annual basis that coincides with LYNX' fiscal year, the Board of Directors elects from its membership a Chairman, Vice Chairman and Secretary.

Motion was made and seconded to elect Seminole County Commissioner, Carlton Henley, as LYNX' Chairman of the Board of Directors. The Motion passed unanimously.

Motion was made and seconded to elect Osceola County Commissioner, Brandon Arrington, as LYNX' Vice Chairman of the Board of Directors. The Motion passed unanimously.

8. Work Session

A. Presentation on Seminole County's 17/92 Community Redevelopment Agency (CRA)

The Chairman recognized Linda Watson, Chief Executive Officer, who introduced Phil Laurien, Executive Director for the East Central Florida Regional Planning Council (ECFRPC), Mr. Laurien will provide an overview of Seminole County's Community Redevelopment Agency's Fern Park Analysis and the potential use of Bus Rapid Transit (BRT) along the US 17-92 corridor.

As a component of LYNX' Long Range Transit Plan, a request for \$75,000,000 was submitted for a Small Start Program that can be used for BRT corridors. Seminole County's CRA has completed a significant amount of planning on the US 17-92 corridor, one of the 14 major corridors in Central Florida.

Mr. Laurien noted that the Florida Department of Transportation (FDOT) approached the ECFRPC to prepare an alternative compact future land use plan that would be transit oriented and promote growth in urban centers and corridors connecting urban centers.

The intent of the Small Starts Program is to reduce congestion. For a corridor to be considered for the program, it must have significant congestion and be part of a congestion reduction strategy. The corridors considered were US 50 in Orlando, US 192 in Kissimmee, and US 17-92 in Seminole County.

Congestion Reduction Strategy:

- Commuter Rail is a part of FDOT's strategy to reduce congestion on I-4 during widening. Bus Rapid Transit on US 17-92 can either be an alternative to commuter rail or be a feed to it.

Economic Development Benefit:

- The Economic Development Administration has approved the ECFRPC's Comprehensive Economic Development Strategy which listed US 17-92 as a top priority economic redevelopment project with transit affirmed.
- BRT will benefit the US 17-92 corridor which is a 13 mile continuous Community Redevelopment Area with participation from Seminole County, Sanford, Winter Springs, Lake Mary, Casselberry, and Longwood.
- Seminole County amended the Comprehensive Plan in 2008 and it was approved by Department of Community Affairs (DCA) as a transit oriented corridor encouraging higher intensity mixed uses

Ms. Watson noted that LYNX will continue working with our partners and stakeholders on further study of the corridors to include an alternatives analysis prior to a BRT ready project. There is potential funding available for a feasibility study on one or more of the corridors. The goal is to be in a position to move forward with a project when the authorization is complete and funding is made available. Staff will continue to provide regular updates.

9. Information Items

Information Items are for review purposes only. No action is required.

10. Other Business

The Chairman asked if there was other business to bring before the members. Hearing none, the chairman moved the Agenda.

11. Monthly Reports

Monthly Reports are for review purposes only. No action is required.

Meeting adjourned at 2:30 p.m.

Consent Agenda Item #6.A. i

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Matthew Friedman
(Technical Contact)
Tori Iffland
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Release Requests for Proposal (RFP)
Authorization to Release a Request for Proposal (RFP) for Website Hosting
and Design Services

Date: 1/7/2010

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 GoLYNX.com website hosting and design services. The contract term will be for an initial three (3) year period with two (2) one year options.

BACKGROUND:

LYNX is requesting a statement of qualifications and proposals from firms interested in and capable of providing hosting and design services for GoLYNX.com. LYNX' website provides an avenue for customers, community leaders and staff with beneficial links in using LYNX services and obtaining the latest information available about the organization.

LYNX has been utilizing Vertiquest, a local company, to provide the hosting, design, and development services for GoLYNX.com

The website is vital to LYNX business, thus we are seeking firms who will provide hosting services as well as serve as an extension of LYNX staff to provide technical expertise with the development and design of the site. LYNX requires the site to be developed with the necessary tools to allow LYNX staff to update content and utilize a development site for changes which would be applied to the production site of GoLYNX.com.

The RFP, including supporting documentation, will provide proposers with the necessary specifications to prepare and submit a written proposal for the hosting and design to support LYNX with the strategies of the website.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

Funding for this service will be with the utilization of operating dollars; therefore, there is no Disadvantaged Business Enterprise (DBE) goal for this project.

FISCAL IMPACT:

Funding for the contracted services for a total of \$17,000 per year has been approved within the FY 2010 operating budget.

Consent Agenda Item #6.A. ii

To:	LYNX Board of Directors
From:	Edward Johnson CHIEF ADMINISTRATIVE OFFICER William Fay (Technical Contact) Rich Bannon (Technical Contact)
Phone:	407.841.2279 ext: 6058
Item Name:	Release Requests for Proposal (RFP) Authorization to Release a Request for Proposal (RFP) for Van Pool Services
Date:	1/7/2010

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 vanpool fleet management, maintenance and insurance services.

BACKGROUND:

LYNX currently has sixty-four vans in its vanpool fleet. LYNX purchases the vehicles with funds granted by the Federal Transit Administration (FTA) and contracts with an outside vendor, currently Vanpool Services Incorporated (VPSI), to provide fleet management, maintenance and insurance services. The current contract with VPSI will expire on June 30, 2010. One major concern that has been identified with this service is the pricing of our vanpool program, which has been cited by vanpool clients as a deterrent to joining our program. In order to address this issue, LYNX will consider two different options within the RFP.

- 1) The first option in the RFP would request bids for a complete operation, in which the vendor would manage all aspects of the vanpool program. This would include billing and collecting monthly vanpool fees, providing insurance and maintenance for the fleet, supplying emergency road-side assistance and replacement vehicles for vans in need of repair. This is how the existing contract with VPSI is currently structured.
- 2) The second option in the RFP would request bids for vendors to provide each individual portion of the fleet management service, including a) maintenance, b) emergency road-side assistance, c) replacement vehicles for vans in need of repair, and d) insurance. LYNX

LYNX Board Agenda

would bill clients directly and pay for these services out of the collected monthly vanpool fees.

Overall, the RFP will allow the agency to do a cost analysis of both options, obtain flexible monthly vanpool pricing and have the flexibility to choose alternatives in the best interests of the organization and our vanpool customers.

FISCAL IMPACT:

The cost for this service on an annual basis will be covered by monthly fees from program users. LYNX will not be responsible for any direct costs.

Consent Agenda Item #6.A. iii

To:	LYNX Board of Directors
From:	Edward Johnson CHIEF ADMINISTRATIVE OFFICER Tony Walter (Technical Contact) Laura Minns (Technical Contact) William Hearndon (Technical Contact)
Phone:	407.841.2279 ext: 6058
Item Name:	Release Requests for Proposal (RFP) Authorization to Release a Request for Proposal (RFP) for Bus Stop Inventory, Including Amenities, Accessibility, Sidewalk Analysis, and Database Development and Population
Date:	1/7/2010

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 conducting a comprehensive bus stop inventory and developing the subsequent database.

BACKGROUND:

LYNX currently has a significant inventory of bus stops, transfer centers, and other facilities to support its transit services. This inventory of transit infrastructure is comprised of the following:

- 4,500 bus stops
- 15 park-and-ride lots
- 8 super stops
- 5 transfer centers.

LYNX planning staff has indicated the need for improving the information regarding ADA accessibility to and from, the security at, and the operations of these facilities. Better targeted stop accessibility information and an enhanced process for information updates will result in money saving improvements for the transit authority in whole and, in particular, paratransit expenses. Well defined and up to date accessibility information will facilitate moving a number of the current paratransit trips to the LYNX fixed route system, reducing the cost for this highly specialized service. LYNX currently maintains a bus stop facility database with a high

percentage of bus stop location accuracy including some major stop attributes such as benches, shelters, trash receptacles and route signs and poles. This database is lacking in additional accessibility information such as landing pads, clear zone for wheel chairs and sidewalk connections. LYNX is approaching this project with the intent to address the most important issues first and format the database in a way for the future ease of expanding the information.

Services to be delivered for LYNX:

1. Streamline data collection process
2. Expand the stop attributes schema with stop accessibility information
3. Facilitate the future expansion of the shelters attribute schema as needed
4. Facilitate the future implementation of a stop amenities tracking system with maintenance work records and maintenance schedules
5. Facilitate the future implementation of an amenity cost tracking system, by stop, by amenity or by service
6. Testing the reports and the connectivity to other applications
7. Create Standard Operating Procedures (SOP) for the “stop updating process”
8. Develop a process for identifying sidewalk needs
9. Incorporate map overlays from other jurisdictions
10. Enhance coordination with local development/developers regarding development order bus stop and amenities requirements

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

LYNX’ procurement policies require prime contractors to use their best efforts to subcontract a portion of the work to certified, ready, willing and available DBE firms. A goal of 9% has been determined for this project.

FISCAL IMPACT:

The FY2010 operating and capital budgets include \$92,750 and \$50,000, respectively for the bus stop inventory. These are allowable grant funded efforts.

Consent Agenda Item #6.A. iv

To: LYNX Board of Directors

From: **Edward Johnson**
CHIEF ADMINISTRATIVE OFFICER
Rudolph Walter
(Technical Contact)
Rich Bannon
(Technical Contact)
Doug Jamision
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: **Release Requests for Proposal (RFP)**
Authorization to Release a Request for Proposals (RFP's) for ITS Project Management

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer or designee to release a Request for Proposals (RFP's) for Intelligent Transportation Systems (ITS) Project Management as an extension of staff.

BACKGROUND:

Intelligent Transportation Systems (ITS) projects are technologies or systems of technologies utilized as a solution to a transportation issue; these projects may also provide opportunities for integration at any point during their life. LYNX has been very active in the planning and implementation of ITS projects and has followed the *LYNX ITS Strategic Plan*, prepared initially for the Authority in 2003, to lay the technology foundation for more advanced systems.

LYNX has followed the *LYNX ITS Strategic Plan* to develop the framework or to implement ITS projects and the following has been accomplished:

- **Automatic Vehicle Location** – Implemented – provides automated real-time tracking and the location of equipped vehicles.
- **Bus Rapid Transit/ITS Circulator Expansion** – Plan Completed – utilizes advanced fare payment and dynamic reservation and information systems to provide trips directly responding to customer trip requests.

- **Computer Aided Dispatch** – Underway – integrates on-board technologies to provide automated information relating to the location, schedules adherence and systems conditions of the bus.
- **Coordination of ITS with Other Agencies** – Plan Completed – utilizes technology to provide seamless transportation and fare payment between LYNX and other transportation providers (I-Ride Trolley, Lake County, Polk County Transit Services, SunRail, VOTRAN).
- **Digital Video Surveillance** – Implemented – records digital video images on-board LYNX buses and at LYNX facilities providing improved quality images which can be accessed and stored in computer systems for review and use regarding security issues and legal claims.
- **Electronic Fare Payment** – Demonstrated/Plan Completed – upgrades existing magnetic stripe electronic payment system to an advanced system with programmable fare media capable of value recharging and incentive programs.
- **Itinerary Planning System** – Implemented – provides on-line origin to destination planning for customers including routes, times, and costs of the trip.
- **Real-Time Arrival Time Information** – Demonstrated/Planned – provides real-time arrival information for LYNX customers.

LYNX has been successful in receiving additional federal grant funding to continue developing and/or finalizing ITS projects to improve system performance. In order to do this it is necessary to update the *ITS Strategic Plan*, prioritize projects and obtain expert assistance as well as supplement staff expertise and available time.

Improvements that can be addressed by technology relate to keeping services affordable to riders of all income levels, maintaining and enhancing ridership, and striving toward minimizing the difference between fare revenue and costs. Specific areas where improvements can enhance LYNX' performance includes:

Travel Times – minimize travel times and improve reliability.

Traveler Information – provide better information to customers at various points in their trip; improve information accuracy and timeliness; and provide the information in an efficient, cost-effective manner.

Fare Payment – provide the ability to implement more sophisticated fare payment strategies that will allow for participation in regional integrated payment systems, reduce fare-handling costs and provide additional convenience to riders.

Passenger Safety – improve the ability to quickly and effectively respond to medical, security and other incidents on board vehicles and at transit facilities.

Transit Services – enable cost-effective flexible services such as route deviation; improve the ability to make same day changes in demand-responsive services, such as adding trips to fill cancelations; make it easier for riders to transfer, both between LYNX services and to and from other transportation services.

Vehicle Maintenance – reduce breakdowns, downtime and the cost of repairs through proactive and well-managed maintenance.

Planning, Analysis, and Reporting – facilitate more effective and efficient operations planning, reporting, data archival and planning coordination with other agencies.

ITS PROGRAM MANAGEMENT:

Consultant services have been utilized on a project related basis to provide expertise in designing and implementing advanced technologies. This assistance enhances staff knowledge by providing direction on “lessons learned” from previous industry deployments, engineering expertise in newer and advanced systems in which staff has not been previously involved, advanced knowledge regarding the potential for future integration of technology components, and assistance in the oversight of the implementation and testing of specialized technology systems.

As these systems become more and more advanced, consultant services are required to ensure LYNX designs and implements ITS systems that best meet practical agency needs, that are open non-proprietary solutions, allow for future integration and enhancement as the industry continues to develop and mature, and can provide the advanced expertise related to each unique technology deployment. The ITS Program Management consultant will:

- Assist LYNX with matching technology solutions to existing needs while solving needs with the lowest level of technology that is practical.
- Assist in the development of system requirements and specifications to ensure technology solutions meet all of the identified needs and conform to the manner in which LYNX does business.
- Produce a “high-level” design for ITS projects which reflects the functional specifications; define how the system must work and integrate; allow technology vendors to accurately understand the needs of LYNX reducing the project deployment and acceptance time.
- Provide acceptance testing of deployed ITS projects to ensure that the systems requirements and specifications have been met by the vendor and that the ITS system is fully functioning as designed.
- Assist LYNX in the update of the *LYNX Strategic Plan* to identify projects for completion in the near term (years 1-3), mid-term (years 4-6), and long term (years 7+), identifying the estimated capital and operating expenses related with each.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

There is no Disadvantaged Business Enterprise (DBE) goal for this project.

FISCAL IMPACT:

Work orders will be issued on an “as needed” basis with a “not to exceed” amount of \$150,000 per year and will be issued subject to available grant funding. A combination of grant sources will be used including planning grants, American Recovery and Rehabilitation Act (ARRA) and Department of Homeland Security (DHS). Local operating funds will not be used for this effort.

Consent Agenda Item #6.B. i

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Tony Walter
(Technical Contact)
Rich Bannon
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Award Contracts
Authorization to Award a Contract to Tindale Oliver & Associates, Inc., to
Develop a Long Range Transit and Financial Plan (2010-2030)

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to award a contract to Tindale-Oliver & Associates, Inc. to develop a long range transit and financial plan (2010-2030). The contract amount shall not exceed \$250,000. The term of the contract is for 12 months from date of award and detailed task orders will be negotiated and issued for the work to be performed.

BACKGROUND:

At the April 22, 2009 LYNX Board of Directors meeting, staff received authorization to release a Request for Proposal (RFP) for the Long Range Transit and Financial Plan Study. The RFP was released on September 28, 2009 and proposals were due to LYNX by 2:00 p.m. Eastern Standard Time on October 30, 2009.

Six responses were received from the following firms:

- Reynolds, Smith & Hills
- Tindale-Oliver, Inc.
- TranSystems
- Kittelson & Associates, Inc.
- Glatting, Jackson, Kercher & Anglin
- Renaissance Planning Group

The Source Evaluation Committee (SEC) consisted of the following personnel:

- Doug Jamison, LYNX
- Sue Masselink, LYNX
- Carla Bell Johnson, Orange County
- Susan Sadighi, P.E., Florida Department of Transportation
- Tiffany Homler, Osceola County

The proposals were evaluated on the following criteria in descending order of importance:

- Professional Qualifications (45%)
- Past Performance/Experience (35%)
- Ability to perform (20 %)

The SEC met on November 17, 2009 to discuss the six responses. The meeting was publicly noticed and several of the proposers attended the meeting.

The scoring of the proposals submitted is as follows based on a total possible score of 500:

- Glatting Jackson Kercher – 416
- Tindale-Oliver & Associates – 422
- Renaissance Planning Group – 416
- Kittelson & Associates, Inc. – 398
- TranSystems – 412
- Reynolds Smith & Hills, Inc. - 399

After discussions on the proposals received from the six firms, the SEC ranked the proposals.

Staff is recommending award to Tindal-Oliver & Associates.

STUDY BACKGROUND:

The Long Range Transit and Financial Plan Study is to refine the network of fourteen (14) high-capacity (Bus Rapid Transit) transit corridors identified in the 2006 Comprehensive Operations Analysis and Transit Development Plan and associated collector/distributor or circulation systems to establish a prioritization process to be used by LYNX and its partners through the METROPLAN process for the implementation of projects that will create the envisioned network. A key goal of the plan is to significantly increase the level of transit usage in the region by creating a seamless, linked transit network, using a variety of mobility services (fixed route, Bus Rapid Transit (BRT), flex and point deviation service, neighborhood circulators, commuter and light rail) to build on the framework of a balanced transportation system envisioned in the regional METROPLAN Orlando 2030 Long Range Transportation Plan.

There are two significant study efforts scheduled to be completed prior to the initiation of this work effort. The first is the Orlando Urbanized Area Year 2030 Long Range Transportation Plan (LRTP) completed in September 2009. The consultant team will use this plan as a basis for the regional vision of the transportation network in Central Florida. The work will build off of the analysis and adopted land use data used for the LRTP to develop more detailed transit strategies than those in the LRTP and assist LYNX to complete the Long Range Transit and Financial Plan Study effort.

The second effort underway is the financially constrained 5-Year LYNX Service Plan. In 2008 – 2009, LYNX restructured much of its fixed-route bus service primarily in response to funding reductions and also re-aligned service based on current passenger travel patterns focusing more on the fourteen (14) main transit emphasis corridors, many of which were verified from the prior Comprehensive Operations Analysis completed in 2006, where we envision the potential of developing premium transit service. The 5-Year LYNX Service Plan effort will provide a service plan built upon the recent changes and anticipated funding and costs for the next five (5) years. The consultant will use the results of this plan as a starting point to begin the Long Range Transit and Financial Plan Study.

Finally, the Long Range Transit and Financial Plan Study will serve as a bridge document to the Orlando Urbanized Area Year 2030 Long Range Transportation Plan, expanding upon and providing a transit implementation plan for the region's public transportation vision. The process will be used not only to produce technical documents for LYNX and its partner agencies and jurisdictions, but the process will also be used as an educational tool and avenue for the residents and businesses to be advocates for building an efficient, responsive and multifaceted public transportation system in Central Florida.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

LYNX' procurement policies require prime contractors make a good effort to subcontract a portion of the work to DBE firms. This contract has established a DBE goal of 4% participation.

FISCAL IMPACT:

The FY2010 operating budget will be amended in the amount of \$250,000 to support this effort. The study will be funded from federal section 5307 planning dollars.

Consent Agenda Item #6.B. ii

To: LYNX Board of Directors

From: Lisa Darnall
CHIEF OPERATING OFFICER
William Hearndon
(Technical Contact)
Rich Bannon
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Award Contracts
Authorization to Award a Contract to MV Transportation, Inc., for Flex Services

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute a contract with MV Transportation, Inc., for flex services, as a result of the Request For Proposal (RFP). This contract is for an initial term of thirty (30) months with two one-year options. The total estimated cost for 30 months is \$2,723,587 million.

BACKGROUND:

MV Transportation has been the provider of flex service for LYNX in the south Poinciana community as a demonstration project through a Federal Transit Administration (FTA) Rural Intelligent Transportation Services (ITS) Grant for the past two years under their demand response paratransit contract.

With the LYNX Board of Directors' desire to increase mobility options for our customers and reduce expenses, the Board approved the continuance of the demonstration project routes in the south Poinciana community. The Board also approved an additional flex service route in north Poinciana in December 2008, two additional flex services routes in the Bithlo and Buena Ventura Lakes areas beginning April 26, 2009, one additional flex services route in Ocoee beginning June 4, 2009, and two additional flex services routes in the Winter Garden, Oakland and Oviedo areas in December 2009.

At the October 23, 2008 LYNX Board of Directors' meeting, staff received authorization to release a Request for Proposal (RFP) for Flex Route Services. The proposal was released on January 15, 2009, and proposals were due to LYNX by 2:00 P.M. on March 2, 2009. The following types of services are included under this RFP:

Point Deviation Flex Services, such as LYNX' current Poinciana PickUpLines, are designed to operate on a fixed schedule at one fixed point where the flex vehicle can connect to LYNX fixed-route buses, and then provide curb service to any address within a five to seven square mile area. When customers are connecting from a fixed-route bus at a transfer point, they simply board the flex vehicle and tell the driver where they wish to be dropped off within the defined service area. The driver will then determine the best path to take within the service area to make all of the drop-offs and pickups and return to the transfer point in time for the next scheduled arrival. When customers wish to be picked up within the service area and taken to the transfer point, they call and make a reservation approximately two hours before their desired scheduled arrival time at the transfer point. Customers may also place a standing order for frequent trips.

Route Deviation Flex Service vehicles would operate along a prescribed route at scheduled times and maintain scheduled or unscheduled checkpoint stops. The vehicle may leave and return to the route to pick up customers who have requested demand responsive trips near the route. Customers may call up to two hours in advance for route deviation or may access the system at predetermined route stops. The limited geographic area within which the vehicle may travel off the route is known as the route deviation corridor, which is at least ¾-mile to either side of the regular route. This type of flexible routing essentially meets demand responsive ADA paratransit service requests with a fixed route. It is often the best option for higher density rural and suburban areas where travel patterns are consistent but isolated customers cannot get to the route because they cannot walk the distance needed or they use a wheelchair and there are no sidewalks.

LYNX will provide all vehicles and fuel associated with operating these flex services to reduce expenses.

Four responses were received as follows:

Grant Transportation, LLC
1600 South Division Street
Orlando, Florida 32805

Maruti Fleet and Management Services, LLC
1050 Edgewood Avenue South
Jacksonville, Florida 32205

Hulmes Transportation Services, LTD.
15 Bridge Street
P.O. Box 325
Belchertown, Massachusetts 01007-0325

MV Transportation, Inc.
360 Campus Lane, Suite 201
Fairfield, California 94534

Evaluation Process

This recommendation is the result of a rigorous evaluation process undertaken by the Flex Services Source Evaluation Committee (SEC), which included the following three voting members and two non-voting members:

Voting Members

Bill Hearndon, Manager of Paratransit, LYNX
Blanche Sherman, Manager of Finance, LYNX
Sue Masselink, Manager of Human Services, LYNX

Non-Voting Member

Allison Briggs, Senior Contracts Administrator, LYNX
Darrell Smith, Consultant, Runways Transportation

Scoring Criteria

The proposals were evaluated on the following criteria in descending order of importance:

- **Qualifications and Experience (45 possible points)**
 - Proposer's experience in performing transit services of similar scope and complexity
 - Qualifications and experience of proposed General Manager and other personnel
 - Financial stability of proposer
 - References
- **Approach to Providing Transit Services and Support (35 possible points)**
 - Understanding of requirements
 - Suitability of proposed services and support
- **Cost Proposal (20 possible points)**
 - Reasonableness of proposed rates and allocation of resources

Evaluation

The SEC met on Thursday, March 26, 2009, to discuss the four responses. The meeting was publicly noticed in accordance with the Florida Sunshine Law.

The SEC is recommending a contract award to MV Transportation. In addition to being the highest ranking proposer, MV has successfully shown their ability to provide flex services during the demonstration project. A transition can be disruptive and the fact that there will be no transition with MV is an advantage. Furthermore, the cost savings of MV when compared to the next higher price of Grant Transportation is about \$1.5 million over the proposed five-year life of the contract including options.

Strengths and Weaknesses

A summary of the strengths and weaknesses for the four respondents is shown in Attachment 1.

Cost Analysis

Attachment 2 A, B, C, and D shows a cost comparison of the respondents. The total cost proposal for MV totaled \$2,989,110 over five years. The total cost proposal for Grant Transportation, the next lowest proposer, totaled \$3,820,000 over five years. The difference in cost is primarily attributable to MV already having the management and labor force in place and profit margins when comparing Grant to MV. The total cost for Maruti Fleet and Management totaled \$5,175,654, while Hulmes Transportation totaled \$5,974,627.

Purpose for Awarding Contract for Thirty (30) Months

MV has been operating flex service for approximately twelve (12) months under the current paratransit contract. However, it was determined that the paratransit contract is not an adequate contract for these services. Although LYNX is recommending a contract award of only 30 months at this time, LYNX staff will continue to evaluate the future needs and requirements of flex services. Staff is working on its five-year service plan and its long range transit plan. These documents, once completed, will give LYNX a better idea of how flex service will be operated in the future. LYNX will release another Request for Proposal (RFP) at that time based on anticipated future needs.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

LYNX has established an approved annual DBE goal of 10.5%. The approved annual goal was established for the Request for Proposal (RFP) for Flex Route Operations. MV Transportation has stated and agreed it will work with the LYNX' Disadvantaged Business Enterprise (DBE) Officer to ensure a good faith effort to contract with DBE firms to meet the established goal. The DBE Officer will work with MV Transportation to ensure full contract compliance.

FISCAL IMPACT:

The cost of the LYNX Flex Route Operations contract is estimated at \$2,723,587 for the 30 month term based on the services provided effective December 6, 2009. Funding is included in the FY2010 Operating Budget for the first twelve (12) months.

**Attachment 1
Strengths and Weaknesses**

Company/Bidder	Strengths	Weaknesses
MV Transportation	<ul style="list-style-type: none"> ○ Overall paratransit experience ○ LYNX experience ○ No transition necessary ○ Already established locally ○ Progress payment discount ○ Training meets timetable ○ Comprehensive fleet replacement program 	<ul style="list-style-type: none"> ○ None listed on evaluation sheet
Grant Transportation	<ul style="list-style-type: none"> ○ Hourly wages competitive ○ Established locally ○ Experience key management staff ○ Expanded training program 	<ul style="list-style-type: none"> ○ Higher overall costs
Maruti Fleet and Management	<ul style="list-style-type: none"> ○ Varied experience ○ Program vehicle maintenance plan ○ Safety/Training transition plan 	<ul style="list-style-type: none"> ○ High overall costs ○ Need to establish local facility
Hulmes Transportation	<ul style="list-style-type: none"> ○ Varied Experience 	<ul style="list-style-type: none"> ○ High overall costs ○ Overall proposal unimpressive

**Attachment 2A
Cost Summary – MV Transportation
Flex Route Service**

Cost Components	Year 1	Year 2	Year 3	Year 4	Year 5
Supervisory Wage/Salaries	\$62,993	\$65,223	\$67,517	\$69,898	\$72,367
Supervisory Fringe/Indirect	\$13,272	\$13,727	\$14,313	\$14,870	\$15,577
Management Wage/Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Management Fringe/Indirect	\$ -	\$ -	\$ -	\$ -	\$ -
Operator Wages	\$282,494	\$283,076	\$289,280	\$295,066	\$284,688
Operator Fringe/Indirect	\$59,519	\$59,575	\$61,326	\$62,771	\$61,278
Maintenance Wage/Salaries	\$9,568	\$9,855	\$10,151	\$10,455	\$10,769
Maintenance Fringe/Indirect	\$2,016	\$2,074	\$2,152	\$2,224	\$2,318
Fuel for Revenue Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -
Fuel for Non-Revenue Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -
Parts and Maintenance	\$39,549	\$40,907	\$42,314	\$44,232	\$45,754
Operator Expenses	\$4,101	\$4,264	\$4,430	\$4,594	\$4,779
Facility Lease (Specify)	\$ -	\$ -	\$ -	\$ -	\$ -
Facility Expenses	\$4,464	\$4,644	\$4,836	\$5,028	\$5,220
Insurance/Claims	\$35,090	\$36,963	\$38,662	\$40,633	\$42,564
Staff Related Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Corporate Support	\$37,433	\$37,959	\$39,025	\$40,099	\$39,775
Professional Services (Specify)					
Start Up (specify)*					
Profit	\$23,036	\$23,360	\$24,015	\$24,676	\$24,477
Profit %	4.0	4.0	4.0	4.0	4.0
Other (Capital Depreciation)	\$2,363	\$2,363	\$2,363	\$2,363	\$2,363
Total Cost	\$575,898	\$583,990	\$600,384	\$616,909	\$611,929
Total Operating Days	307	307	307	307	307
Total Rev Hours	18,720	18,720	18,720	18,720	18,720
Cost per Rev Hour	\$30.76	\$31.20	\$32.07	\$32.95	\$32.69

*Amortize over 3 years (years 1-3)

**Attachment 2B
Cost Summary – Grant Transportation
Flex Route Service**

Cost Components	Year 1	Year 2	Year 3	Year 4	Year 5
Supervisory Wage/Salaries	\$39,200	\$40,200	\$41,200	\$42,200	\$43,300
Supervisory Fringe/Indirect	\$5,900	\$6,100	\$6,200	\$6,300	\$6,500
Management Wage/Salaries	\$17,200	\$17,600	\$18,000	\$18,500	\$19,000
Management Fringe/Indirect	\$2,600	\$2,700	\$2,700	\$2,800	\$2,800
Operator Wages	\$268,000	\$275,000	\$281,000	\$288,000	\$295,000
Operator Fringe/Indirect	\$54,000	\$55,000	\$58,000	\$60,000	\$61,000
Maintenance Wage/Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance Fringe/Indirect	\$ -	\$ -	\$ -	\$ -	\$ -
Fuel for Revenue Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -
Fuel for Non-Revenue Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -
Parts and Maintenance	\$152,000	\$156,000	\$160,000	\$164,000	\$168,000
Operator Expenses	\$30,400	\$31,200	\$32,000	\$33,000	\$34,000
Facility Lease (Specify)	\$8,000	\$8,200	\$8,400	\$8,600	\$8,600
Facility Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance/Claims	\$44,000	\$45,000	\$46,000	\$48,000	\$49,000
Staff Related Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Corporate Support	\$10,000	\$10,300	\$10,500	\$10,800	\$11,000
Professional Services (Specify)	\$ -	\$ -	\$ -	\$ -	\$ -
Start Up (specify)*	\$4,000	\$4,000	\$4,000	\$2,000	\$2,000
Profit	\$92,000	\$94,000	\$96,000	\$98,000	\$101,000
Profit %					
Other	\$ -	\$ -	\$ -	\$ -	\$ -
Total Cost	\$727,300	\$745,300	\$764,000	\$782,200	\$801,200
Total Operating Days	307	307	307	307	307
Total Rev Hours	18,420	18,420	18,420	18,420	18,420
Cost per Rev Hour	\$39.48	\$40.46	\$41.48	\$42.46	\$43.50

* Amortized over 3 years (years 1-3)

**Attachment 2C
Cost Summary – Maruti Fleet and Management
Flex Route Service**

Cost Components	Year 1	Year 2	Year 3	Year 4	Year 5
Supervisory Wage/Salaries	\$71,604	\$73,752	\$75,965	\$78,244	\$80,591
Supervisory Fringe/Indirect	\$27,367	\$28,939	\$30,580	\$32,294	\$34,083
Management Wage/Salaries	\$101,780	\$104,833	\$107,978	\$111,218	\$114,554
Management Fringe/Indirect	\$22,147	\$23,589	\$25,125	\$26,761	\$28,509
Operator Wages	\$257,053	\$264,252	\$271,997	\$279,765	\$287,556
Operator Fringe/Indirect	\$89,633	\$94,781	\$100,157	\$105,769	\$111,630
Maintenance Wage/Salaries	\$64,480	\$66,414	\$68,407	\$70,459	\$72,573
Maintenance Fringe/Indirect	\$14,305	\$15,241	\$16,225	\$17,260	\$18,349
Fuel for Revenue Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -
Fuel for Non-Revenue Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -
Parts and Maintenance	\$42,736	\$44,203	\$45,740	\$47,350	\$49,038
Operator Expenses	\$8,883	\$9,149	\$9,424	\$9,707	\$9,998
Facility Lease (Specify)	\$34,500	\$35,535	\$36,601	\$37,699	\$38,830
Facility Expenses	\$31,560	\$32,057	\$32,569	\$33,096	\$33,638
Insurance/Claims	\$34,990	\$37,509	\$40,209	\$43,105	\$46,208
Staff Related Expenses	\$3,500	\$3,605	\$3,713	\$3,825	\$3,939
Corporate Support	\$25,491	\$24,147	\$24,992	\$25,865	\$26,767
Professional Services (Specify)	\$ -	\$ -	\$ -	\$ -	\$ -
Start Up (specify)*	\$86,646	\$ -	\$ -	\$ -	\$ -
Profit	\$50,982	\$48,295	\$49,984	\$51,730	\$53,534
Profit %					
Other	\$73,099	\$74,321	\$75,579	\$76,876	\$78,211
Total Cost	\$1,040,756	\$980,622	\$1,015,245	\$1,051,023	\$1,088,008
Total Operating Days	307	307	307	307	307
Total Rev Hours	18,720	18,720	18,720	18,720	18,720
Cost per Rev Hour	\$55.60	\$52.38	\$54.23	\$56.14	\$58.12

* Amortized over 3 years (years 1-3)

**Attachment 2D
Cost Summary – Hulmes Transportation Services
Flex Route Service**

Cost Components	Year 1	Year 2	Year 3	Year 4	Year 5
Manager Salary	\$50,000	\$51,500	\$53,045	\$54,636	\$56,275
Supervisor	\$35,000	\$36,050	\$37,132	\$38,245	\$39,393
Dispatch/Reservations	\$109,680	\$112,970	\$116,360	\$119,850	\$123,446
Drivers	\$384,000	\$395,520	\$407,386	\$419,607	\$432,195
Cleaning	\$25,000	\$25,750	\$26,523	\$27,318	\$28,136
Overhead	\$131,602	\$135,550	\$139,617	\$143,805	\$148,119
Fringe	\$156,957	\$161,666	\$166,515	\$171,511	\$176,656
Training	\$20,000	\$20,600	\$21,218	\$21,855	\$22,510
Materials and Supplies	\$5,000	\$5,150	\$5,305	\$5,464	\$5,628
Rent with Property Tax	\$40,000	\$41,200	\$42,436	\$43,709	\$45,020
Utilities and Phone	\$15,000	\$15,450	\$15,914	\$16,391	\$16,883
Insurance	\$25,000	\$25,750	\$26,523	\$27,318	\$28,138
Professional Services	\$24,000	\$24,720	\$25,462	\$26,225	\$27,012
Maintenance	\$25,000	\$25,750	\$26,523	\$27,318	\$28,138
Start Up*	\$50,000	\$51,500	\$53,045	\$ -	\$ -
Fixed Fee	\$50,000	\$51,500	\$53,045	\$54,636	\$56,275
Total Cost	\$1,146,239	\$1,180,626	\$1,216,045	\$1,197,890	\$1,233,827
Total Operating Days	307	307	307	307	307
Total Rev Hours	18,720	18,720	18,720	18,720	18,720
Cost per Rev Hour	\$61.23	\$63.07	\$64.96	\$63.99	\$65.91

* Amortized over 3 years (years 1-3)

Consent Agenda Item #6.B. iii

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Tori Iffland
(Technical Contact)
Rich Bannon
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Award Contracts
Authorization to Award a Contract to Trapeze for the Migration to Trapeze OPS from Midas BD

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute a contract with Trapeze, Inc., for the installation of a fixed route operations bidding, dispatching and operator tracking system. The contract amount shall not exceed \$384,986.

BACKGROUND:

At the May 28, 2009 LYNX Board of Directors meeting, staff received authorization to release a sole source Request for Proposal (RFP) for the purchase and installation of a Fixed Route Transportation Operations Bidding / Dispatching System.

LYNX was informed by Trapeze of the end of life of the currently used software system Midas BD. The announcement included no functionality expansion of Midas BD, thus LYNX planned on the migration to the OPS system.

LYNX has received a proposal from Trapeze for the migration to OPS. The migration includes professional services for the LYNX Transportation Operations and Union rules, software licenses and training. Trapeze has waived the license cost as LYNX is compliant with the Midas BD license and maintenance agreement.

LYNX will obtain greater efficiencies with bidding, dispatching, operator tracking and time collection. The LYNX Transportation Division has determined the OPS system would meet or exceed their requirements of daily operations, as well as provide more functions not present with

the Midas BD system. LYNX staff has previously evaluated other products on the market and have determined a new system from a new vendor would be twice the cost or more compared with migrating to the Trapeze OPS system.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

LYNX' procurement policy requires prime contractors to use their best efforts to subcontract portions of their work to DBE firms. LYNX' overall goal for DBE participation is 9%. There is no goal established for this contract.

FISCAL IMPACT:

The cost of this contract is \$384,986 and covers all software, installation, training and consulting services. This amount is included in the FY2010 Capital budget.

Consent Agenda Item #6.B. iv

To: LYNX Board of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)
Linda Maxwell
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: Award Contracts
Authorization to Award a Contract to Electronic Data Magnet (EDM) and
Cancel the Contract to Magnetic Ticket & Label for Printing and Encoding
Fare Cards

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute a contract to Electronic Data Magnet (EDM) for printing and encoding of fare cards. The term of the contract will be for three (3) years. Staff is also requesting authorization for the cancellation of the contract previously awarded to Magnetic Ticket & Label Corporation on July 23, 2009.

BACKGROUND:

Since 2002, LYNX has purchased fare cards from EDM. LYNX currently pays EDM approximately \$105 to \$120 per 1000/sleeve based on discounts for bulk orders. In order to ensure continued fare card printing services at a competitive price, staff requested authorization to release a Request for Proposals (RFP) at the February 26, 2009 LYNX Board of Directors' meeting. Authorization was provided by the Board and Bid 09-B05 was issued on May 7, 2009 with bids due May 26, 2009. A total of two (2) bids were received as follows:

Contract Year	Electronic Data Magnet (EDM)	Magnetic Ticket & Label
Year 1 (per 1000/sleeve)	\$200	\$90
Year 1 (per 1000/sleeve)	\$200	\$90
Year 3 (per 1000/sleeve)	\$200	\$90
Unit Pricing Discounts		
Group over 20,000	\$155.00	2.00%
Group over 40,000	\$130.00	2.00%
Group over 60,000	\$120.00	4.00%
Group over 80,000	\$110.00	4.00%
Group over 100,000	\$105.00	10.00%

There were no problems with EDM fare card services to LYNX over the seven year period; however, based on the lower price of the Magnetic Ticket & Label proposal, Magnetic Ticket and Label was selected for contract award. In addition to pricing, the Procurement staff performed a responsive and responsibility check to determine that Magnetic Ticket & Label was capable of providing LYNX with the printing and encoding of fare cards. Magnetic Ticket & Label Corporation currently provides tickets and fare cards for four transit agencies.

LYNX proceeded after contract award with an order for fare cards to Magnetic Ticket & Label for a total of 101,000 fare cards comprised from 10 different bus pass categories. Magnetic Ticket & Label received the order and made a determination that they would not be able to supply LYNX with the fare cards at the proposal price. On September 17, 2009 Magnetic Ticket & Label provided LYNX with a written withdrawal of their bid.

Due to the withdrawal by Magnetic Ticket & Label, LYNX is requesting authorization from the Board of Directors to cancel the contract with Magnetic Ticket & Label and award the contract to EDM the second responsive proposer.

FISCAL IMPACT:

There is no fiscal impact from this action. The FY2010 operating budget includes \$87,000 to support the printing of bus passes. The future years of the contract will be included in the annual operating budget accordingly based on the annual contract prices above and the anticipated purchases.

Consent Agenda Item #6.B. v

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Richard Bannon
(Technical Contact)
Bill Fay
(Technical Contact)

Phone: 407.254.6058

Item Name: Award Contracts
Authorization to Award a Contract for Consulting Services for Marketing and Public Relations

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization to allow the Board Chairman to approve the award and the Chief Executive Officer (CEO) or designee to execute a contract(s) for Consulting Services for Marketing and Public Relations prior to the next regularly scheduled Board of Directors meeting.

BACKGROUND:

On May 28, 2009 the LYNX Board of Directors authorized staff to release a Request for Proposal (RFP) for Consulting Services for Marketing and Public Relations covering a three-year period with two one-year options.

The Request for Proposal was released on December 18, 2009 and proposals are due on January 15, 2010 by 2:00 P.M.

The execution of this contract will assist LYNX staff with advancing the realignment and direction of the communication efforts as it relates to the restructuring of the transportation service delivery as envisioned by the proposed long range transit plan.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

There will be a 10.5% Disadvantaged Business Enterprise (DBE) goal for this project.

FISCAL IMPACT:

The subject contract(s) will be an annual "Not to Exceed" amount of \$200,000 in the aggregate with a maximum number of three consulting firms as detailed in the RFP process. The funding for this project was included in the FY2010 budget and will be included in subsequent fiscal year budgets.

Consent Agenda Item #6.C. i

To: LYNX Board of Directors

From: Lisa Darnall
CHIEF OPERATING OFFICER
Joe Cheney
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Extension of Contracts
Authorization to Exercise First Option Year of Contract IFB 07-006 with
Goodyear Tire and Rubber Company

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the first option year of the current bus tire lease Contract IFB 07-006 with Goodyear Tire and Rubber Company, which expires in April 2010.

BACKGROUND:

LYNX' Board of Directors approved the current three (3) year contract with Goodyear Tire and Rubber Company (IFB 07-006) for the leasing of bus tires on February 22, 2007. The concept of leasing bus tires is considered the norm in the transit industry. Leasing tires reduces LYNX' cost and eliminates the need to own and control inventory of spare tires. The estimated cost saving of a leased tire versus a purchased tire is about \$84 per tire for a 35 ft. or 40 ft. bus. The LYNX fleet has 269 buses with 6 tires installed per bus for a total of 1,614 tires.

Tires for LYNX' buses have been leased from Goodyear since December 1992. Goodyear has been the successful bidder through the last four solicitations. The tire maintenance function is currently executed jointly in-house by LYNX employees and outsourced to Goodyear. Goodyear is responsible for maintaining the inventory, installing and removing tires on wheel rims and re-grooving tires for maximum mileage run-out. LYNX employees are responsible for installing and maintaining tires on LYNX vehicles.

The following table lists the costs under the current contract:

Contract Costs

Tire Size	Rate/Vehicle Mile Year 1 4/1/07 to 3/31/08	Rate/Vehicle Mile Year 2 4/1/08 to 3/31/09	Rate/Vehicle Mile Year 3 4/1/09 to 3/31/10	Rate/Vehicle Mile Extension Year 1 4/1/10 to 3/31/11
B305/85R 22.5 35 ft. & 40 ft. Buses	\$0.040044	\$0.041646	\$0.043308	\$0.045084
B275/70R 22.5 29 ft. Buses	\$0.052878	\$0.054990	\$0.057186	\$0.059478
Mileage Rate Increase	----	4%	4%	4%
Labor Option/ Hour	\$34.75	\$35.61	\$36.50	\$37.41
Wheel Refinishing	\$22.00	\$23.50	\$25.00	\$26.50
Damaged Tire Cost Per unused over 4/32	\$12.25	\$12.75	\$13.25	\$13.80
Fleet Size	278	290	267	269
Annual Mileage	16,379,721	16,630,949	16,386,806	16,500,000
Total Expenses	\$662,029	\$697,349	\$777,688	\$808,795

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

The established DBE goal is 11.5% for this project.

FISCAL IMPACT:

LYNX budgets for the cost of leased tires and tire maintenance annually. The budgeted amount for this contract is \$935,000 and has been included in the FY2010 maintenance operating budget.

Consent Agenda Item #6.C. ii

To: LYNX Board of Directors

From: Lisa Darnall
CHIEF OPERATING OFFICER
Joe Cheney
(Technical Contact)
Steven Robinson
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Extension of Contracts
Authorization to Exercise the Second Option Year of Contract #05-002 with AECOM Technical Services, Inc., for General Contracting Services

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the second option year of Contract #05-002 with AECOM Technical Services, Inc., with a not-to-exceed aggregate annual total of \$500,000. Approval of this agreement will assist staff in continuing to move ahead with Capital Improvement Projects and ARRA Projects.

BACKGROUND:

Contract #05-002 was initially approved by the Board of Directors on October 27, 2005, for a term of three years. The first option year was approved by the Board on December 11, 2008, with a not-to-exceed aggregate annual total of \$500,000. The current extension term of the contract with AECOM will expire on January 22, 2010.

The original scope of services under the Architectural and Engineering contract covered passenger amenities improvements, operations and maintenance facilities improvements and landscape/architecture. The majority of the funds under this contract in FY2009 were programmed for passenger amenity improvements. A new contract was awarded to AECOM at the September 24, 2009, Board of Directors' meeting. The new contract is specific to A&E services for passenger amenity improvements only. This contract will be used for general A&E services for projects relating to facility maintenance and improvements and other non-passenger amenity related tasks.

LYNX Board Agenda

The contract limit of \$500,000 and the adopted FY2009 capital budget was established well before the announcement of ARRA stimulus project funding. The majority of the funds under this contract were programmed for construction of shelters and the installation of solar lighting at shelters and bus stops. As a result, the Board authorized an additional \$130,000 at the September Board meeting to move forward with the facility maintenance program and several ARRA projects.

The following Task Orders have been issued under option year one which began January 23, 2009.

Task Order	Project Title	Amount
09-12	Construction Services for Biodiesel Blending Station	\$ 19,454
09-13	Design & Engineering for Shelters Amenities	\$275,272
09-14	Transit Facility Improvement Evaluation	\$ 32,649
09-15	LOC Parking Lot Expansion (ARRA)	\$ 87,694
09-16	Design & Engineering for Shelters Amenities	\$ 74,137
10-01	LOC Building B Roof Evaluation	\$ 10,274
10-02	Facility Maintenance Program	\$ 95,872
On-hold	Energy Efficiency Enhancements for lighting upgrade (ARRA project)	\$ 12,500
	Total Value of Task Orders Issued	\$607,852

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

The current contract has a goal of 12.5% for this project.

FISCAL IMPACT:

The second year renewal option will utilize capital funding programmed in the FY2010 capital budget in the amount of \$500,000.

Consent Agenda Item #6.C. iii

To: LYNX Board of Directors

From: Lisa Darnall
CHIEF OPERATING OFFICER
William Hearndon
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Extension of Contracts
Authorization to Extend Contract #04-016 with Quest, Inc., for Paratransit
Functional Assessment and Travel Training

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to extend Contract #04-016 with Quest, Inc., for paratransit functional assessment and travel training (FATT) to June 30, 2010.

BACKGROUND:

Functional assessments are in-person assessments that screen ACCESS LYNX applicants to ensure that they truly need paratransit service and cannot access the LYNX fixed route service. Travel training teaches riding the bus to those who are denied ACCESS LYNX eligibility and/or those who want to learn how to access the LYNX fixed route service.

By providing functional assessment and travel training services, LYNX is able to transition customers from our paratransit service to our fixed route service. LYNX experiences a savings of approximately \$30 for each one-way passenger trip transitioned.

In August 2004, an Invitation for Bid (IFB) for paratransit functional assessment and fixed route travel training was released. The IFB was sent to multiple human service, social service, medical service and other private providers within the tri-county area. Quest, Inc., the incumbent, was the sole respondent to the IFB.

Quest, Inc. was awarded a contract (#04-016) for paratransit functional assessment and fixed route travel training for three years (expiring December 31, 2007), with two one-year renewal options. The contract is currently in its second option year (expiring December 31, 2009).

Staff received authorization to release a Request for Proposal (RFP) for functional assessment and travel training at the February 2009 Board of Directors' meeting. An initial Scope of Services was drafted, but our Paratransit Operations Division has been working internally to map workflow procedures within our Eligibility Section to streamline our eligibility, functional assessment, and travel training processes and procedures. This internal streamlining has caused the initial Scope of Work to be rewritten and thereby delayed the release of the RFP.

Quest, Inc. has been contacted and is willing to accept a six-month extension of the current contract with the existing contract terms to accommodate the RFP process.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

There is no DBE goal established for this project.

FISCAL IMPACT:

Quest, Inc. is reimbursed a flat monthly fee for functional assessment services (\$12,500) and an hourly reimbursement for fixed route travel training services (\$35 per training hour). Monthly invoices are less than \$15,000. Recognizing that the services would be re-bid this fiscal year, annual expenses for functional assessment and travel training services of \$200,000 have been included in the Fiscal Year 2010 paratransit operating budget.

Consent Agenda Item #6.C. iv

To: LYNX Board of Directors

From: **Edward Johnson**
CHIEF ADMINISTRATIVE OFFICER
Tony Walter
(Technical Contact)
Rich Bannon
(Technical Contact)
Jeff Reine
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: **Extension of Contracts**
Authorization to Exercise Third Year Option of Contract #07-001 with
Barracuda Building Corporation, for Installation of Passenger Amenities

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the third option year of Contract #07-001 with Barracuda Building Corporation, for the installation of LYNX Passenger Shelters and Amenities.

BACKGROUND:

The Board awarded Contract #07-001 in February 2007 to Barracuda Building Corporation, for a term of one year with four one-year options to extend, in an amount "Not to Exceed" \$211,217. The contract amount was based on the anticipated quantity of passenger amenities to be installed during the initial year of contract. Per the Invitation For Bids (IFB), the quantities are not guaranteed or binding upon LYNX.

Contract extensions are based on the "as bid" prices, subject to a price/cost analysis for all requests to adjust unit pricing. Contract #07-001 covers the tasks of site demolition and preparation, traffic control, ground work, installation of concrete pads and installation of passenger shelters with associated site hardware. Prices are set as unit costs for each piece of work to be performed. LYNX will issue separate work orders for batches of site installations throughout the term of the contract.

LYNX has utilized the services of Barracuda Building Corporation for the installation and removal of passenger shelters and associated amenities since 2003. By the end of 2010, LYNX

estimates the total number of fully installed fiscal year shelters to be approximately sixty to seventy. In addition, Barracuda will install approximately one hundred ARRA funded shelters. Barracuda continues to meet LYNX' work order schedules and has performed satisfactorily in accordance with the terms of the contract. Barracuda has provided LYNX with quality passenger amenity installations that are within budgets and schedules. Barracuda is able to respond to LYNX' requests for quick turn around on shelter installations and removals.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

This vendor is a DBE, therefore this will be 100% DBE participation.

FISCALIMPACT:

The estimated cost for sixty to seventy shelters is included in the FY2010 Amended Capital Budget and the cost for the 100 shelters is included in the ARRA-related budget. The costs for installations will vary depending upon the size and location of the shelters to be installed. LYNX will negotiate and issue separate work orders for batches of site installations throughout the term of the contract extension. The estimated cost for the second year option is \$840,000 for fiscal year shelters and \$1,050,000 for the ARRA-related shelters.

Consent Agenda Item #6.D. i

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Tony Walter
(Technical Contact)
Sue Masselink
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Miscellaneous
Authorization to File Grant Applications with the Florida Department of Transportation (FDOT) for FY 2011 Rural Transportation Services and JARC/NFP Projects

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' ratification of the Chairman's authorization to submit a number of applications to the Florida Department of Transportation (FDOT) and authorize the Chairman to execute Resolution #10-001 for Federal Transit Administration (FTA) funds attributable to the large urbanized area of Orlando, the small urbanized area of Kissimmee, and non-urbanized areas. The applications were due and submitted on December 18, 2009.

Grant applications were submitted to FDOT for \$600,000 of Section 5311 Non-urbanized Area Formula Program funds; \$3 million of Section 5316 Job Access and Reverse Commute (JARC) Program funds; and \$1.6 million of Section 5317 New Freedom Program (NFP) funds. Since projects to be funded under the JARC and NFP programs must be competitively selected, any amounts to be awarded to LYNX may vary from the initial funding requests submitted by LYNX.

BACKGROUND:

As the designated recipient of FTA funds for rural and small urbanized areas, FDOT is soliciting applications under each of the following funding programs:

Non-urbanized Area Program – Section 5311

The Federal government allocates non-urbanized area funds to the State of Florida as provided under Section 5311 of the Federal Transit Act. These funds are appropriated annually and allocated on a population-based formula. Such funds are to be used for public transportation services in non-urbanized areas.

LYNX currently provides fixed-route bus service between Orlando and the rural and small urbanized communities of Bithlo, Zellwood, Kissimmee, St. Cloud and other rural portions of Orange, Osceola, and Seminole counties, as well as a number of PickUpLine services.

The Federal rural operating assistance of approximately \$600,000 will offset some of the operating costs in FY 2011 and the balance of the rural services transportation will be funded through farebox revenues, local funding contributions and other directly generated revenues. Once authorized, the funds programmed by FDOT in July 2010 will be incorporated into the Regional Funding Model and included in the FY 2011 operating budget.

Job Access and Reverse Commute Program (JARC) – Section 5316

The JARC program provides funding for projects that assist welfare recipients and eligible low-income individuals in accessing jobs and other employment-related activities, as well as reverse commute projects transporting those in urban and rural areas to suburban employment opportunities.

The Section 5316 JARC rural and small urbanized area funds are apportioned annually by FTA to FDOT as the designated recipient. FDOT in turn sub-allocates the JARC funds from the statewide Federal apportionments to the Districts for competitive selection of projects. JARC funds can be used for operating or capital expenses.

The Section 5316 JARC funds for large urbanized areas, such as Orlando, are apportioned annually by FTA to agencies designated to receive the funds. LYNX is the designated recipient for Orlando urbanized area funds. FDOT has agreed to perform the competitive selection process for these funds.

New Freedom Program (NFP) – Section 5317

The NFP provides funding for new public transportation services and service alternatives beyond those required by the Americans with Disabilities Act of 1991 (ADA) which assist individuals with disabilities to and from employment sites and other destinations that allow them full participation in community life.

The Section 5317 NFP rural and small urbanized area funds are apportioned annually by FTA to FDOT, as the designated recipient. FDOT in turn sub-allocates the NFP funds from the statewide Federal apportionment to the Districts for competitive selection of projects. NFP funds may be used for capital or operating expenses.

LYNX is the designated recipient for the NFP funds apportioned annually by FTA to the large urbanized area of Orlando. FDOT has agreed to perform the competitive selection process for these funds.

FISCAL IMPACT:

Under the Section 5311 Nonurbanized Area Program it is estimated that the approximately \$500,000 of Federal funds for rural operating assistance may be available in FY 2011. Grant funds will be obligated after July 2010 under a Joint Participation Agreement (JPA) with FDOT.

Under the Section 5316 Job Access and Reverse Commute Program and the Section 5317 New Freedom Program, FDOT's final award announcement is anticipated sometime in early 2010 and funding will be included in the FY 2011 State Work Program. LYNX will apply for approximately \$1.2 million in JARC funds and \$1 million in NFP funds for small urbanized and rural areas; and approximately \$1.3 million in JARC funds and \$800,000 in NFP funds for the large urbanized area of Orlando. Because all JARC and NFP funded projects must go through the competitive selection process, actual funding will be determined based upon FDOT's project selections and award notification. The projects selected by FDOT will be included in the LYNX FY 2011/2012 capital and operating budgets.

CFRTA RESOLUTION #10-001

A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY; AUTHORIZATION FOR THE CHIEF EXECUTIVE OFFICER (CEO) TO SUBMIT GRANT APPLICATIONS WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR FY 2011 RURAL OPERATING ASSISTANCE; JOB ACCESS AND REVERSE COMMUTE PROGRAM ASSISTANCE; AND NEW FREEDOM PROGRAM ASSISTANCE

WHEREAS, LYNX has completed a Transportation Development Plan (TDP) for FY 2010-2019, which has been adopted by the Board and submitted to FDOT in June 2009, and the projects identified in the TDP are consistent with METROPLAN Orlando's Year 2030 Long Range Plan and five-year Transportation Improvement Program (TIP).

WHEREAS, this is a Resolution of the GOVERNING BOARD of the Central Florida Regional Transportation Authority (hereinafter BOARD), which hereby authorizes the signing and submission of the FY 2011 grant application and supporting documents and assurances to the Florida Department of Transportation.

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

NOW THEREFORE, BE IT RESOLVED THAT:

1. The BOARD has the authority to authorize the execution of a Joint Participation Agreement to be issued by FDOT in July 2010.
2. The BOARD authorizes the Chief Executive Officer (CEO) to execute a Joint Participation Agreement with the Florida Department of Transportation for operating assistance for rural transportation services in the amount of approximately \$600,000; Job Access and Reverse Commute Program assistance in the amount of approximately \$3 million; and New Freedom Program assistance in the amount of approximately \$1.6 million.
3. That the above authorizations shall be continuing in nature until revoked by the Chairman of the Governing Board.

APPROVED AND ADOPTED this 7th day of January 2010, by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: _____
Chairman

Attest:

Assistant Secretary

Consent Agenda Item #6.D. ii

To: LYNX Board of Directors

From: Lisa Darnall
CHIEF OPERATING OFFICER
David Burnett
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Miscellaneous
Authorization to Amend Contract #07-009 with Mentor Engineering for CAD/MDT

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to amend contract #07-009 with Mentor Engineering for Computer Aided Dispatch/Mobile Data Terminals (CAD/MDT) in the amount of \$1,014,890.

BACKGROUND:

LYNX staff seeks approval to complete the purchase and installation of a Computer Aided Dispatch/Automated Vehicle Location/Mobile Data Terminal system (CAD/AVL/MDT) whereby vehicles can be dispatched, located, and tracked on a mapping system. This will increase the efficiency by which revenue and non-revenue vehicles are dispatched and monitored and will install a foundation for future ITS projects. This system also allows LYNX to expand into advanced technologies including improving the quality of customer information and provides an opportunity to utilize advanced tracking technologies on the bus fleet.

During the December 2006 Board meeting, staff was granted permission to release a Request for Proposal (RFP) for CAD/AVL/MDT. The Source Evaluation Committee (SEC) evaluated five (5) vendors and recommended that the contract be awarded to Mentor Engineering.

During the February 2007 Board meeting, a contract was awarded to Mentor Engineering for \$1,585,970. At that time, LYNX had a \$1,000,000 grant from FDOT that would expire on March 1, 2008, and a required local match of \$828,458 that Orange County was willing to contribute. Subsequent to the awarding of the contract, LYNX was faced with significant budget constraints. This caused a re-evaluation of our budget needs. To lessen the impact in FY08, the CAD/AVL/MDT local match funds that were being provided by Orange County in the amount of \$828,458 were subsequently reprogrammed as operating funds to meet the next year's operating budget. Therefore, we lost the capital match.

At the October 2007 Audit committee meeting, staff was granted permission to use \$200,000 from State Infrastructure Bank (SIB) loan proceeds and combine those funds with \$200,000 from FDOT in order to move forward with the purchase and installation of the AVL portion of the CAD/AVL/MDT system. The installation of the AVL system began in March 2008 and was completed and accepted by LYNX on June 30, 2008.

In September 2008, staff decided to split this project into two (2) separate components to allow more efficient use of Federal discretionary funds. The CAD portion would be funded using FTA grant funds, which has to be used within three (3) years starting in 2008, while the MDT portion would be funded using Department of Homeland Security funds designated for specific projects also based on a three (3) year cycle under Transit Security.

In October 2008, Trapeze, the vendor who owns and supports our driver dispatch programming system (MIDAS BD-Bid Dispatch) that was to interface with the CAD/MDT system, informed us that they were no longer going to support the product. Trapeze bought Multi-Systems, the original owner of MIDAS BD in 1998. Ten (10) years later, it was decided that MIDAS BD had served its useful life and was considered obsolete.

The decision by Trapeze to end their support meant that LYNX would have to start looking at purchasing a new bid dispatch and route scheduling software program and that this software would need to integrate with the CAD software which is being purchased from Mentor. Staff determined that the best interface would be to purchase Trapeze OPS and FX MON software.

On December 11, 2008, the LYNX Board authorized staff to submit an application to the Department of Homeland Security for Transit Security.

On January 10, 2009, LYNX staff received authorization from the Board to apply for funding for MDT's (Mobile Data Terminals) including planning, training, and M&A (Management & Administration) from the Department of Homeland Security under Transit Security.

On July 17, 2009, the Department of Homeland Security sent LYNX an award letter in the amount of \$1,222,604.

On August 20, 2009, LYNX staff met with Mentor Engineering to discuss moving forward with the CAD/MDT project. This meant that Mentor would have to revise the cost estimate to include integration from CAD to Trapeze OPS using FX MON. During this meeting staff asked Mentor to include a cost proposal for a, single-point-log-on for the drivers. Currently, the drivers have to log onto the farebox, destination sign, and the talking bus all independently. With MDT's coming onboard, this would provide us with the opportunity to use one source for the drivers to log-on assuring consistency between the three systems and reducing the potential for error.

In November 2009, Mentor presented LYNX with a price quote of \$306,187 to design and engineer the hardware and install a one-point-log-on for all of the buses.

At the same time, Trapeze presented staff a cost proposal associated with replacing MIDAS BD and Trapeze FX. These two programs are necessary to interface with Mentor's CAD program.

However, in an effort to simplify installation and to support Trapeze OPS and FX MON, LYNX is requesting that this cost be paid to Mentor instead of Trapeze so that there is one vendor who oversees the entire CAD/MDT project instead of working with two independent vendors. The migration cost for Mentor Streets to Trapeze OPS and FX MON is \$132,518.

Mentor included options in the original bid. The intent of integrating these options into the system will increase the safety and security for our drivers, customers and the community as a whole. Due to the safety and security aspect of these options, DHS allows for 100 % funding with the exception of the next stop announcement integration.

Total cost for these options is \$288,178.

- Fare box integration (software integration which would be funded with DHS funds) \$17,810
- On-board sign integration (software integration which would be funded with DHS funds) \$53,430
- Next Stop Announcement Integration (software integration which would be funded using FTA ITS funds) \$17,810
- Silent Alarm System for Emergencies (this includes an external switch which would be funded using DHS funds) \$50,142
- Motorola Radio interface (this is necessary for text messaging which would be funded using DHS funds) \$51,990
- Ranger in-vehicle navigation software (mapping system which will appear on the MDT's and would be funded using DHS funds) \$63,568
- Ranger Magnetic Swipe Card Reader (this would identify the operator and prevent any unauthorized access to the vehicle peripherals and would be funded using DHS funds) \$33,428

Additionally, DHS funding allows for extended warranties that otherwise would need to be funded using operating funds or not purchased at all. Costs for the extended warranties were not included in the initial contract award. Extended warranties for years 2, 3, 4, and 5 cover the hardware (MDT's) and software maintenance. This also includes any upgrades to Mentor's Streets program. The costs for four (4) years of extended warranties are \$288,007.

Benefits of the current AVL system and benefits of completing the project with CAD/MDTs are listed below:

Benefits of AVL

Since the installation of AVL, we have been able to streamline our operations. Dispatchers coordinate incidents, locations and vehicle information in real-time. They can monitor each bus's activity and adjust operations relative to real-time status information. AVL improves and expedites transit operations by enabling timely and wireless communication between dispatch and in-vehicle personnel.

We can provide real-time information for our customers with the exact location of the bus, whether that customer is internal or external. This helps decrease customer complaints both internal and external. It has speeded up the maintenance process for technicians who are looking for a bus on property or in revenue service. With AVL, from the click of a button within

seconds, information on the exact location of a bus can be viewed on a screen. AVL increases the efficiency by which our Customer Service Division responds to customers' concerns. They quickly type the bus number onto a keypad and instantly the location of the bus on the route is provided giving the customer real-time information on arrivals or departures. Ultimately, this translates as better allocation of resources, increased ridership and a better-managed transit system.

Benefits of Completing the Project with CAD/MDT

CAD/MDT technology will provide LYNX operations the ability to monitor, in real time, the location of all fleet vehicles in the service area by use of a service area map. Replacement and supplemental vehicles may be dispatched as needed with the proposed system and customer transfer between vehicles may be efficiently coordinated between schedules. Security of LYNX customers, personnel and property will also be enhanced through the monitoring of all vehicle operations. Some of the things the system will do are as follows:

For Managers:

- A comprehensive suite of standard reports including National Transit Database (NTD), on-time performance, schedule adherence, vehicle location, and idling (fuel consumption monitoring), CAD/AVL
- Ability to develop custom, in-house reports, CAD
- Database access to on-time-performance and route adherence, CAD
- Ability to automatically process and send reports to appropriate personnel via e-mail, CAD

For Customers:

- Real-time schedule and bus status information, CAD/AVL
- Next bus arrival time, eliminate uncertainty, CAD/AVL
- Fewer missed buses with improved operator schedule adherence, CAD/AVL/MDT's

For Dispatchers:

- Real-time schedule and route adherence monitoring and reporting, CAD/AVL
- Access to the location and status information of every vehicle with CAD/AVL/MDT technologies
- Quickly locate customer addresses and destinations to provide accurate schedule information, CAD/AVL
- Send canned text messages to an individual or group of operators through the MDT's reducing radio audio traffic and allowing for quicker responses to operators

For Operators:

- Real-time early/late status alerts, CAD/AVL
- Single point of login to on-board equipment, MDT
- Real-time communication between operators and dispatchers, MDT
- Next stop information is automatically displayed, assisting new operators and operators working new routes, CAD/AVL
- Eliminate noisy radio chatter and improve the driving environment, MDT

For Schedulers:

- Assist in bus stop and route creation, trip generation, CAD
- Assist in graphical blocking to easily create optimized schedules, CAD/AVL
- Geo-coding of routes for schedule and route adherence tracking and reporting, CAD/AVL

For Maintenance:

- Automatically collect real-time data from vehicles to expedite repair requirements, CAD/AVL/MDT
- Platform for real-time system monitoring to identify systems operating outside normal parameters before a costly failure

In the past, the only way staff could monitor whether a bus was on schedule was to send an employee out to a time point and record the time the bus departed. With CAD this is all done electronically, and we would be able to get accurate data for on-time performance.

The safety and security of our bus operators and customers can be increased through the use of the MDTs. Currently, all the buses are equipped with open speakers where everyone onboard the bus is able to listen to the conversation between the dispatcher and the operator. With MDTs, voice communication could be virtually eliminated by sending text messages that can be sent to an individual operator or a group of operators. Also automatically alerts Dispatch of unauthorized use of a bus or a bus operating off of the assigned route.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

This contract has established a DBE goal of 11.5% participation.

FISCAL IMPACT:

In February 2007, Mentor submitted a bid price of \$1,585,970 for CAD/AVL/MDT. LYNX purchased the AVL portion in October 2007 and paid \$400,000 (\$200,000 SIB loan proceeds and \$200,000 FDOT). The remaining cost of \$1,185,970 includes CAD/MDTs.

In November 2009, Mentor submitted a revised price because LYNX expanded the scope of the project, added options and the cost to integrate new software. Therefore, in addition to the remaining cost of \$1,185,970 for CAD/MDT's an additional \$1,014,890 is needed to complete the project:

- \$306,187 for re-engineering, cabling, and installation costs for a one point log on
- \$288,178 for options
- \$288,007 for warranty
- \$132,518 for integration of Trapeze OPS and FX MON software

The entire project including all the changes listed above will be funded 100% utilizing a combination of Federal Transit Administration (FTA) discretionary funding secured specifically for ITS technologies and Department of Homeland Security (DHS) funding under the FY2009 Transit Security Grant Program and is in the FY2010 capital budget.

Consent Agenda Item #6.D. iii

To: LYNX Board of Directors

From: Edward Johnson
 CHIEF ADMINISTRATIVE OFFICER
 Tony Walter
 (Technical Contact)
 Belinda Balleras
 (Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Miscellaneous
 Authorization To File Grant Application With the Federal Transit Administration for FY 2009 and FY 2010 Capital Investment Program Funds for Bus Acquisitions

Date: 1/7/2010

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 Transit Administration (FTA) for the Capital Investment Program funds and enter into a grant agreement with the FTA for the initial amount of \$5,565,528 for bus acquisition. This authorization includes the grant application for potential FY 2010 Senate and Congressional member projects.

BACKGROUND:

Total 2009 Discretionary Federal Funds	\$5,565,528
Sub-total Bus Expansion	\$1,575,148
Sub-total Bus Replacement	\$3,990,380

In addition to these FY 2009 projects LYNX anticipates approximately \$2.1 million of FY 2010 discretionary federal funding for revenue vehicles and LYNX Central Station (LCS) facility improvements. Any FY 2010 annual allocations will be authorized for grant applications upon adoption of the annual appropriations bill when the FTA budgets are approved. FY 2010 FTA funding is currently awaiting Federal approval of the FY 2010 US Department of Transportation (DOT) appropriations bill. Federal transit programs are funded through a Continuing Resolution effective through December 18, 2009.

FISCAL IMPACT:

The discretionary Federal funds are programmed for bus acquisition beginning with the adopted FY 2010 capital budget. The amounts included in the FY 2010 capital budget for bus expansion and bus replacement are \$1,247,415 and \$5,790,380, respectively.

Consent Agenda Item #6.D. iv

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Tony Walter
(Technical Contact)
Belinda Balleras
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Miscellaneous
Authorization to Ratify the Agreement with METROPLAN ORLANDO for
FY 2009/2010 Transit Planning Activities

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer to enter into an annual agreement with METROPLAN ORLANDO for planning funds in the amount of \$405,005 to conduct transit planning tasks as contained in the FY 2009/2010 Unified Planning Work Program (UPWP).

BACKGROUND:

The Federal Transit Administration (FTA) and Florida Commission for the Transportation Disadvantaged annually appropriate planning funds to the METROPLAN ORLANDO. A portion of the Federal funds along with State funds are used to specifically address transit related planning and data collection activities. Annually, FTA funds are received under a Metropolitan Planning Program (Section 5303) grant directly to METROPLAN ORLANDO and are passed through to LYNX for planning activities identified as part of the Unified Planning Work Program (UPWP). Also, State planning funds for transportation disadvantaged services are annually included in a grant from FDOT to METROPLAN ORLANDO and are passed through to LYNX.

LYNX staff has coordinated with METROPLAN ORLANDO to define certain transit planning tasks and their funding levels which have been incorporated into the 2009/2010 fiscal year UPWP. The UPWP has been adopted by the METROPLAN ORLANDO Board and is the regional document defining various transportation planning activities programmed annually by federal, state and local governments.

LYNX Board Agenda

The 2009/2010 fiscal year LYNX planning activities included in METROPLAN ORLANDO's Metropolitan Planning Program and State grants are as follows:

- Transit System Monitoring
- Short-Range Transit Development Program Update
- Long-Range Transit Planning Process
- Safety and Security in Transportation Planning Process
- Transit Quality Level of Service Assessment
- Paratransit Services Planning
- Transportation Disadvantaged Services

FISCAL IMPACT:

The planning funds in the total amount of \$405,005 include \$122,729 of carry-forward funds, \$238,419 provided for reimbursement of FTA 5303 funds and \$43,857 of Transportation Disadvantaged funds. As additional planning projects are brought forward, the FY2010 operating budget will be amended accordingly. Any remaining funds will be incorporated in the next fiscal year's operating budget.

Attached below is a copy of the agreement with METROPLAN ORLANDO for FY 2009/2010 fiscal year transit planning activities. This is a recurring agreement based on the annual funding allocations included in the regionally adopted Unified Planning Work Program.

THIS CONTRACT, by and between the Orlando Urban Area Metropolitan Planning Organization, d.b.a. METROPLAN ORLANDO, A REGIONAL TRANSPORTATION PARTNERSHIP, hereinafter referred to as "METROPLAN ORLANDO" and the Central Florida Regional Transportation Authority, d/b/a LYNX, hereinafter referred to as the "CONTRACTOR".

WITNESSETH:

That for and in consideration of the mutual undertakings of the parties to this contract, METROPLAN ORLANDO and the CONTRACTOR hereby covenant and agree, each with the other, as follows:

1. That the CONTRACTOR hereby covenants and agrees to render professional services in carrying out and completing certain elements of the FY 2008/2009 Orlando Urban Area Unified Planning Work Program as outlined in the Scope of the Project and Budget which are attached to and made a part of this contract as Exhibit A, provided, however, that the total amount of the reimbursable costs to the CONTRACTOR shall not exceed **Four Hundred Five Thousand and Five Dollars (\$405,005.00)**. Of this amount, Two Hundred Thirty-Eight Thousand Four Hundred Nineteen Dollars (\$238,419.00) shall be provided from the FTA FL-80-X019 grant for FY 2009/2010.
2. One Hundred Twenty-Two Thousand Seven Hundred Twenty-Nine Dollars (\$122,729.00) shall be provided as carryforward funds from the FTA FL-80-X018 grant for FY 2008/2009, and Forty-Three Thousand Eight Hundred Fifty-Seven Dollars (\$43,857.00) shall be provided from the Florida Commission for the Transportation Disadvantaged FY 2009/2010 planning grant.
3. That the CONTRACTOR hereby covenants and agrees as follows:
 - A. Audit and Inspection

The CONTRACTOR shall retain sufficient records demonstrating shall permit, and require its subcontractors to permit the Federal Transit Administration (FTA), Florida Department of Transportation (FDOT), Florida Commission for the Transportation Disadvantaged (TD) or their authorized representatives to inspect all work, materials, payrolls, records of personnel, invoices of materials, and other relevant data and records; and to audit the books, records, and account of the CONTRACTOR, pertaining to the development of the Project. Records of costs incurred under terms of this Agreement shall be maintained and made available upon request to

FTA, FDOT, TD or their authorized representatives at all times during the period of a specific Unified Planning Work Program and for five (5) years after final payment is made on a specific Unified Planning Work Program. Copies of these documents and records shall be furnished to FTA, FDOT, TD or their authorized representatives upon request.

The CONTRACTOR shall be responsible for obtaining Project audits in accordance with the requirements of 49 CFR 18.26 and in the Office of Management and Budget (OMB) Circular A-133 (Audits of States, Local Governments, and Non-Profit Organizations), as well as Section 215.97, Florida Statutes (Florida Single Audit Act). CONTRACTOR shall provide a copy of any audit report and any management letters to METROPLAN ORLANDO, and shall provide copies of audit reports for audits conducted in accordance with OMB Circular A-133 to:

Federal Audit Clearinghouse (for Federal audits)
Bureau of the Census
1201 East 10th Street
Jeffersonville, IN 47132

State of Florida Auditor General (for Florida Single Audit)
Room 574, Claude Pepper Building
111 West Madison Street
Tallahassee, FL 32302-1450

B. Supplemental Agreements

It is understood and agreed that, in order to permit Federal participation, no supplemental agreement of any nature may be entered into by the parties hereto with regard to the work to be performed hereunder without the approval of the U.S. Department of Transportation, anything to the contrary in this Agreement notwithstanding. This Agreement shall not be amended or modified except by a writing signed by both parties. This Agreement constitutes the entire agreement between the parties and supersedes and replaces all prior written or oral agreements relating to the matters set forth.

C. Restrictions, Prohibitions, Controls, and Labor Provisions

(1) Compliance with Regulations. The CONTRACTOR shall comply with the regulations of Federal DOT relative to non-discrimination in Federally-assisted programs of the Federal DOT (Title 49, Code of Federal Regulations, Part 21, hereinafter referred to as the

Regulations), which are incorporated herein by reference and made a part of this contract.

- (2) Equal Employment Opportunity. There shall be no discrimination against any employee who is employed in the work covered by this Contract, or against any applicant for such employment, because of race, color, religion, sex, age or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, advertising, layoff or termination, rates of pay or other forms of compensation or selection for training, including apprenticeship. The CONTRACTOR shall insert a similar provision in all subcontracts for services covered by this Contract.
- (3) Non-Discrimination. The CONTRACTOR, with regard to the work performed by it after award and prior to completion of the contract work, will not discriminate on the grounds of race, color, religion, sex or national origin in the selection and retention of subcontractors, including procurement of material and leases of equipment. The CONTRACTOR will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Federal Regulations, including employment practices when the contract covers the program set forth in Appendix B of the Federal Regulations.
- (4) Solicitations for Subcontracts, including Procurements of Materials and Equipment. In all solicitations made by competitive bidding or negotiation made by the CONTRACTOR for work to be performed under a subcontract, including procurements of materials and leases of equipment, each potential subcontractor, supplier or lessor shall be notified by the CONTRACTOR of obligations under this contract and the regulations relative to nondiscrimination on the grounds of race, color, religion, sex or national origin.
- (5) Disadvantaged Business Enterprises. Participation by Disadvantaged Business Enterprises: The CONTRACTOR shall agree to abide by the statements in Paragraph (1) and (2) which follow. These statements shall be included in all subsequent agreements between the CONTRACTOR and any sub-consultant or contractor.
 1. Policy: It is the policy of METROPLAN ORLANDO that disadvantaged businesses, as defined by **49 Code of Federal Regulations, Part 26**, shall have an opportunity to participate in the performance of METROPLAN ORLANDO contracts in a non-discriminatory environment. The objectives of the Disadvantaged

Business Enterprise program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

2. METROPLAN ORLANDO, its contractors, suppliers, and consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of METROPLAN ORLANDO in a non-discriminatory environment.

The CONTRACTOR shall require its contractors, suppliers, and consultants to not discriminate on the basis of race, color, national origin, religion, gender, age, or disability in the award and performance of its contracts. The CONTRACTOR shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of USDOT assisted contracts. Failure by the CONTRACTOR to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as METROPLAN ORLANDO deems appropriate.

This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the *Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes*, and *Rule Chapter 14-78, Florida Administrative Code*.

It is understood and agreed that if the CONTRACTOR at any time learns that the certification it provided METROPLAN ORLANDO in compliance with 49 CFR, Section 23.51, was erroneous when submitted or has become erroneous by reason of changed circumstances, the CONTRACTOR shall provide immediate written notice to the Executive Director of METROPLAN ORLANDO. It is further agreed that the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction" as set forth in 49 CFR, Section 29.510, shall be included by the CONTRACTOR in all lower tier covered transactions and in all aforementioned federal regulation.

- (6) Sanctions for Noncompliance. In the event of the CONTRACTOR'S noncompliance with the nondiscrimination provisions of this contract, sanctions may be imposed as determined by the Secretary

of Transportation, United States Department of Transportation or designate. Such sanctions may include withholding of funds, cancellation or termination or suspension of the contract in whole or in part.

- (7) Information and Reports. The CONTRACTOR will provide all information and reports required by the Federal Regulations, or orders and instructions issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by METROPLAN ORLANDO to be pertinent to ascertain compliance with such Federal Regulations, orders and instructions.
- (8) Exhibit B. A "Third Party Subcontractor" letter shall be completed as appropriate and forwarded to all subcontractors providing goods or services funded by Transportation Disadvantaged Trust Fund monies. Distribution of the letters should coincide with the execution date of the grant or contract. A copy of each letter shall be provided to METROPLAN ORLANDO and to the Commission for the Transportation Disadvantaged.
- (9) Incorporation of Provisions. The CONTRACTOR will include the provisions of paragraphs (1) through (7) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Federal Regulations, order, or instructions issued pursuant thereto. The CONTRACTOR will take such action with respect to any subcontract or procurement as METROPLAN ORLANDO may direct as a means of enforcing such provisions including sanctions for noncompliance, provided, however, that in the event the CONTRACTOR becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the CONTRACTOR may request the United States to enter into such litigation to protect the interests of the United States.

- D. Interest of Members of Congress. No member of or delegate to the Congress of the United States shall be admitted to any share or part of this contract or to any benefit arising therefrom.
- E. Interest of CONTRACTOR. The CONTRACTOR covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Contract. The CONTRACTOR further covenants that in the performance of this Contract, no person having any such interest shall be knowingly employed.

- F. Prohibited Interests. The CONTRACTOR shall insert in all contracts entered into in connection with the Project or any property included or planning to be included in the Project, and shall require its subcontractors to insert in each of their subcontracts, the following provision:

"No member, officer, or employee of the CONTRACTOR or of the locality during his tenure or for one year thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof."

This provision shall not be applicable to any agreement between the CONTRACTOR and its fiscal depositories, or to any agreement for utility services, the rates for which are fixed or controlled by a governmental agency.

- G. Assignability. The CONTRACTOR shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of METROPLAN ORLANDO thereto: provided, however, that claims for money due or to become due to the CONTRACTOR from METROPLAN ORLANDO under this Contract may be assigned to a bank, trust company or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished.
3. Funds Available. It is expressly understood and agreed that METROPLAN ORLANDO shall be bound by the terms of this contract only to the extent that there are FTA Section 5303 Funds or Transportation Disadvantaged planning funds available to perform its obligations hereunder.
4. The Project Budget. Prior to the execution of this agreement, a Project Budget shall be prepared and attached to this agreement as "Exhibit A." The CONTRACTOR shall maintain said budget, carry out the Project, and incur obligations against Project funds only in conformity with the latest approved budget for the Project. The budget may be revised periodically, but no budget or revision thereof shall be effective unless and until METROPLAN ORLANDO and the CONTRACTOR shall have approved the same in writing.
5. Accounting Records.
- A. Costs Incurred for the Project. The CONTRACTOR shall charge to the Project account all eligible costs of the Project. Costs in excess of the latest approved budget or attributable to actions which have not received the required approval of METROPLAN ORLANDO shall not be considered

eligible costs. Determination of eligible costs shall meet all requirements of Federal Procurement Regulations Part 1-15 and OMB Circular A-87.

B. Documentation of Project Costs. All costs charged to the Project including any approved services contributed by the CONTRACTOR or others, shall be supported as required by records, invoices, or vouchers evidencing in proper detail the nature and propriety of the charges. A work progress report shall be submitted with the invoices by the CONTRACTOR and shall be an indication of that work performed by the CONTRACTOR for that time period.

6. Requisitions and Payments.

A. Preliminary Action by the CONTRACTOR. In order to obtain any payment, the CONTRACTOR shall submit invoices on at least a quarterly basis to METROPLAN ORLANDO. METROPLAN ORLANDO shall in turn requisition the appropriate State and Federal agencies for CONTRACTOR charges within two weeks after receipt of the invoice. If for any reason payment to the CONTRACTOR cannot be made within sixty (60) days, then METROPLAN ORLANDO shall notify the CONTRACTOR of said reasons.

Prompt Payment

(A) METROPLAN ORLANDO requires the CONTRACTOR shall, before receipt of any progress payment under the provisions of this contract, certify that the CONTRACTOR has disbursed to all subcontractors and suppliers having an interest in the contract their pro rata shares of the payment out of previous progress payments received by the CONTRACTOR for all work completed and materials furnished in the previous period, less any retainage withheld by the CONTRACTOR pursuant to an agreement with a subcontractor, as approved by the METROPLAN ORLANDO for payment. The METROPLAN ORLANDO shall not make any such progress payment before receipt of such certification, unless the CONTRACTOR demonstrates good cause for not making any such required payment and furnishes written notification of any such good cause to both the METROPLAN ORLANDO and the affected subcontractors and suppliers.

(B) METROPLAN ORLANDO requires the CONTRACTOR shall, within 30 days of receipt of the final progress payment or any other payments received thereafter except the final payment to pay all subcontractors and suppliers having an interest in the contract their pro rata shares of the payment for all work completed and materials furnished, unless the contractor demonstrates good cause for not making any such required payment and furnishes written notification of any such good cause to both

the METROPLAN ORLANDO and the affected subcontractors or suppliers within such 30-day period.

- B. METROPLAN ORLANDO'S Obligations. Subject to other provisions hereof, METROPLAN ORLANDO shall honor such requisitions in amounts and at times necessary to ensure the carrying out of the Project and the payment of all eligible costs thereof. However, notwithstanding any other provision of this Agreement, METROPLAN ORLANDO may elect by Notice of Termination issued pursuant to Section 7 to terminate this Agreement if:
- (1) Misrepresentation. The CONTRACTOR shall have made misrepresentation of material nature with respect to any document or data furnished therewith or pursuant thereto.
 - (2) Litigation. There is then pending litigation with respect to the performance by the CONTRACTOR of any of its duties or obligations which may jeopardize or adversely affect the Project, this Agreement, or payments to the Project. Pending litigation is defined as including only those lawsuits that have been formally filed.
 - (3) Concurrence by METROPLAN ORLANDO. The CONTRACTOR shall have taken any action pertaining to the Project which under the established procedures requires the prior approval of METROPLAN ORLANDO or shall have proceeded to make related expenditures or incur related obligations without having been advised by METROPLAN ORLANDO that the same are satisfactory;
 - (4) Conflict of Interests. There has been any violation of the conflict of interest provisions contained herein.
 - (5) Default. The CONTRACTOR shall be in default under any of the provisions of the Agreement.
 - (6) Unavailability of Funds. FTA or TD funds are not available to perform their obligations hereunder.
- C. Disallowed Costs. In determining the amount of the financing payment, METROPLAN ORLANDO will exclude all Project costs incurred by the CONTRACTOR prior to the effective date of this agreement, costs incurred by the CONTRACTOR which are not provided for in the latest approved budget for the Project, and costs attributable to goods or services received under a contract or other arrangements which have not been approved in writing by METROPLAN ORLANDO.
- D. Cash Reimbursement. Cash reimbursement made for work accomplished on a Project element shall be made after the satisfaction by the CONTRACTOR of the in-kind contributions, if any, pledged to the Project.

- E. Audit Findings. The CONTRACTOR shall be responsible for those audit findings assessed against the CONTRACTOR'S elements of the Unified Planning Work Program.
7. Termination or Suspension
- A. Termination or Suspension Generally. If the CONTRACTOR abandons or, before completion, finally discontinues the Project; or if, by reason of any of the events or conditions set forth in this Agreement or for any other reason, the commencement, prosecution, or timely completion of the Project by the CONTRACTOR is rendered improbable, unfeasible, impossible, or illegal, METROPLAN ORLANDO may, by written notice to the CONTRACTOR, terminate this Agreement. In the event of such termination, the CONTRACTOR shall be paid for all eligible costs and charges incurred up to the time notice of termination is received, and for any action received, and for any action required pursuant to the final termination notice.
- B. Action Subsequent to Notice of Termination or Suspension. Upon receipt of any final termination notice under this Section, the CONTRACTOR shall proceed promptly to carry out the actions required therein, which may include any or all of the following:
- (1) cease from obligating new costs after the notice, except for incurring non-calculative costs for close-out of the Project.
 - (2) necessary action to terminate or suspend, as the case may be, Project activities and contracts and such other actions as may be required or desirable to keep to the minimum the costs upon the basis of which the financing is to be computed;
 - (3) furnish a statement of the status of the Project activities and of the Project account as well as a proposed schedule, plan, and budget for terminating or suspending and closing out Project activities and contracts, and other undertakings the costs of which are otherwise includable as Project costs; and
 - (4) remit to METROPLAN ORLANDO such portion of the financing and any advance payment previously received as is due METROPLAN ORLANDO under the provisions of the Agreement. The closing out shall be carried out in conformity with the latest schedule, plan, and budget as approved by METROPLAN ORLANDO or upon the failure of the CONTRACTOR to furnish the schedule, plan and budget within a reasonable time. The acceptance of a remittance by the CONTRACTOR or the closing out of Federal financial participation in the Project shall not constitute a waiver of any claim which METROPLAN ORLANDO may otherwise have arising out of this Agreement.

8. Remission of Project Account Upon Completion of Project.
Upon completion of the Project, and after payment, provision for payment or reimbursement of all Project costs is made, the CONTRACTOR shall remit to METROPLAN ORLANDO any unexpended balance in the Project budget.
9. Reports, Maps and Other Documents. All reports, maps, and other documents completed through this Contract funded by FTA, other than documents prepared exclusively for internal use, shall carry the following notation:

"The preparation of this report has been financed in part through a grant from the United States Department of Transportation under the provisions of Section 5303 of the Urban Mass Transportation Act of 1964 (as amended)".

together with the date (month and year) the document was prepared and the name of the planning area concerned. The following statement shall be contained in the credit sheets of any publications prepared by the CONTRACTOR:

"The opinions, findings, and conclusions expressed in this publication are those of the author and not the Department of Transportation, Federal Transit Administration."

10. Ownership of Documents. While this Contract and any subsequent amendments are in force, all original documents and calculations produced by the CONTRACTOR in performing the services herein set forth shall remain the property of METROPLAN ORLANDO.
11. Effective Date. This contract establishes the effective date of October 1, 2009, for the FTA funded work task items, and July 1, 2009, for the TD funded work task item, and recognizes the effective date of June 8, 2000, for the reapportionment of the Orlando Urban Area Metropolitan Planning Organization as a legal entity under Florida Statutes 339.175 in accordance with Federal Guidelines. No funds, however, shall be expended until a Notice to Proceed is issued by METROPLAN ORLANDO.
12. Term and Termination. The provisions of this Agreement for the FTA funds shall terminate at midnight, September 30, 2010, unless a grant extension is approved by the FTA or FDOT. For the TD funds, this Agreement shall terminate at midnight, June 30, 2010. Either party may terminate this Agreement by providing thirty (30) days written notice to the other party.

IN WITNESS WHEREOF, METROPLAN ORLANDO has caused its name to be subscribed hereunto by its Executive Director, and the CONTRACTOR has caused this contract to be executed in its name by _____, being duly authorized to do so.

Witness

METROPLAN ORLANDO

Dena E. Tallucci

Harold W. Barley
Harold W. Barley, Executive Director

Date: 9-3-09

Witness

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

Sherry A. Zolanka

[Signature]

Date: 2009-10-08

EXHIBIT A

PROJECT SCOPE AND BUDGET

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY PARTICIPATION
FY 2009/2010 ORLANDO URBAN AREA UNIFIED PLANNING WORK PROGRAM

FTA and TD-FUNDED TASKS

EXHIBIT B
FORM LETTER

July 1, 2009

Third Party Subcontractor
Address
City, State, Zip

Dear Subcontractor:

As a subcontractor providing services to the Designated Official Planning Agency (DOPA), you are entitled to prompt payment for services funded by the Commission for the Transportation Disadvantaged Trust Fund as outlined in the Planning Grant executed between the Commission and the DOPA as follows:

21.20 Payment to Subcontractors: Payment by the Grantee to all subcontractors with approved third party contracts shall be in compliance with Section 287.0585, Florida Statutes. Each third party contract from the Grantee to a subcontractor for goods or services to be performed in whole or in part with Transportation Disadvantaged Trust Fund moneys, must contain the following statement:

When a contractor receives from a state agency any payment for contractual services, commodities, supplies or construction contracts, except those construction contracts subject to the provisions of Chapter 339, the contractor shall pay such moneys received to each subcontractor and supplier in proportion to the percentage of work completed by each subcontractor and supplier at the time of receipt of the payment. If the contractor receives less than full payment, then the contractor shall be required to disburse only the funds received on a pro rata basis with the contractor, subcontractors, and suppliers, each receiving a prorated portion based on the amount due on the payment. If the contractor without reasonable cause fails to make payments required by this section to subcontractors and suppliers within 7 working days after the receipt by the contractor of full or partial payment, the contractor shall pay to the subcontractors and suppliers a penalty in the amount of one-half of 1 percent of the amount due, per day, from the expiration of the period allowed herein for payment. Such penalty shall be in addition to actual payments owed and shall not exceed 15 percent of the outstanding balance due. In addition to other fines or penalties, a person found not in compliance with any provision of this subsection may be ordered by the court to make restitution for attorney's fees and all related costs to the aggrieved party or the Department of Legal Affairs when it provides legal assistance pursuant to this section. The Department of Legal Affairs may provide legal assistance to subcontractors or vendors in proceedings brought against contractors under the provisions of this section.

If you feel that the Designated Official Planning Agency is not fulfilling the obligations as outlined in the above paragraph, you can seek assistance through the Commission for the Transportation Disadvantaged Ombudsman Program Helpline at 1-800-983-2435 (TTY 1-800-648-6084) or the State of Florida Attorney General's Office at 1-800-892-0375.

Sincerely,

Johnny L. Planner
Super Florida Planning Agency
Designated Official Planning Agency

Cc: Bobby Jernigan, Executive Director
Commission for the Transportation Disadvantaged

EXHIBIT 1

STATE AGENCY: Florida Commission for the Transportation Disadvantaged

CSFA #: 55.002

TITLE: Florida Commission for the Transportation Disadvantaged Planning Grant Pass-Through Funds

AMOUNT: \$43,857.00

COMPLIANCE REQUIREMENTS:

Allowed Activities: The TD Planning Grant is to provide financial assistance to accomplish the duties and responsibilities of the Official Planning Agency (MPO) as set forth in Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code, Commission policies, and the Application and Policy Manual for Transportation Disadvantaged Planning Related Services as revised on February 10, 2006; and as further described in this Agreement and in Exhibit A attached hereto and by this reference made a part thereof.

The TD grant pass-through funds are intended to fund the preparation of the Annual Operating Report, the updating of the Memorandum(s) of Agreement, the preparation of the Transportation Disadvantaged Service Plan, and the application for the Trip Equipment Grant from the FCTD, as enumerated in UPWP Task Number 4.5.1.

Allowable Cost: See above and Exhibit "A" attached hereto.

Cash Management: N/A

Eligibility:

Applicant eligibility: Planning Grant Funds, derived exclusively from the Transportation Disadvantaged Trust Fund, may only be used by the Commission and the Grantee to undertake planning activities.

Beneficiary eligibility:

The recipient of the pass-through funds, the Central Florida Regional Transportation Authority (LYNX), is eligible for such State funding by virtue of being the metropolitan planning organization's appointed Community Transportation Coordinator. Powers and duties of the CTC are established in Chapter 427, F.S. and Rule 41-02. Task 4.5.1 of the UPWP define allowed task such as:

- Preparation of the Transportation Disadvantaged element of the area's TIP
- Development and annual update of the Transportation Disadvantaged Service Plan
- Annual performance evaluation of the CTC by the Coordinating Board
- Maintaining of LCB grievance procedures, bylaws and other tasks required by Chapter 427, F.S.

Matching: There is no matching requirement under this grant.

EXHIBIT D

Federal resources awarded to the Recipient pursuant to this Agreement consist of the following:

FEDERAL AGENCY: Federal Transit Administration, Department of Transportation

AUTHORIZATION: 49 U.S.C. 5303

CFDA #: 20.505 Federal Transit Metropolitan Planning Grants

COMPLIANCE REQUIREMENTS:

Allowed Activities: The FTA Federal Transit Metropolitan Planning Grant provides financial assistance to accomplish the duties and responsibilities of the Official Planning Agency (MPO) as set forth in Chapter 427, Florida Statutes.

The FTA grant pass-through funds are intended to fund work performed on a number of UPWP tasks

Allowable Cost: \$238,419.00 from FTA FL-80-X019 and \$122,729.00 from FTA FL-80-X018 and Exhibit "A" attached hereto.

Cash Management: N/A

Eligibility:

Applicant eligibility: FTA Metropolitan Planning Grant Funds are administered and disbursed to metropolitan planning organizations under the current SAFETEA-LU Federal legislation.

Beneficiary eligibility:

The recipient of the pass-through funds, the Central Florida Regional Transportation Authority (LYNX), is eligible for such Federal funds by virtue of being the region's transportation authority, the Community Transportation Coordinator, and having access to data and manpower to complete a number of tasks in the UPWP, as follows:

1. Collect data regarding bus route passengers carried, operating costs, travel time, vehicle miles, and headways by hour of the day, as well as additional criteria established by FTA.
2. Update the 5-yr. Short-Range Transit Development Plan to accurately reflect existing and future conditions;
3. Promote safety and security in the transportation planning process;
4. Update evaluation of data collection and measurement in the TRB Transit Capacity and Quality of Service Manual and the FDOT Florida MPO Transit Quality of Service Evaluation Guide.
5. Review and update the Continuity of Operations Plan (COOP).
6. Comply with the requirements of the Americans with Disabilities Act of 1990 to provide paratransit services to individuals who cannot access the fixed route system as well as look at employment, facilities and communications needs.
7. Plan updates, training and recertification, community outreach and marketing in connection with specialized transit services planning.

Matching: METROPLAN ORLANDO will provide the 10% Local match for all UPWP work tasks performed by the beneficiary under this contract.

CFRTA
FTA & TDC Funded Tasks (FY 2009/2010)

ELEMENT	EST. WORK/CASH REIMB.
I. ADMINISTRATION	
1.1 Program Management	
1.1.0 General Program Management	
1.1.1 Program Management and Tech. Assist. (FHWA 112)	
1.1.2 Program Management and Tech. Assist. (FTA 5303)	
1.1.3 Certification	
1.1.4 Strategic Business Plan	
1.2 Program Administration	
1.2.1 Grant/Contract Administration	
1.2.2 Personnel Administration	
1.2.3 Office Operations	
1.2.4 Training	
1.2.5 Legal/Legislative Services	
1.2.6 Audit	
1.3 Program Development	
1.3.1 Unified Planning Work Program	
1.3.2 Transportation Improvement Program	
1.3.3 Intergov'tl/Interagency Studies	
1.3.4 Interregional Transp. Planning & Coordination	
1.3.5 Local Match Transfers Out	
1.3.6 Coord. Of Transp. Improvements & Planned Growth	
II. PUBLIC INVOLVEMENT	
2.1 Annual Report	
2.2 Community Outreach	
2.2.1 Environmental Justice	
2.2.2 Air Quality Public Awareness	
2.2.3 Efficient Transportation Decision-Making (ETDM)	
2.3 Miscellaneous Publications	
2.4 Board/Staff Development & Workshop	
2.5 Board and Committee Support	
2.6 Market Research and Communications	
III. DATA COLLECTION	
3.1 Land Use Monitoring	
3.2 Socio-Economic Data	
3.3 Highway System Monitoring	
3.4 Transit System Monitoring (\$21,010.00 FTA X019)	\$ 21,010.00
3.5 Aviation System Monitoring	
3.6 Air Quality Monitoring	
3.7 Transportation Systems Indicators Report	
IV. SYSTEMS PLANNING	
4.1 Orlando Urban Area Transportation Study	
4.1.1 Maintenance of FSUTMS Model/Dev. Of Cube Voyager	
4.1.2 Goods Movement Planning	
4.1.3 Impacts of Smart Growth Principles on Travel Behavior	
4.1.4 Regional Geographical Information System	
4.1.5 Year 2030 Long-Range Transportation Plan	
4.1.6 Review of Local Gov't. Comp. Plans & DRIs	

4.2 Management & Operations Planning		
4.2.1 Intelligent Transportation System (ITS) Planning		
4.2.2 Transportation Demand Management		
4.2.3 Congestion Management Planning		
4.2.4 Local Vehicle Crash Database		
4.3 Intermodal Planning		
4.4 Transit System Planning		
4.4.1 Short-Range Transit Development Plan Update (\$22,000.00 FTA X019).....	\$	22,000.00
4.4.2 Section 5307/5309 Planning Studies		
4.4.3 Safety in Transportation Planning Process (\$57,700.00 FTA X019).....	\$	57,700.00
(\$64,006.00 FTA X018 grant carryforward).....	\$	64,006.00
4.4.4 Section 5 Transit Quality Level of Svc. Assessment		
(\$7,000.00 FTA X019).....	\$	7,000.00
(\$3,361.00 FTA X018 grant carryforward).....	\$	3,361.00
4.4.5 Security in Transportation Planning Process (\$45,000.00 FTA X019).....	\$	45,000.00
(\$35,362.00 FTA X018 grant carryforward).....	\$	35,362.00
4.5 Para-Transit Planning		
4.5.1 Rule 41 Transportation Disadvantaged Staff Services.....	\$	43,857.00
4.5.2 Specialized Transit Services Planning (\$65,709 FTA X019).....	\$	65,709.00
4.6 Air Quality Planning		
4.6.1 Contingency for Mitigation of AQ Non-Attainment through		
Transportation Control Measures (\$20,000 FTA X018 grant carryforward).....	\$	20,000.00
(\$20,000 FTA X019).....	\$	20,000.00
4.6.2 Conformity Determination		
4.6.3 Ozone Emission Inventory Update		
4.7 Regional Bicycle/Pedestrian Planning		
4.7.1 Bicycle & Pedestrian Safety		
4.7.2 Bicycle & Pedestrian Facilities		
4.7.3 Administration of the BPAC		
4.7.4 Bicycle & Pedestrian Publications		
4.7.5 Bicycle & Pedestrian Elements of the Long-Range Transp. Plan		
4.7.6 School Transportation Study		

V. PROJECT PLANNING

- 5.1 Highway Planning
- 5.2 Airport Planning
- 5.3 Transit Planning
- 5.4 Special Studies
 - 5.4.1 Special Studies - Streetcar/BRT Studies

TOTALS: (\$238,419.00 X019 + \$122,729.00 X018 Carryforward + \$43,857 FY '10 TD) \$ 405,005.00

Consent Agenda Item #6.D. v

To: LYNX Board of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: Miscellaneous
Adoption of the LYNX Investment Policy

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' adoption of the LYNX Investment Policy.

BACKGROUND:

Staff has been working with LYNX' investment advisor, Burgess Chambers, to create an investment policy for LYNX' surplus cash and investments. LYNX currently follows Florida Statutes, Section 218.415 "Local Government Investment Policies." At the September 24, 2009 Audit Committee meeting, staff presented a proposed investment policy to the LYNX Audit Committee for discussion and review. The objective was to document the policy that applies to the investment and reporting of all financial assets of the Central Florida Transportation Authority, except for retirement funds. The policy identifies such items as "Investment Objectives", "Risk and Diversification," "Internal Controls," "Reporting Requirements" and allowable "Investment alternatives." LYNX staff proposed additional modifications to the Audit Committee on January 7, 2010. These modifications were recommended by the Audit Committee and included in the proposed policy.

If approved, the policy will take effect immediately.

FISCAL IMPACT:

There is no fiscal impact to this action.

Policy: INVESTMENT POLICY

Approved By:

Issuing Dept: FINANCE

Effective Date: January 7, 2010

Linda Watson
Chief Executive Officer

SCOPE

To document the investment policy which applies to the investment and reporting of all financial assets, ("LYNX Funds") of the Central Florida Regional Transportation Authority ("LYNX" or "Authority"), except for LYNX's retirement funds. The assets may be in the form of operating funds or bond proceeds funds. However, bond proceeds may be further limited or expanded as to their permitted investments by their respective bond resolutions or covenants.

AUTHORITY:

Board of Directors and Section 218.415, Florida Statutes

POLICY

Rule 11: INVESTMENT POLICY

11.1 Definitions

In addition to the other terms defined in this Rule, the following terms are provided.

1.1.1 **Bank Trust Receipts**: Advance deposits to cover a prospective liability for services to be rendered and/or disbursements to be made; and composite amounts consisting of trust and business monies.

1.1.2 **Book Entry Form**: A chronological record of a specialist's inventory of securities and orders that other exchange members have placed with the specialist.

1.1.3 **Closed-End Management Company**: A closed-end investment company issues a fixed number of shares to the public in an initial public offering, after which time shares in the fund are bought and sold on a stock exchange, and they are not obligated to issue new shares or redeem outstanding shares as open-end funds are.

1.1.4 **Commercial Paper**: An unsecured obligation issued by a corporation or bank to finance its short-term credit needs, such as accounts receivable and inventory. Maturities typically range from 2 to 270 days

1.1.5 **Derivative**: A financial instrument whose characteristics and value depends upon the characteristics and value of an underlying security; typically a commodity, bond, equity or currency. Examples of derivatives include futures and options. Advanced investors sometimes purchase or sell derivatives to manage the risk associated with the underlying security, to protect

against fluctuations in value, or to profit from periods of inactivity or decline. These techniques can be quite complicated and quite risky.

11.1.6 **Fair Market Value**: The price that an interested but not desperate buyer would be willing to pay and an interested but not desperate seller would be willing to accept on the open market assuming a reasonable period of time for an agreement to arise.

11.1.7 **Federal Deposit Insurance Corporation**: A federal agency that insures deposits in member banks and thrifts currently up to \$250,000 per deposit.

11.1.8 **Federal Farm Credit Bank (FFCB)**: The Federal Farm Credit Banks Funding Corporation issues debt securities as fiscal agent for the Farm Credit System, which is a nationwide network of borrower-owned lending institutions and service organizations specializing in agricultural and rural America. The mission of this government-sponsored enterprise is to ensure the availability of sound, dependable funding for agricultural producers, cooperatives and certain farm related business.

11.1.9 **Federal Home Loan Bank (FHLB)**: Government sponsored wholesale banks that lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLB is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

11.1.10 **Federal Home Loan Mortgage Corporation (FHLMC)**: FHLMC, commonly referred to as Freddie Mac, is a government sponsored enterprise that provides liquidity to the mortgage markets, much like FNMA and FHLB.

11.1.11 **Federal National Mortgage Association (FNMA)**: FNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The Corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

11.1.12 **Internal Controls**: Policies and procedures designed to provide reasonable assurance that specific entity objectives will be achieved. It consists of: the control environment, risk assessment, control activities, information and communications, and monitoring.

11.1.13 **Liquidity**: the ability of an asset to be converted into cash quickly and without any selling of the asset below its normal price.

11.1.13 **Market Value**: The price at which a security is trading and could presumably be purchased or sold.

11.1.14 **Open-End Management Company**: An investment company that sells mutual funds to the public, issuing and redeeming shares on demand.

11.1.15 **Qualified Public Depository**: Any bank, savings bank, or savings association that is organized under the laws of the United States or the State of Florida; has its principal place of business or a branch office to receive deposits in Florida; has deposit insurance under the provisions of the Federal Deposit Insurance Act; meets the requirements of Chapter 280, Florida Statutes (Florida Security for Public Deposits Act); and has been designated by the Chief Financial Officer of the State of Florida as a qualified public depository.

11.1.16 **Repurchase Agreement**: A contract in which the seller of securities, such as Treasury Bills, agrees to buy them back at a specified time and price. Also known as repo or buyback.

11.1.17 **Return on Investment (ROI)**: measures how effectively the portfolio's principal is invested to generate profit. The higher the ROI, the better.

11.1.18 **Risk**: The quantifiable likelihood of loss or less-than-expected returns. There are many different types of risk e.g., inflation risk (decrease in purchasing power); currency risk (devaluation of currency to the American dollar or visa versa); market risk (decline of the asset's value due to economic changes which effect the entire market) or unsystematic risk (price change in relation to a specific security).

11.1.19 **Safekeeping**: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the banks' vaults for protection.

11.1.20 **Securities Investors Protection Corporation**: A non-profit membership corporation established by Congress which insures securities and cash in customer accounts up to \$500,000 (up to \$100,000 on cash) in the event of brokerage bankruptcy. The SIPC is funded by all of its member securities broker/dealers. While it insures the account in the event that a brokerage runs out of funds to cover its claims, it does not insure against investment losses.

11.1.21 **Specialist**: A stock exchange member who makes a market for certain exchange-traded securities, maintaining an inventory of those securities and standing ready to buy and sell shares as necessary to maintain an orderly market for those shares. This can be an individual, partnership, corporation or group of firms.

11.1.22 **Yield**: The rate of annual income return on an investment, expressed as a percentage. (1) Income yield is obtained by dividing the current dollar income by the current market price for the security. (2) Net yield or yield to maturity is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

11.2 **Investment Objectives**

Preservation of principal and safety - An important objective of this investment program is the preservation of the principal of those funds within the portfolio. Investment transactions shall be consistent with the other investment objectives, and seek to ensure that capital losses are minimized, whether they be from securities defaults or erosion of market value.

Liquidity - The portfolio shall be managed in such a manner that funds are available to meet reasonably anticipated cash flow requirements in an orderly manner.

Return on investment - All investments will be made striving to maximize portfolio return, consistent with the quality, safety and liquidity restrictions. Yield shall be the primary source of investment returns. The pursuit of this goal will be continuous, but may not do so at the expense of assuming avoidable investment risk. The optimization of investment returns shall be secondary to the requirements for quality, safety and liquidity.

11.3 Risk and Diversification

Adequate diversification of LYNX's portfolio will be necessary to minimize market volatility risk, liquidity risk and default risk. Diversification will come in the form of investing in different security types, and in different financial institutions. It is the policy of LYNX to diversify its investment portfolios so as to protect against issuer defaults, market price changes, technical complications leading to temporary lack of liquidity, or other risks resulting from an over concentration of assets in a specific maturity, a specific issuer, a specific geographical distribution, or a specific class of securities. The following strategies, as determined by the Chief Executive Officer, will be reviewed periodically by the Board or any committee so established by the Board.

Maintenance of public trust - All participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction that might reasonably impair public confidence in the ability of LYNX to effectively implement the investment program.

Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism worthy of the public trust.

Asset liability management - To the extent consistent with the investment objectives and restrictions and the Authority's debt management policies, all herein adopted, LYNX will strive to maintain an investment/asset portfolio duration approximately equal to its debt/liability "portfolio". Equilibrium with respect to the duration of assets and liabilities may help LYNX earn interest on aggregate investments at its overall cost of capital or better.

11.4 Prudence

Prudence standard applied to the portfolio - the standard of prudence shall be applied in the context of managing the portfolio. Investment officers acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Prudent expert standard - While the standard of prudence to be used by investment officials who are officers or employees is the prudent person standard, any person or firm hired or retained to invest, monitor, or advise concerning these assets shall be held to the higher standard of prudent expert. The standard shall be that in investing and reinvesting monies and in acquiring, retaining, managing, and disposing of investments of these funds, the contractor shall exercise: the judgment, care, skill, prudence and diligence under the circumstances then prevailing, which

persons of prudence, discretion and intelligence, acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of like character and with like aims by diversifying the investments of the funds so as to minimize the risk of material losses, unless under the circumstances it is clearly prudent not to do so, and not in regard to speculation but in regard to the permanent disposition of similar funds, considering the probable income as well as the probable safety of their capital.

11.5 Ethics and Conflicts of Interest

Employees under the direction of the Chief Executive Officer - Officers and employees involved in the investment process shall not engage in personal business activities (e.g. directing business to favored broker/dealers) that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Officers and employees (including members of any committee established by the Board) shall immediately disclose to the Chief Executive Officer any material interest in any financial institution that conducts business with LYNX. For purposes of this paragraph, “material interest” shall have the same meaning as in section 112.312(15), Florida Statutes (1995).

11.6 Delegation of Authority

The Authority to manage the investment program is granted to the Chief Financial Officer.

11.7 Internal Controls

System of Controls - The Chief Executive Officer directs or otherwise recommends that the Chief Financial Officer establish a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees or by those individuals and/or entities under contract to LYNX. The controls shall provide that all transactions are confirmed in writing. In the development of the system of internal controls, consideration shall be given to documentation of strategies and transactions, techniques for avoiding collusion, separation of functions, delegation of authority and limitations of action, custodial safekeeping, and avoidance of bearer-form securities. The CFO will establish management controls specific to EFPMs.

11.8 Independent Audit

The independent public accounting firm retained to conduct the annual audit of LYNX is directed to evaluate the system of controls relating to the investment of assets. Procedures should be performed by the accountants to provide reasonable assurance that investment officials have acted in accordance with the Investment Policy. The audit procedures shall include, but not be limited to, surprise audits of custodial and safekeeping systems. To the extent allowed by professional standards, the auditor may rely on work performed by other independent public accountants or internal auditors.

11.9 Reporting

The Chief Executive Officer may periodically, direct or otherwise recommend that the Chief Financial Officer obtain a written report from the custodian, including but not limited to: (i) a summary of recent market conditions; (ii) economic developments and anticipated investment

conditions; (iii) a summary of investment strategies employed; (iv) a description of the portfolio (listing securities by type or class, maturity, risk class, book value, income earned and market value by report date) and a report of the period total investment return. Actual returns should be compared against planned figures. Any areas of concern should be addressed and portfolio changes made as warranted. The report will also include EFPM holdings and activity.

11.10 Performance Benchmarks

Investment performance benchmarks should be consistent with the quality, safety and liquidity restrictions and utilized to evaluate portfolio performance. These benchmarks will allow LYNX to compare returns to other investors in the same markets.

Based on the investment and maturity parameters for each portfolio, LYNX shall establish specific performance benchmarks. When establishing a performance benchmark for a portfolio, there are three main factors which will be considered:

1. it is independently compiled,
2. it represents true total return,
3. it is representative of the types of securities in the appropriate maturity range.

The quarterly report will show performance on both a book value and market value return basis and will compare the results to the established benchmarks.

11.11 Instruments

Policy restrictions - In addition to the statutory restriction on common stock, no monies may be invested in an investment company portfolio containing common stock in real estate, in options and futures, and in precious metals.

Use of derivative products - LYNX has established herein clearly defined procedures with respect to the analysis, documentation and management of derivative products. The Authority's staff will manage all agreements on an ongoing basis. LYNX has developed procedures to ensure that all agreements and periodic payments are monitored, that counter-party credit and documentation requirements are maintained, and that the portfolio is continually evaluated to determine each agreement's value, to identify restructuring opportunities and to assess trading potential.

11.12 Investments

Investment alternatives, other than securities, must have an established market. Investments should be made subject to the cash flow needs of LYNX. Such cash flows are subject to revisions as market conditions and agency needs change. It is the intent of the Chief Financial Officer to avoid assets that require a significant time to liquidate.

The following is a list of authorized investments for LYNX for operating and surplus funds in which the Chief Financial Officer may invest at the prevailing market rates and at an appropriate amount thereof. Bond proceeds may be further limited or expanded as to their permitted investments by their respective bond resolutions or covenants.

1. The Local Government Surplus Funds Trust Fund, as created by Section 218.405, Florida Statutes and administered by the State Board of Administration (SBA);
2. United States Treasury and Agency securities whereby all principal and interest payments are guaranteed by the full faith and credit of the United States government. Agency securities backed by the U.S. must have at least two AAA, Aaa, AAA long-term credit ratings from Standard & Poor's, Moody's or Fitch, respectively. Maturities may not exceed 12 months;
3. Interest-bearing time deposits or savings accounts in Qualified Public Depositories (QDP) as defined in Section 280.02 Florida Statutes;
4. Obligations of the Federal Farm Credit Banks; the Federal Home Loan Mortgage Corporation, including Federal Home Loan Mortgage Corporation participation certificates; or the Federal Home Loan Bank or its district banks or obligations guaranteed by the Government National Mortgage Association. Collateralized mortgage obligations (CMOs) can be used if appropriate procedures are utilized to evaluate.
5. Deposits, federal funds or bankers acceptance of any domestic bank, including a branch office of a foreign bank which branch office is located in the United States, provided legal opinions are received to the effect that full and timely payment of such deposits or similar obligation is enforceable against the principal office or any branch of such bank, which:
 - a) has an unsecured, uninsured and unguaranteed obligation rated in either of the two highest letter rating categories by a Rating Agency, and
 - b) is the lead bank of a parent bank holding company with an unsecured, uninsured and unguaranteed obligation meeting the rating requirements in (a) above;
6. Prime commercial paper of a United States corporation, finance company or banking institution if such commercial paper is rated at least "P-1" by Moody's or at least "A-1+" by S&P and if such commercial paper is stated to mature in not more than 270 days.
7. Securities of, or other interests in, any open-end or closed-end management type investment company or investment trust registered under the Investment Company Act of 1940, 15 U.S.C. ss. 80a-1 et seq., as amended from time to time, provided the portfolio of such investment company or investment trust is limited to United States Government obligations and to repurchase agreements fully collateralized by such United States Government obligations or its agencies and provided such investment company or investment trust takes delivery of such collateral either directly or through an authorized custodian.

8. Repurchase agreements collateralized by Direct Obligations with any registered broker/dealer subject to the Securities Investors' Protection Corporation jurisdiction or any commercial bank, if such broker/dealer or bank has an uninsured, unsecured and un-guaranteed obligation rated in either of the two highest letter rating categories by a Rating Agency, provided:
 - a) a master repurchase agreement or specific written repurchase agreement governs the transaction, and
 - b) the securities are held, free and clear of any lien, by the trustee of the fund the monies of which were invested in such agreements, the Authority, or an independent third party acting solely as agent for such trustee or the Authority, and such third party is
 - i) a Federal Reserve Bank,
 - ii) a bank which is a member of the Federal Deposit Insurance Corporation and which has combined capital, surplus and undivided profits of not less than \$25 million, or
 - iii) a bank approved in writing for such purpose by the Bond Credit Facility provider, if any, and the trustee or the Authority shall have received written confirmation from such third party that it holds such securities, free and clear of any lien, as agent for the trustee or the Authority, and
 - c) a perfected first security interest under the Uniform Commercial Code, or book entry procedures described at 31 C.F.R. 306.1 et seq. or 31 C.F.R. 350.0 et seq. in such securities is created for the benefit of the Authority, and
 - d) the repurchase agreement has a term of thirty days or less, or the Authority will value collateral securities no less frequently than weekly and will liquidate the collateral securities if any deficiency in the collateral percentage required pursuant to subparagraph (f) below is not restored within two business days of such valuation, and the repurchase agreement matures at least one day (or other appropriate liquidation period) prior to the date on which it is anticipated that the funds invested therein will be expended, and
 - e) the fair market value of the securities in relation to the amount of the repurchase obligation, including principal and interest is equal to at least 102%.
9. Shares in a common law trust established as a separate public agency under Section 163.01, Florida Statutes which invests exclusively in investments permitted by Florida Statute.
10. Other Investments authorized by law or ordinance for a county or municipality.

11. Other investments authorized by law or ordinance for a school or a special district.

12. Energy Forward Pricing Mechanisms (EFPs), including futures, options, etc., as a budget risk tool for purchases of LYNX-consumed commodities, (i.e. diesel fuel, gasoline, and natural gas), when they have a holding period and expiration of not more than 36 months from their trade date.

11.13 Selection of Qualified Institutions

The Chief Executive Officer directs or otherwise recommends that the Chief Financial Officer maintain a formalized written procedure for the selection of depositories in money market instruments and broker dealers in the execution of securities transactions. Such procedures should describe the competitive selection process and rationale for selection. All brokers/dealers and depositories deemed to be "qualified institutions" shall be provided with current copies of this Policy.

11.14 Competitive Selection of Investment Instruments

After the Investment Advisor or the Chief Financial Officer has determined the approximate maturity date based on cash flow needs and market conditions, not to exceed one (1) year for operating funds, and has analyzed and selected one or more optimal types of investments, a minimum of three (3) reputable, qualified, and financially sound institutions and/or dealers must be contacted and asked to provide bids on securities of interest. Bids will be held in confidence until the highest bid is determined and awarded.

However, on an exception basis, securities may be purchased utilizing the comparison to current market price method. Acceptable current market price providers include, but are not limited to:

1. The Wall Street Journal or a comparable nationally recognized financial publication providing daily market pricing,
2. Daily market pricing provided by the Authority's custody agents or their correspondent institutions.
3. Interactive Data Corporation (IDC)
4. Various third party sources currently utilized by the Investment Advisor

The Investment Advisor or the Chief Financial Officer shall utilize the competitive bid process to select the securities to be purchased or sold. Selection by comparison to a current market price, as indicated above, shall only be utilized when, in the judgment of the Investment Advisor or the Chief Financial Officer, competitive bidding would inhibit the selection process.

Examples of when this method may be used include;

1. When time constraints due to unusual circumstances preclude the use of the competitive bidding process.
2. When no active market exists for the issue being traded due to the age or depth of the issue.
3. When a security is unique to a single dealer, for example, a private placement.

4. When the transaction involves new issues or issues in the "when issued" market.

Overnight sweep repurchase agreements will not be bid, but may be placed with the depository bank relating to the demand account for which the repurchase agreement was purchased.

11.15 Safekeeping and Collateralization

All cash, assets, and investment securities purchased by LYNX or held as collateral on investments shall be delivered versus the payment of funds and held in safekeeping by a qualified bank, or some other financial institution designated as custodian. The custodian will be selected by LYNX. All securities held as collateral will be held free and clear of any lien, and also shall be held by a third party custodian. Safekeeping and custody of EFPMs, and the cash directly supporting such mechanisms, shall follow industry practices including maintenance of accounts at brokerage companies.

All securities purchased by LYNX will be held by a third party custodian and no withdrawal of such securities may be made by anyone except the Chief Financial Officer or the Chief Financial Officer's designated employees.

The Chief Executive Officer or designee will execute all third party custodial agreements with LYNX's banks and public depositories. Such an agreement will include letters of authority from the Chief Financial Officer as to the responsibilities of each party, notification of security purchases, sale, delivery, safekeeping and transaction agreements and wire transfers, safekeeping and transaction costs, and - procedures in the event of wire failure.

Any funds invested in a certificate of deposit from a qualified public depository may be collateralized by any of the securities listed in Sections 280.13 and 280.14 of the Florida Statutes. The list of qualified depositories, agreeing to the provisions in Chapter 136 of the Florida Statutes, is available upon request from the Department of Insurance and Treasurer of the State of Florida.

11.16 Security Disposition

Every security purchased must be properly earmarked and:

1. registered with the issuer and maintained in a safe place.
2. if held in book entry form, held for the credit of LYNX by a depository chartered by the Federal Government, the state or any other state or territory in the US as described in s 658.12, or by national organization existing under the laws of the U.S. Securities must be held in a depository in a separate account from assets of the financial institution.
3. if physically issued to the holder but not registered with the issuer or its agents, must be immediately placed for safekeeping in a secured vault.
4. LYNX may also receive bank trust receipts in return for investment of surplus funds in securities. All trust receipts received must list the various securities held with the specific number of securities held in accordance with 2) above.

This section does not apply to the Local Government Surplus Funds Trust Fund.

11.17 Sale of Security

When the invested funds are needed in part or in whole for the purpose originally intended or for more optimal investments, LYNX may sell such investments at the then prevailing market rate and place proceeds into the proper account or fund.

11.18 Preemption

Any provision of any special act, municipal or other law which prohibits or restricts a local government entity from complying with Florida Statue 218.415 or any rules adopted under this section is void to the extent of the conflict.

11.19 Continuing Education

The CFO and staff responsible for making investment decisions shall obtain 8 hours of continuing education related to investment practices and products.

11.20 Transfer of Funds

Authorized personnel who can transfer funds: Chief Executive Officer, Chief Financial Officer or Manager of Finance.

Consent Agenda Item #6.D. vi

To: LYNX Board of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Lisa Darnall
(Technical Contact)
Joe Cheney
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: Miscellaneous
Authorization to Amend Contract #BDL-96 with the Florida Department of Transportation (FDOT) for the Road Ranger Assistance Program

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to amend Contract #BDL-96 with the Florida Department of Transportation (FDOT) to add additional funding in FY 2010 in the amount of \$201,999.

BACKGROUND:

LYNX was recently notified by FDOT that additional funding was available for the current year Road Ranger contract. This is intended to be a "one time" contribution amount. The current contract consists of funding from FDOT in the amount of \$1,152,000 plus funding from State Farm in the amount of \$321,000 for a total effort of \$1,473,000. This amendment would increase the total contract value in FY 2010 to \$1,674,999.

The additional funding will be used to add approximately ninety (90) hours of service each week and some needed truck rehabs.

FISCAL IMPACT:

The services provided under the existing contract agreement are funded 100% by FDOT and State Farm.

Action Agenda Item #7.A

To: LYNX Board of Directors

From: **Edward Johnson**
CHIEF ADMINISTRATIVE OFFICER
Tony Walter
(Technical Contact)
Jerry Bryan
(Technical Contact)
William Hearndon
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: **Authorization to Initiate the Public Participation and Implementation Process for the Proposed Service Changes and Service Efficiencies Effective April 11, 2010**

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to initiate the public participation process for consideration of proposed service efficiency changes. Authorization is requested for this process to begin immediately for the April 11, 2010 service changes.

BACKGROUND:

In an effort to streamline the fixed route bus service for efficiency, route restructuring proposals are being developed which may impact some Links. LYNX' Public Participation Program requires that these proposals be presented to the public in the form of workshops. Staff will compile comments from the workshops and incorporate them into final restructuring proposals. Staff is proposing four workshops in the affected areas. LYNX' Public Participation Program mandates public hearings to take place should a route or routes be reduced by 25% or more of the total route's hours, as recommended by the FTA. As none of the proposed service changes reach this level of service reduction, the public hearing process will not be required for the April 11, 2010 service changes.

Staff has identified the following proposed service efficiencies and additions under review for the April 11, 2010 service changes.

PROPOSED SERVICE CHANGES:

Osceola County:

Link 26 - Terminate at Poinciana Wal-Mart

Link 426 – Restructure the route to become the Poinciana (circulator)

PickUp Lines 601 & 602 to be merged into one PickUp Line

Orange County:

Link 50 – Reroute from I-4 to Palm Parkway between Central Florida Parkway & SR 435

Link 443 - Extend route to VA Hospital

New Service – Add the PickUp Line 641 to the Williamsburg community south of 528 and east of I-4

Link 442 - Route restructure, TBD

Later evening service on selected Orange County routes

3D Route extensions to Hilton Parc Soleil & Bonnet Creek (pending Hilton funding agreement)

FISCAL IMPACT:

Proposed service changes do not result in a net fiscal impact for FY2010.

Action Agenda Item #7.B

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Tony Walter
(Technical Contact)
Rich Bannon
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Authorization to Award Contract to PB Americas for a LYMMO
Expansion Alternatives Analysis Study

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to award a contract to PB Americas for the LYMMO Expansion Alternatives Analysis Study. The term of the contract is for 15 months from date of award and detailed task orders will be negotiated and issued for the work to be performed for a not-to-exceed amount of \$1,500,000.

BACKGROUND:

At the April 22, 2009 LYNX Board of Directors meeting, staff received authorization to release a Request for Proposal (RFP) for LYMMO Expansion Alternatives Analysis Study. The RFP was released on September 21, 2009 and proposals were due to LYNX by 2:00 p.m. EST on October 23, 2009.

Three responses were received from the following firms:

- HDR
- Jacobs
- PB Americas

The Source Evaluation Committee (SEC) consisted of the following personnel:

Tony Walter, LYNX
Doug Jamison, LYNX
Laura Minns, LYNX
Claudia Korobkoff, City of Orlando
Kevin Tyjeski, City of Orlando

The proposals were evaluated on the following criteria in descending order of importance:

- Professional Qualifications (45%)
- Past Performance/Experience (35%)
- Ability to perform (20 %)

The SEC met on November 23, 2009 to discuss the three responses. The meeting was publicly noticed and the three proposers made brief presentations at the meeting.

The scoring of the proposals submitted is as follows based on a total possible score of 500:

- HDR – 448
- Jacobs – 433
- PB Americas - 467

After discussions on the proposals received from the three firms, the SEC ranked the proposals.

Staff is recommending award to PB Americas.

PROPOSED NEW EXPANSION:

The Downtown Transit System Plan includes potential circulator routes that connect with the planned commuter rail stations. The circulator service would run at 5-10 minute headways and connect major destinations and attractions with commuter rail, connect remote parking garages to the downtown core, and provide convenient circulation throughout downtown.

The Downtown Transit Circulator Expansion Study recommended that three components be advanced in an Alternatives Analysis study. Those three components are:

1. East-West Circulator – a proposed Circulator using Central Boulevard to head westbound from Eola Drive to Parramore Street, then south on Parramore Street to Church Street, eastbound to Eola Drive, then north back to Central Boulevard. Phase II of this alternative includes an addition connecting the Thornton Park area all the way to the Citrus Bowl.
2. Downtown-Uptown Loop – a proposed connection from Orlando Health (OH) to Florida Hospital, with service downtown using existing LYMMO Lanes on Magnolia Avenue and providing service to the uptown area along Orange Avenue and Magnolia Avenue
3. Alternative Corridors – Alternative corridors include the possible extensions of proposed routes for special events shuttle with service between the proposed Creative Village on the existing Centroplex City-owned property and the new downtown venues.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

LYNX procurement policies require prime contractors make a good faith effort to subcontract a portion of the work to DBE firms. This contract has established a DBE goal of 10% participation.

FISCAL IMPACT:

The FY2010 capital budget includes a total of \$926,000 in federal (\$740,800) and local (\$185,200) funds for the LYMMO Expansion Alternatives Analysis Study. LYNX and the City of Orlando executed an interlocal agreement on June 8, 2009 which included a total local match by the City of Orlando in the amount of \$574,000.

Action Agenda Item #7.C

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Tony Walter
(Technical Contact)
Richard Bannon
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Authorization to Cancel a Request for Proposal (RFP) #09-R03 for Bus Shelter Advertising

Date: 1/7/2010

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to cancel the Request for Proposals (RFP) for the City of Orlando Bus Shelter Program.

BACKGROUND:

Staff released RFP 09-R03 on January 15, 2009 and held a pre-proposal meeting on January 29, 2009. The due date of the proposals was March 5, 2009 at 2:00 P.M. EST.

Three firms showed interest in RFP 09-R03, however only one proposal was received from Signal Outdoor Advertising LLC. Staff solicited input from the non-proposers to determine their reasons for not proposing. CBS Outdoor did not submit a proposal based upon the anticipated capital cost and revenue potential and did not believe they would be able to provide LYNX with a meaningful proposal. Gateway Outdoor did not submit a proposal based upon the current economic environment and the capital investment required to justify the capital rollout and long term return.

The Source Evaluation Committee (SEC) consisted of the following personnel:

Christine Kefauver, AICP, Transportation Manager, City of Orlando
Jeff Kaley, Manager of Advertising Sales, LYNX
Jeff Reine, Project Manager, Strategic Planning, LYNX

The proposal was evaluated on the following criteria in descending order of importance:

- Team/Firm Experience, Expertise, and Financial Ability (50 points)
- Transit Shelter Prototype (30 points)
- Transit Shelters: Purchase, Permitting, Construction, Installation and Maintenance (20 points)

During the time that LYNX was assessing the bid responses for this contract, two circumstances came to the forefront. First, LYNX was made aware of the receipt of a large amount of stimulus money under the American Recovery & Reinvestment Act (ARRA). This funding allows LYNX the ability to install shelters for the City of Orlando program. Further, LYNX has been meeting with its major funding and community partners who have a vested interest in shelters and/or shelter advertising; they have shown support for a LYNX in-house bus shelter advertising program.

An in-house program has several advantages: 1) It allows LYNX to develop a unified shelter program throughout the entire service area which gives LYNX control of the fragmented shelter advertising contracts that currently exist; 2) An in-house program has the potential for a significant amount of additional revenue for the system; 3) It allows LYNX to spend ARRA funding in the local community rather than procuring equipment manufactured in other parts of the country.

LYNX staff prepared a preliminary analysis of the difference in funds available to LYNX if shelter advertising is outsourced or if LYNX manages the program in-house. The analysis assumed 300 advertising shelters with 600 ad facings available system-wide less 10 percent or 60 facings for public service messages. A conservative sell rate of 50 percent of the remaining facings is assumed with estimated monthly revenue of \$275 each. The outsource contract estimated net revenue is approximately \$172,408. If the shelter advertising program is brought in-house, the estimated net revenue returned to LYNX would be approximately \$486,450.

Given the significant difference in the return to LYNX and the ability to use federal funding to procure and install shelters, staff is recommending that the City of Orlando advertising program be brought in-house under the unified shelter program.

FISCAL IMPACT:

If the shelter advertising program is brought in-house, the purchase price and costs to install the advertising shelters will be paid for as part of the ARRA program. In addition, if the program is brought in-house the total estimated return to LYNX is \$486,450.

Action Agenda Item #7.D

To: LYNX Board of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Sherry Zielonka
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Election of the 2010 Board of Directors' Officers - Secretary

Date: 1/7/2010

ACTION REQUESTED:

On an annual basis, the Board of Directors elects from its membership a Secretary. This position shall exercise such powers and duties empowered within each as noted in Section 2.2 of Administrative Rule #2 – Board Governance (Bylaws).

Legal Counsel shall preside over the election of Secretary.

Work Session Item #8.A

To: LYNX Board of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: Overview of Retirement and Pension Plan Benefits

Date: 1/7/2010

On October 12, 2009, staff received a letter from Orange County Mayor Richard Crotty regarding retirement health insurance benefits for bargaining unit employees as well as the current retirement cost for non-bargaining unit employees. His concern was that LYNX ensure that the level of post employment benefits is both financially sustainable and consistent with similar organizations. Staff will present a discussion of the current post retirement health insurance benefits for bargaining unit employees as well as the current contribution rate for non-bargaining unit employees for the LYNX pension plan.

Discussion of Post Retirement Health Insurance Benefits and Non-Bargaining Pension Plan Contributions

Presented to the
LYNX Audit Committee
January 7, 2010



Post Retirement Health Insurance Benefits for Union Employees

- Per union contract, LYNX provides post retirement contributions based on years of service :
 - 10 years of service 65% of premiums
 - 15 years of service 75% of premiums
 - 20 years of service 100% of premiums
- Benefit stops at age 65 or when eligible for Medicare
- Current monthly cost based on employee only HMO rate (currently \$208/per pay period or \$5,200 annually)



Post Retirement Health Insurance Benefits for Union Employees

- FY2008 = 18 individuals eligible for an annual premium of \$79,000
- FY2009 = 11 individuals at annualized cost of \$56,000
- FY2010 = about 23 additional individuals will be eligible
- FY2011, about 22 additional individuals will be eligible
- Trend is low turnover; employees working longer
- LYNX is currently in union negotiations for FY2010 and beyond



LYNX Non-Bargaining Unit Retirement Contributions

- LYNX has defined contribution retirement plan
- Current contribution rate is 12%
- Employees cannot make contributions to plan
- Contributions are self-directed into assets with Hartford
- Florida Retirement System has defined benefit and defined contribution plan ; requires 9.85% contribution rate
- LYNX opted out of FRS for new hires in 2002
- Employees were given option to stay in FRS
- 6 Employees remain in FRS



LYNX Non-Bargaining Unit Retirement Contributions

- Annual contribution amount LYNX incurred in FY2009 was \$1,127,835.
- Annual contribution rate that would have been required if LYNX had been a member of the FRS would have been 9.85% or \$925,678.



Post Retirement Health Insurance Benefits for Non-Union

- Employee Benefits Of LYNX Defined Contribution Plan:
 - 5 Year Vesting Schedule
 - No Contribution Required From Employees
 - Contributions Are Self-directed by Employee
 - Plan Is “Portable” to Employee
- A LYNX Benefit Is That Forfeitures Can Be Utilized To Offset Future Contributions
- In 2008, The Forfeited Contributions Amounted To \$66,008.
- When Netted Against Annualized Amounts, Net Contribution Rate Was 11.31 % For CY2008



QUESTIONS ?



Information Item A: Proposed Dates for the Board of Directors 2010 Meetings

To: LYNX Board Of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Sherry Zielonka
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Proposed Dates for the Board of Directors 2010 Meetings

Date: 1/7/2010

Staff is requesting the Board of Directors approval on the following proposed meetings dates for 2010:

March 25, 2010
May 27, 2010
July 22, 2010
September 23, 2010
November 10, 2010

Monthly Report A: Financial Reports

To: LYNX Board Of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: Preliminary Monthly Financial Reports - September 30, 2009

Date: 1/7/2010

Please find attached the monthly financial report for the twelve months ending September 30, 2009. LYNX' Preliminary Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the twelve months ending September 30, 2009 reflect total revenue earned in the amount of \$111,945,305 and total expenses incurred in the amount of \$102,882,269 resulting in a net operating profit of \$9,063,036.

- Fixed route and Vanpool services resulted in an operating profit of \$7,462,420 for the twelve months of the fiscal year.
- Paratransit services resulted in an operating profit of \$1,600,616 for the twelve months of the fiscal year.

Fixed Route Operations:

The year-to-date Operating Revenues are lower than the budget at 89%. Customer fares are at 90% of the budgeted amount year-to-date and are 7% below the budget amount for the month of September. Also, LYNX implemented additional service reductions on December 7th, which contributes to the decrease in customer fares and has also resulted in a 10% ridership decrease.

In addition, LYNX is experiencing a 34% decline in the Orlando advertising market, resulting from the state of the economy. Current advertising clients are either not renewing or renewing for reduced amounts. As such, LYNX advertising revenue year-to-date is significantly less than anticipated. Actual revenues through September 2009 for advertising on buses, shelters, and in-kind (trade) transactions are \$894,579, \$73,096, and \$157,686, respectively. The Advertising sales staff continues to actively seek new clients and work with existing clients to offer an attractive and affordable advertising program.

On the positive side, LYNX has experienced decreases in the price of fuel, which is under budget by approximately 30% for the twelve months of the fiscal year. Also, fixed route operating expenses for salaries, wages, and fringe benefits are under budget due to various vacancies,

position cuts, reductions in overtime, less than anticipated vacation, sick and holiday pay, pension contributions and service changes implemented in August and December 2008. In addition, expenses related to leases, utilities, taxes, and licenses are less than budgeted. Professional services related to the “Public Awareness and Multidiscipline Training” and “Fast Track Training” grant programs are less than anticipated. Casualty and liability insurance expenses are under budget due to the timing of the settlement of several outstanding claims anticipated for the year.

Paratransit Operations:

The operating profit from Paratransit operations is related to the positive results in the price of unleaded fuel that continues to be low and is averaging \$2.24 per gallon. The fuel is budgeted at a net price of \$3.45 per gallon in the FY2009 budget. LYNX is currently paying \$1.86 per gallon. This alleviates the impact of the Medicaid and TD revenue shortfalls.

Purchased transportation costs year-to-date are below budget, as a result of increased efficiency. Service is currently operating at 1.40 trips per hour and the budget in FY2009 reflects 1.127 trips per hour. This alleviates the impact of the increase in trips above budget.

An analysis follows:

ACCESS LYNX			
FY2009	Trips (Year-to-Date)	Trip Rate	Costs
Actual (with est.)	622,294	\$28.22	\$17,560,255
Budget (rounding)	568,090	\$31.43	\$17,852,965
Excess Trips/Costs	54,204	\$(3.21)	\$ (292,710)

Overall, positive results are anticipated due to the related savings referred to above. However, final year-end adjustments and accruals need to be made to complete the year-end close out process. These adjustments will reflect amounts actually “incurred” during the year versus the estimated amounts and amounts paid to date for various services and materials and supplies.

Specifically, personnel costs, fuel and purchased transportation costs are projected to be \$4,000,000, \$5,700,000 and \$100,000 under budget this year, respectively. These three key components contributed significantly towards the projected income. Over the next few weeks, staff will continue to finalize the year-end amounts. As such, the projected net income is “preliminary” and un-audited at this time and is anticipated to be more or less than the year-to-date amount reported in the Preliminary September Monthly Report.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PRELIMINARY
BALANCE SHEETS
SEPTEMBER 30, 2009 AND 2008
(UNAUDITED)

	2009	2008
ASSETS		
CURRENT ASSETS:		
Cash and cash equivalents	\$ 26,009,761	\$ 22,218,844
Receivables:		
Local, trade and operating assistance	3,596,875	3,281,531
Federal grants	8,035,144	15,335,126
State grants	2,302,534	2,090,900
Inventory	2,026,286	2,066,579
Prepaid expenses and other assets	229,656	334,989
Restricted cash and cash equivalents	1,821,479	746,746
Total current assets	44,021,735	46,074,715
NONCURRENT ASSETS:		
Restricted cash and cash equivalents	4,300,368	4,333,060
Property and equipment:		
Land	8,571,465	8,571,465
Buildings and shelters	79,589,461	78,460,706
Revenue vehicles	100,264,903	109,865,748
Furniture, Fixtures & Equipment	22,691,130	21,880,359
Leasehold improvements	17,237	155,794
Total property and equipment	211,134,196	218,934,072
Less: accumulated depreciation	(84,762,053)	(81,988,613)
Construction in progress	5,510,457	4,360,287
Net property and equipment	131,882,600	141,305,746
Other assets	1,374,355	1,374,355
Total noncurrent assets	137,557,323	147,013,161
TOTAL ASSETS	\$ 181,579,058	\$ 193,087,876

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PRELIMINARY
BALANCE SHEETS
SEPTEMBER 30, 2009 AND 2008
(UNAUDITED)

	<u>2009</u>	<u>2008</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES:		
Accounts payable	\$ 4,441,327	\$ 13,883,540
Accrued salaries and related taxes	3,035,865	4,153,521
Accrued compensated absences	3,290,400	3,290,400
Accrued self-insurance liability, current	1,276,714	1,276,714
Leases payable, current	1,045,283	1,005,094
SIB loans payable, current	3,084,747	3,081,718
Deferred operating revenue	4,197,441	4,945,871
Deferred capital	1,284,730	209,996
Total current liabilities	<u>21,656,507</u>	<u>31,846,854</u>
NONCURRENT LIABILITIES:		
Leases payable, long-term	4,616,150	5,661,433
Loans payable	9,829,891	12,914,638
Accrued self-insurance liability, long-term	2,247,335	2,247,335
Total noncurrent liabilities	<u>16,693,376</u>	<u>20,823,406</u>
Total liabilities	<u>38,349,883</u>	<u>52,670,260</u>
NET ASSETS:		
Invested in capital assets, net of related debt	117,398,006	123,649,478
Restricted	536,749	536,749
Unrestricted	25,294,420	16,231,389
Total net assets	<u>143,229,175</u>	<u>140,417,616</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 181,579,058</u>	<u>\$ 193,087,876</u>

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PRELIMINARY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF SEPTEMBER 2009 AND THE TWELVE MONTHS ENDED SEPTEMBER 30, 2009
(UNAUDITED)

	Year to Date			Month of September		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 23,627,216	\$ 21,445,925	91%	\$ 1,968,931	\$ 1,837,223	93%
Contract Services:						
Local Financial Assistance	9,704,067	9,349,041	96%	808,675	774,337	96%
Other Contractual Services	12,030,853	10,012,109	83%	1,002,572	843,638	84%
Advertising	2,520,000	1,125,360	45%	210,000	141,639	67%
Other Operating Income	325,726	284,546	87%	27,142	48,089	177%
Total Operating Revenues	<u>48,207,862</u>	<u>42,216,981</u>	88%	<u>4,017,320</u>	<u>3,644,926</u>	91%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	750,000	750,000	100%	62,500	62,500	100%
State of Florida	7,736,869	7,736,858	100%	644,740	644,729	100%
Local	45,805,497	45,805,492	100%	3,817,122	3,844,902	101%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	15,992,076	13,444,556	84%	1,947,958	1,082,842	56%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	1,044,641	1,921,908	184%	87,058	191,670	220%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	400,000	107,936	27%	33,337	13,293	40%
Gain / (Loss) on Sale of Assets	-	(38,426)	N/A	-	49,320	N/A
Total Nonoperating Revenues	<u>71,729,083</u>	<u>69,728,324</u>	97%	<u>6,592,715</u>	<u>5,889,256</u>	89%
Total Revenues	<u>119,936,945</u>	<u>111,945,305</u>	93%	<u>10,610,035</u>	<u>9,534,182</u>	90%
OPERATING EXPENSES						
Salaries and Wages	41,907,180	38,905,615	93%	3,492,265	3,124,193	89%
Fringe Benefits	22,640,306	20,270,404	90%	1,831,694	1,952,434	107%
Purchased Transportation Services	18,258,280	18,132,932	99%	1,521,527	1,201,244	79%
Fuel	17,027,896	11,261,126	66%	1,251,399	789,576	63%
Other Materials and Supplies	6,089,805	4,468,245	73%	584,492	326,008	56%
Professional Services	5,043,005	1,538,602	31%	823,779	86,346	10%
Other Services	5,362,463	3,972,073	74%	583,634	385,603	66%
Lease and Miscellaneous Expenses	888,772	619,901	70%	98,818	60,531	61%
Casualty and Liability Insurance	2,179,000	1,639,552	75%	377,409	235,182	62%
Utilities	1,358,489	1,201,216	88%	113,212	98,754	87%
Taxes and Licenses	483,383	393,368	81%	40,281	27,827	69%
Interest Expense	479,655	479,235	100%	39,974	38,311	96%
Total Operating Expenses	<u>121,718,234</u>	<u>102,882,269</u>	85%	<u>10,758,484</u>	<u>8,326,009</u>	77%
OPERATING GAIN / (LOSS)	<u>\$ (1,781,289)</u>	<u>\$ 9,063,036</u>	-509%	<u>\$ (148,449)</u>	<u>\$ 1,208,173</u>	-814%

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
FIXED-ROUTE, VANPOOL AND PICK-UP LINE SEGMENT
PRELIMINARY**

**STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF SEPTEMBER 2009 AND THE TWELVE MONTHS ENDED SEPTEMBER 30, 2009
(UNAUDITED)**

	Year to Date			Month of September		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 22,291,996	\$ 20,146,185	90%	\$ 1,857,659	\$ 1,732,891	93%
Contract Services:						
Local Financial Assistance	9,704,067	9,349,041	96%	808,675	774,337	96%
Other Contractual Services	1,851,402	1,688,924	91%	154,289	226,645	147%
Advertising	2,520,000	1,116,860	44%	210,000	133,139	63%
Other Income	325,726	284,546	87%	27,142	48,089	177%
Total Operating Revenues	36,693,191	32,585,556	89%	3,057,765	2,915,101	95%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	750,000	750,000	100%	62,500	62,500	100%
State of Florida	7,736,869	7,736,858	100%	644,740	644,729	100%
Local	35,705,488	35,705,483	100%	2,975,450	3,003,230	101%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	14,192,076	11,644,556	82%	1,797,958	932,842	52%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	1,044,641	1,921,908	184%	87,058	191,670	220%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	400,000	107,936	27%	33,337	13,293	40%
Gain / (Loss) on the Sale of Assets	-	(38,426)	N/A	-	49,320	N/A
Total Nonoperating Revenues	59,829,074	57,828,315	97%	5,601,043	4,897,584	87%
Total Revenues	96,522,265	90,413,871	94%	8,658,808	7,812,685	90%
OPERATING EXPENSES						
Salaries and Wages	41,547,712	38,557,134	93%	3,462,313	3,095,193	89%
Fringe Benefits	22,427,387	20,054,888	89%	1,813,948	1,933,077	107%
Purchased Transportation Services	405,315	572,677	141%	33,779	76,344	226%
Fuel	14,157,771	9,879,480	70%	1,012,221	658,726	65%
Other Materials and Supplies	5,984,605	4,461,528	75%	575,729	325,761	57%
Professional Services	4,716,128	1,354,318	29%	793,143	73,687	9%
Other Services	5,221,673	3,839,039	74%	571,907	385,603	67%
Lease and Miscellaneous Expenses	871,262	614,011	70%	97,357	58,387	60%
Casualty and Liability Insurance	2,179,000	1,639,552	75%	377,409	235,182	62%
Utilities	1,297,508	1,157,788	89%	108,133	97,148	90%
Taxes and Licenses	430,040	341,801	79%	35,833	21,312	59%
Interest Expense	479,655	479,235	100%	39,974	38,311	96%
Total Operating Expenses	99,718,056	82,951,451	83%	8,921,746	6,998,731	78%
OPERATING GAIN / (LOSS)	\$ (3,195,791)	\$ 7,462,420	-234%	\$ (262,938)	\$ 813,954	410%

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
PRELIMINARY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF SEPTEMBER 2009 AND THE TWELVE MONTHS ENDED SEPTEMBER 30, 2009
(UNAUDITED)

	Year to Date			Month of September		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 1,335,220	\$ 1,299,740	97%	\$ 111,272	\$ 104,332	94%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	10,179,451	8,323,185	82%	848,283	616,993	73%
Advertising	-	8,500	0%	-	8,500	0%
Other Operating Income	-	-	0%	-	-	0%
Total Operating Revenues	<u>11,514,671</u>	<u>9,631,425</u>	84%	<u>959,555</u>	<u>729,825</u>	76%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	10,100,009	10,100,009	100%	841,672	841,672	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	1,800,000	1,800,000	0%	150,000	150,000	0%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	-	-	0%	-	-	0%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>11,900,009</u>	<u>11,900,009</u>	100%	<u>991,672</u>	<u>991,672</u>	100%
Fund Balance	-	-	0%	-	-	0%
Total Revenues	<u>23,414,680</u>	<u>21,531,434</u>	92%	<u>1,951,227</u>	<u>1,721,497</u>	88%
OPERATING EXPENSES						
Salaries and Wages	359,468	348,481	97%	29,952	29,000	97%
Fringe Benefits	212,919	215,516	101%	17,746	19,357	109%
Purchased Transportation Services	17,852,965	17,560,255	98%	1,487,748	1,124,900	76%
Fuel	2,870,125	1,381,646	48%	239,178	130,850	55%
Other Materials and Supplies	105,200	6,717	6%	8,763	247	3%
Professional Services	326,877	184,284	56%	30,636	12,659	41%
Other Services	140,790	133,034	94%	11,727	-	0%
Lease and Miscellaneous Expenses	17,510	5,890	34%	1,461	2,144	147%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	60,981	43,428	71%	5,079	1,606	32%
Taxes and Licenses	53,343	51,567	97%	4,448	6,515	146%
Interest Expense	-	-	0%	-	-	0%
Total Operating Expenses	<u>22,000,178</u>	<u>19,930,818</u>	91%	<u>1,836,738</u>	<u>1,327,278</u>	72%
OPERATING GAIN / (LOSS)	<u>\$ 1,414,502</u>	<u>\$ 1,600,616</u>	113%	<u>\$ 114,489</u>	<u>\$ 394,219</u>	344%

Monthly Report B: Financial Reports

To: LYNX Board Of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)

Phone: 407.841.2279 ext: 6047

Item Name: Monthly Financial Reports - August 31, 2009

Date: 1/7/2010

Please find attached the monthly financial report for the eleven months ending August 31, 2009. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the eleven months ending August 31, 2009 reflect total revenue earned in the amount of \$102,411,123 and total expenses incurred in the amount of \$94,556,260 resulting in a net operating profit of \$7,854,863.

- Fixed route and Vanpool services resulted in an operating profit of \$6,648,466 for the first eleven months of the fiscal year.
- Paratransit services resulted in an operating profit of \$1,206,397 for the first eleven months of the fiscal year.

Fixed Route Operations:

The year-to-date Operating Revenues are lower than the budget at 88%. Customer fares are at 90% of the budgeted amount year-to-date and are 6% below the budget amount for the month of August. Also, LYNX implemented additional service reductions on December 7th, which contributes to the decrease in customer fares and has also resulted in a 10% ridership decrease.

In addition, LYNX is experiencing a 38% decline in the Orlando advertising market, resulting from the state of the economy. Current advertising clients are either not renewing or renewing for reduced amounts. As such, LYNX advertising revenue year-to-date is significantly less than anticipated. Actual revenues through August 2009 for advertising on buses, shelters, and in-kind (trade) transactions are \$765,814, \$73,096, and \$144,811, respectively. The Advertising sales staff continues to actively seek new clients and work with existing clients to offer an attractive and affordable advertising program.

On the positive side, LYNX has experienced decreases in the price of fuel, which is under budget by approximately 30% for the first eleven months of the fiscal year. Also, fixed route operating expenses for salaries, wages, and fringe benefits are under budget due to various vacancies and

service changes implemented in August and December 2008. In addition, expenses related to leases, utilities, taxes, and licenses are less than budgeted. Professional services related to the “Public Awareness and Multidiscipline Training” and “Fast Track Training” grant programs are less than anticipated. Casualty and liability insurance expenses are under budget due to the timing of the settlement of several outstanding claims anticipated for the year.

Paratransit Operations:

The operating profit from Paratransit operations is related to the positive results in the price of unleaded fuel that continues to be low and is averaging \$2.30 per gallon. The fuel is budgeted at a net price of \$3.45 per gallon in the FY2009 budget. LYNX is currently paying \$1.99 per gallon. This alleviates the impact of the Medicaid and TD revenue shortfalls.

Although purchased transportation costs year-to-date are slightly above the amounts budgeted, our provider, MV Transportation, is currently providing 1.38 trips per hour; the budget in FY2009 reflects 1.127 trips per hour. This alleviates the impact of the increase in trips above budget.

An analysis follows:

ACCESS LYNX			
FY2009	Trips (Year-to-Date)	Trip Rate	Costs
Actual (with est.)	621,107	\$26.46	\$16,435,355
Budget (rounding)	520,751	\$31.43	\$16,365,217
Excess Trips/Costs	100,356	\$(4.97)	\$ 70,138

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
BALANCE SHEETS
AUGUST 31, 2009 AND 2008
(UNAUDITED)

	<u>2009</u>	<u>2008</u>
ASSETS		
CURRENT ASSETS:		
Cash and cash equivalents	\$ 26,852,556	\$ 23,653,805
Receivables:		
Local, trade and operating assistance	5,238,487	4,315,961
Federal grants	9,648,431	6,679,776
State grants	2,238,132	2,118,547
Inventory	1,998,414	2,469,786
Prepaid expenses and other assets	254,587	475,182
Restricted cash and cash equivalents	<u>1,737,721</u>	<u>2,529,463</u>
Total current assets	<u>47,968,328</u>	<u>42,242,520</u>
NONCURRENT ASSETS:		
Restricted cash and cash equivalents	<u>4,300,368</u>	<u>4,312,128</u>
Property and equipment:		
Land	8,571,465	8,571,465
Buildings and shelters	79,589,461	63,955,372
Revenue vehicles	96,259,435	101,887,188
Furniture, Fixtures & Equipment	22,681,394	21,186,598
Leasehold improvements	17,237	155,794
Total property and equipment	<u>207,118,992</u>	<u>195,756,417</u>
Less: accumulated depreciation	(83,400,924)	(84,744,706)
Construction in progress	<u>4,670,246</u>	<u>19,278,521</u>
Net property and equipment	<u>128,388,314</u>	<u>130,290,232</u>
Other assets	<u>1,374,355</u>	<u>1,172,240</u>
Total noncurrent assets	<u>134,063,037</u>	<u>135,774,600</u>
TOTAL ASSETS	<u>\$ 182,031,365</u>	<u>\$ 178,017,120</u>

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
BALANCE SHEETS
AUGUST 31, 2009 AND 2008
(UNAUDITED)

	<u>2009</u>	<u>2008</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES:		
Accounts payable	\$ 4,512,126	\$ 4,540,533
Accrued salaries and related taxes	2,858,127	2,674,013
Accrued compensated absences	3,290,400	3,198,711
Accrued self-insurance liability, current	1,276,714	1,082,683
Leases payable, current	1,045,283	1,005,094
SIB loans payable, current	3,084,747	3,081,717
Deferred operating revenue	9,601,207	10,217,849
Deferred capital	<u>1,200,972</u>	<u>1,267,734</u>
Total current liabilities	<u>26,869,576</u>	<u>27,068,334</u>
NONCURRENT LIABILITIES:		
Leases payable, long-term	4,616,150	5,661,433
Loans payable	9,829,891	12,914,638
Accrued self-insurance liability, long-term	<u>2,247,335</u>	<u>2,106,897</u>
Total noncurrent liabilities	<u>16,693,376</u>	<u>20,682,968</u>
Total liabilities	<u>43,562,952</u>	<u>47,751,302</u>
NET ASSETS:		
Invested in capital assets, net of related debt	113,845,410	111,716,452
Restricted	536,749	1,261,729
Unrestricted	<u>24,086,254</u>	<u>17,287,637</u>
Total net assets	<u>138,468,413</u>	<u>130,265,818</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 182,031,365</u>	<u>\$ 178,017,120</u>

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF AUGUST 2009 AND THE ELEVEN MONTHS ENDED AUGUST 31, 2009
(UNAUDITED)

	Year to Date			Month of August		
	<u>Budget</u>	<u>Actual</u>	<u>%</u>	<u>Budget</u>	<u>Actual</u>	<u>%</u>
OPERATING REVENUES						
Customer Fares	\$ 21,658,285	\$ 19,608,702	91%	\$ 1,968,935	\$ 1,879,315	95%
Contract Services:						
Local Financial Assistance	8,895,392	8,574,704	96%	808,672	780,335	96%
Other Contractual Services	11,028,281	9,168,471	83%	1,002,571	849,202	85%
Advertising	2,310,000	983,721	43%	210,000	57,512	27%
Other Operating Income	298,584	236,457	79%	27,144	18,357	68%
Total Operating Revenues	<u>44,190,542</u>	<u>38,572,055</u>	87%	<u>4,017,322</u>	<u>3,584,721</u>	89%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	687,500	687,500	100%	62,500	62,500	100%
State of Florida	7,092,129	7,092,129	100%	644,739	644,739	100%
Local	41,988,375	41,960,590	100%	3,817,125	3,844,902	101%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	14,044,118	12,361,714	88%	1,276,738	1,199,910	94%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	957,583	1,730,238	181%	87,053	192,742	221%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	366,663	94,643	26%	33,333	13,304	40%
Gain / (Loss) on Sale of Assets	-	(87,746)	N/A	-	-	N/A
Total Nonoperating Revenues	<u>65,136,368</u>	<u>63,839,068</u>	98%	<u>5,921,488</u>	<u>5,958,097</u>	101%
Total Revenues	<u>109,326,910</u>	<u>102,411,123</u>	94%	<u>9,938,810</u>	<u>9,542,818</u>	96%
OPERATING EXPENSES						
Salaries and Wages	38,414,915	35,781,422	93%	3,492,265	3,243,395	93%
Fringe Benefits	20,808,612	18,317,970	88%	1,891,692	1,704,011	90%
Purchased Transportation Services	16,736,753	16,931,688	101%	1,521,523	1,665,421	109%
Fuel	15,776,497	10,471,550	66%	1,434,227	871,947	61%
Other Materials and Supplies	5,505,313	4,142,237	75%	500,483	477,644	95%
Professional Services	4,219,226	1,452,256	34%	383,566	71,260	19%
Other Services	4,778,829	3,586,470	75%	434,439	300,678	69%
Lease and Miscellaneous Expenses	789,954	559,370	71%	71,814	91,849	128%
Casualty and Liability Insurance	1,801,591	1,404,370	78%	163,781	107,281	66%
Utilities	1,245,277	1,102,462	89%	113,207	133,046	118%
Taxes and Licenses	443,102	365,541	82%	40,282	34,692	86%
Interest Expense	439,681	440,924	100%	39,971	38,311	96%
Total Operating Expenses	<u>110,959,750</u>	<u>94,556,260</u>	85%	<u>10,087,250</u>	<u>8,739,535</u>	87%
OPERATING GAIN / (LOSS)	<u>\$ (1,632,840)</u>	<u>\$ 7,854,863</u>	-481%	<u>\$ (148,440)</u>	<u>\$ 803,283</u>	-541%

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
FIXED-ROUTE, VANPOOL AND PICK-UP LINE SEGMENT
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF AUGUST 2009 AND THE ELEVEN MONTHS ENDED AUGUST 31, 2009
(UNAUDITED)

	Year to Date			Month of August		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 20,434,337	\$ 18,413,294	90%	\$ 1,857,667	\$ 1,751,405	94%
Contract Services:						
Local Financial Assistance	8,895,392	8,574,704	96%	808,672	780,335	96%
Other Contractual Services	1,697,113	1,462,279	86%	154,283	160,075	104%
Advertising	2,310,000	983,721	43%	210,000	57,512	27%
Other Income	298,584	236,457	79%	27,144	18,357	68%
Total Operating Revenues	33,635,426	29,670,455	88%	3,057,766	2,767,684	91%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	687,500	687,500	100%	62,500	62,500	100%
State of Florida	7,092,129	7,092,129	100%	644,739	644,739	100%
Local	32,730,038	32,702,253	100%	2,975,458	3,003,235	101%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	12,394,118	10,711,714	86%	(373,262)	(450,090)	121%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	957,583	1,730,238	181%	87,053	192,742	221%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	366,663	94,643	26%	33,333	13,304	40%
Gain / (Loss) on the Sale of Assets	-	(87,746)	N/A	-	-	N/A
Total Nonoperating Revenues	54,228,031	52,930,731	98%	3,429,821	3,466,430	101%
Total Revenues	87,863,457	82,601,186	94%	6,487,587	6,234,114	96%
OPERATING EXPENSES						
Salaries and Wages	38,085,399	35,461,941	93%	3,462,309	3,211,821	93%
Fringe Benefits	20,613,439	18,121,811	88%	1,873,949	1,689,660	90%
Purchased Transportation Services	371,536	496,333	134%	33,776	91,165	270%
Fuel	13,145,550	9,220,754	70%	1,195,050	728,077	61%
Other Materials and Supplies	5,408,876	4,135,767	76%	491,716	476,660	97%
Professional Services	3,922,985	1,280,631	33%	356,635	58,328	16%
Other Services	4,649,766	3,453,436	74%	422,706	300,678	71%
Lease and Miscellaneous Expenses	773,905	555,624	72%	70,355	90,322	128%
Casualty and Liability Insurance	1,801,591	1,404,370	78%	163,781	107,281	66%
Utilities	1,189,375	1,060,640	89%	108,125	125,753	116%
Taxes and Licenses	394,207	320,489	81%	35,837	32,698	91%
Interest Expense	439,681	440,924	100%	39,971	38,311	96%
Total Operating Expenses	90,796,310	75,952,720	84%	8,254,210	6,950,754	84%
OPERATING GAIN / (LOSS)	\$ (2,932,853)	\$ 6,648,466	-227%	\$ (1,766,623)	\$ (716,640)	59%

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF AUGUST 2009 AND THE ELEVEN MONTHS ENDED AUGUST 31, 2009
(UNAUDITED)

	Year to Date			Month of August		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 1,223,948	\$ 1,195,408	98%	\$ 111,268	\$ 127,910	115%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	9,331,168	7,706,192	83%	848,288	689,127	81%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
Total Operating Revenues	<u>10,555,116</u>	<u>8,901,600</u>	84%	<u>959,556</u>	<u>817,037</u>	85%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	9,258,337	9,258,337	100%	841,667	841,667	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	1,650,000	1,650,000	0%	1,650,000	1,650,000	0%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	-	-	0%	-	-	0%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>10,908,337</u>	<u>10,908,337</u>	100%	<u>2,491,667</u>	<u>2,491,667</u>	100%
Fund Balance	-	-	0%	-	-	0%
Total Revenues	<u>21,463,453</u>	<u>19,809,937</u>	92%	<u>3,451,223</u>	<u>3,308,704</u>	96%
OPERATING EXPENSES						
Salaries and Wages	329,516	319,481	97%	29,956	31,574	105%
Fringe Benefits	195,173	196,159	101%	17,743	14,351	81%
Purchased Transportation Services	16,365,217	16,435,355	100%	1,487,747	1,574,256	106%
Fuel	2,630,947	1,250,796	48%	239,177	143,870	60%
Other Materials and Supplies	96,437	6,470	7%	8,767	984	11%
Professional Services	296,241	171,625	58%	26,931	12,932	48%
Other Services	129,063	133,034	103%	11,733	-	0%
Lease and Miscellaneous Expenses	16,049	3,746	23%	1,459	1,527	105%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	55,902	41,822	75%	5,082	7,293	144%
Taxes and Licenses	48,895	45,052	92%	4,445	1,994	45%
Interest Expense	-	-	0%	-	-	0%
Total Operating Expenses	<u>20,163,440</u>	<u>18,603,540</u>	92%	<u>1,833,040</u>	<u>1,788,781</u>	98%
OPERATING GAIN / (LOSS)	<u>\$ 1,300,013</u>	<u>\$ 1,206,397</u>	93%	<u>\$ 1,618,183</u>	<u>\$ 1,519,923</u>	94%

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

To: LYNX Board Of Directors

From: Edward Johnson
CHIEF ADMINISTRATIVE OFFICER
Tony Walter
(Technical Contact)
Belinda Balleras
(Technical Contact)
Catherine Cavins
(Technical Contact)

Phone: 407.841.2279 ext: 6058

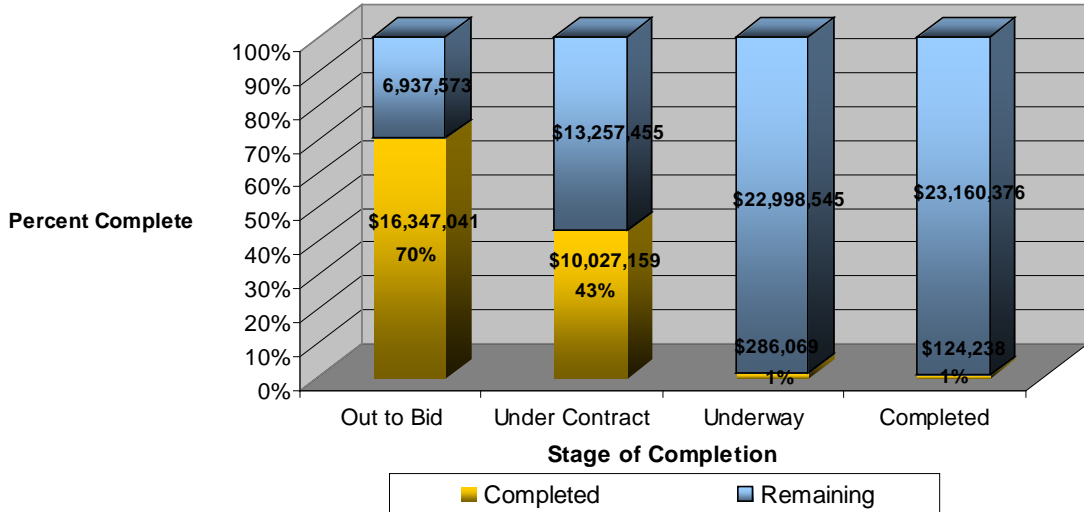
Item Name: LYNX' American Recovery and Reinvestment Act Project Status Report for September & October 2009

Date: 1/7/2010

The following tables and charts show, on a cumulative basis, the status and stage of completion of each specific ARRA project as of September 30, 2009 and October 30, 2009. The stages of completion being reported include Out-to-Bid, Under Contract, Underway and Completed. Also included is the number of jobs created/retained and the associated hours worked and payroll (see Table of LYNX Project Status).

LYNX Progress Chart on ARRA projects as of September 30, 2009:

Recovery Act Funds Associated With Projects (\$23,284,615)



LYNX Progress Chart on ARRA projects as of October 31, 2009:

Recovery Act Funds Associated With Projects (\$23,284,615)

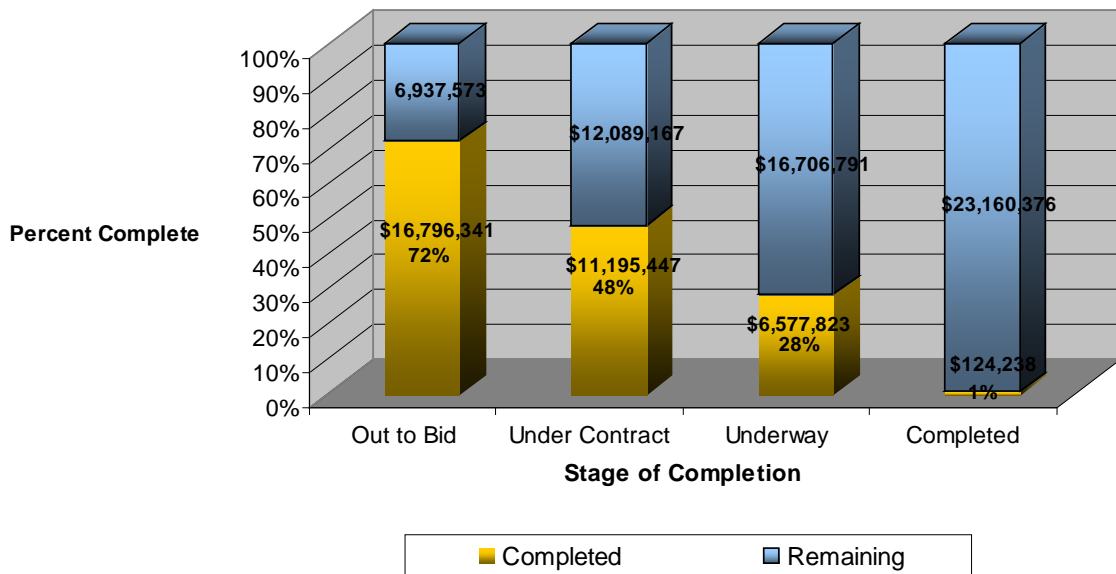


Table of LYNX Project Status for ARRA projects as of September 30, 2009:

PROJECT	Recovery Act Funds Allocated	Recovery Act Funds Obligated	Recovery Act Funds Outlaid	Number of Projects Put Out to Bid	Funds Associated with Projects Put Out to Bid	Number of Projects Under Contract	Funds Associated with Projects Under Contract	Number of Projects in which Work Has Begun	Funds Associated with Projects in which Work Has Begun	Number of Completed Projects	Funds Associated with Completed Projects	Direct, On-Project Jobs Created or Sustained	Total Job Hours Created or Sustained	Total Payroll of Job Hours Created or Sustained
Emergency Generators	872,770			1	872,770									
Roller Brake Dynamometer	175,000			1	175,000									
Paint Booth	225,523													
Parking Lot Improvements- LOC	400,000	87,694	4,534	1	87,694	1	87,694	1	87,694			1	37	1,625
Elect/Mech Improvements	259,764			1	259,764									
Bus Shelters (Counties & City)	7,857,651	208,021	3,453	2	4,544,473	1	3,576,485	1	74,137			1	33	1,226
Fare Payment System Upgrade	937,710													
Bus Surveillance/Cameras	1,545,340			1	1,545,340									
Kissimmee Transfer Ctr Design	200,000			1	200,000									
Rosement Transfer Center	416,083													
West Oaks Transfer Center	416,083													
Sanford Transfer Center	416,083													
Integrate CCTV System	449,000													
LYMMO Buses	5,000,000	4,608,617		1	5,000,000	1	4,608,617							
Circulator Vehicles	451,608													
Paratransit Vehicles	3,220,000	1,630,125		1	3,200,000	1	1,630,125							
Energy Eff Lighting Upgrade	125,000			1	125,000									
Energy Eff/Sec Window Film	192,000			1	192,000									
Duct Disinfecting System	125,000	124,238	124,238	1	125,000	1	124,238	1	124,238	1	124,238			
LYNX PROJECTS	23,284,615	6,658,695	132,225	13	16,327,041	5	10,027,159	3	286,069	1	124,238	2	70	2,851
Urban Preventative Maint	4,890,000													
Urban Cap Cost of Contracting	1,000,000													
Project Administration	400,000	20,564	20,564	1	400,000	1	20,564	1	20,564			1	520	20,564
SUBTOTAL Urban Grant	29,574,615	6,679,259	152,789	14	16,727,041	6	10,047,723	4	306,633	1	124,238	3	590	23,415
Rural Preventative Maint	534,468													
Rural Cap Cost of Contracting	1,416,802													
SUBTOTAL Rural Grant	1,951,270	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTALS	31,525,885	6,679,259	152,789	14	16,727,041	6	10,047,723	4	306,633	1	124,238	3	590	23,415

Table of LYNX Project Status for ARRA projects as of October 31, 2009:

PROJECT	Recovery Act Funds Allocated	Recovery Act Funds Obligated	Recovery Act Funds Outlaid	Number of Projects Put Out to Bid	Funds Associated with Projects Put Out to Bid	Number of Projects Under Contract	Funds Associated with Projects Under Contract	Number of Projects in which Work Has Begun	Funds Associated with Projects in which Work Has Begun	Number of Completed Projects	Funds Associated with Completed Projects	Direct, On-Project Jobs Created or Sustained	Total Job Hours Created or Sustained	Total Payroll of Job Hours Created or Sustained
Emergency Generators	872,770			1	872,770									
Roller Brake Dynamometer	175,000			1	175,000									
Paint Booth	225,523													
Parking Lot Improvements- LOC	400,000	87,694	4,534	1	87,694	1	87,694	1	87,694			3	111	3,324
Elect/Mech Improvements	259,764			1	259,764									
Bus Shelters (Counties & City)	7,857,651	208,021	3,453	2	4,544,773	2	4,544,773	1	127,149			9	367	11,633
Fare Payment System Upgrade	937,710													
Bus Surveillance/Cameras	1,545,340			1	1,545,340									
Kissimmee Transfer Ctr Design	200,000			1	200,000	1	200,000							
Rosement Transfer Center	416,083													
West Oaks Transfer Center	416,083													
Sanford Transfer Center	416,083													
Integrate CCTV System	449,000			1	449,000									
LYMMO Buses	5,000,000	4,608,617		1	5,000,000	1	4,608,617	1	4,608,617					
Circulator Vehicles	451,608													
Paratransit Vehicles	3,220,000	1,630,125		1	3,220,000	1	1,630,125	1	1,630,125					
Energy Eff Lighting Upgrade	125,000			1	125,000									
Energy Eff/Sec Window Film	192,000			1	192,000									
Duct Disinfecting System	125,000	124,238	124,238	1	125,000	1	124,238	1	124,238	1	124,238			
LYNX PROJECTS	23,284,615	6,658,695	132,225	14	16,796,341	7	11,195,447	5	6,577,823	1	124,238	12	478	14,957
Urban Preventative Maint	4,890,000													
Urban Cap Cost of Contracting	1,000,000													
Project Administration	400,000	20,564	20,564	1	400,000	1	27,418	1	27,418			1	680	27,418
SUBTOTAL Urban Grant	29,574,615	6,679,259	152,789	15	17,196,341	8	11,222,865	6	6,605,241	1	124,238	13	1,158	42,375
Rural Preventative Maint	534,468													
Rural Cap Cost of Contracting	1,416,802													
SUBTOTAL Rural Grant	1,951,270	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTALS	31,525,885	6,679,259	152,789	15	17,196,341	8	11,222,865	6	6,605,241	1	124,238	13	1,158	42,375

Monthly Report D: Ridership Report

To: LYNX Board of Directors

From: Edward Johnson
 CHIEF ADMINISTRATIVE OFFICER
 Tony Walter
 (Technical Contact)
 Jerry Bryan
 (Technical Contact)
 William Hearndon
 (Technical Contact)

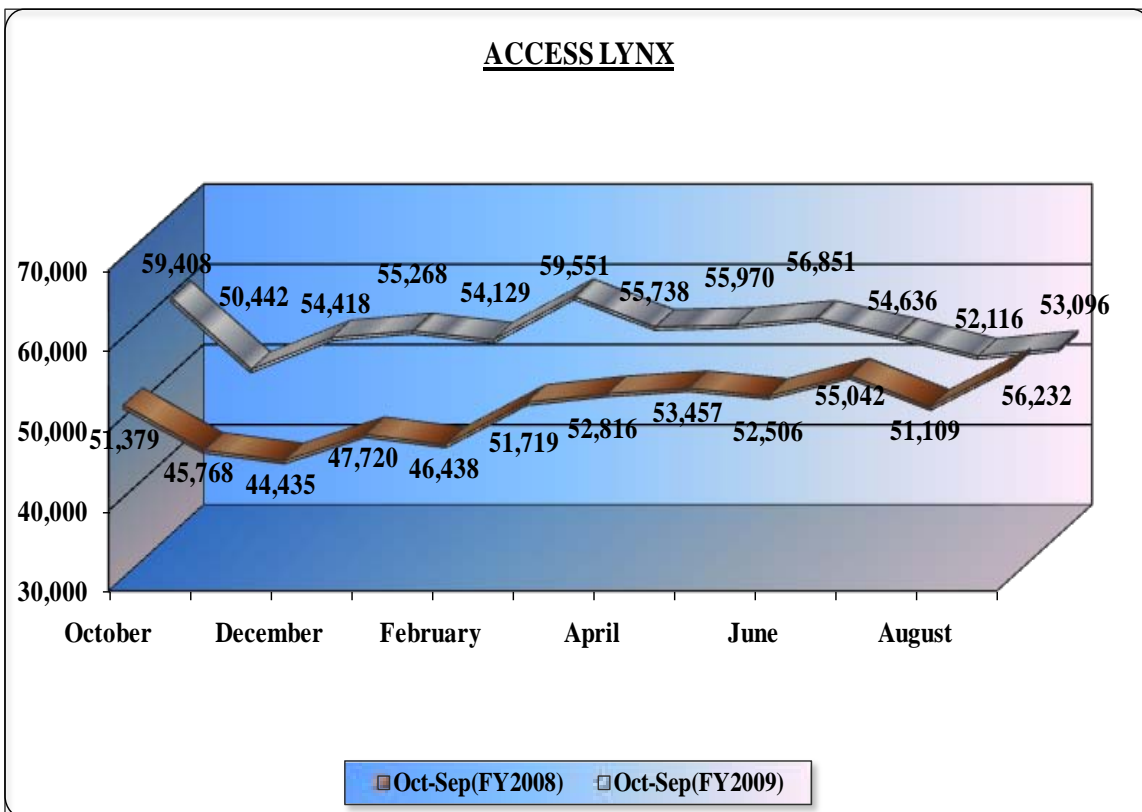
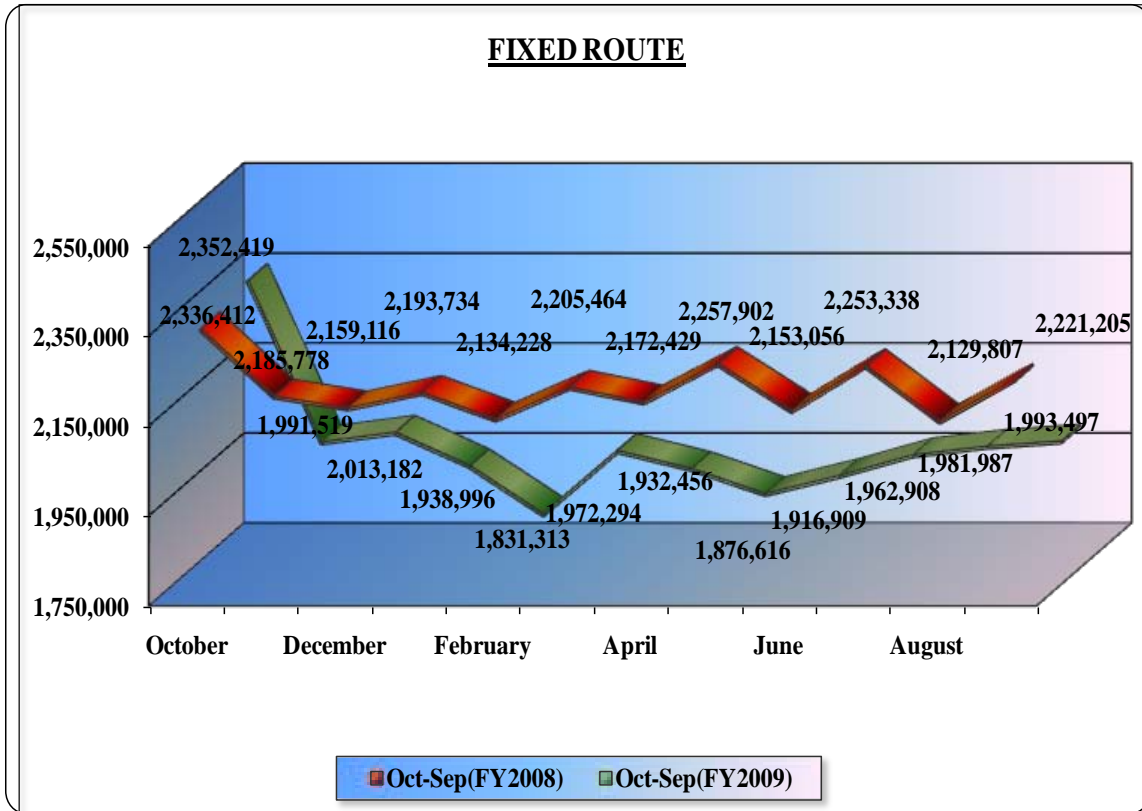
Phone: 407.841.2279 ext: 6058

Item Name: Ridership Reports - September & October 2009

Date: 1/7/2010

Year to date (October – September FY 2009)

<i>Service Mode</i>	<i>Oct-Sep(FY2008)</i>	<i>Oct-Sep(FY2009)</i>	<i>% Change</i>
LYMMO	1,170,237	1,257,184	7.43%
Fixed Route	25,226,622	22,445,651	-11.02%
Pick Up Line	5,610	61,261	992.00%
SUBTOTAL - FIXED ROUTE	26,402,469	23,764,096	-9.99%
Special Shuttles	30,287	44,960	48.45%
ACCESS LYNX	608,621	661,623	8.71%
VanPlan	199,509	183,002	-8.27%
SUBTOTAL - OTHER SERVICES	838,417	889,585	6.10%
TOTAL ALL SERVICES	27,240,886	24,653,681	-9.50%



Average Daily Ridership by Mode

<i>Service Mode</i>	<i>Day</i>	<i>September-08</i>	<i>September-09</i>	<i>% Change</i>
LYMMO	Weekday	4,009	4,083	1.85%
	Saturday	1,264	1,112	-12.04%
	Sunday	985	782	-20.61%
All Other Links	Weekday	82,906	71,909	-13.26%
	Saturday	56,331	48,407	-14.07%
	Sunday	31,784	27,964	-12.02%
Total Fixed Route	Weekday	86,915	75,992	-12.57%
	Saturday	57,595	49,519	-14.02%
	Sunday	32,769	28,746	-12.28%
ACCESS LYNX	Weekday	2,305	2,168	-5.96%
	Saturday	962	1,050	9.15%
	Sunday	384	302	-21.47%
Pick Up Line	Weekday	26	372	1341.86%
	Saturday	26	201	673.08%
VanPlan	Weekday	718	673	-6.20%
	Saturday	108	109	0.46%
	Sunday	81	93	14.81%
TOTAL <i>LYNX</i> <i>SERVICES</i>	Weekday	89,964	79,205	-11.96%
	Saturday	58,691	50,878	-13.31%
	Sunday	33,234	29,141	-12.32%

The following new links began service in April 2009:

- Link 434 – SR 434 Crosstown
- Link 611 – Ocoee Pick Up Line
- Link 621 – Bithlo Pick Up Line
- Link 444 - Discontinued

LYNX Monthly Ridership

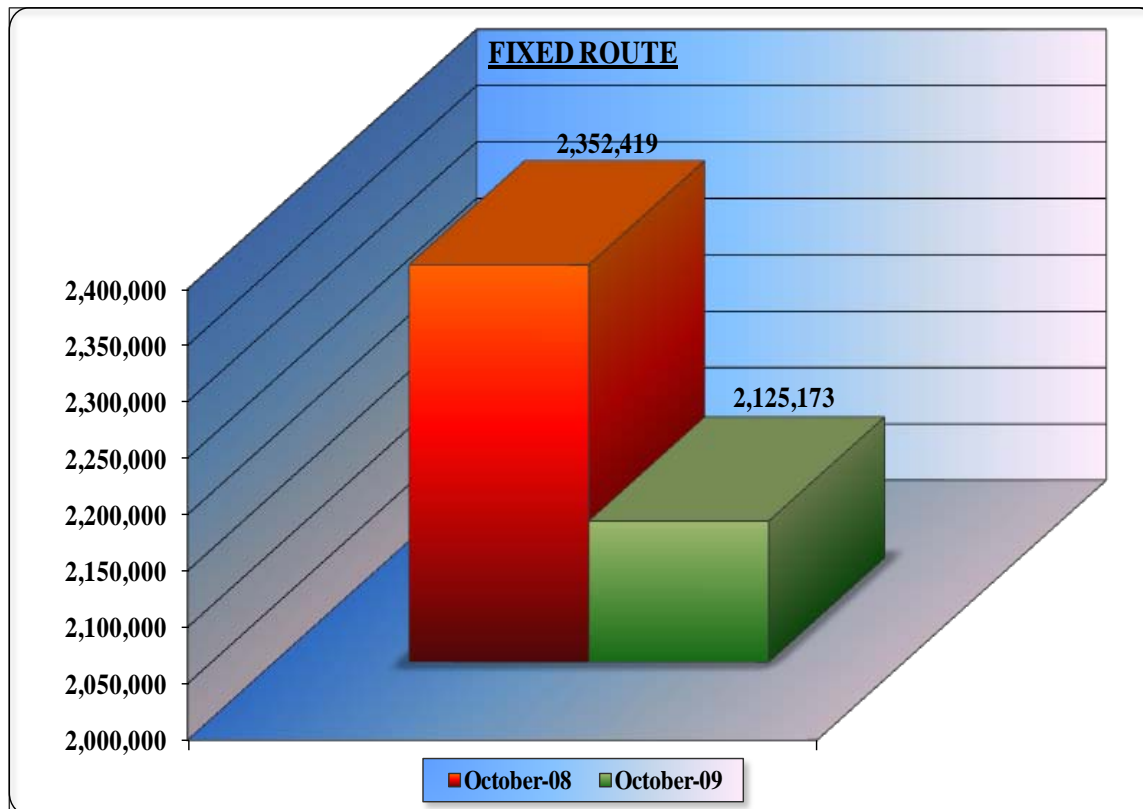
Fiscal Year 2009													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO	105,234	87,718	90,839	96,493	104,201	108,814	116,807	117,118	110,958	107,677	113,928	97,397	1,257,184
Fixed Route	2,246,398	1,903,129	1,920,255	1,838,792	1,722,664	1,858,160	1,810,775	1,753,285	1,798,719	1,846,546	1,859,440	1,887,488	22,445,651
Pick Up Line	787	672	2,088	3,711	4,448	5,320	4,874	6,213	7,232	8,685	8,619	8,612	61,261
SUBTOTAL - FIXED ROUTE	2,352,419	1,991,519	2,013,182	1,938,996	1,831,313	1,972,294	1,932,456	1,876,616	1,916,909	1,962,908	1,981,987	1,993,497	23,764,096
Special Shuttles	7,305	5,996	7,367	23,954	246	0	7	77	0	0	0	8	44,960
ACCESS LYNX	59,408	50,442	54,418	55,268	54,129	59,551	55,738	55,970	56,851	54,636	52,116	53,096	661,623
VanPlan	17,436	14,426	14,089	15,763	14,102	15,728	15,716	13,741	15,940	15,470	14,969	15,622	183,002
SUBTOTAL - OTHER SERVICES	84,149	70,864	75,874	94,985	68,477	75,279	71,461	69,788	72,791	70,106	67,085	68,726	889,585
TOTAL ALL SERVICES	2,436,568	2,062,383	2,089,056	2,033,981	1,899,790	2,047,573	2,003,917	1,946,404	1,989,700	2,033,014	2,049,072	2,062,223	24,653,681
% Change From Fiscal Year 2008 To Fiscal Year 2009													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO	-8.3%	-7.4%	-1.1%	-2.8%	6.0%	4.7%	13.9%	19.3%	22.1%	9.5%	36.9%	3.4%	7.4%
Fixed Route	1.1%	-9.0%	-7.1%	-12.2%	-15.4%	-11.6%	-12.5%	-18.8%	-12.8%	-14.3%	-9.1%	-11.2%	-11.0%
Pick Up Line	261.0%	146.2%	690.9%	1197.6%	1046.4%	1137.2%	878.7%	916.9%	1229.4%	1167.9%	1105.5%	1133.8%	992.0%
SUBTOTAL - FIXED ROUTE	0.7%	-8.9%	-6.8%	-11.6%	-14.2%	-10.6%	-11.0%	-16.9%	-11.0%	-12.9%	-6.9%	-10.3%	-10.0%
Special Shuttles	11138.5%	518.8%	7654.7%	15157.3%	-75.7%	-100.0%	-96.6%	28.3%	-100.0%	-100.0%	-100.0%	-99.1%	48.4%
ACCESS LYNX	15.6%	10.2%	22.5%	15.8%	16.6%	15.1%	5.5%	4.7%	8.3%	-0.7%	2.0%	-5.6%	8.7%
VanPlan	-7.6%	-5.7%	5.5%	-1.7%	-13.5%	-2.7%	-12.2%	-20.0%	-6.2%	-13.2%	-12.0%	-5.9%	-8.3%
SUBTOTAL - OTHER SERVICES	19.7%	14.2%	31.1%	48.6%	7.4%	-20.3%	0.8%	-1.3%	4.7%	-3.9%	-1.7%	-6.8%	6.1%
TOTAL ALL SERVICES	1.2%	-8.2%	-5.8%	-9.9%	-13.6%	-11.0%	-10.7%	-16.4%	-10.5%	-12.6%	-6.8%	-10.1%	-9.5%
Fiscal Year 2008													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO	114,798	94,685	91,875	99,272	98,266	103,967	102,589	98,204	90,840	98,374	83,201	94,166	1,170,237
Fixed Route	2,221,396	2,090,820	2,066,977	2,094,176	2,035,574	2,101,067	2,069,342	2,159,087	2,061,672	2,154,279	2,045,891	2,126,341	25,226,622
Pick Up Line	218	273	264	286	388	430	498	611	544	685	715	698	5,610
SUBTOTAL - FIXED ROUTE	2,336,412	2,185,778	2,159,116	2,193,734	2,134,228	2,205,464	2,172,429	2,257,902	2,153,056	2,253,338	2,129,807	2,221,205	26,402,469
Special Shuttles	65	969	95	157	1,014	26,563	207	60	30	98	126	903	30,287
ACCESS LYNX	51,379	45,768	44,435	47,720	46,438	51,719	52,816	53,457	52,506	55,042	51,109	56,232	608,621
VanPlan	18,862	15,292	13,350	16,040	16,304	16,169	17,890	17,172	16,986	17,828	17,012	16,604	199,509
SUBTOTAL - OTHER SERVICES	70,306	62,029	57,880	63,917	63,756	94,451	70,913	70,689	69,522	72,968	68,247	73,739	838,417
TOTAL ALL SERVICES	2,406,718	2,247,807	2,216,996	2,257,651	2,197,984	2,299,915	2,243,342	2,328,591	2,222,578	2,326,306	2,198,054	2,294,944	27,240,886

* NOTE: VanPlan ridership may not be a full representation of total ridership due to information received from subscribers.

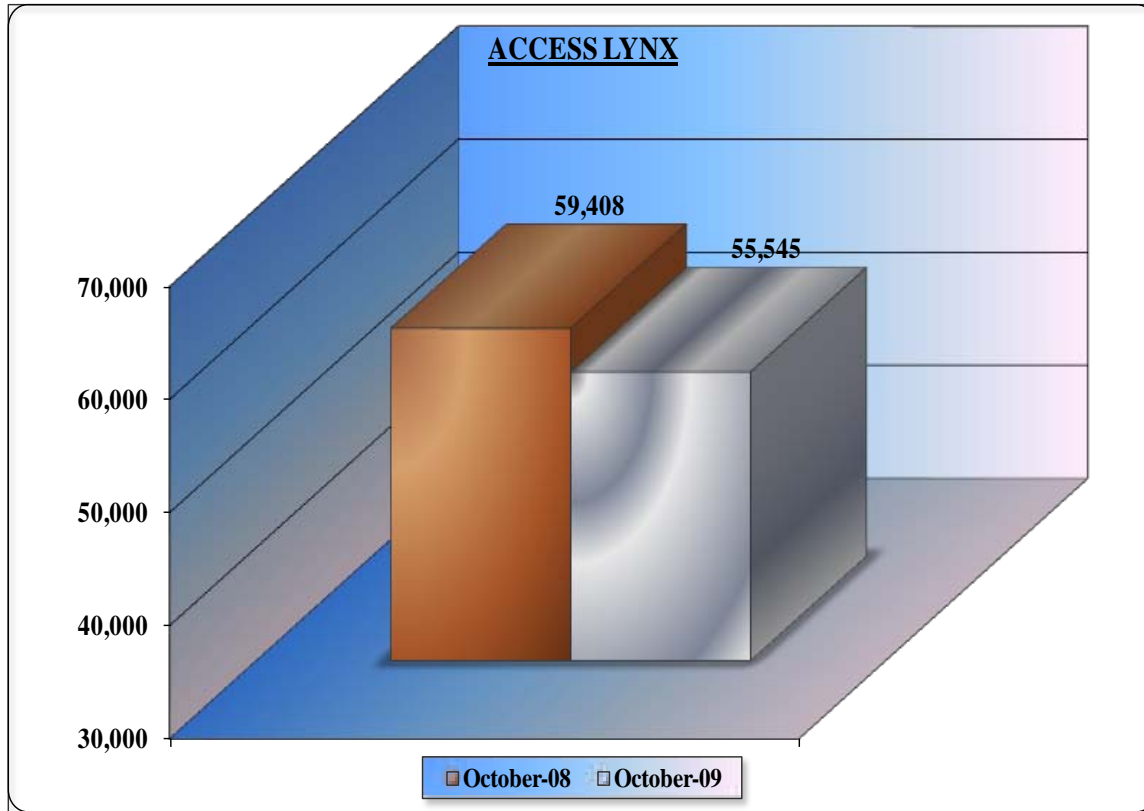
LYNX Board Audit Committee Agenda

Year to date (October) Final

<i>Service Mode</i>	<i>October-08</i>	<i>October-09</i>	<i>% Change</i>
LYMMO	105,234	105,428	0.18%
Fixed Route	2,246,398	2,010,859	-10.49%
Pick Up Line	787	8,886	1029.10%
SUBTOTAL - FIXED ROUTE	2,352,419	2,125,173	-9.66%
Special Shuttles	7,305	65	-99.11%
ACCESS LYNX	59,408	55,545	-6.50%
VanPlan	17,488	15,586	-10.88%
SUBTOTAL - OTHER SERVICES	84,201	71,196	-15.45%
TOTAL ALL SERVICES	2,436,620	2,196,369	-9.86%



LYNX Board Audit Committee Agenda



Average Daily Ridership by Mode

<i>Service Mode</i>	<i>Day</i>	<i>October-08</i>	<i>October-09</i>	<i>% Change</i>
LYMMO	Weekday	4,235	4,382	3.47%
	Saturday	1,141	1,137	-0.35%
	Sunday	817	836	2.29%
All Other Links	Weekday	82,355	74,472	-9.57%
	Saturday	56,308	51,302	-8.89%
	Sunday	31,579	28,991	-8.19%
Total Fixed Route	Weekday	86,590	78,854	-8.93%
	Saturday	57,449	52,439	-8.72%
	Sunday	32,396	29,827	-7.93%
ACCESS LYNX	Weekday	2,350	2,227	-5.20%
	Saturday	941	1,057	12.34%
	Sunday	401	315	-21.62%
Pick Up Line	Weekday	30	360	1091.37%
	Saturday	23	191	748.89%
VanPlan	Weekday	574	692	20.58%
	Saturday	86	106	23.26%
	Sunday	76	92	20.53%
TOTAL LYNX SERVICES	Weekday	89,544	82,133	-8.28%
	Saturday	58,499	53,793	-8.04%
	Sunday	32,873	30,233	-8.03%

The following new links began service in April 2009:

- Link 434 – SR 434 Crosstown
- Link 611 – Ocoee Pick Up Line
- Link 621 – Bithlo Pick Up Line

LYNX Monthly Ridership

Fiscal Year 2010													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO	105,428												105,428
Fixed Route	2,010,859												2,010,859
Pick Up Line	8,886												8,886
SUBTOTAL - FIXED ROUTE	2,125,173												2,125,173
Special Shuttles	65												65
ACCESS LYNX	55,545												55,545
VanPlan	15,586												15,586
SUBTOTAL - OTHER SERVICES	71,196												71,196
TOTAL ALL SERVICES	2,196,369												2,196,369
% Change From Fiscal Year 2009 To Fiscal Year 2010													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO	0.2%												0.2%
Fixed Route	-10.5%												-10.5%
Pick Up Line	1029.1%												1029.1%
SUBTOTAL - FIXED ROUTE	-9.7%												-9.7%
Special Shuttles	-99.1%												-99.1%
ACCESS LYNX	-6.5%												-6.5%
VanPlan	-10.9%												-10.9%
SUBTOTAL - OTHER SERVICES	-15.4%												-15.4%
TOTAL ALL SERVICES	-9.9%												-9.9%
Fiscal Year 2009													
<i>Service Mode</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>TOTAL YEAR</i>
LYMMO	105,234	87,718	90,839	96,493	104,201	108,814	116,807	117,118	110,958	107,677	113,928	97,397	1,257,184
Fixed Route	2,246,398	1,903,129	1,920,255	1,838,792	1,722,664	1,858,160	1,810,775	1,753,285	1,798,719	1,846,546	1,859,440	1,887,488	22,445,651
Pick Up Line	787	672	2,088	3,711	4,448	5,320	4,874	6,213	7,232	8,685	8,619	8,612	61,261
SUBTOTAL - FIXED ROUTE	2,352,419	1,991,519	2,013,182	1,938,996	1,831,313	1,972,294	1,932,456	1,876,616	1,916,909	1,962,908	1,981,987	1,993,497	23,764,096
Special Shuttles	7,305	5,996	7,367	23,954	246	0	7	77	0	0	0	33	44,985
ACCESS LYNX	59,408	50,442	54,418	55,268	54,129	59,551	55,738	55,970	56,851	54,636	52,116	53,096	661,623
VanPlan	17,488	14,520	14,030	15,783	14,068	15,706	15,602	12,640	15,684	15,332	14,804	15,518	181,175
SUBTOTAL - OTHER SERVICES	84,201	70,958	75,815	95,005	68,443	75,257	71,347	68,687	72,535	69,968	66,920	68,647	887,783
TOTAL ALL SERVICES	2,436,620	2,062,477	2,088,997	2,034,001	1,899,756	2,047,551	2,003,803	1,945,303	1,989,444	2,032,876	2,048,907	2,062,144	24,651,879

* NOTE: VanPlan ridership may not be a full representation of total ridership due to information received from subscribers.

Monthly Report E: Planning and Development Report

To: LYNX Board Of Directors

From: **Edward Johnson**
CHIEF ADMINISTRATIVE OFFICER
Tony Walter
(Technical Contact)
Belinda Balleras
(Technical Contact)
Jerry Bryan
(Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Planning and Development Report - October & November 2009

Date: 1/7/2010

Coordination Activities

Orange County – LYNX staff met with Orange County Transportation Planning staff regarding transit concurrency and ensuring that development projects met concurrency with respect to transit as it relates to their comprehensive plan as part of the development review process. The County has asked LYNX to assist in reviewing developments.

Osceola County – LYNX attended a Vine Street Steering Committee meeting. The focus of this meeting was to develop a final recommendation for development and design guidelines for the corridor to be presented to the City of Kissimmee Planning Advisory Board and the City Commission.

Seminole County – Seminole County, East Central Florida Regional Planning Council and LYNX staff met to review opportunities to develop an Intelligent Transportation demonstration project along Hwy 17-92. The Seminole County 17-92 Community Redevelopment Agency's consultant is to develop a scope of work for the feasibility of the project. Once the scope is approved, LYNX, the Planning Council and the County will proceed with an entering an interlocal agreement to conduct the demonstration project.

City of Orlando – LYNX staff attend a workshop hosted by the City to discuss improvements to the Washington Shore neighborhood. Transit was one of the many topics discussed. An outcome from this meeting was proposed design changes to the existing LYNX superstop by the attendees.

Geography Network

The main page and the three web applications currently available on LYNX' Geography Network were accessed 2,065 times between September 1 and November 4, 2009.

GIS

Staff is working on updates for the following LYNX GIS layers; bus stop locations, fixed bus route databases, stop level ridership information, regional county street centerline updates and regional aerial photography. Analysis and support maps were prepared for the; Unified Shelter Program meetings, Rural Area Services, National Transit Database updates, TIGER Grant application, and transit corridors study for City of Orlando.

GIS staff designed two posters for implementation of GIS technology at LYNX for the GIS day event in Orange County. The first poster was also used for the presentation of the Partners for Structures layer project at the International ESRI conference and the second presented the Computer Aided Dispatch (CAD) Components for GIS-Based Real-time Transit Information. The materials from LYNX, other organizations in Orange County and County departments were presented as an informative display for the Orange County Board.

The GIS staff made a presentation to GIS professionals in Volusia and Brevard counties about converting the GIS base map data provided from FDOT under the Unified Base Map project for State of Florida into usable local base map templates.

The Partners for Structures layer project, funded under the USGS, was concluded with a final report provided by the project manager Mira Bourova. All the project requirements were met and the deliverables presented to USGS Liaison for Florida State.

The first LYNX GIS user's group meeting was November 3, 2009. LYNX now has seven staff members trained to use ESRI mapping and analysis tools. The monthly software users' group meetings are part of LYNX' program for distributing the GIS system where the GIS data infrastructure and maintenance is updated to support GIS operations in multiple departments.

MORE TMCC

Staff is working with the consultant to review the design documents from the Phase I effort and revise the design to reflect the components funded for the Phase II partial deployment. This updated design will be forwarded to the vendors to begin the procurement process for the software and hardware components.

IntelliDriveSM

Staff has been invited by the US Department of Transportation to participate on an advisory group for transit's role in the IntelliDriveSM project. IntelliDriveSM is a project involving both public and private partners, which will result in enabling communication between vehicles and between vehicles and the infrastructure with the goals of improving safety, mobility, and the environment. This will involve a massive deployment estimated to begin in 2015 that will result in communications equipment on every vehicle and at most intersections in the United States. Staff attended the advisory group meeting and the project working group meeting in Detroit, MI in October. The advisory group is made up of five transit properties, including LYNX, who are

working directly with the US Department of Transportation to determine and define transit's role in the IntelliDriveSM program. All direct expenses related to staff involvement are directly reimbursed through the US Department of Transportation.

Shelters and Amenities

A total of 87 shelters were installed utilizing the FY 2009 budget. Orange, Seminole and Osceola County and the City of Orlando staffs' along with LYNX staff are exploring options to develop a unified shelter program. The premise is to bring all shelter activities, including advertising under the management of LYNX. The group anticipates bringing a recommendation forward in the first quarter of 2010.

Orange County: LYNX is in the process of installing eight shelters within the county under the ARRA program. The locations include four shelters on Silver Star Road, one shelter on McCoy Road, one shelter in the area of Oakridge High School, one shelter near UCF and one shelter at the Anthony House in Apopka. LYNX also installed an additional FY 2009-2010 budgeted shelter at Winter Park Tech due to high demand.

LYNX installed a total of 35 shelters within Orange County during FY 2009. Locations included Silver Star Road, Florida Mall, City of Winter Park, Oakridge Road and Tangelo Park.

City of Orlando: LYNX is in the process of installing three shelters on the SR 436 corridor under the ARRA program.

LYNX installed a total of 29 shelters within the City of Orlando during FY 2009. Locations included various spots downtown, along Oakridge Road, Metro West and State Road 436.

Osceola County: LYNX is in the process of installing four shelters at under the ARRA program.

LYNX installed one shelter at the Poinciana Wal-Mart during FY 2009.

Seminole County – LYNX installed or rehabilitated a total of 22 shelters within Seminole County. LYNX installed seventeen shelters along US 17-92 in the CRA. This included installations within Sanford, Lake Mary, Longwood and Casselberry. Additionally, LYNX rehabilitated four shelters and installed one new shelter as part of the 1st Street Improvement Project in Sanford and installed an additional shelter in Sanford for FY 2009.

Road Projects

Staff provided comments and/or was involved in the regional review process for the following road projects:

Orange County:

Chickasaw Trail Intersection Improvements-maintain accessibility to the bus stops, providing ADA accessible bus pads and provided engineering information related to the proposed bus pullout bay locations.

Econ Trail (SR 408 to SR 50)-maintain accessibility to the bus stops, providing ADA accessible bus pads and provided engineering information related to the proposed bus pullout bay locations.

Transit Shelter License Agreements

Following is the status of outstanding Transit License Agreements:

Disney - Agreement has been sent to Disney for their review and signature. LYNX is in the process of negotiations. Once this has been completed, LYNX will move forward with the installation of 9 shelters.

Osceola Square Mall – Construction started in December and is anticipated to be completed in January.

Orange County Public Schools-The license agreement has been executed by staff this past summer. LYNX staff has repeatedly followed up with legal at OCPS. The agreement is still with OCPS staff.

Planning Studies

5-Year Service Plan – The purpose of this study is to develop a 5-year service plan that meets the economic and operating conditions recently experienced by LYNX and its partners. Tasks include validating a functional core system that meets the current demands and funding limitations and developing an enhanced system that improves the 14 corridors with improved headways and feeders routes to the corridors. Also a cost/revenue tool will be developed to be used for financial forecasting. This study is scheduled to be complete in January 2010.

Downtown Orlando Transit Circulator Expansion Alternatives Analysis – The purpose of this study is to begin the Federal process to expand the current LYMMO system to include east-west and north-south routes. LYNX and the City of Orlando are working in partnership to conduct this study and to be in a position to request and receive Federal funds for the expansion. Proposals were received from 3 teams and the Source Evaluation Committee's recommendation is on the LYNX Board agenda at the January 7, 2010 meeting.

Long Range Strategic Master Plan – The purpose of the Strategic Master Plan Study is to refine the network of fourteen (14) high-capacity transit corridors identified in the 2006 Comprehensive Operations Analysis and Transit Development Plan and associated collector/distributor or circulation systems and to establish a prioritization process to be used by LYNX and its partners through the METROPLAN process for the implementation of projects that will create the envisioned network. A key goal of the plan is to significantly increase the

level of transit usage in the region by creating a seamless, linked transit network, using a variety of mobility services (fixed route, Bus Rapid Transit (BRT), flex and point deviation service, commuter and light rail) to build on the framework of a balanced transportation system envisioned in the regional METROPLAN Orlando 2030 Long Range Transportation Plan. Proposals were received from six teams and the Source Evaluation Committee's recommendation is on the Board agenda at the January 7, 2010 meeting.

LYNX Coordination Agreements with Human Services Agencies

Coordination agreements with human services agencies, as authorized by the Board in September 2009, were executed in October. New or expanded transportation services provided by Osceola Council on Aging; Seniors First; Seminole Community Mental Health Center; Meal on Wheels, Etc. of Seminole County; Quest, Inc.; Osceola ARC; Primrose, Inc.; and Independent Transportation Network of Orlando will help ensure inclusion in community life for the transportation disadvantaged in the LYNX service area.

Monthly Report F: Communications Report

To: LYNX Board Of Directors

From: Edward Johnson
 CHIEF ADMINISTRATIVE OFFICER
 William Fay
 (Technical Contact)
 Maria Colon
 (Technical Contact)
 Matthew Friedman
 (Technical Contact)

Phone: 407.841.2279 ext: 6058

Item Name: Communications Report - September & October 2009

Date: 1/7/2010

Commuter Services

COMMUTER CHOICE TRANSPORTATION PROGRAM		
CARPOOL/VANPOOL INQUIRIES	SEPTEMBER 2009	OCTOBER 2009
Phone	94	46
Internet	9	14
Letters	16	25
Matches	7	13
VANPOOLS	SEPTEMBER 2009	OCTOBER 2009
Commuter Choice Vanpool Participants	547	520
Total Revenue Miles YTD	1,012,020	1,108,039
New Vanpools	2	0
Returned Vanpools	1	0
Current Vans in Service	59	60
Pending Vanpool Interest	<ul style="list-style-type: none"> • Westminster • Osceola Health Care Center • Osceola Council on Aging 	<ul style="list-style-type: none"> • Osceola Health Care Center • Osceola Council on Aging • Federal Corrections Coleman • NAVAIR-Naval

LYNX Board Agenda

No. of Employers Contacted	6		12	
No. of Employees Contacted	85		160	
Employer Program Presentations	4		8	
Employee Program Presentations	LOCATION	PARTICIPANTS	LOCATION	PARTICIPANTS
	Pershing, LLC.	75	Orange Lake Resort Health Fair	100
			Magnolia School	8
			Orange County Corrections – LYNX day	40
	Total Participants	75	Total Participants	148
Other Business Presentations/Meetings	LOCATION	PARTICIPANTS	LOCATION	PARTICIPANTS
	Poinciana 2009 EXPO	100	CFHLA 2009 “HEAT” Expo	220
			Hewitt Associates Health Fair	100
			Loews Hotel-Royal Pacific Resort – Health & Safety Fair	75
	Total Participants	100	Total Participants	395

Guaranteed Ride Home Program Implementation:
Winter Park Towers

Bus Pass Sales to Employees Implementation:
Winter Park Towers (*Employer Bus Pass program*)

Communication Events

LYNX Board Agenda

Pershing, LLC – more than 70 employees received information from a LYNX Communications representative informing them of the transportation options available through LYNX family of services, in particular Carpool and Guaranteed Ride Home programs.

Poinciana Expo – LYNX Communication staff participated with the Poinciana Area Council Business Exhibition for Poinciana Business Owners at the Poinciana Community Center and YMCA. This event was aimed primarily at providing an opportunity for local businesses and individuals to familiarize themselves with their local businesses and organizations.

Orange Lake Resort – Health and Safety Fair - Orange Lake Resort held this year's Health & Safety Fair in the Town Center Administration Building for its administrative staff and other employees. LYNX Communications staff attended to further promote its newly implemented Carpool and Guaranteed Ride Home program (GRH) to the staff members of Orange Lake Resort.

Magnolia School – Communications staff went to the Orange County Public School Magnolia School which is a school for individuals with cognitive disabilities. The service changes undertaken in December 2008 had an impact on the students. The students were required to make an extended journey for the fixed route in the area, not an easy task for persons with disabilities. Communications staff shared options for the Van Use program. They were also made aware of the Commuter Van program for staff members.

Orange County Corrections – Communications staff met with Orange County Corrections and discussed familiarizing their employees with the transit services available at LYNX.

Central Florida Hotel & Lodging Association's (CFHLA) "The HEAT Is On" Expo – Communications staff participated in the EXPO detailing the array of LYNX transportation services available.

Hewitt Associates - Benefits Fair - Communications staff shared with the many Hewitt Associates employees the Commuter Assistance Programs available through LYNX.

2009 Loews Employee Health Fair – Communications staff participated with the intentions of implementing and growing the carpool, vanpool, and Guaranteed Ride.

TranspARTation Gallery 2009 – LYNX' 4th Annual TranspARTation Gallery was presented again this year through the Communications staff and opened to rave reviews. Judged by local artists and collectors, the 75 entries wowed the judges, making it difficult for them to make decisions. The JW Marriott was the showcase for the LYNX art gallery and proved to be a hit with the APTA attendees. Many of the attendees were amazed at the talent within the company and wanted to know how they could take part in the program.

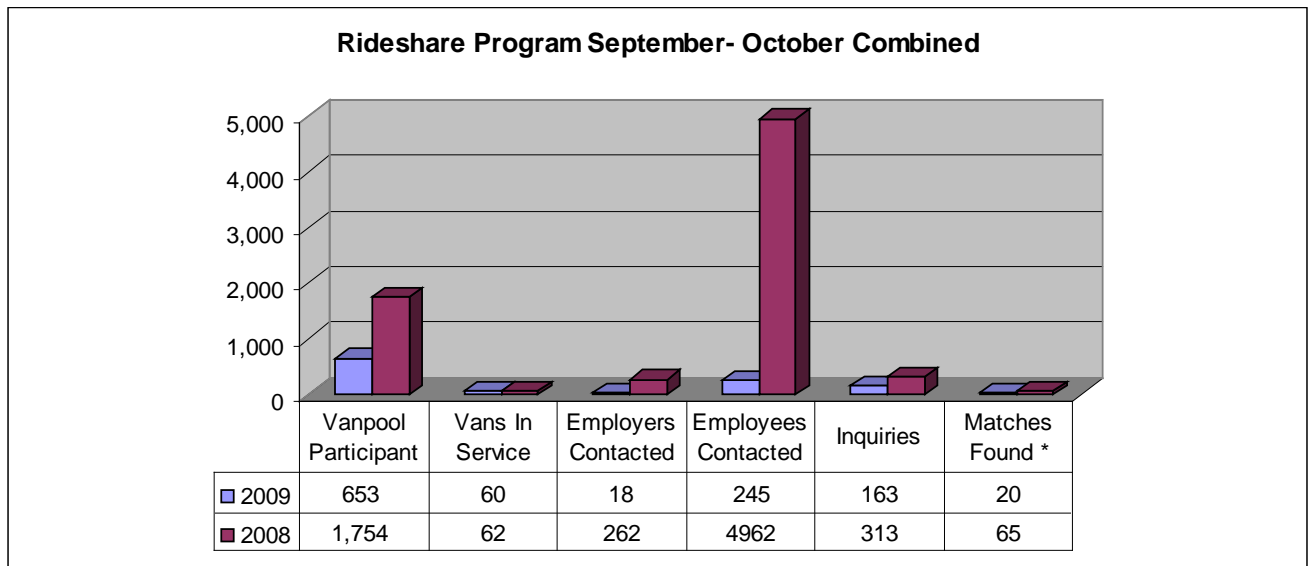
Charity Event at Macy's Mall at Millenia - LYNX was invited to promote our PSA bus program as part of an event showcasing various charities in the Orlando area. We were able to reach over 40 different organizations who had not participated in the program before.

RSVP Volunteer Bus tour - LYNX and RSVP (Retired Senior Volunteer Program) used our PSA bus to promote volunteer services to 35 people. The bus visited the Coalition for the Homeless, Second Harvest Food Bank, Habitat for Humanity and the Adult Literacy League which is currently featured on the bus.

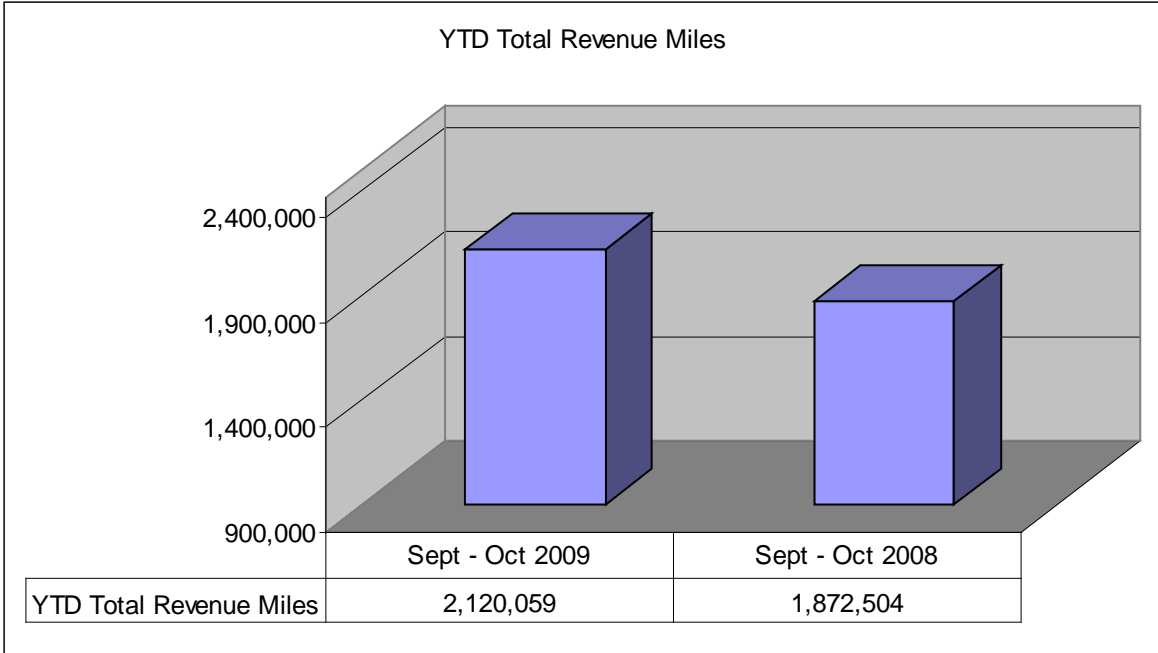
Communications

Vanpool Program – The unemployment rates are still having a negative impact on the number of vans in service. Vanpool service is down 1% from one year ago.

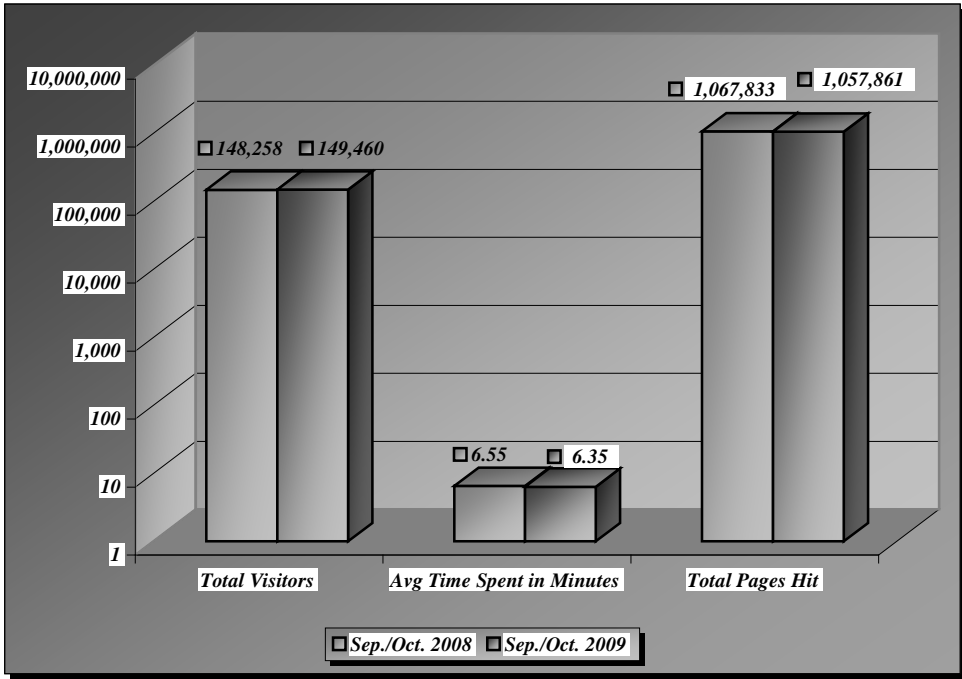
* Matches found indicates number of people who received a match for carpool or vanpool service.



Vanpool Program – Revenue Miles are up 13% higher than September and October one year ago. This is due to vans coming in service replacing those going out of service are contributing more commute miles.

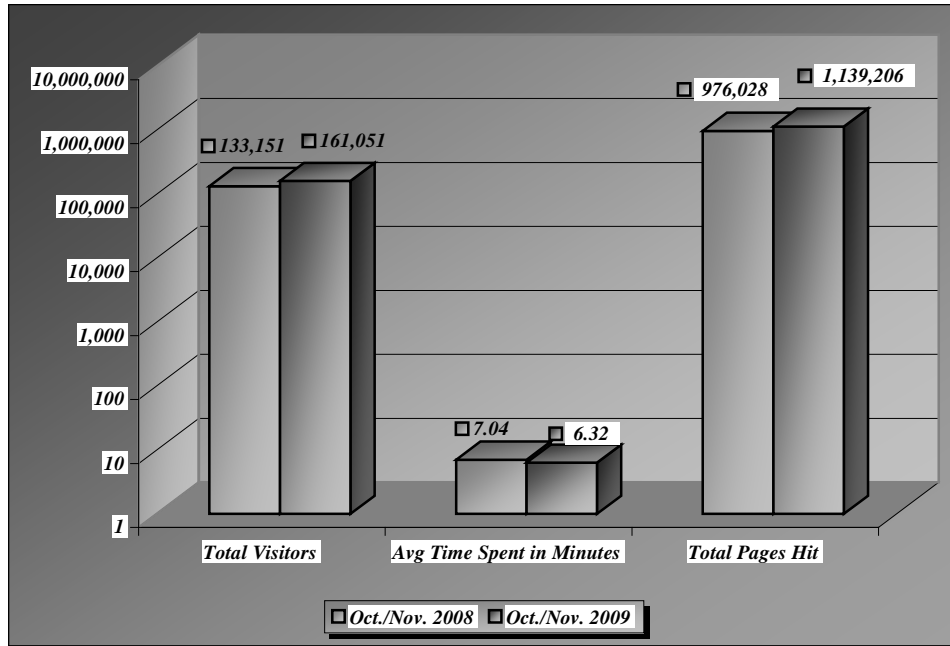


Web Statistics September – October 2009



The number of visits to the website and pages hit were nearly identical to the same period a year ago. We are trying to put more breaking news on the home page in hopes that improves the number of visits to the site.

There were 28,000 more visitors (20 percent increase) to the website in October-November 2009 than the same time period of 2008. Page hits went up 163,178, a 17 percent increase over that same time period. Visitors spent about 32 seconds less time per visit in 2009 than they did in 2008.



Media Relations November – December 2009

- Nov. 1...Orlando Magazine printed a story on Road Rangers.
- Nov. 5...Orlando Sentinel transportation reporter called for an update on unified shelter program.
- Nov. 6...Osceola News Gazette printed a story on 20/20 shelter negotiations.
- Nov. 9...Orlando Sentinel mention in Central Florida Business section on Doris Williams winning 2009 FPTA Driver of the Year; Orlando Sentinel transportation reporter called for an update on unified shelter program. Funding partners (staff and PIOs) were notified that they may be contacted.
- Nov. 11...Orlando Sentinel had a story on Osceola County and 20/20 shelter discussions; Picture of Veterans Bus in *Military Officer* magazine.
- Nov. 16...Orlando Sentinel printed a story on a Road Ranger saving a tow truck operator pinned under a LYNX bus; Updated www.golynx.com with December service change information; The Orlando Business Journal requested an update on ARRA projects.
- Nov. 17...Photo shoot for Orlando Business Journal's regional story on ARRA projects. Photo shoot for Orlando Business Journal's Biodiesel story update. Sent out press release for December 2009 service changes; Sent out press release for Florida Classic bus service.
- Nov. 19...Submitted ad to Orlando Business Journal on December service change and LYNX ridership/Green options.

LYNX Board Agenda

Nov. 20...Orlando Sentinel called for Ridership Report information; Orlando Business Journal printed a photo and story for a Biodiesel facility update; Orlando Business Journal printed a photo and story on ARRA regional projects.

Nov. 25...Orlando Sentinel Seminole County reporter called regarding December service changes.

Nov. 26...West Orange Times printed a story on the upcoming December service changes.

Nov. 29...Orlando Sentinel printed a story in the Around Central Florida area on December service changes.

Nov. 30...Sent out press release for 2009 Holiday Bus; Orlando Business Journal daily story on December service to Seminole State College.

Dec. 1...Sent press release on December Board Meeting postponement; Orlando Sentinel Ticked Off! mention on bus breaking down and a replacement bus being sent 15 minutes later.

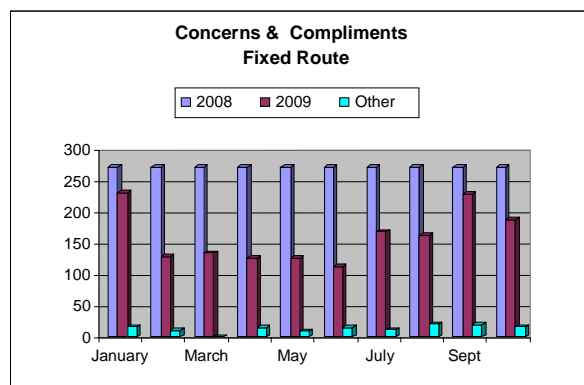
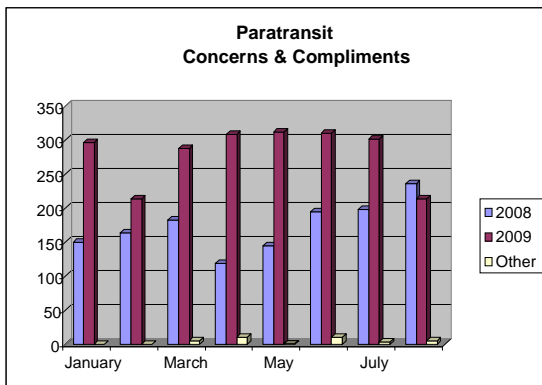
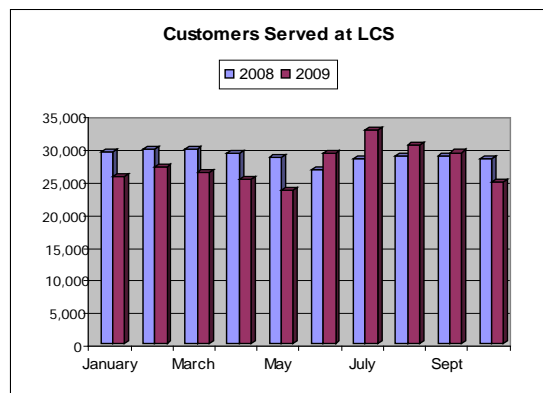
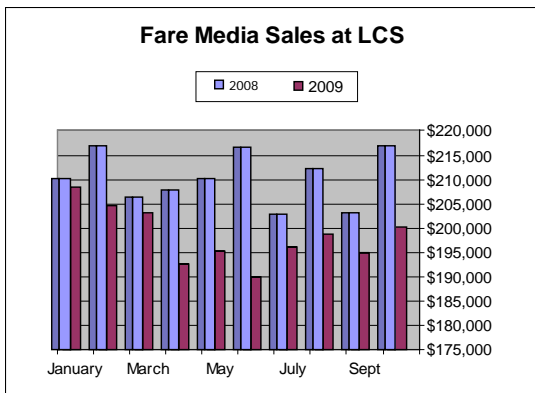
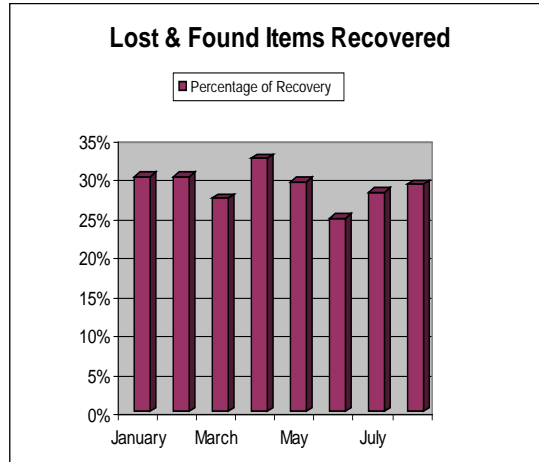
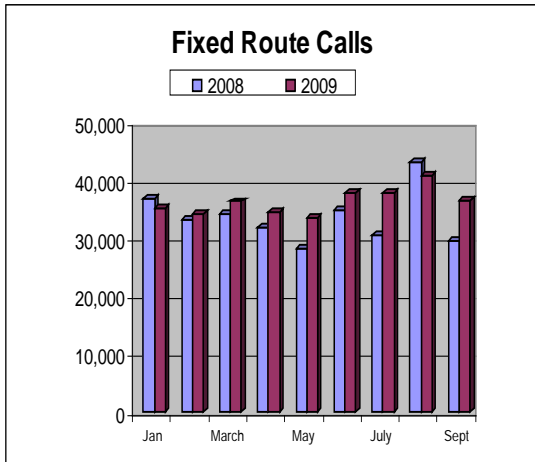
Dec. 2...Interview with UCF journalism student on Link 434 expansion. This is the student's final class project to graduate.

Dec. 4...WESH-TV/Channel 2 did a ride-a-long with the Holiday Bus.

Dec. 6...Winter Park/Maitland Observer had a story on the mid-November Senior First event.

Dec. 6...www.golynx.com updated with new schedules.

Customer Services – Call Center:



Monthly Report G: Government Relations Report

To: LYNX Board Of Directors

From: James McLawhorn
CHIEF GOVT AFFAIRS OFFICER
Sherry Zielonka
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Government Relations Report

Date: 1/7/2010

Congress came back from their Thanksgiving week recess, to a busy agenda as they look to finish their work before adjourning for the year. Of the twelve appropriations bills that make up the federal budget, five have been signed into law, four are currently being considered in House and Senate conference, and the remaining three are awaiting final passage on the Senate floor Senate.

The bills that have been signed into law are:

- Agriculture
- Homeland Security
- Energy and Water
- Legislative Branch
- Interior

Bills that are in conference include:

- Commerce-Justice-Science
- Defense
- Military Construction-VA
- Transportation-HUD

Bills that still need to be passed by the full Senate:

- Financial Services
- Labor-HHS-Education
- State-Foreign Operations

The Continuing Resolution that is currently funding the government will expire on December 18th, there will need of an extension if Congress cannot complete all of the appropriations bills before they adjourn for the year.

Surface Transportation Authorization:

In the U.S. Senate, the bi-partisan leadership of the four committees with jurisdiction over SAFETEA-LU reauthorization – **Environment & Public Works, Banking, Commerce, and Finance** - sent a letter to Majority Leader Harry Reid asking him to proceed with floor consideration of a six-month extension of the existing SAFETEA-LU programs. These Senate committees originally supported the White House's request for an 18-month extension, but they now feel they might be able to move a multi-year bill next spring and therefore do not need that long of an extension.

The White House appears to be sticking with its proposal for an 18-month extension in order to give the Administration time to develop its own proposal – although seriously discussed, the likelihood of raising the gas tax before the 2010 elections is doubtful.

Jobs Bill

Key House Democratic leaders announced support for a “jobs bill” which they would like to get through the House prior to adjourning in December. Rather than another broad economic stimulus bill, this bill would be targeted primarily on creating jobs in response to an unemployment rate that is at 10 percent. Additional infrastructure/transportation funding should be a key component.

House Highways & Transit Subcommittee leaders Peter DeFazio (D-OR) and **John Mica** (R-FL) announced an agreement to support a two-year surface transportation authorization as part of the jobs bill along with support for the Senate's interim six-month extension bill.

DeFazio and Mica propose to fund a two-year authorization with money left over from the TARP bank bail-out program or possibly unspent ARRA stimulus funds. Other funding options could include transferring additional General Funds, and “front loading” Highway Trust Fund revenue (spending six years worth of Highway Trust Fund revenue in the first two years and then pushing for a revenue increase later) or creating another source of revenue to fund both the transportation piece and other programs, such as an extension of unemployment insurance. Previously DeFazio had suggested a tax on oil futures options and this week Rep. John Larson (D-CT) proposed a new tax on certain stock transactions, a recommendation already blasted by Wall Street.

Regardless of what the House does, the Senate likely does not have time to take up a jobs bill before the end of the year as they continue to grapple with the healthcare reform bill.

FTA Transit Safety Oversight:

In response to a number of recent fatal accidents involving transit systems around the country, particularly at DC's WMATA, the Obama Administration is drafting a legislative proposal to have the federal government takeover safety oversight of subway and light rail systems.

Transit safety is currently overseen by individual state safety agencies. The federal government already sets and enforces aviation and rail (Amtrak, freight, commuter rail) safety regulations, but transit safety was viewed as being a local issue since it generally does not involve interstate commerce.

Monthly Report H: Employee Travel Report

To: LYNX Board Of Directors

From: Bert Francis
 CHIEF FINANCIAL OFFICER
 Blanche Sherman
 (Technical Contact)

Phone: 407.841.2279 ext: 6017

Item Name: Monthly Employee Travel Report - December 2009

Date: 1/7/2010

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Desna Hunte Administration	Arlington, VA	To attend FTA Civil Rights Training Workshop	12/1/09-12/1-09	1,280	
Gail Stewart Operations	Tampa , FL	To attend 2010 State Roadeo Planning meeting at CUTR	12/2/09-12/2/09	0	0
William Hearndon Operations	Safety Harbor, FL	To attend Transportation Disadvantaged Commission's Quarterly business meeting	12/03/09	0	0
Lorna Hall Finance	Phoenix, AZ	To attend 11th Transit Security & Safety Roundtable	12/07/09-12/10/09	254	0
William Zielonka Finance	Phoenix, AZ	To attend 11th Transit Security & Safety Roundtable	12/07/09-12/10/09	254	0
James McLawhorn Govt. Affairs	Tallahassee, FL	To attend special legislative session	12/07/09-12/11/09	601	601
TOTAL ESTIMATED COSTS and AGENCY COSTS				2,389	601

Monthly Report I: Employee Travel Report

To: LYNX Board Of Directors

From: Linda Watson
 CHIEF EXECUTIVE OFFICER
 Blanche Sherman
 (Technical Contact)

Phone: 407.841.2279 ext: 6017

Item Name: Monthly Employee Travel Report - November 2009

Date: 1/7/2010

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
David Burnett Operations	Tampa, FL	To take a course for Urban Transportation Planning	11/02/09-11/06/09	135	135
Joe Cheney Operations	Hayward, CA	To attend Gillig pre-production meeting	11/05/09-11/07/09	819	0
Lisa Darnall Operations	Melbourne, FL	To attend Harris Corporation meeting related to IT projects	11/09/09	0	0
Joe Cheney Operations	Melbourne, FL	To attend Harris Corporation meeting related to IT projects	11/09/09	0	0
Edward Johnson Executive	Melbourne, FL	To attend Harris Corporation meeting related to IT projects	11/09/09	0	0
Tony Walter Administrative	Melbourne, FL	To attend Harris Corporation meeting related to IT projects	11/09/09	0	0
Edward Johnson Executive	Deland, Fl	To attend FDOT meeting	11/09/09	0	0
Janell Thomas Finance	Roanoke, VA	To attend the 4th Workshop for 2009 Environment Management System Implementation	11/09/09-11/12/09	0	0
Lisa Darnall Operations	Roanoke, VA	To attend the 4th Workshop for 2009 Environment Management System Implementation	11/09/09-11/12/09	0	0

LYNX Board Agenda

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Steven Robinson Operations	Roanoke, VA	To attend the 4th Workshop for 2009 Environment Management System Implementation	11/09/09-11/12/09	0	0
William Zielonka Finance	Roanoke, VA	To attend the 4th Workshop for 2009 Environment Management System Implementation	11/09/09-11/12/09	0	0
Mira Bourova Administrative	Deland, FL	To attend TBEST Workshop FDOT	11/10/09	0	0
Jerry Jenkins Operations	Tampa, FL	To attend Cummins Technical Training Center MR Engine Familiarization and B/C/L Troubleshooting	11/16/09-11/19/09	415	415
Elves Dovalos Operations	Tampa, FL	To attend Cummins Technical Training Center MR Engine Familiarization and B/C/L Troubleshooting	11/16/09-11/19/09	415	415
Glen Chowtee Operations	Tampa, FL	To attend Cummins Technical Training Center MR Engine Familiarization and B/C/L Troubleshooting	11/16/09-11/19/09	415	415
Brian Ruppert Operations	Tampa, FL	To attend Cummins Technical Training Center MR Engine Familiarization and B/C/L Troubleshooting	11/16/09-11/19/09	415	415
Fernando Polanco Operations	Tampa, FL	To attend Cummins Technical Training Center MR Engine Familiarization and B/C/L Troubleshooting	11/16/09-11/19/09	415	415
Douglas Smith Operations	Tampa, FL	To attend Cummins Technical Training Center MR Engine Familiarization and B/C/L Troubleshooting	11/16/09-11/19/09	415	415
TOTAL ESTIMATED COSTS and AGENCY COSTS				3,444	2,625

Monthly Report J: Employee Travel Report

To: LYNX Board Of Directors

From: Bert Francis
CHIEF FINANCIAL OFFICER
Blanche Sherman
(Technical Contact)

Phone: 407.841.2279 ext: 6017

Item Name: Monthly Employee Travel Report - October 2009

Date: 1/7/2010

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
William Hearndon Operations	Deland, FL	Meeting with FDOT and Tindale Oliver & Associates	09/28/09	0	0
Jeff Kaley Administration	NYC, Philadelphia, Chicago	Sales calls on Advertising agencies	9/28/2009-9/30/2009	1,330	1,330
Rafiq Basaria Administrative	Champions Gate, FL	ESRI Training Seminar	10/01/09	0	0
Tyler Griffin Operations	Deland, FL	To attend FTIS Workshop	10/02/09	0	0
Linda Watson Executive	Orlando, FL	Attend American Public Transportation Association (APTA) Meeting	10/03/09 - 10/07/09	1,644	1,644
Desna Hunte Administrative	Tampa, FL	To attend UCP 2009 Annual Meeting	10/06/09 - 10/07/09	159	159
Jeff Reine Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/07/09	0	0
Laura Minns Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/07/09	0	0
Belinda Balleras Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/07/09-10/08/09	0	0
Catherine Cavins Administrative	Orlando, FL	To attend APTA Conference seminars regarding ARRA	10/05/09-10/07/09	0	0

LYNX Board Agenda

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Tony Walter Administrative	Orlando, FL	Attend the morning sessions of APTA conference	10/05/09	0	0
Jerry Bryan Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/05/09-10/07/09	0	0
Doug Jamison Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/05/09-10/07/09	0	0
Edward Johnson Executive	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/04/09-10/08/09	0	0
William Fay Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/03/09-10/08/09	0	0
Reginald Mells Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/06/09	0	0
Riccian Vidal Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/05/09-10/06/09	0	0
Matthew Friedman Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/03/09-10/07/09	0	0
Herman Sandoval Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/03/09-10/07/09	0	0
Sue Masselink Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/05/09-10/07/09	0	0
Joe Cheney Operations	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/05/09-10/06/09	0	0
Ricky Sonny Operations	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/05/09-10/06/09	0	0
Greg Barowski Operations	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/05/09	0	0
Lisa Darnall Operations	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/03/09-10/06/09	0	0
Helen Miles Operations	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/04/09-10/05/09	0	0
William Hearndon Operations	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/04/09-10/07/09	0	0
Scott Penrose Operations	Daytona Beach, FL	To attend educational sessions workshops at APTA Conference	10/08/09-10/09/09	0	0

LYNX Board Agenda

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED AGENCY COST	AGENCY COST
Mira Bourova Administrative	Orlando, FL	To attend educational sessions workshops at APTA Conference	10/06/09	0	0
Joe Cheney Operations	Hayward, CA	To attend Gillig Pre-production meeting	10/15/09 - 10/17/09	754	0
Lisa Darnall Operations	Hayward, CA	To attend Gillig Pre-production meeting	10/15/09 - 10/17/09	664	0
Lisa Darnall Operations	Jacksonville, FL	Attend Florida Public Transportation Association (FPTA) Annual Conference	10/25/09- 10/27/09	195	195
J Marsh McLawhorn Executive	Jacksonville, FL	Attend FPTA Annual Conference	10/26/09- 10/27/09	757	757
Linda Watson Executive	Jacksonville, FL	Attend FPTA Annual Conference	10/26/09- 10/27/09	513	513
Doris Williams Operations	Jacksonville, FL	Attend FPTA Annual Conference to receive award	10/25/09- 10/28/09	0	0
Rich Bannon Finance	Jacksonville, FL	Attend FPTA Annual Conference	10/24/09- 10/27/09	0	0
Doug Jamison Administrative	Detroit, MI	IntelliDrive workshop by request of Yehuda Gross, US DOT	10/27/09- 10/30/09	0	0
Tony Walter Administrative	Howie-in-the - Hills, FL	Attend the Metro Orlando Economic Development Councils new strategic initiative meeting	10/16/09	0	0
Gail Stewart Operations	Jacksonville, FL	Attend FPTA banquet for Operator of the year awards	10/27/09	0	0
Rafiq Basaria Administrative	Brevard County, FL	To attend and present at Brevard County GIS users group meeting	10/27/09	0	0
TOTAL ESTIMATED COSTS and AGENCY COSTS				6,016	4,598