




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 May 28, 2009 Board of Directors meeting Pg. 3



## 3. Public Comments

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




## 4. Chief Executive Officer's Report

## 5. Consent Agenda



### A. Release Requests for Proposal (RFP)

- i.  Authorization to Release Request for Proposal (RFP) for a Third Party Administrator for Workers' Compensation and Tort and Public Liability Pg. 10
- ii.  Authorization to Release a Request for Proposal (RFP) for Cashless Fareboxes and Associated Probing Equipment for LYNX' PickUpLine Vehicles Pg. 12








### B. Award Contracts





- i.  Authorization to Award a Contract to Arthur J. Gallagher Risk Management Services, Inc. for Insurance Brokerage Services Pg. 14
- ii.  Authorization to Award Contract to Kemco Industries, LLC for the Fabrication of Bus Shelters Pg. 16
- iii.  Authorization to Award a Contract to Magnetic Ticket & Label for Printing and Encoding Fare Cards Pg. 23

### C. Extension of Contracts

- i.  Authorization to Exercise First Year Option of Contract #06-006 with B&L Commercial Cleaning for Trash Removal at LYNX Bus Stops, Shelters and Superstops Pg. 25
- ii.  Authorization to Exercise First Year Option of Contract #06-004 with B&L Commercial Cleaning for Lawn Maintenance at LYNX Bus Stops Pg. 27

### D. Miscellaneous

- i.  Authorization to Execute Amendment #1 of the Florida Commission for the Transportation Disadvantaged Medicaid Non-Emergency Transportation (NET) Program Agreement (#BDM88) Pg. 29
- ii.  Approval of LYNX' Disadvantaged Business Enterprise (DBE) Goal for Fiscal Year 2009/2010 Pg. 34
- iii.  Authorization to Modify the Transportation Disadvantaged Operating Grant Agreement Pg. 36
- iv.  Authorization to Transfer a Retired Revenue Vehicle to the City of Winter Springs Police Department Pg. 38
- v.  Authorization to Write-Off Assets as of June 30, 2008 Physical Inventory Count and Reconciliation Pg. 39
- vi.  Authorization to Issue an Invitation for Bid (IFB) to Make Repairs to the LYMMO Roadway Pg. 42
- vii.  Ratification of the FY 2010-2019 Transit Development Plan (TDP) Minor Update Pg. 44
- viii.

-  Authorization to Approve the Revised Transit Station License Agreement for the LYNX Shelter/Amenities Program Pg. 45
- ix.  Authorization to Initiate the Public Participation Process for Consideration of the Proposed Service Efficiency Changes for December 6, 2009 Pg. 55
- x.  Adoption of the LYNX Environmental Policy Statement Pg. 62
- xi.  Authorization to Increase the Data Transfer Solutions (DTS) Consultant Team Program Contract #05-003 Pg. 65

## 6. Action Agenda

- A.  Authorization to Implement the Proposed Fixed Route Service Changes for August 16, 2009 Pg. 67

## 7. Other Business

## 8. Monthly Reports (For Review Purposes Only - No action required)

- A.  Monthly Financial Reports - May 31, 2009 Pg. 69  
- Attachment 
- B.  Monthly Financial Reports - April 30, 2009 Pg. 76  
- Attachment 
- C.  Ridership Report - May 2009 Pg. 83
- D.  Planning & Development Report - May/June 2009 Pg. 87
- E.  Communications Report - May/June 2009 Pg. 90
- F.  Legislative Report Pg. 97
- G.  Monthly Employee Travel Report - July 2009 Pg. 100
- H.  Monthly Employee Travel Report - June 2009 Pg. 102

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, 2<sup>nd</sup> Floor**  
              **Orlando, FL 32801**

**DATE:**       **May 28, 2009**

**TIME:**       **1:02 p.m.**

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**Members in Attendance:**

Seminole County Commissioner, Carlton Henley, Chair  
City of Orlando, Mayor Buddy Dyer, Vice Chair  
Osceola County Commissioner, Brandon Arrington, Secretary  
FDOT District 5 Secretary, Noranne Downs,  
Orange County, Mayor Richard Crotty

**Members Absent:**

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**1. Call to Order and Pledge of Allegiance**

The Chairman, Commissioner Carlton Henley, called the meeting to order at 1:02 p.m. Chairman Henley asked Commissioner Arrington to lead the Pledge of Allegiance.

**2. Approval of Minutes**

**Motion** was made and seconded to approve the Minutes of the April 22, 2009 Board of Directors meeting. The motion passed unanimously.

**3. Recognition**

The Chairman recognized Lisa Darnall, Chief Operating Officer, to introduce Lt. Ted Silberstein, City of Ocoee Police Department, to recognize the following LYNX employees for their assistance in the evacuation of 200 children when a brush fire threatened their day care center on March 24, 2009:

Jose Alicea, Dispatcher  
Hector Soto, Transportation Supervisor  
Antonio Valle, Bus Operator  
Keith Tillet, Assistant Superintendent of Transportation

Victor Sicillano, Street Supervisor  
Wanda Kirkle Campbell, Bus Operator  
Yahari Colbert, Bus Operator

The Chairman recognized Edward Johnson, Chief Administrative Officer, to recognize Romelio Martinez, Bus Operator, for 20 years service.

#### **4. Public Comments**

Debbie Hazleton addressed the Board regarding inconsistencies in manner in which the transportation disadvantaged “No Strand” policy is administered.

#### **5. Chief Executive Officer’s Report**

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

1. LYNX has submitted a grant application for \$17,959,970 in additional stimulus funding, Transit Investments for Greenhouse Gas and Energy Reduction (TIGGER). Grant funds can be awarded for two purposes: 1) for capital investments that will assist in reducing the energy consumption of a transit system; or, 2) for capital investments that will reduce Greenhouse Gas emissions. Projects will be evaluated in either or both categories.
2. Staff has sold the very first advertisements on paratransit vehicles. Freceenius, a home based dialysis service, bought ads for two months at a total cost of \$10,000. The revenue will be placed back into our general funds.
3. LYNX will begin holding Audit Committee and Board of Directors meetings every-other month. The meeting schedule for the balance of the year will be: July 23<sup>rd</sup>, September 24<sup>th</sup> and December 10<sup>th</sup>.
4. LYNX staff is working with the Orlando Magic to obtain a “Go Magic” sign for the exterior of the building.
5. Chairman Henley was recently honored with the Seminole County Leadership Legacy Award. Many friends, family and co-workers attended the luncheon where video testimonials were given by people who have known him and worked with him over the years, from the school district, elected officials, public servants, personal friends, and his pastor.

In his acceptance remarks, our Chairman was not only humbled but thoughtful. He spoke about his tremendous faith and the values that make this country so great. All that attended were moved by his words.

#### **6. Consent Agenda**

Consent Agenda Item 6.A.iii was removed from the Agenda for further discussion.

##### **A. Release Requests for Proposal**

- i. Authorization to Release Request for Proposal (RFP) for Fixed Route Transportation Bidding/Dispatching System

- ii. Authorization to Release a Sole Source Request for Proposal (RFP) for a Point of Sale (POS) System

**B. Award Contracts**

- i. Authorization to Award a Contract to the Center for Alternative Fuels, Engines and Emissions (CAFEE) at the University of West Virginia (WVU) for Assistance in the Bio-diesel Fleet Emissions and Greenhouse Gas Demonstration Project

**C. Extension of Contracts**

- i. Authorization to Execute the Second Option Year of Contract #05-004 with Van Pool Services Incorporated (VPSI) for the Operation of the Vanpool Program
- ii. Authorization to Execute a One Year Contract #BDL-96 with the Florida Department of Transportation (FDOT) for the Road Ranger Assistance Program
- iii. Authorization to Exercise the First Option Year of the Sponsorship Contract with State Farm Mutual Automobile Insurance Company for Advertising Under the Road Ranger Program
- iv. Authorization to Execute the First Option Year of Contract #08-C05 with Gray Robinson for State Consulting Services
- v. Authorization to Execute the First Option Year of Contract #08-C04 with JEJ Associates for State Consulting Services
- vi. Authorization to Execute the Second Option Year of Contract #05-043 with Cherry, Bekaert & Holland, L.L.P. for Auditing Services
- vii. Authorization to Execute the First Option Year of Contract #06-034 with MV Transportation, Inc.

**D. Miscellaneous**

- i. Authorization to Increase Amount of Contract #07-019 with Spencer Fabrication
- ii. Authorization to Transfer a Retired VanPool Vehicle to the United States Veteran's Administration
- iii. Authorization to Execute the Transportation Disadvantage Operating Grant from the Florida Commission for the Transportation Disadvantaged for July 2009 to June 2010
- iv. Authorization to Auction Surplus Equipment
- v. Authorization to Release an Invitation for Bid for B99 Bio-Diesel

**Motion** was made and seconded to approve the Consent Agenda Items 6.A.i through 6.D.v. excluding 6.A.iii. The motion passed unanimously.

- A. iii. Authorization to Release Request for Proposal (RFP) for Consultant Services for Marketing & Public Relations

Under discussion, the Board asked staff to provide information concerning the marketing and public relations services being requested.

Ms. Watson noted that in recent months LYNX had a reduction in workforce that more heavily impacted the Communications Division resulting in an overall annual savings of approximately \$800,000. With these reductions together with reduced advertising, the consultants will serve as

an extension of LYNX staff providing technical expertise, the development of short and long range public relations, public information and marketing plans, educational campaigns to increase awareness of new or modified routes to increase ridership.

The Board requested additional information on the educational campaigns.

Mayor Crotty suggested that Orange TV could potentially be a production resource of Public Service Announcements.

**Motion** was made and seconded to approve the Consent Agenda Items 6.A.i through 6.D.v. excluding 6.A.iii. 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.C.

### **A. Acceptance of the Annual Financial Audit and Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ending September 30, 2008**

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

Mr. Francis reported that the independent certified public accounts, Cherry, Bakeart & Holland, conducted the audit for the fiscal year ending September 30, 2008. The audit was performed of the basic financial statements in accordance with government auditing standards. A “clean” opinion was issued for both the financial and compliance audits. There were no significant deficiencies or material weaknesses based on the statements.

Additionally, a single audit was conducted on the federal and state grant awards and issued a clean opinion on the programs with a finding related to compliance with sampling of passenger miles.

A Management Letter was issued which includes recommendations for strengthening systems. Management Letter comments included two comments pertaining to IT that were contained in the prior year’s report and are in the process of being implemented in phases.

**Motion** was made and seconded to accept the Annual Financial Audit and Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ending September 30, 2008. The Motion passed unanimously.

### **B. Approval of Revisions to Administrative Rule #4, Section 4.4.9, Fuel Contracts**

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

Staff is requesting the Board of Directors' approval of the revisions to Administrative Rule #4 – Procurement and Contract Administration, Section 4.4.9, Fuel Contracts.

The proposed change includes language that allows the Chairman of the Board of Directors to authorize the Chief Executive Officer (CEO) to purchase diesel fuel future contracts for fuel to be delivered in the future at a fixed price as long as the cost per gallon is within the fuel cost for the budgeted year in which the fuel will be delivered.

**Motion** was made and seconded to approve the revisions to Administrative Rule #4, Section 4.4.9, Fuel Contracts. The Motion passed unanimously.

**C. Authorization to Purchase Two 60-Foot Articulated Buses from North American Bus Industries, Inc. (NABI)**

The Chairman recognized Lisa Darnall, Chief Operating Officer, to make the presentation.

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) to issue a purchase order to North American Bus Industries, Inc. (NABI) for the procurement of two 60-foot heavy duty, articulated, hybrid, low-floor, diesel fueled transit buses at a not-to-exceed amount of \$1,800,000.

In September 2007, the LYNX Board authorized the purchase of two 60-foot heavy duty, articulated transit buses from New Flyer of America Corp. at a not-to-exceed amount of \$1,300,000. Staff has been unable to successfully work with new Flyer for this purchase. The purchase order with New Flyer can be cancelled in its entirety at no cost to LYNX.

Staff has had discussions with NABI which resulted in an opportunity for LYNX to “piggyback” on an existing contract from MTA in Nashville, TN for the purchase of the articulated buses. LYNX would be assigned two of the options under this contract.

The total purchase amount is funded 100% from Federal discretionary funds. The 2009 Capital budget will be amended accordingly.

**Motion** was made and seconded to authorize the purchase of two 60-foot Articulated Buses from North American Bus Industries, Inc. (BNABI). The Motion passed unanimously.

**D. Authorization to Negotiate Revisions to Contracts and Purchase Issues with J.H. Williams Oil Company for Fuel Delivery**

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

Staff is requesting the Board of Directors' authorization for the staff to negotiate with J.H. Williams Oil Company to resolve a dispute over the alleged obligation of LYNX to purchase fuel futures contracts from Williams and, with the consent of the Board

Chairman, for the Chief Executive Officer (CEO) to execute a settlement agreement with Williams.

This arises out of an allegation by Williams that LYNX purchased 36 fuel contracts in October 2008. LYNX has no written obligation to indicate this purchase. In an effort to work out a resolution of this matter, staff and Williams have discussed a concept whereby LYNX would take down the 36 contracts over a longer period of time, possibly into fiscal year 2010, and for LYNX to perhaps fix its fuel costs for the remainder of FY2010 at this time.

**Motion** was made and seconded to authorize staff to negotiate revisions to contracts and purchase issues with J.H. Williams Oil Company for fuel delivery. The Motion passed unanimously.

## **8. Work Session**

### **A. Fiscal Years 2010-2019 Development Plan (TDP) and Fiscal Years 2008-2013 Transportation Disadvantaged Service Plan (TDSP) Minor Updates**

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

Staff is requesting the Board of Directors' approval of the 2008-2013 Transportation Disadvantaged Service Plan (TDSP) and FY 2010-2019 Transit Development Plan (TDP) minor updates which is necessary for submittal to Florida Department of Transportation (FDOT) by July 1, 2009.

The TDSP was approved by the Board in 2007 and is a five year plan. The TDSP provides for the transportation disadvantaged in LYNX' paratransit operations. The TDSP is required by the Florida Commission of the Transportation Disadvantaged and approved by the Local Coordinating Board (LCB).

Annual updates are required for the service plan component addressing the "Goals, Objective and Strategies" section as well as the "Implementation Plan" section. The 2009 minor update of the 2008-2013 TDSP was approved by the LCB at their May 14, 2009, quarterly meeting.

The TDP is a strategic plan for LYNX services, capital investments and customer amenities to the community over a ten year period. The plan includes elements that identify potential revenues and expenditures to accomplish the initiatives outlined in the plan.

The draft TDP will be presented to METROPLAN ORLANDO's Committees and Board and LYNX' Committees as an information item for comment and review. The TDP will be submitted to FDOT by July 1, 2009.



## **9. Other Business**

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

## **10. Monthly Reports**

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

**Meeting adjourned at 1:44 p.m.**

**Consent Agenda Item #5.A. i**

**To:** LYNX Board of Directors

**From:** Bert Francis  
CHIEF FINANCIAL OFFICER  
William Zielonka  
(Technical Contact)  
Linda Connell  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6047

**Item Name:** Release Requests for Proposal (RFP)  
Authorization to Release Request for Proposal (RFP) for a Third Party  
Administrator for Workers' Compensation and Tort and Public Liability

**Date:** 7/23/2009

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**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 a Third Party Administrator for Workers' Compensation and Tort and Public Liability. The contract term will be for an initial three (3) year period with two (2) one year options.

**BACKGROUND:**

The award of Contract 05-001 was approved by the Board of Directors on January 27, 2005. The Contract was awarded for an initial period of three (3) years, with two (2) one (1) year options. The initial contract period started on March 1, 2005 and expired on February 29, 2008. The first option year was authorized by the Board on February 26, 2008. The second option year was authorized by the Board on February 26, 2009.

The contract includes services provided by the TPA as follows:

**Workers' Compensation Third Party Administrative Services:**

The TPA provides professional services for the handling of the Workers' Compensation claims filed with LYNX, as necessary, in conjunction with the LYNX Risk Management Division. The TPA is responsible for all filings with the State, updating the States Electronic Data Information System, determining compensability and all payments, if necessary, and attending all hearings and all court proceedings.

**Tort and Public Liability Third Party Administrative Services**

The TPA provides professional services for handling of the Tort and General Liability claims that are filed with LYNX, as necessary, in conjunction with the LYNX Risk Management Division. The TPA is responsible for investigating and assessing all claims for liability, issuance, of any payments that are due, negotiations for settlements and obtaining all releases and scene investigations as necessary.

**DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

No goal determined for this RFP. The Authority has an established overall goal for 10% participation by certified Disadvantaged Business Enterprises (DBEs) firms in the procurement of good and services. Due to the description of the Request for Proposal (RFP) mentioned, subcontracting opportunities for goods and/or services for this proposal are limited. The Authority continues to acknowledge and encourage any or all opportunities for DBE participation as stated in the Federal Register 49 CFR Part 26.

**FISCAL IMPACT:**

The estimated cost of \$147,275 is based on a fixed fee per claim. This amount will be included in the FY2010 budget.

## Consent Agenda Item #5.A. ii

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Release Requests for Proposal (RFP)  
Authorization to Release a Request for Proposal (RFP) for Cashless  
Fareboxes and Associated Probing Equipment for LYNX' PickUpLine  
Vehicles

**Date:** 7/23/2009

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### **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 the procurement of cashless fareboxes and associated probing equipment for LYNX' PickUpLine vehicles.

### **BACKGROUND:**

It is LYNX' desire for customers to travel seamlessly throughout the transportation system. To do so, customers need to be able to use one type of fare media – including a daily, weekly, or monthly pass – on all modes of transportation.

Due to the limited space available on PickUpLine vehicles, LYNX is not able to use the full size GenFare Odyssey Fareboxes that are in place on the fixed route bus system.

GFI uses proprietary coding for their fare media and farebox probing system. In order for the LYNX fare media to be compatible on PickUpLine vehicles and fixed route buses, it is believed that this solicitation will result in a sole source procurement.

The four (4) GenFare Cashless Fareboxes requested are smaller in size, less costly, and will allow PickUpLine customers to use one fare media across all LYNX modes of transportation.

The associated probing equipment would allow for the installation of a farebox probing station at MV Transportation to prevent unnecessary and costly deadheading of the vehicle to a LYNX facility to probe the fareboxes for fare and ridership information.

Any interested party will be allowed to respond and all responses will be evaluated. In the event only one response is received, a cost or price analysis of the proposal will be conducted to ensure the proposed price is fair and reasonable. This will satisfy the Federal Transit Administration's requirements for sole source.

**DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

LYNX' procurement policies require prime contractors to use their best efforts to subcontract a portion of their work to DBE firms. LYNX' overall goal is 10.5%.

**FISCAL IMPACT:**

The procurement of four (4) additional cashless fareboxes and associated probing equipment will be funded through our Federal Transit Administration (FTA) Section 5307 formula funds and is expected to cost no more than \$84,000. The FY2009 operating budget will be amended accordingly.

**Consent Agenda Item #5.B. i**

**To:** LYNX Board of Directors

**From:** Bert Francis  
CHIEF FINANCIAL OFFICER  
William Zielonka  
(Technical Contact)  
Linda Connell  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6047

**Item Name:** Award Contracts  
Authorization to Award a Contract to Arthur J. Gallagher Risk  
Management Services, Inc. for Insurance Brokerage Services

**Date:** 7/23/2009

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to award a contract to Arthur J. Gallagher Risk Management Services, Inc. for Insurance Brokerage Services. The term of the contract will be for three (3) years.

**BACKGROUND:**

At the February 28, 2008 LYNX Board of Director's meeting, staff received authorization to issue a Request for Proposals (RPF) for Insurance Brokerage Services. The proposal was released on May 15, 2009 with responses due by 2:00 P.M. EST on June 17, 2009.

Three responses from the following firms were received for Insurance Brokerage Services:

- Marsh USA Inc.
- Arthur J. Gallagher Risk Management Services, Inc.
- Public Risk Insurance Agency

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

Bert Francis, Chief Financial Officer, LYNX  
Linda Connell, Manager of Risk, LYNX  
Susan Martin, Manager of Risk, Orange County

Non-Voting Member

Allyson Briggs, Senior Contracts Administrator

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

- Responsiveness of the proposal related to the scope of work **30**
- Agent/Broker experience and qualifications **25**
- Sufficiency of financial resources **20**
- Agent Remuneration **15**
- References **10**

The SEC met at 9:00 A.M. on June 25, 2009 to discuss the three responses. The meeting was publicly noticed in accordance with the Florida Sunshine Law.

The scoring of the proposals submitted is as follows based on a total possible score of 300:

- Arthur J. Gallagher Risk Management Services, Inc. **(290)**
- Public Risk Insurance Agency **(275)**
- Marsh USA Inc. **(261)**

After discussions on the proposals received from the three firms, the SEC ranked the proposals received and requested the three firms to conduct oral presentations on July 8, 2009.

The SEC met at 9:30 A.M. on July 8, 2009 for the presentations. The meeting was publicly noticed in accordance with the Florida Sunshine Law. The scoring of the presentations is as follows based on a total possible score of 300:

- Arthur J. Gallagher Risk Management Services, Inc. **(285)**
- Public Risk Insurance Agency **(281)**
- Marsh USA Inc. **(270)**

Staff is recommending award to Arthur J. Gallagher Risk Management Services, Inc.

**DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

The Authority has an established goal of 10% participation by certified Disadvantaged Business Enterprise (DBEs) in the procurement of goods and services. The Authority continues to acknowledge and encourage any and or all opportunities for DBE participation as stated in the Federal Register 49 CFR Part 26.

**FISCAL IMPACT:**

The annual fee for services will not exceed \$50,000 which is approximately 6.8% of the current annual insurance premiums. This amount will be included in the FY2010 operating budget.

**Consent Agenda Item #5.B. ii**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6047

**Item Name:** Award Contracts  
Authorization to Award Contract to Kemco Industries, LLC for the  
Fabrication of Bus Shelters

**Date:** 7/23/2009

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to award a Contract to Kemco, Industries, LLC for the fabrication of bus shelters. The term of the Contract will be for two years from date of award.

**BACKGROUND:**

At the February 26, 2009 Board of Directors meeting, staff received authorization to issue an Invitation to BID (IFB). The bid was released on March 18, 2009 with a due date of April 22, 2009. LYNX received eleven bids. The bid specified the minimum number of fifty shelters and a maximum number of three hundred and twenty to be purchased under the contract. A pre-award site visit was made to Kemco's facility. Based on the IFB process, LYNX allows awarding of the contract to the single lowest responsible bidder. Based on the evaluation criteria, Fredrick Watkins Company was initially the lowest bid. However, through the evaluation process, this bid was found to be contractually non-responsive. As such, LYNX continued the process with the next bidder, Kemco. A site visit determined that Kemco has demonstrated they have the appropriate staff and experience to fabricate the shelters. Orders will be placed under this contract on an as needed basis. The shelter manufacture will include LYNX standard shelters (6' x 9', 10' x 10' and 15' x 15') as well as a newly designed 6' x 13' shelter.



**DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

A goal of 10% has been established for this project for certified Disadvantaged Business Enterprise (DBE).

**FISCAL IMPACT:**

The two year contract will utilize funding to be approved and programmed as part of the American Recovery and Reinvestment Act (ARRA) and/or the appropriate fiscal year capital budget.

This contract will be utilized in conjunction with the existing contract with Spencer Fabrication (Contract #07-019). Parallel contracts will allow for LYNX to ensure that both its fiscal year and ARRA related shelter manufacturer goals are adequately met in a timely manner.

The total cost not to exceed for the manufacture of shelters under the proposed contract is \$1,521,904 which will allow for the fabrication of 300 LYNX shelters.



Bid Tabulation Sheet LYNX BID: 09-B08 FABRICATION OF BUS SHELTERS Bid Opening Date: 22 APRIL 2009 Bid Opening Time: 2:00 PM				Bailey's Custom Fabrication 3201 Site Avenue Eustis, FL 32726		CAYLEX 601 Triumph Court, Unit C Orlando, FL 32805		DSR Construction P.O. Box 1218 Edgewater, FL 32132	
CLIN	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1001	Shelter, 10' x 10', with Ring Seat	93	EA	8,000	558,000	10,743	999,099	16,745	1,557,285
1002	Shelter, 8' x 9' with Leaning Rail	110	EA	5,200	572,000	7,338	808,980	13,170	1,448,700
1003	Shelter, 8' x 13', no Seat	110	EA	5,700	827,000	8,064	887,040	14,888	1,815,880
1004	Shelter, 15' x 15' with 4 Ring Seats	7	EA	13,000	91,000	28,208	183,442	32,900	230,300
1005	Solar Lighting Kit	45	EA	1,000	45,000	3,551	159,795	2,523	113,535
				<b>Total</b>	<b>\$1,893,000</b>	<b>Total</b>	<b>3,036,336</b>	<b>Total</b>	<b>4,965,500</b>

<b>Bid Tabulation Sheet</b> <b>LYNX BID: 09-B08</b> <b>FABRICATION OF BUS SHELTERS</b> <b>Bid Opening Date: 22 APRIL 2009</b> <b>Bid Opening Time: 2:00 PM</b>				<b>Duo-Gard</b> <b>40442 Kopperrick Road</b> <b>Canton, MI 48187</b>		<b>Entech Creative Ind</b> <b>10602 Satellite Blvd.</b> <b>Orlando, FL 32837</b>		<b>Fredrick Watkins Co.</b> <b>3885 Shader Road</b> <b>Orlando, FL 32808</b>	
CLIN	DESCRIPTION	QTY	U/I	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1001	Shelter, 10' x 10', with Ring Seat	93	EA	9,105	846,765	7,029	653,697	2,868	266,724
1002	Shelter, 6' x 9' with Leaning Rail	110	EA	5,380	591,800	4,892	538,120	2,486	273,480
1003	Shelter, 6' x 13', no Seat	110	EA	5,870	645,700	5,750	632,500	2,468	271,480
1004	Shelter, 15' x 15' with 4 Ring Seats	7	EA	19,308	135,156	15,900	111,300	4,632	32,424
1005	Solar Lighting Kit	45	EA	2,708	121,770	3,000	135,000	1,227	55,215
				<b>Total</b>	<b>2,341,191</b>	<b>Total</b>	<b>2,070,617</b>	<b>* Total</b>	<b>899,303</b>

\* Bid Non-Responsive

<i>Bid Tabulation Sheet</i> LYNX BID: 09-B08 FABRICATION OF BUS SHELTERS Bid Opening Date: 22 APRIL 2009 Bid Opening Time: 2:00 PM				Kemco Industries 70 Keyes Court Sanford, FL 32773		MGM Contracting 1121 Peachtree St Cocoa, FL 32922		ProFab Tech. 3460 Recker Highway Winter Haven, FL 33880	
CLIN	DESCRIPTION	QTY	U/I	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1001	Shelter, 10' x 10', with Ring Seat	93	EA	5,507	512,151	5,280	489,180	7,792	724,858
1002	Shelter, 8' x 9' with Leaning Rail	110	EA	3,361	369,710	4,858	512,380	5,250	577,500
1003	Shelter, 8' x 13', no Seat	110	EA	3,956	435,160	5,483	603,130	6,120	673,200
1004	Shelter, 15' x 15' with 4 Ring Seats	7	EA	14,464	101,248	10,480	73,360	17,463	122,241
1005	Solar Lighting Kit	45	EA	2,303	103,635	70	3,150	3,200	144,000
				<b>** Total</b>	<b>1,521,904</b>	<b>Total</b>	<b>1,681,200</b>	<b>Total</b>	<b>2,241,597</b>

**\*\* Apparent Low-Bidder**

<b>Bid Tabulation Sheet</b>							
<b>LYNX BID: 09-B08</b>						<b>Spencer Fabrications</b>	
<b>FABRICATION OF BUS SHELTERS</b>				<b>Rebah Fabrication</b>		<b>29511 County Road</b>	
<b>Bid Opening Date: 22 APRIL 2009</b>				<b>11422 Satellite Blvd.</b>		<b>561</b>	
<b>Bid Opening Time: 2:00 PM</b>				<b>Orlando, FL 32837</b>		<b>Tavares, FL 32778</b>	
CLIN	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
1001	Shelter, 10' x 10', with Ring Seat	93	EA	9,850	897,450	7,935	737,955
1002	Shelter, 6' x 9' with Leaning Rail	110	EA	5,000	550,000	4,925	541,750
1003	Shelter, 6' x 13', no Seat	110	EA	6,350	698,500	7,375	811,250
1004	Shelter, 15' x 15' with 4 Ring Seats	7	EA	22,850	159,950	19,325	135,275
1005	Solar Lighting Kit	45	EA	2,950	132,750	2,925	131,625
				<b>Total</b>	<b>2,438,650</b>	<b>Total</b>	<b>2,357,855</b>

**Consent Agenda Item #5.B. iii**

**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 Magnetic Ticket & Label for Printing and Encoding Fare Cards**

**Date: 7/23/2009**

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to award a contract to Magnetic Ticket & Label Corporation for Printing and Encoding of Fare Cards. The term of the contract will be for three (3) years.

**BACKGROUND:**

At the February 26, 2009 LYNX Board of Director's meeting, staff received authorization to issue a Request for Proposals (RFP) for Printing of Bus Passes. 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

Since 2002, LYNX has purchased fare cards from EDM. We are currently paying \$105 to \$120 per 1000/sleeve with EDM. 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 several transit agencies including the following:

- ✓ Rhode Island Public Transit (RIPTA)
- ✓ Greater Cleveland Regional Transit Authority (GCRTA)
- ✓ Rochester/Genessee Regional Transit (RGRTA)
- ✓ Regional Transit Authority

LYNX Finance staff will test sample fare cards provided by Magnetic Ticket & Label Corporation prior to implementing the new card stock.

**FISCAL IMPACT:**

The current FY2009 operating budget includes \$110,000 to support the printing of the 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 #5.C. i**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6047

**Item Name:** Extension of Contracts  
Authorization to Exercise First Year Option of Contract #06-006 with B&L Commercial Cleaning for Trash Removal at LYNX Bus Stops, Shelters and Superstops

**Date:** 7/23/2009

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the first year option of Contract #06-006 with B&L Commercial Cleaning in the amount of \$268,563 for trash removal at LYNX bus stops, shelters and superstops.

**BACKGROUND:**

LYNX operates a public transportation system with annual ridership totaling about 27.2 million passenger trips with a bus fleet of 267 buses, operating over 65 Links (routes), serving 4,513 posted bus stops and superstop transfer centers. Most Links operate seven (7) days per week. LYNX' service area includes Orange, Osceola, and Seminole Counties. The service area encompasses 2,500 square miles. Bus stops are the primary point of customer access to LYNX fixed route bus network. Shelters provide an enhanced experience for customers by providing shelter from the elements. These stops and shelters are highly visible to the community.

LYNX has four separate contracts for bus stops and shelters including lawn maintenance, trash removal, shelter cleaning and shelter maintenance. This contract is for trash pick up at over 500 different stops and includes 669 trash receptacles that will be serviced two times per week.

The cost of this service through B&L Commercial Cleaning will be as follows:

<b>Company</b>	<b>Cost Year 1</b>	<b>Cost Year 2</b>	<b>Cost Year 3</b>	<b>Cost Year 4</b>
B&L Commercial Cleaning (Year 4, 669 trash containers x 2 x 52 x \$3.86)	\$218,207	\$229,155	\$240,480	\$268,563

The contract extension for IFB #06-006 for trash pickup will be effective October 1, 2009, and will pick up trash for 669 receptacles at over 500 different locations, two times per week, at a cost of \$3.86 per receptacle. LYNX has allowed for a 5% increase each year. The per receptacle service cost has increased over the 4-year term of the contract from \$3.63 to \$3.86 per receptacle.

This contract also requires the vendor to remove all trash within 15 feet of the bus stop sign pole, collect all shopping carts and move to a 30 foot distance from the shelter.

**DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

There is a 100% DBE participation on this contract.

**FISCAL IMPACT:**

The contract cost of the one year extension in the amount of \$268,563 has been included in the FY2010 operating budget.

**Consent Agenda Item #5.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: 6047

**Item Name:** Extension of Contracts  
 Authorization to Exercise First Year Option of Contract #06-004 with B&L Commercial Cleaning for Lawn Maintenance at LYNX Bus Stops

**Date:** 7/23/2009

**ACTION REQUESTED:**

Staff is requesting the Board of Directors’ authorization for the Chief Executive Officer (CEO) or designee to exercise the first year option with B&L Commercial Cleaning in the amount of \$238,875 for the lawn maintenance of LYNX bus stops and shelters.

**BACKGROUND:**

LYNX operates a public transportation system with annual ridership totaling about 27.2 million passenger trips with a bus fleet of 267 buses, operating over 65 Links (routes), serving 4,513 posted bus stops and superstop transfer centers. Most Links operate seven (7) days per week. LYNX’ service area includes Orange, Osceola, and Seminole Counties. The service area encompasses 2,500 square miles. Bus stops are the primary point of customer access to LYNX fixed route bus network. Shelters provide an enhanced experience for customers by providing shelter from the elements. These stops and shelters are highly visible to the community.

LYNX has four separate contracts for bus stops and shelters including lawn maintenance, trash removal, shelter cleaning and shelter maintenance. This contract is for lawn maintenance which includes grass cutting and picking up of trash around the area at 3,125 locations.

<b>Company</b>	<b>Cost Year 1</b>	<b>Cost Year 2</b>	<b>Cost Year 3</b>	<b>Cost Year 4</b>
B&L Commercial Cleaning (Year 4, 3,125 bus stops x 26 x \$2.94)	\$174,798	\$190,909	\$208,141	\$238,875

The contract extension for IFB #06-004 for lawn maintenance will be effective October 1, 2009, which includes grass cutting and picking up trash around the area at 3,125 locations every two weeks at a cost of \$2.94 per stop. LYNX has allowed for a 5% growth each year. The cost of lawn maintenance per bus stop has increased over the 4-year term of the contract from \$2.49 to \$2.94 per bus stop.

**DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

This is a 100% DBE participation contract.

**FISCAL IMPACT:**

The contract extension in the amount of \$238,875 has been included in the FY2010 operating budget.

**Consent Agenda Item #5.D. i**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Miscellaneous  
Authorization to Execute Amendment #1 of the Florida Commission for the Transportation Disadvantaged Medicaid Non-Emergency Transportation (NET) Program Agreement (#BDM88)

**Date:** 7/23/2009

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute Amendment #1 of the Florida Commission for the Transportation Disadvantaged Medicaid Non-Emergency Transportation (NET) Program Agreement (#BDM88).

**BACKGROUND:**

In December 2008, LYNX entered into a Subcontracted Transportation Provider (STP) Agreement with the Florida Commission for the Transportation Disadvantaged (CTD) to provide Medicaid Non-Emergency Transportation (NET) services through June 30, 2011.

The Agreement details funding levels for the remainder of the State fiscal years 2009, 2010, and 2011; however, it only provided a monthly disbursement schedule of funds for the State FY2009.

Amendment #1 retains the same contract value and the same annual funding amounts as indicated in the Agreement, but provides details of the monthly disbursement schedule of funds for the State fiscal years 2010 and 2011. The amendment affects no other portion of the current Agreement.

See the table below for the monthly disbursement schedule of funds.

<b>FY08/09</b>	<b>Payment</b>	<b>FY09/10</b>	<b>Payment</b>	<b>FY10/11</b>	<b>Payment</b>
December	\$476,892	July	\$480,900	July	\$480,900
January	\$476,893	August	\$480,900	August	\$480,900
February	\$476,893	September	\$480,900	September	\$480,900
March	\$476,893	October	\$480,900	October	\$480,900
April	\$476,893	November	\$480,900	November	\$480,900
May	\$476,893	December	\$480,900	December	\$480,900
June	\$476,890	January	\$480,900	January	\$480,900
		February	\$480,900	February	\$480,900
		March	\$480,900	March	\$480,900
		April	\$480,900	April	\$480,900
		May	\$480,900	May	\$480,900
		June	\$480,900	June	\$480,900
<b>Total</b>	<b>\$3,338,247</b>		<b>\$5,770,800</b>		<b>\$5,770,800</b>

**FISCAL IMPACT:**

There is no fiscal impact to LYNX, as Amendment #1 retains the same contract value and the same annual funding amounts as the current executed Agreement, which have been included in the LYNX 2009 and 2010 operating budget in the amount of \$5,770,800 annually.

STATE OF FLORIDA  
COMMISSION FOR THE TRANSPORTATION DISADVANTAGED  
MEDICAID NON-EMERGENCY TRANSPORTATION (NET) PROGRAM  
SUBCONTRACTED TRANSPORTATION PROVIDER AGREEMENT  
AMENDMENT NO. 1

AGREEMENT #: BDM88  
FINANCIAL PROJECT ID#: 41604318201  
F.E.I.D. # 591-396-396-001

This amendment, entered into on July 1, 2009 by and between the State of Florida, Commission for the Transportation Disadvantaged, hereinafter called "Commission" and LYNX, 455 N Garland Avenue, Orlando, FL 32801, hereinafter called "Subcontracted Transportation Provider" for Orange, Osceola and Seminole County(ies).

WITNESSETH:

WHEREAS, the parties hereto entered into an original Grant Agreement effective 12/19/2008; and

WHEREAS, the parties wish to modify Exhibit B of the Agreement for the mutual benefit of both parties.

NOW, THEREFORE, the aforesaid Agreement is hereby modified in the following respects only:

- 1 Purpose of Agreement: The purpose of the agreement is not changed.
- 2 Accomplishment of the Agreement: The accomplishment of the agreement is not changed.
- 3 Expiration of Agreement: The expiration date of the agreement is not changed.
- 4 Amendment Amount: This amendment outlines the method of compensation for Fiscal Years 2009/2010 and 2010/2011.
5. Total Project Cost: The Total Project Cost is not changed.
6. Exhibit B, Method of Compensation, of said Agreement is replaced by Amendment Number 1  
Exhibit B and is attached hereto and made a part hereof.

EXCEPT as hereby modified, amended, or changed, all other terms of the Agreement dated 12/19/2008 shall remain in full force and effect. This amendment cannot be executed unless all previous amendments to this Agreement have been fully executed.

**AMENDMENT NO. 1**  
**EXHIBIT B**  
**METHOD OF COMPENSATION**

This Exhibit defines the limits of compensation to be made to the contractor for the services set forth in Exhibit “A” and the method by which payments shall be made.

1. Project Compensation:

For the satisfactory performance of services detailed in Exhibit “A”, the Subcontracted Transportation Provider shall be paid up to a Maximum Amount of \$ 14,879,847.00.

The remaining Project Amount shall be made up of the following limiting amounts:

- \$ 3,338,247.00 from Fiscal Year 08/09
- \$ 5,770,800.00 from Fiscal Year 09/10
- \$ 5,770,800.00 from Fiscal Year 10/11

The total amount of this contract is expected to be funded by multiple appropriations and the State of Florida’s performance and obligation to pay under this contract is contingent upon annual appropriation by the Legislature.

2. PROGRESS PAYMENTS AND DISBURSEMENT SCHEDULE OF FUNDS:

The STP shall submit monthly invoices in a format acceptable to the Commission.

<b>FY 08/09</b>	<b>Payment</b>
December	\$476,892.00
January	\$476,893.00
February	\$476,893.00
March	\$476,893.00
April	\$476,893.00
May	\$476,893.00
June	\$476,890.00

<b>FY 09/10</b>	<b>Payment</b>
July	\$480,900.00
August	\$480,900.00
September	\$480,900.00
October	\$480,900.00
November	\$480,900.00
December	\$480,900.00
January	\$480,900.00
February	\$480,900.00
March	\$480,900.00
April	\$480,900.00
May	\$480,900.00
June	\$480,900.00

<b>FY 10/11</b>	<b>Payment</b>
July	\$480,900.00
August	\$480,900.00
September	\$480,900.00
October	\$480,900.00
November	\$480,900.00
December	\$480,900.00
January	\$480,900.00
February	\$480,900.00
March	\$480,900.00
April	\$480,900.00
May	\$480,900.00
June	\$480,900.00



In witness whereof, the authorized representatives of the parties hereto have executed this AMENDMENT, effective July 1, 2009.

STATE OF FLORIDA  
COMMISSION FOR THE  
TRANSPORTATION DISADVANTAGED

LYNX

\_\_\_\_\_  
SIGNATURE

Interim Executive Director

\_\_\_\_\_  
TITLE

Bobby Jernigan

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
PRINTED NAME

## Consent Agenda Item #5.D. ii

**To:** LYNX Board of Directors

**From:** Edward Johnson  
CHIEF ADMINISTRATIVE OFFICER  
Desna Hunte  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Miscellaneous  
Approval of LYNX' Disadvantaged Business Enterprise (DBE) Goal for  
Fiscal Year 2009/2010

**Date:** 7/23/2009

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' approval of LYNX' Disadvantaged Business Enterprise (DBE) Program overall annual goal of 9% for FY 2009-2010.

### **BACKGROUND:**

As a grant recipient of Federal Transit Administration Funds (FTA) funds, LYNX must ensure that disadvantaged business enterprises as defined in Title 49 Code of Federal Regulations (CFR) Part 26 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds. As a condition of receiving Department of Transportation (DOT) assisted financial assistance, LYNX developed and implemented a Disadvantaged Business Enterprise Program ("DBE Program") that was approved by FTA on June 22, 2000.

FTA requires that LYNX set its overall goal based on demonstrable evidence of the relative and availability of ready, willing and able DBEs in the areas from which LYNX obtains contractors. The Federal regulations define a DBE as a for-profit small business concern, that is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51 percent of the stock is owned by one or more such individuals and whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

It also provides that any individuals owning a business may demonstrate that he/she is socially and economically disadvantaged, even if that individual is not a woman or a minority. In addition, the individual net worth of each owner (excluding primary residence and interest in business) must not exceed \$750,000 and the average annual receipts over the firm's previous three fiscal years must not exceed \$17.4 million.

The chart below has been developed to show the goal and actual performance for the past few years.

**LYNX DBE PARTICIPATION (LAST 4 YEARS)**

<i>Year</i>	<i>DBE Goal</i>	<i>Total \$ Awarded</i>	<i>\$ to DBE's</i>	<i>% DBE Participation</i>
<i>FY 2004 – 2005</i>	12.25 %	25,206,158	3,653,874	14%
<i>FY 2005 - 2006</i>	12.25 %	16,538,648	2,254,064	14%
<i>FY 2006 - 2007</i>	10.5%	18,233,696	2,355,060	13%
<i>FY 2007 – 2008</i>	10.5%	7,264,674	612,556	8.4%

LYNX awards contracts that fall under three categories: (i) Professional Services (i.e., architect, engineering and legal); (ii) Goods/Services; and (iii) Construction. The majority of contracts awarded by LYNX are in the professional services category.

There are two reasons for the decrease in the DBE goal beginning FY2007. First, the United States Department of Transportation (USDOT) modified its standards for acceptable certification procedures. The certification process no longer rests in the custodianship of the grantee, but now each prospective DBE vendor must certify with the State Department of Transportation. This has resulted in fewer DBEs eligible to participate in future projects. Second, over the past few years, LYNX has been in a major construction mode. LYNX experienced a drop in major construction related activities at the completion of the new LYNX Operations Center (LOC) at the end of calendar year 2007. Accordingly, the opportunity for large dollar DBE contracts has decreased.

While the goal may have decreased based on the approved formula for calculating the goal, LYNX will exercise diligence to ensure fair and equitable contracting opportunities for small businesses. Additionally, LYNX will partner with various agencies that are also required to use the State DOT’s database to encourage small business owners to certify their agencies with the State DOT. Also, LYNX will host informational sessions and mailings to business development agencies to promote the opportunities it will have available during FY 2009-2010. The target groups will include small and minority-owned businesses as well as business development agencies.

LYNX’ Compliance Manager is responsible for implementing all aspects of the DBE program. Implementation of the DBE Program is afforded the same priority as compliance with all other legal obligations of LYNX in its financial assistance agreements.

In accordance with the 49 CFR Part 26 of the regulations, if the overall goal is set on a fiscal year, it must be submitted to the applicable DOT operating administration for review by August 1, 2009. The goal must also provide for public participation and published notice announcing the proposed goal while informing the public. LYNX published its proposed goal in the Orlando Sentinel, El Sentinel, The Orlando Times and on the LYNX Website.

**Consent Agenda Item #5.D. iii**

<b>To:</b>	<b>LYNX Board of Directors</b>
<b>From:</b>	<b>Lisa Darnall</b> CHIEF OPERATING OFFICER <b>Bert Francis</b> (Technical Contact) <b>William Hearndon</b> (Technical Contact)
<b>Phone:</b>	<b>407.841.2279 ext: 6036</b>
<b>Item Name:</b>	<b>Miscellaneous</b> <b>Authorization to Modify the Transportation Disadvantaged Operating Grant Agreement</b>
<b>Date:</b>	<b>7/23/2009</b>

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to modify the Transportation Disadvantaged Operating Grant Agreement for \$3,175 more than the amount that was approved by the Board in April 2009.

**BACKGROUND:**

At the April 2009 LYNX Board of Directors' meeting, staff received "Authorization to Execute the Transportation Disadvantaged Operating Grant from the Florida Commission for the Transportation Disadvantaged for July 2009 to June 2010 in the amount of \$2,510,390 (90% amount, requiring an additional 10% local match that is collected through customer fares).

In addition to the Transportation Disadvantaged Operating Grant, which is a formula allocation of funds collected through a \$1.50 vehicle registration fee, \$3,175 in voluntary dollar contributions were collected in our service area and are also available as part of the grant, but were not included in the original Board item. The voluntary dollar contributions are also a 90% grant amount and require an additional 10% local match that is collected through customer fares.

Attached is a press release for the voluntary dollar program.

**FISCAL IMPACT:**

The additional \$3,175 will be included in the FY 2010 operating budget.

## *Voluntary Dollar Program Information*

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If you know of someone who needs transportation to get to work or school, or who has no way to get to the doctor's office or clinic, there is a way to help. The **Commission for the Transportation Disadvantaged** program offers transportation for citizens throughout the state. The Commission, in conjunction with Department of Highway Safety and Motor Vehicles and the county Tax Collectors launched a program to secure additional trips for Floridians.

In a campaign called "Put Your Dollar to Work" the **Commission for the Transportation Disadvantaged** is asking that Floridians help friends and neighbors who need transportation services by voluntarily contributing a dollar to the trust fund for the Transportation Disadvantaged.

This opportunity is available because of a law passed by the 1994 Florida Legislature which allows citizens who register their vehicles or renew their registrations to voluntarily contribute additional funds (in increments of a dollar) to be used to offer more rides to people who use coordinated transportation.

Funding for the program comes from revenues collected from the vehicle registrations. For every registration or renewal \$1.50 is ear marked for the **Transportation Disadvantaged (TD) Trust Fund**. If you wish to make a voluntary contribution, there is a place on the vehicle registration form to indicate that your additional money is to go to the TD Trust Fund.

Since the voluntary program went into effect people throughout Florida have been "Putting Their Dollars to Work". The funds collected in each county go toward additional trips in that county.

Please remember to mark TD Trust Fund for your voluntary contribution and add your dollars to those of your family and friends who are "Putting Their Dollars to Work."

For more information about the program please call your local Tax Collector's office or John Irvine, Public Relations Manager with the TD Commission at 850-410-5700. Toll Free at 800-983-2435, or E-Mail Address at [john.irvine@dot.state.fl.us](mailto:john.irvine@dot.state.fl.us).

**Consent Agenda Item #5.D. iv**

**To: LYNX Board of Directors**

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

**Phone: 407.841.2279 ext: 6047**

**Item Name: Miscellaneous**  
**Authorization to Transfer a Retired Revenue Vehicle to the City of Winter Springs Police Department**

**Date: 7/23/2009**

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to transfer one (1) revenue vehicle and components to the City of Winter Springs Police Department.

**BACKGROUND:**

LYNX staff has identified a 1997 heavy duty, diesel-powered Gillig Transit Bus (Bus #325) for retirement. On May 28, 2009, Bus #325 was approved by the LYNX Board for disposal via a public auction. Since that time, the City of Winter Springs has expressed an interest in receiving the LYNX retired revenue vehicle for their Police Department to use as a Mobile Command Vehicle.

LYNX staff is preparing a submission to the Federal Transit Administration (FTA) for approval in order to waive or transfer any outstanding obligation associated with the vehicle and the related components, which is currently valued at \$0. Upon LYNX Board of Directions approval, staff will continue to work with the City of Winter Springs to facilitate the transfer of the vehicle. If the transfer of the vehicle is not successful, LYNX staff will then include it in the upcoming public auction.

**FISCAL IMPACT:**

The net book value of the one (1) revenue vehicle and related components is \$0.

**Consent Agenda Item #5.D. v**

**To: LYNX Board of Directors**

**From: Bert Francis**  
CHIEF FINANCIAL OFFICER  
**Blanche Sherman**  
(Technical Contact)  
**Starlin Rolle**  
(Technical Contact)  
**Ed Velez**  
(Technical Contact)

**Phone: 407.841.2279 ext: 6047**

**Item Name: Miscellaneous**  
**Authorization to Write-off Assets as of June 30, 2008 Physical Inventory**  
**Count and Reconciliation**

**Date: 7/23/2009**

---

**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to write-off tangible fixed assets with a book value in the amount of \$229. As a result of the June 30, 2008 physical fixed asset inventory count and reconciliation, these assets include office and computer equipment, furniture and fixtures determined to be obsolete and no longer useful, garage and shop equipment that was broken and beyond repair, capital vehicle parts and other items considered as not found.

**BACKGROUND**

In accordance with Federal Transit Administration (FTA) Circular 5010.1C Chapter II, 3.e., LYNX must take a physical inventory of its equipment and reconcile the results to the financial records at least once every two years. As instructed by the LYNX Board, LYNX performs an annual physical inventory at the end of each fiscal year. The results of the June 30, 2008 physical inventory count are as indicated above. The assets considered not found were thoroughly investigated and will be properly documented in LYNX' financial records as disposals. According to the financial records, the following is the description, acquisition value, and net book value of the assets requested for write-off:

<b>Capital Assets</b>	<b>Acquisition Value</b>	<b>Net Book Value</b>
<b>Office &amp; Computer Equipment</b>	<b>\$ 23,417</b>	<b>\$ -</b>
<b>Garage and Shop Equipment</b>	<b>5,550</b>	<b>229</b>
<b>Office Furniture and Fixtures</b>	<b>-</b>	<b>-</b>
<b>Revenue Collection Equipment</b>	<b>28,620</b>	<b>-</b>
<b><i>Total</i></b>	<b>\$ 57,587</b>	<b>\$ 229</b>

**FISCAL IMPACT**

The fiscal impact will be considered a loss on disposal of assets in the amount of \$229, which is the net book value of the assets being written-off and the amount due to FTA.



**LYNX ASSETS**  
**FY2008 Physical Inventory Recommended Disposals**

Acquired Date	Asset #	Description	Acquisition Value	Current Accumulated Depreciation	Net Book Value
<b>Office &amp; Computer Equipment:</b>					
12/30/98	1528	FAX- CANON 8500 FAX	\$ 1,322	\$ 1,322	\$ -
06/30/03	3785	CAMCORDER- SONY MINI HANDYCAM	1,795	1,795	-
08/17/99	1769	COMPUTER- DELL P6400	1,416	1,416	-
04/01/99	1823	JAZZ DRIVE COMPUTER- DELL LATTITUDE	350	350	-
12/16/99	1957	CPIA366XT COMPUTER- DELL PENTIUM III MINI	3,608	3,608	-
01/25/01	2701	TOWER ADDITIONAL MEMORY 256MB MODULE	1,476	1,476	-
03/08/01	1534A	FOR DELL OPTIPLEX GX1	366	366	-
08/31/01	2757	COMPUTER- DELL PENTIUM III GX200	1,249	1,249	-
03/27/02	3115	COMPUTER- OPTIPLEX GX240 / PENTIUM4	1,247	1,247	-
05/09/02	2964A	FAX BOARD- BROOKTROUT TR114 (FOR FAX SERVER)	7,253	7,253	-
07/24/03	3806	COMPUTER- OPTIPLEX GX260T	1,253	1,253	-
07/24/03	3834	COMPUTER- OPTIPLEX GX260T	1,253	1,253	-
03/04/04	3918	UPS SYS 2200- RACK/TOWER EXPANDER	829	829	-
<b>Subtotal</b>			<b>\$ 23,417</b>	<b>\$ 23,417</b>	<b>\$ -</b>
<b>Garage and Shop Equipment:</b>					
03/24/94	94204STG3195	BUS WASH, BRUSHES	3,314	3,314	-
06/16/94	94204STG5201	BUS WASH, BRUSHES	983	983	-
08/14/97	1891	HUSKY CABLE REEL RACK	444	444	-
12/31/05	7039	STEAM CLEANING MACHINE-WIDE TRACK	809	580	229
<b>Subtotal</b>			<b>\$ 5,550</b>	<b>\$ 5,321</b>	<b>\$ 229</b>
<b>Revenue Collection Equipment:</b>					
11/12/92	92117STG3043	MOBILE RADIO TR BUS	28,620	28,620	-
<b>Subtotal</b>			<b>\$ 28,620</b>	<b>\$ 28,620</b>	<b>\$ -</b>
<b>Total</b>			<b>\$ 57,587</b>	<b>\$ 57,358</b>	<b>\$ 229</b>

**Consent Agenda Item #5.D. vi**

**To:** LYNX Board of Directors

**From:** **Lisa Darnall**  
CHIEF OPERATING OFFICER  
**Bert Francis**  
(Technical Contact)  
**Steven Robinson**  
(Technical Contact)  
**Blanche Sherman**  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Miscellaneous  
Authorization to Issue an Invitation for Bid (IFB) to Make Repairs to the LYMMO Roadway

**Date:** 7/23/2009

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue an Invitation for Bid (IFB) to make repairs to the LYMMO roadway.

**BACKGROUND:**

Each year LYNX receives FTA Fixed Guideway Modernization Grant Funds that can only be used for the LYMMO to make improvements and maintain the system.

Since LYMMO opened in 1997, only minor roadway repairs have been done over the years. The LYMMO roadway, which is a 2.5 mile route with eight (8) stops and eleven (11) covered stations, is in need of major repairs in areas where the foundation has failed. Additionally, there are stop bands at various intersections that will require repair and resurfacing. Other additional repair work includes: repair or replacement of approximately 1,540 of the 2,826 reflective pavement markers, and joint caulking of aggregate panels and concrete bands to prevent water intrusion underneath the roadbed.

**DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:**

LYNX procurement policy requires prime contractors to use their best efforts to subcontract a portion of their work to DBE firms. LYNX has established an overall goal of 10% participation by certified Disadvantaged Business Enterprise (DBEs).

**FISCAL IMPACT:**

FTA Fixed Guideway Modernization Grant Funds are available and programmed in the amount of \$170,000. The FY2009 budget will be amended accordingly.

**Consent Agenda Item #5.D. vii**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279

**Item Name:** Miscellaneous  
Ratification of the FY 2010-2019 Transit Development Plan (TDP) Minor Update

**Date:** 7/23/2009

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' ratification of the FY 2010-2019 Transit Development Plan (TDP) minor update. The TDP was approved for submittal to the Florida Department of Transportation (FDOT) at the May 28, 2009 Board of Directors meeting to ensure a timely submittal to the Department by July 1, 2009.

**BACKGROUND:**

Staff held a work session on the draft FY 2010-2019 minor update at the May 28, 2009 Board meeting. A final draft of the TDP is provided in the Board packet.

This document was submitted to Workforce Central Florida, presented to the LYNX Transit Advisory Committee, Regional Working Group, the METROPLAN ORLANDO's Transportation Disadvantaged Local Coordinating Board, Transportation Technical Committee, Municipal Advisory Committee, and the METROPLAN ORLANDO's Board of Directors for comment and review. A public workshop to review and comment on the TDP was held on April 28, 2009, at the LYNX Central Station. The final TDP is available on the LYNX web site, [www.golynx.com](http://www.golynx.com).

At the April 2009 Board of Directors meeting, Edward Johnson, LYNX Chief Administrative Officer, gave an overview of the minor update. At that time, the Board had no additional comments and staff continued with the public participation process.

**FISCAL IMPACT:**

The TDP is part of LYNX' requirement to receive State block grant funds from the Florida Department of Transportation. In FY 09 the block grant was approximately \$8 million.

**Consent Agenda Item #5.D. viii**

**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:** Miscellaneous  
**Authorization to Approve the Revised Transit Station License Agreement for the LYNX Shelter/Amenities Program**

**Date:** 7/23/2009

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' adoption of the revised Transit Station License Template Agreement for the LYNX Shelter/Amenities Program. The authority requested is for the Chief Executive Officer to execute the form of the Transit License Agreement from time to time and if he/she so delegates, for that authority also to go to the Chief Administrative Officer, Chief Financial Officer and Chief Operating Officer.

The approval requested is for the general form of agreement attached hereto but also for LYNX staff, with modifications approved by legal counsel, to further modify the agreement from time to time if required but further providing that LYNX does not pay to any property owner more than a nominal amount for the obtaining of said license. In such case, LYNX staff would be authorized to then proceed forward with the license agreement without further Board approval.

**BACKGROUND:**

The Transit Station License agreement is utilized from time to time in order to obtain licenses from third parties on which to place Transit Stations. By way of background, the Board in October 2005 approved a previous form of the agreement and LYNX staff is now bringing a revision back to the Board for further and updated approval. This agreement has been reviewed and approved as to form.

LYNX, as transit provider for Central Florida, has provided shelters throughout the service area for customers. These transit shelters, whether located on private or public property are a part of the LYNX image and service. In order to ensure the shelters are accessible, maintained and guarantee the maximum useful life of the shelters, LYNX executes Transit Station License Agreements that allow LYNX access and use of property for the provision of transit service. A copy of the revised form of agreement (as modified and updated by legal counsel) is attached.

The majority of the modifications to the Agreement are minor in nature and are typified by formatting and semantics. With respect to content, the following changes were made:

- Latitude is given to LYNX for the type of shelter that is used. The new agreement states that the Transit Station shall be comparable to other transit stations currently used by LYNX or as may be modified or used by LYNX from time to time.
- LYNX has a specific provision that allows for the removal of a shelter in the event that service is terminated to the shelter location site.
- Since LYNX is entitled to the benefit of sovereign immunity under the laws of the State of Florida, references to insurance and indemnification were appropriately removed.
- With respect to the warranties and representations, LYNX is able to request sufficient title if necessary prior to the installation of a shelter.
- Clarification is provided that although this Agreement is denominated as a "license", it is deemed to be irrevocable by the Licensor and therefore is in the nature of an easement granting to LYNX the right to use the Transit Site.
- Provisions that changes can be made to this agreement by both parties but that all changes must be made in writing and dutifully approved.

The use by staff of the form of agreement attached hereto with the following notations:

1. The form of the agreement is generally a ten (10) year agreement, although this agreement may vary depending on negotiations with the particular property owner.
2. LYNX generally does not pay any monies for the obtaining of the license other than perhaps a minimum amount.
3. Very often, a property owner will want changes or modifications to the agreement, at which time staff will discuss this matter with legal counsel and utilize legal counsel for modifying the agreement.

#### **FISCAL IMPACT:**

Any fiscal impact with the execution of this Transit License Agreement shall be within the policies and procedures as set forth and approved by the Board of Directors.

**TRANSIT STATION LICENSE AGREEMENT**

**LYNX AGREEMENT NUMBER \_\_\_\_\_**

**THIS TRANSIT STATION LICENSE AGREEMENT** (this "**Agreement**") is entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ("**Licensor** ").

and

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**,  
d/b/a **LYNX**, a body politic and corporate, created by Part II, Chapter 343,  
Florida Statutes, whose address is 455 North Garland Avenue, Orlando, Florida  
("LYNX" or "**LYNX**").

**WITNESSTH**

**WHEREAS**, LYNX operates a public transit system that transports the public throughout the Central Florida area; and

**WHEREAS**, it is critical to the success of the public transit system that passengers have safe and convenient locations to wait for and to board LYNX vehicles; and

**WHEREAS**, it is beneficial to Licensor and their officials, employees, agents and guests that vehicles operated by LYNX pick-up and drop-off passengers at a transit site located on its property described herein; and

**WHEREAS**, the parties agree that it is in their mutual best interests to place a transportation facility at the specified site for use as a transit station for LYNX vehicles, which will provide facilities for the embarking and disembarking of passengers to and from LYNX vehicles that are safe, convenient, accessible and comfortable for passengers on LYNX vehicles.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements of the parties, Licensor and LYNX hereby agree as follows:

**Grant of License.** Licensor hereby grants LYNX a license (the "**License**") to enter upon the real property located in Orange County, Florida, more particularly described and delineated by the site plan attached hereto as **Exhibit "A"** and made a part hereof (the "**Transit Site**") for the sole and limited purpose of installing, operating and repairing a public transit station, subject to all of the terms and conditions provided for herein. Licensor agrees LYNX may install and use on the Transit Site a facility for passengers of LYNX vehicles which consists of one or more

trash receptacles, benches, signs, passenger waiting shelters, and such other items as may be used by LYNX in its public transit system (collectively, the “**Transit Station**”).

**Installation of Transit Station by LYNX.** LYNX shall at its expense provide all the materials and labor for the construction of the Transit Station on the Transit Site. LYNX shall retain ownership of such Transit Station. The Transit Station shall be comparable to other transit stations currently used by LYNX or as may be modified or used by LYNX from time to time.

**Term.** This Agreement shall commence on the date first written above for a term of ten (10) years (the “**Term**”) and shall, subject to the right of termination hereinafter set forth, automatically renew thereafter on a yearly basis. Notwithstanding the foregoing sentence for the term of this Agreement, this Agreement may be terminated by LYNX at any time by giving ninety (90) written days notice to the Licensee that based upon LYNX's public transit system and utilization, the Transit Station is no longer needed, and, in such case, this Agreement will terminate at the end of said ninety (90) days. Upon termination of this Agreement, LYNX shall remove the Transit Station and all of LYNX’s equipment at the Transit Site and shall return the Transit Site to substantially the condition existing prior to the installation of the Transit Station.

**Damage to the Transit Station.** Licensor shall be responsible for day-to-day normal and customary maintenance of the Transit Station, including without limitation, washing the Transit Station from time to time and picking up trash on the Transit Station on a regular basis, but excluding paint and graffiti removal. LYNX shall be responsible for repair of any damage to the Transit Station or Transit Site, except for any damage which may be caused by Licensor or and its agents, in which case the repair shall be undertaken by the Licensor. Such repair will be commenced within three (3) days after Licensor is notified by LYNX, in writing, of such damage.

**Sovereign Immunity.** The parties are aware and understand that the LYNX is a governmental body created by the Florida Legislature and, as such, is entitled to the benefit of sovereign immunity under the laws of the State of Florida. Nothing contained in this Agreement shall be deemed to be a waiver by the LYNX of any of its rights under said sovereign immunity.

Licensor acknowledges that under the principle of sovereign immunity, LYNX is nonetheless liable for its tortious acts only up to the amounts of \$100,000/\$200,000 as specifically provided in Section 768.28, Florida Statutes, or such other amount as may be specified in the future through any statutory modification of said statute.

**Advertising.** LYNX may place or permit placement of any advertising materials or public notices similar to those customarily placed on or in transit stations within the LYNX system on the exterior or interior of the Transit Station. LYNX shall have the right to retain all amounts generated by such advertising.

**Security.** Licensor shall not be responsible for providing security for the Transit Site or for any persons using the Transit Station.



**No Partnership.** Nothing contained herein shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent or of partnership or of joint venture between the parties hereto.

**Warranties and Representations.** Licensor does hereby represent and warrant to LYNX that as of the date of this Agreement to the best of Licensor's knowledge:

Licensor has title to the Transit Site, and the legal description attached hereto is correct and accurate.

There are no encumbrances on the Transit Site that could adversely affect the License or the Transit Station.

Upon request by LYNX, Licensor shall furnish current title evidence to LYNX.

**Notices.** Any notice, request, demand, approval, consent or other communication which Licensor or LYNX may be required or permitted to give to the other party shall be in writing and shall be mailed or hand delivered to the other party at the addresses set forth below:

If to Licensor:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attention: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Telecopy No.: \_\_\_\_\_

Email address: \_\_\_\_\_

With a copy to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attention: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Telecopy No.: \_\_\_\_\_

Email address: \_\_\_\_\_

If to LYNX:

LYNX  
455 North Garland Avenue  
Orlando, Florida 32801-1518  
Attention: Chief Administrative Officer  
Telephone No.: \_\_\_\_\_  
Telecopy No.: \_\_\_\_\_  
Email address: \_\_\_\_\_

With a copy to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Attention: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Telecopy No.: \_\_\_\_\_  
Email address: \_\_\_\_\_

or to such other address as either party shall have designated by notice to the other pursuant to this paragraph. The time of the rendition of such notice shall be one of the following: (i) two (2) days after same is deposited in an official United States Post Office with postage prepaid, and with certified or registered mail, return receipt requested; (ii) the date of when same is hand delivered; or (iii) the date delivered by overnight courier with confirmation of delivery required.

**Miscellaneous.**

**Status of License.** Although this Agreement is denominated as a "license", it is deemed to be irrevocable by the Licensor and therefore is in the nature of an easement granting to LYNX the right to use the Transit Site.

**Authorization.** Each of Licensor and LYNX hereby represent and warrant to the other that as of the date of this Agreement, the undersigned is duly authorized to execute this Agreement on behalf of Licensor or LYNX, respectively.

**Choice of Law; Venue.** This Agreement and the provisions contained herein shall be construed, controlled and interpreted in accordance with the laws of the State of Florida. Venue for any dispute arising as a result of this Agreement shall be Orange County, Florida.

**Attorneys Fees.** In connection with any legal proceedings arising out of this Agreement, the prevailing party shall be entitled to recover its costs, expenses, attorney and paralegal fees, including without limitation, those incurred at trial and in any administrative, arbitration, mediation, bankruptcy or appellate proceedings.

**Time of the Essence.** Time is of the essence of this Agreement.

**Severability.** If any sentence, phrase, paragraph, provision or portion of this Agreement is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining provisions.

**Interpretation of Agreement.** This Agreement shall be interpreted without giving effect to which party may have drafted this Agreement.

**Complete Agreement.** This Agreement constitutes the complete agreement between the parties as to the matters set forth herein and may not be amended or modified except in a writing signed by the party to be charged. The foregoing provision itself may not be modified orally; specifically, the parties are aware and understand that LYNX, as a public body is only bound by agreements actually signed by the proper authorized persons on behalf of LYNX. No person with LYNX has any "apparent authority".

**[Signatures Begin on Following Page]**

**AGREED TO** by the parties hereto as of the date first above written.

Signed, sealed and delivered  
in the presence of:

**"LICENSOR"**

\_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness)

By: \_\_\_\_\_  
(Signature of Authorized Official)

\_\_\_\_\_  
(Name of Witness)

\_\_\_\_\_  
(Print Name and Title of Person Signing)

\_\_\_\_\_  
(Signature of Witness)

Date: \_\_\_\_\_

\_\_\_\_\_  
(Name of Witness)

As to "Licensor"

**"LYNX"**

**CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY**

\_\_\_\_\_  
(Signature of Witness)

By: \_\_\_\_\_

\_\_\_\_\_  
(Name of Witness)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness)

Date: \_\_\_\_\_

\_\_\_\_\_  
(Name of Witness)

As to "LYNX"

Approved as to Form:

This Contract is approved as to form only for execution by LYNX and this approval is not to be relied upon by the Contractor for any purpose.

**AKERMAN SENTERFITT**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: LYNX General Counsel

**Exhibit "A"**

**LEGAL DESCRIPTION OF TRANSIT SITE**

## Consent Agenda Item #5.D. ix

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Authorization to Initiate the Public Participation Process for Consideration of the Proposed Service Efficiency Changes for December 6, 2009

**Date:** 7/23/2009

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### **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 December 6, 2009 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. 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. Staff will then take the final proposals to the public in the form of public hearings, as some Links could be affected by 25% or more of the total route's hours. Staff is seeking public input as to how these proposed changes will affect the community.

Staff has identified the following proposed services efficiencies, effectiveness and additions under review for the December 6, 2009 service changes. All new service costs are through Walt Disney World, Polk County or Seminole County with grants from Job Access & Reverse Commute/New Freedom Program (JARC/NFP) or the Florida Department of Transportation (FDOT) Service Development Grants, or others as noted.

## **Osceola County and Lake County**

### **LINK 603 New Service**

- **New Pick-Up Line Service** operating in Villages 6, 7 & 8 of Southwest Poinciana. One vehicle on a two-hour frequency.
- **Operating hours** – 5:30 a.m. – 8:00 p.m. Monday - Saturday (*May be adjusted based on utilization*)
- **Starting point at Wal-Mart, Pleasant Hill Road & Cypress Parkway**, will operate in express mode to Southwest Poinciana, then operate on a pre-call, demand-response mode.
- **Connections** – Links 26, 306, 426, 601, and 602 at the Wal-Mart at Pleasant Hill Road and Cypress Parkway.

## **Orange County and Osceola County**

### **LINK 306 New Service**

- **New Disney 3-D Service** operating from Poinciana in Osceola to the Disney transfer center.
- **Operating hours** – Limited service with one morning inbound trip and one evening outbound trip, 7 days a week.
- **Starting point at Wal-Mart, Pleasant Hill Road & Cypress Parkway**, will operate in express mode to Walt Disney World (WDW) Transfer Center, and then distribute WDW cast members within the resort.
- **Connections** – Links 26, 426, 601, 602 and 603 at the Wal-Mart at Pleasant Hill Road and Cypress Parkway. Links 300, 301, 302, 303, 304 and 305 at the Disney transfer center.

## **Orange County and Osceola County**

### **LINKS 300, 301, 302, 303, 304, 305 and 306**

#### **Service Efficiency**

- **Re-route of the Disney 3-D Services** within the WDW resort to more efficiently distribute WDW cast members to their employment sites due to the addition of the Link 306 service. With the additional bus, cast members can be more efficiently transported to destinations.
- **Operating hours** – Limited morning and evening service, 7 days a week.
- **Starting point at Downtown Disney West Side Transfer Site**, the 3-D buses will be re-routed through the WDW resort area. Exact routing to be determined through collaboration with WDW.

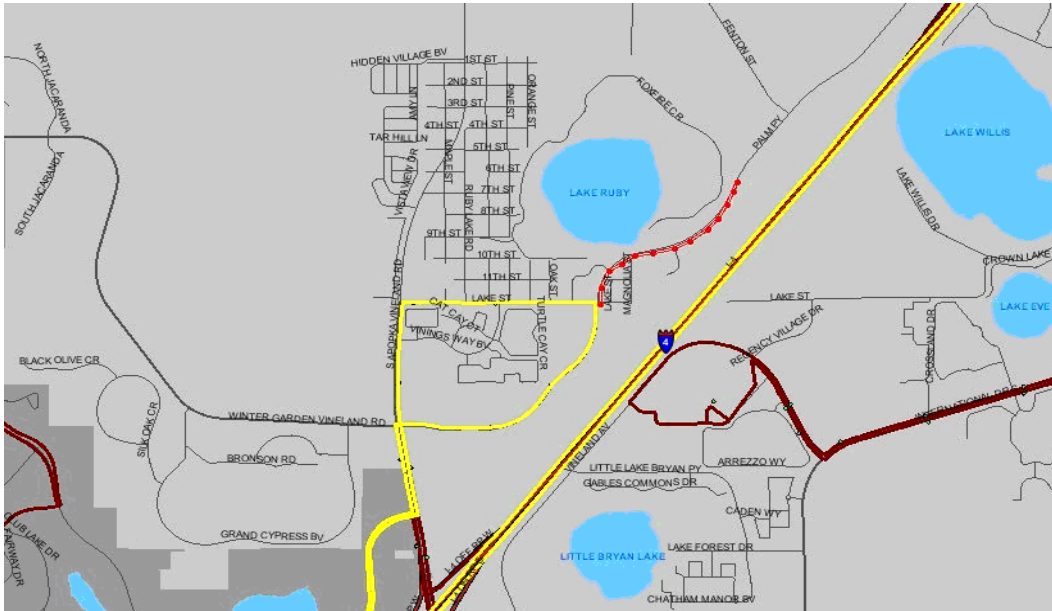
## **Orange County**

### **LINK 300 Added Service**

- **Re-route of the Link 300** to serve the Hilton Park Soleil on Palm Parkway.
- **Operating hours** – Limited morning and evening service, 7 days a week.
- **Starting point at Downtown Disney West Side Transfer Site**, after distributing WDW employees to their employment sites within WDW, the Link 300 will be re-routed to serve Hilton Park Soleil to provide their employees an employment transit link.



Added service denoted in red.



## Orange County

### LINK 8 - Service Efficiency

- **Reduction of Peak-Hour Frequency** of the Link 8 from 10-minutes to 15-minutes. No routing change.
- **Affected Operating hours** – 6:00am to 9:00am and 3:00pm to 6:30pm, Monday through Friday.
- **Methodology** – Presently, the 10-minute frequency of the Link 8 during peak hours is causing buses to ‘stack’, i.e., not being properly spaced. 15-minute frequency will adequately address the ridership demand.

## Orange County

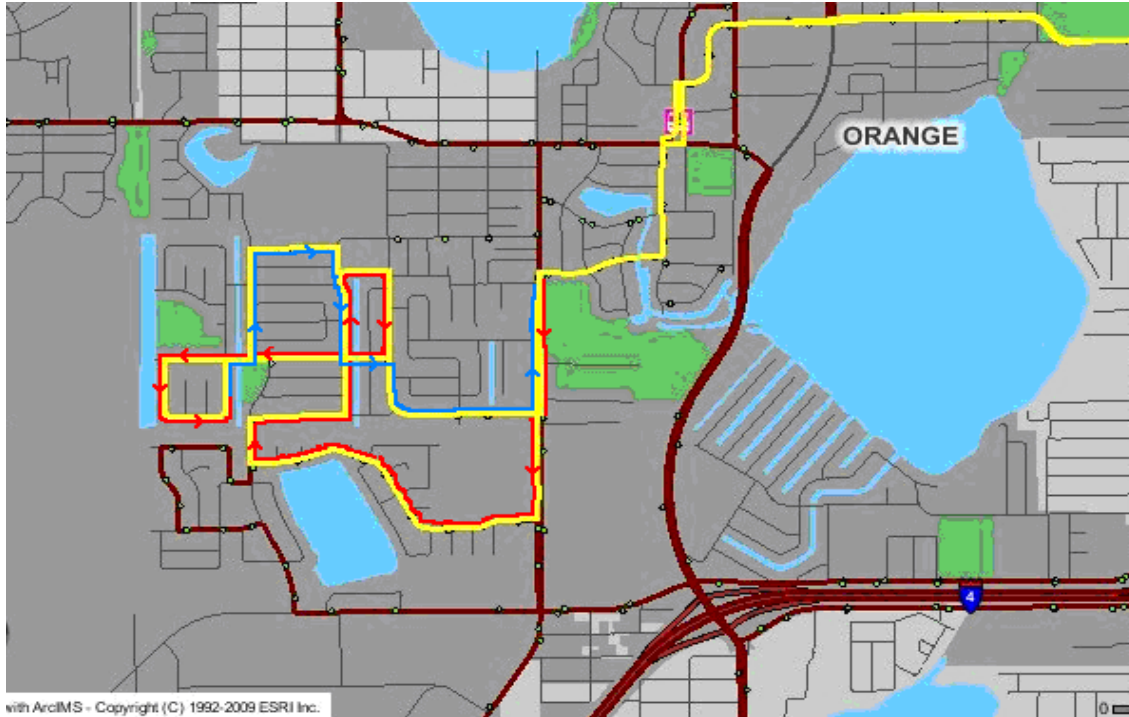
### LINK 111 - Added Service

- **Increased Frequency** of the Link 111 from 60-minutes to 30-minutes. No routing change.
- **Operating hours** – 4:50am to 11:32pm, seven days a week.
- **Connections** – Links 11, 41, 42 & 51 at Orlando International Airport, Links 4, 7, 37 & 42 at Florida Mall, Link 58 at Destination Parkway Super Stop, Links 50 & 56 at Magic Kingdom Transport Center.
- **Ridership** – Not yet determined

## Orange County

### LINK 319 - Service Efficiency

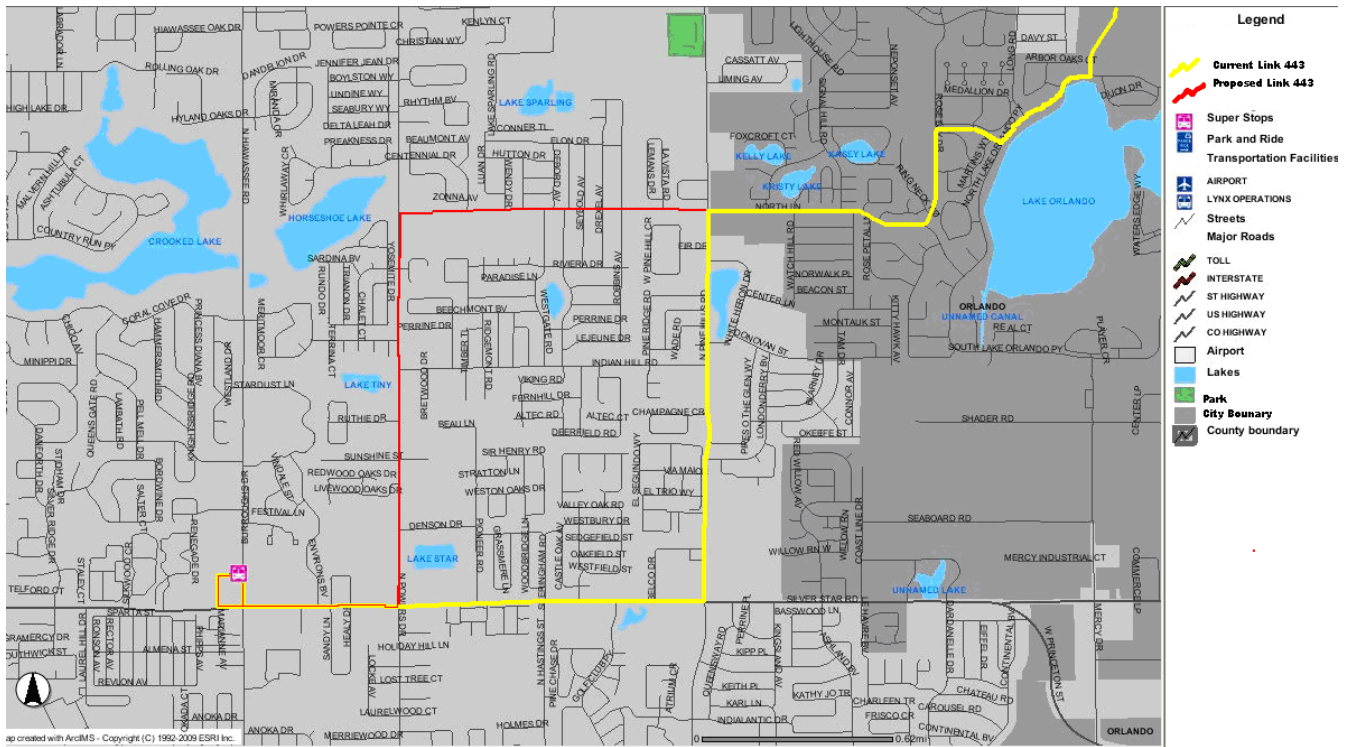
- **Routing Efficiency** of the Link 319 through the Richmond Heights area.
- **Affected Operating hours** – 4:20am to 1:05am, Monday through Saturday, 4:45am to 8:05pm, Sundays.
- **Methodology** – Presently, the Link 319 has very circuitous routing through the Richmond Heights area. Present routing involves over 15 streets and numerous tight turns in a residential area. Staff will propose routing efficiencies that will not negatively impact existing riders. Current routing is as follows:



## Orange County

### LINK 443 - New Service

- **New Routing** of the Link 443 by moving the route alignment from Pine Hills & Silver Star Road to North Lane & Powers Drive.
- **Affected Operating hours** – 4:57am to 8:18pm, seven days a week.
- **Methodology** – This new routing will provide new service to North Lane without affecting current riders on Silver Star, as Silver Star is currently served by the Link 125. Service on Pine Hills Road to be provided Link 49. Proposed routing is red, current routing in yellow:



## Orange/Seminole County

### LINK 102 - Service Efficiency

- **Reduction of one vehicle** of the Link 102. No routing or service change.
- **Affected Operating hours** – 4:30am to 12:35am, Monday through Friday.
- **Methodology** – Presently, the Link 102 has sufficient running and recovery time to reduce the vehicle requirement by one bus and not affect the frequency of service.

## Seminole County

### LINK 103 New Service

- **Increased Frequency** of the Link 103 from 30-minutes to 15-minutes from Fernwood/Oxford to Seminole Center.
- **Route Extension** from Seminole Center to Central Florida Regional Hospital in Sanford (See Seminole County changes), 30-minute frequency.
- **Operating hours** – 5:00am to 9:00pm, Monday through Saturday.
- **Connections** – Links 41 & 102 at Fernwood/Oxford in Casselberry, Links 34, 45 & 46 at Seminole Center in Lake Mary, Link 434 at SR 434 & Hwy 17/92 in Longwood.
- **Estimated Annual Cost** - \$447,487 funded by FDOT Service Development Grant & Seminole County.
- **Ridership** – Not yet determined

## Seminole County

### LINKS 34, 45, 46, 47, 103, 434, 622

*The following route adjustments are being conducted in collaboration with Seminole County, Sanford, Lake Mary & Oviedo, and are pending input from Public Hearings/Workshops to be conducted in August 2009. The sum of these changes is a cost neutral scenario:*

**Link 34 – Sanford/Goldsboro** – Eliminate the alternating loop travel and begin bi-directional service. Re-align the service to serve the west side of Sanford via the Health and Human Service facility.

**Link 45 – Lake Mary** – Extend service west to serve Convergys and Seminole Community College on International Parkway.

**Link 46 – SR 16/Seminole Towne Center** – Re-align the service to serve the east side of Sanford currently covered by Link 34.

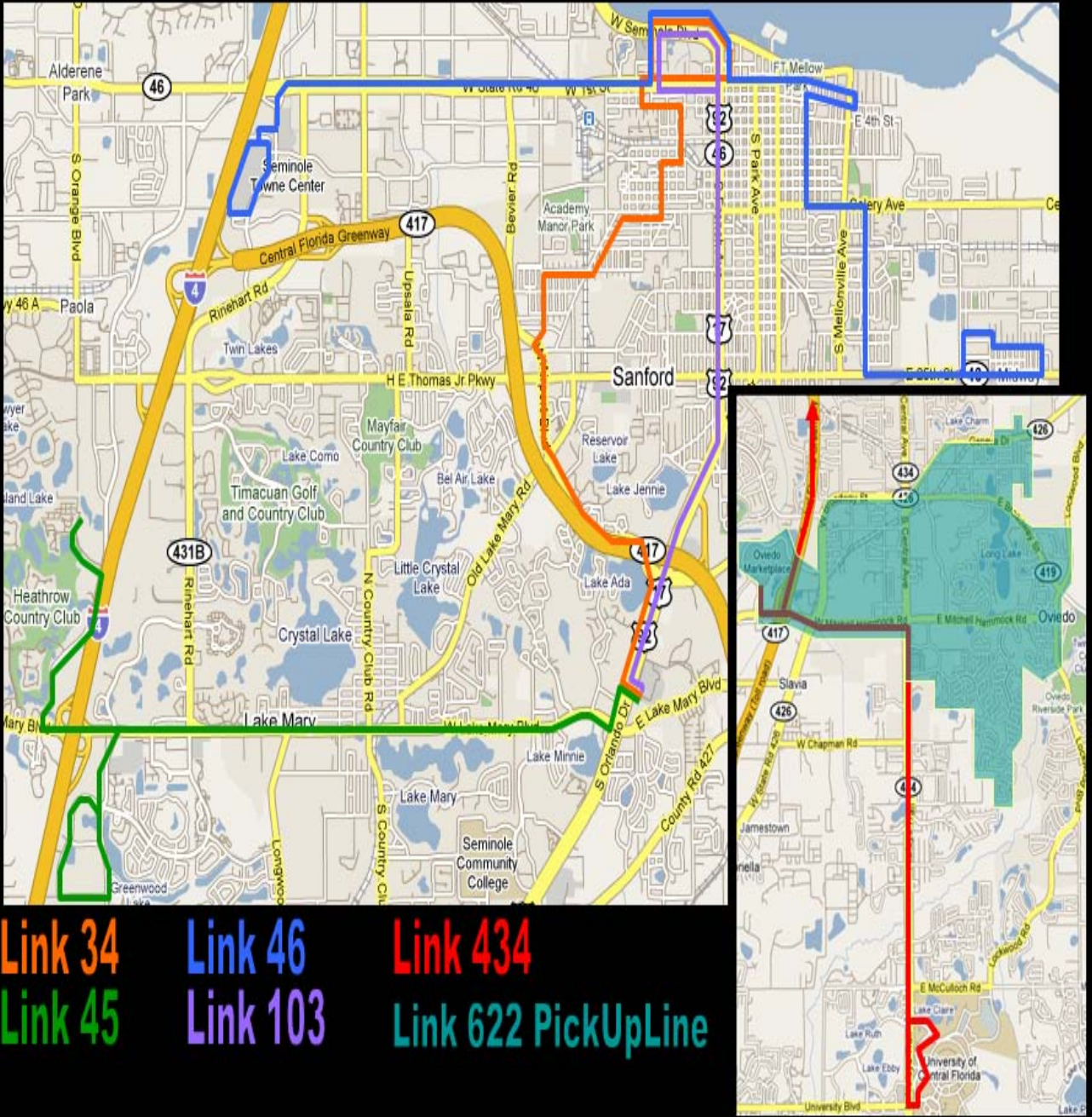
**Link 47 – Oviedo** – Service to be eliminated & replaced with an extension of Link 434 from Oviedo Marketplace to UCF on Alafaya Trail. A PickUp Line service will be added for the area east of Alafaya Trail currently served by Link 47.

- **Link 622 – Oviedo** – See Link 47 above. New PickUp Line service for the area east of Alafaya Trail currently served by Link 47.
- **Link 434 – SR 434 Crosstown** – See Link 47 above. Route will be extended from Oviedo Marketplace to UCF campus on Alafaya Trail.

**Link 103 – North 17/92 Sanford** - As part of the increased frequency from 30-minutes to 15-minutes as described above, every other Link 103 trip will be extended from Seminole Center to Central Florida Regional Hospital in Sanford.



# Seminole County Routes - Proposed



**Link 34**      **Link 46**      **Link 434**  
**Link 45**      **Link 103**      **Link 622 PickUpLine**

**Consent Agenda Item #5.D. x**

**To:** LYNX Board of Directors

**From:** Bert Francis  
CHIEF FINANCIAL OFFICER  
Lisa Darnall  
(Technical Contact)  
William Zielonka  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6047

**Item Name:** Miscellaneous  
Adoption of the LYNX Environmental Policy Statement

**Date:** 7/23/2009

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**ACTION REQUESTED:**

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

**BACKGROUND:**

In January 2006, the Federal Transit Authority (FTA) concluded a successful Environmental Management System (EMS) training and technical assistance for ten public transit agencies, including Massachusetts Bay Transportation Authority, San Francisco Bay Area Rapid Transit and Washington Metropolitan Area Transit Authority. The training and assistance was offered in the form of training workshops, electronic materials, and onsite technical advice and consultation, including follow-up. The purpose of the training was to assist in the establishment of sound business management practices that include concerns for the environment. The results were impressive. Nine out of ten of the transit agencies achieved an overall rating of 93% or higher. Four agencies achieved an overall rating in excess of 97%. One participating transit agency reported an annualized savings of \$66,000 in fuel and labor costs alone.

In August 2007, the FTA sponsored a second EMS training and technical assistance series grant. At the same time, LYNX was applying for the Florida Department of Environmental Protection (FDEP) Biodiesel Fuel Project and participating in the "Green Business" program with our funding partners. At the direction of Linda Watson, LYNX Chief Executive Officer, staff prepared a grant application to participate in this training series. LYNX was awarded the FTA EMS training and technical assistance grant.

The EMS training and technical assistance provided by FTA will position LYNX for future federal funding for programs that are environmentally friendly or “green.” The first EMS workshop for this grant was conducted in late January 2009. LYNX, along with seven (7) other transit properties are participating. The other properties include Miami-Dade Transit, Massachusetts Bay Transportation Authority, Maryland Mass Transit Administration, Los Angeles County MTA, Worcester Regional Transit Authority in Massachusetts, and City of Asheville, in North Carolina.

The first part of a quality Environmental Management System is to create an Environmental Policy Statement. This Statement is communicated internally to staff and externally to customers, suppliers and communities. The Environmental Policy Statement is the cornerstone of LYNX’ intent and commitment to the environment and recognizes the impact of transit on the local, national and global environment. The LYNX Environmental Policy Statement is attached.

**FISCAL IMPACT:**

There is no fiscal impact to the operating budget.



## Environmental Management System

### LYNX Environmental Policy Statement

The Central Florida Regional Transportation Authority, d.b.a. LYNX is responsible for providing residents and visitors in Orange, Osceola and Seminole Counties with safe, reliable and affordable public transportation. LYNX recognizes the impact that its activities may have on the local, national and global environment.

LYNX is committed to the following:

- Continual improvement and prevention of pollution.
- Compliance with applicable federal, state, local legal requirements and with other requirements related to its environmental aspects.
- Minimizing significant environmental impacts identified in the EMS by setting environmental objectives and continuously evaluating progress toward meeting those objectives.
- Empowering each employee through ongoing training and actively seeking employee input in promoting our environmental stewardship.

This environmental policy is documented and communicated to persons working for or on behalf of the organization and is available to the public.

Linda Watson  
Chief Executive Officer

7/2/9  
Date



**Consent Agenda Item #5.D. xi**

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Miscellaneous  
Authorization to Increase Data Transfer Solutions (DTS) Consultant Team  
Program Contract #05-003

**Date:** 7/23/2009

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**ACTION REQUESTED:**

Staff is requesting authorization by the Board of Directors' for the Chief Executive Officer (CEO) or designee to increase the Data Transfer Solutions (DTS) Consultant Team Program contract #05-003 in the amount of \$3,700.

**BACKGROUND:**

The Rural Intelligent Transportation System (ITS) Project was a Federal Transit Administration (FTA) funded grant that LYNX entered into in conjunction with Polk County Transit Services. The grant was to increase coordination between transportation systems in rural settings and was the backbone to both LYNX paratransit services procuring/implementing mobile data terminals (MDTs) and the implementation of the pilot PickUpLine service in the southern Poinciana community.

The Rural ITS Project was expected to be completed by December 2008 with all consultant work included in the previous Consultant Team Program (CTP) contract. As a result of unavoidable delays in implementation of various aspects of the project, the FTA requiring the demonstration project run a full 18-month period from full implementation, and delays in FTA' and LYNX' internal reviews of deliverables, the project timeline expanded by six months. This additional six month period caused an increase in expenses for the use of consultants to complete the project management and project evaluation.

Because of the additional time for consultants to complete the project, the previous Consultant Team Program contract has been exceeded by \$3,700. Staff is requesting this amount be added to the previous CTP contract to close out the FTA Rural ITS Grant and pay consultant staff for work completed.

**FISCAL IMPACT:**

The \$3,700 overage will be covered by unused funds available within the FTA Rural ITS Grant. The FY2009 Operating Budget will be amended accordingly.

## Action Agenda Item #6.A

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Authorization to Implement the Proposed Fixed Route Service Changes for August 16, 2009

**Date:** 7/23/2009

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Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to implement the proposed fixed route service changes effective August 16, 2009.

### **BACKGROUND:**

The August 2009 fixed route service changes improve efficiency and effectiveness of the fixed route services. Link 444, a circulator service funded by Universal and Job Access Reverse Commute (JARC) grant funds will be eliminated due to the conclusion of funding from Universal and poor performance. Public hearings and workshops are not required by the Public Participation Process, but LYNX staff is proactively working with the riders of Link 444 to ensure timely notification of the change and assist with alternative solutions to their travel needs. Staff has identified the following proposed service efficiencies and effectiveness changes for the August 16, 2009 service changes:

### **PROPOSED AUGUST 16, 2009 FIXED ROUTE CHANGES**

#### *Service Adjustments:*

Link 6 - Dixie Belle: Schedule will be adjusted by 10-minutes to facilitate transfers.

Link 11 - S. Orange Avenue/OIA: Outbound running time will be adjusted to avoid buses laying over at S. Orange & Oak Ridge.

Link 20 - Malibu/Pine Hills: The final evening inbound trip will terminate at Washington Shores Super Stop instead of Lynx Central Station (LCS). Customers going downtown can access the Link 21 from Washington Shores which arrives 4 minutes later.

Link 37 - Park Promenade/Florida Mall & Link 57 - John Young Parkway: The current time point at South Park Lowe's will be changed to South Park Wal-Mart.

Link 103 - North 17/92 Sanford: Routing through Seminole Community College will be adjusted once construction is completed. Also, the final outbound evening trip from Fernwood/Oxford will be adjusted by 10 minutes to facilitate transfers.

Link 111 - OIA/Disney: Arrival/departure times at Florida Mall will be adjusted to facilitate transfers.

Link 319 - Richmond Heights - SUNDAYS ONLY: A Sunday 6:45 pm trip from LCS that was inadvertently left off the April schedule has been added back in.

Link 444 - Universal/Northbridge - Service will be discontinued due to expiring Job Access Reverse Commute (JARC) grant and Universal local share funding.

Link 621 - Bithlo PickUpLine: The scheduled connections at the UCF campus Superstop will be adjusted from 60-minutes to 90-minutes.

*New Service:*

Links 20 & 25: Service will be added to the new Wal-Mart currently under construction at Princeton & John Young Parkway.

## 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:** Monthly Financial Reports - May 31, 2009

**Date:** 7/23/2009

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Please find attached the monthly financial report for the eight months ending May 31, 2009. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the eight months ending May 31, 2009 reflect total revenue earned in the amount of \$74,163,652 and total expenses incurred in the amount of \$68,577,740 resulting in a net operating profit of \$5,585,912.

- Fixed route and Vanpool services resulted in an operating profit of \$5,547,876 for the first eight months of the fiscal year.
- Paratransit services resulted in an operating profit of \$38,036 for the first eight 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 14% below the budget amount for the month of May which is typically due to fewer weekends, weekdays, and consignment ticket sales. Also, we implemented additional service reductions on December 7<sup>th</sup>, which contributes to the decrease in customer fares and has also resulted in a 9.8% decreased ridership.

In addition, we are experiencing significant declines in the advertising market, 41.5%, resulting from the state of the economy. Current advertising clients are either not renewing or renewing for reduced amounts. 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, we have experienced decreases in the price of fuel; which is under budget by approximately 25% for the first eight 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 a result of less than anticipated purchased transportation costs per trip year-to-date. Also, we are indicating positive results in the price of unleaded fuel that continues to decline and is averaging \$1.94 per gallon. This fuel is budgeted at a net price of \$3.45 per gallon in the FY2009 budget. We are currently paying \$1.85 per gallon.

Although purchased transportation costs year-to-date are slightly above the amounts budgeted, our provider, MV Transportation, is currently providing 1.36 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:

<b>ACCESS LYNX</b>			
<b>FY2009</b>	<b>Trips (Year-to-Date)</b>	<b>Trip Rate</b>	<b>Costs</b>
<b>Actual (with est.)</b>	<b>407,739</b>	<b>\$29.46</b>	<b>\$12,012,057</b>
<b>Budget (rounding)</b>	<b>378,682</b>	<b>\$31.43</b>	<b>\$11,901,976</b>
<b>Excess Trips/Costs</b>	<b>29,057</b>	<b>\$(1.97)</b>	<b>\$ 110,081</b>

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

	<b>2009</b>	<b>2008</b>
<b>ASSETS</b>		
<b>CURRENT ASSETS:</b>		
Cash and cash equivalents	\$ 18,046,065	\$ 16,747,451
Receivables:		
Local, trade and operating assistance	7,126,486	4,126,940
Federal grants	6,076,307	8,212,355
State grants	6,898,960	7,467,281
Inventory	1,956,454	2,132,193
Prepaid expenses and other assets	380,790	777,227
Restricted cash and cash equivalents	1,421,447	2,252,649
Total current assets	41,906,509	41,716,096
<b>NONCURRENT ASSETS:</b>		
Restricted cash and cash equivalents	4,300,241	4,382,299
Property and equipment:		
Land	8,571,465	8,571,465
Buildings and shelters	79,448,834	63,955,372
Revenue vehicles	96,892,612	101,887,188
Furniture, Fixtures & Equipment	22,587,849	20,924,183
Leasehold improvements	17,237	155,794
Total property and equipment	207,517,997	195,494,002
Less: accumulated depreciation	(79,598,437)	(77,833,113)
Construction in progress	3,815,576	18,856,296
Net property and equipment	131,735,136	136,517,185
Other assets	1,374,355	1,172,240
Total noncurrent assets	137,409,732	142,071,724
<b>TOTAL ASSETS</b>	<b>\$ 179,316,241</b>	<b>\$ 183,787,820</b>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**BALANCE SHEETS**  
**MAY31, 2009 AND 2008**  
(UNAUDITED)

	<u>2009</u>	<u>2008</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES:</b>		
Accounts payable	\$ 2,128,916	\$ 4,777,659
Accrued salaries and related taxes	3,490,127	1,902,880
Accrued compensated absences	3,290,400	3,198,711
Accrued self-insurance liability, current	1,276,714	1,082,683
Leases payable, current	1,035,088	995,290
SIB loans payable, current	3,084,747	3,081,717
Deferred operating revenue	9,149,810	9,286,443
Deferred capital	<u>884,698</u>	<u>990,920</u>
Total current liabilities	<u>24,340,500</u>	<u>25,316,303</u>
<b>NONCURRENT LIABILITIES:</b>		
Leases payable, long-term	4,881,325	5,916,413
Loans payable, long-term	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>16,958,551</u>	<u>20,937,948</u>
Total liabilities	<u>41,299,051</u>	<u>46,254,251</u>
<b>NET ASSETS:</b>		
Invested in capital assets, net of related debt	115,663,141	117,870,442
Restricted	536,749	1,261,729
Unrestricted	<u>21,817,300</u>	<u>18,401,398</u>
Total net assets	<u>138,017,190</u>	<u>137,533,569</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$ 179,316,241</u>	<u>\$ 183,787,820</u>



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

	Year to Date			Month of May		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 15,751,480	\$ 14,151,097	90%	\$ 1,968,935	\$ 1,688,411	86%
Contract Services:						
Local Financial Assistance	6,469,376	6,260,238	97%	808,672	871,752	108%
Other Contractual Services	8,020,568	6,946,062	87%	1,002,571	893,236	89%
Advertising	1,680,000	796,158	47%	210,000	88,074	42%
Other Operating Income	217,152	169,795	78%	27,144	20,356	75%
Total Operating Revenues	<u>32,138,576</u>	<u>28,323,350</u>	88%	<u>4,017,322</u>	<u>3,561,829</u>	89%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	500,000	500,000	100%	62,500	62,500	100%
State of Florida	5,157,912	5,157,912	100%	644,739	644,739	100%
Local	30,537,000	30,425,884	100%	3,817,125	3,844,902	101%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	10,213,904	8,596,183	84%	1,276,738	1,077,738	84%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	696,424	1,153,943	166%	87,053	174,010	200%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	266,664	59,144	N/A	33,333	8,699	26%
Gain / (Loss) on Sale of Assets	-	(52,764)	N/A	-	(5,444)	N/A
Total Nonoperating Revenues	<u>47,371,904</u>	<u>45,840,302</u>	97%	<u>5,921,488</u>	<u>5,807,144</u>	98%
Total Revenues	<u>79,510,480</u>	<u>74,163,652</u>	93%	<u>9,938,810</u>	<u>9,368,973</u>	94%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	27,938,120	26,126,501	94%	3,492,265	3,266,220	94%
Fringe Benefits	15,133,536	13,000,846	86%	1,891,692	1,473,726	78%
Purchased Transportation Services	12,172,184	12,331,187	101%	1,521,523	1,501,641	99%
Fuel	11,473,816	7,961,886	69%	1,434,227	679,541	47%
Other Materials and Supplies	4,003,864	2,901,129	72%	500,483	337,348	67%
Professional Services	3,068,528	907,300	30%	383,566	66,779	17%
Other Services	3,475,512	2,511,296	72%	434,439	437,926	101%
Lease and Miscellaneous Expenses	574,512	371,203	65%	71,814	38,717	54%
Casualty and Liability Insurance	1,310,248	1,103,672	84%	163,781	159,465	97%
Utilities	905,656	769,673	85%	113,207	79,811	71%
Taxes and Licenses	322,256	268,730	83%	40,282	28,673	71%
Interest Expense	319,768	324,317	101%	39,971	39,563	99%
Total Operating Expenses	<u>80,698,000</u>	<u>68,577,740</u>	85%	<u>10,087,250</u>	<u>8,109,410</u>	80%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (1,187,520)</u>	<u>\$ 5,585,912</u>	570%	<u>\$ (148,440)</u>	<u>\$ 1,259,563</u>	949%

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

	Year to Date			Month of May		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 14,861,336	\$ 13,301,763	90%	\$ 1,857,667	\$ 1,592,497	86%
Contract Services:						
Local Financial Assistance	6,469,376	6,260,238	97%	808,672	871,752	108%
Other Contractual Services	1,234,264	986,778	80%	154,283	167,510	109%
Advertising	1,680,000	796,158	47%	210,000	88,074	42%
Other Income	217,152	169,795	78%	27,144	20,356	75%
Total Operating Revenues	<u>24,462,128</u>	<u>21,514,732</u>	88%	<u>3,057,766</u>	<u>2,740,189</u>	90%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	500,000	500,000	100%	62,500	62,500	100%
State of Florida	5,157,912	5,157,912	100%	644,739	644,739	100%
Local	23,803,664	23,692,548	100%	2,975,458	3,003,235	101%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	10,213,904	8,596,183	84%	1,276,738	1,077,738	84%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	696,424	1,153,943	166%	87,053	174,010	200%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	266,664	59,144	22%	33,333	8,699	26%
Gain / (Loss) on the Sale of Assets	-	(52,764)	N/A	-	(5,444)	N/A
Total Nonoperating Revenues	<u>40,638,568</u>	<u>39,106,966</u>	96%	<u>5,079,821</u>	<u>4,965,477</u>	98%
Total Revenues	<u>65,100,696</u>	<u>60,621,698</u>	93%	<u>8,137,587</u>	<u>7,705,666</u>	95%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	27,698,472	25,898,916	94%	3,462,309	3,238,831	94%
Fringe Benefits	14,991,592	12,857,693	86%	1,873,949	1,459,847	78%
Purchased Transportation Services	270,208	319,130	118%	33,776	32,348	96%
Fuel	9,560,400	7,139,729	75%	1,195,050	552,956	46%
Other Materials and Supplies	3,933,728	2,896,167	74%	491,716	337,315	69%
Professional Services	2,853,080	779,556	27%	356,635	54,529	15%
Other Services	3,381,648	2,407,395	71%	422,706	437,926	104%
Lease and Miscellaneous Expenses	562,840	368,364	65%	70,355	37,749	54%
Casualty and Liability Insurance	1,310,248	1,103,672	84%	163,781	159,465	97%
Utilities	865,000	742,901	86%	108,125	77,560	72%
Taxes and Licenses	286,696	235,982	82%	35,837	23,118	65%
Interest Expense	319,768	324,317	101%	39,971	39,563	99%
Total Operating Expenses	<u>66,033,680</u>	<u>55,073,822</u>	83%	<u>8,254,210</u>	<u>6,451,207</u>	78%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (932,984)</u>	<u>\$ 5,547,876</u>	695%	<u>\$ (116,623)</u>	<u>\$ 1,254,459</u>	1176%

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

	Year to Date			Month of May		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 890,144	\$ 849,334	95%	\$ 111,268	\$ 95,914	86%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	6,786,304	5,959,284	88%	848,288	725,726	86%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
<b>Total Operating Revenues</b>	<b>7,676,448</b>	<b>6,808,618</b>	<b>89%</b>	<b>959,556</b>	<b>821,640</b>	<b>86%</b>
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	6,733,336	6,733,336	100%	841,667	841,667	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	-	-	0%	-	-	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%
<b>Total Nonoperating Revenues</b>	<b>6,733,336</b>	<b>6,733,336</b>	<b>100%</b>	<b>841,667</b>	<b>841,667</b>	<b>100%</b>
Fund Balance	-	-	0%	-	-	0%
<b>Total Revenues</b>	<b>14,409,784</b>	<b>13,541,954</b>	<b>94%</b>	<b>1,801,223</b>	<b>1,663,307</b>	<b>92%</b>
<b>OPERATING EXPENSES</b>						
Salaries and Wages	239,648	227,585	95%	29,956	27,389	91%
Fringe Benefits	141,944	143,153	101%	17,743	13,879	78%
Purchased Transportation Services	11,901,976	12,012,057	101%	1,487,747	1,469,293	99%
Fuel	1,913,416	822,157	43%	239,177	126,585	53%
Other Materials and Supplies	70,136	4,962	7%	8,767	33	0%
Professional Services	215,448	127,744	59%	26,931	12,250	45%
Other Services	93,864	103,901	111%	11,733	-	N/A
Lease and Miscellaneous Expenses	11,672	2,839	24%	1,459	968	66%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	40,656	26,772	66%	5,082	2,251	44%
Taxes and Licenses	35,560	32,748	92%	4,445	5,555	125%
Interest Expense	-	-	0%	-	-	0%
<b>Total Operating Expenses</b>	<b>14,664,320</b>	<b>13,503,918</b>	<b>92%</b>	<b>1,833,040</b>	<b>1,658,203</b>	<b>90%</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>\$ (254,536)</b>	<b>\$ 38,036</b>	<b>115%</b>	<b>\$ (31,817)</b>	<b>\$ 5,104</b>	<b>116%</b>

## 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 - April 30, 2009

**Date:** 7/23/2009

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Please find attached the monthly financial report for the seven months ending April 30, 2009. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the seven months ending April 30, 2009 reflect total revenue earned in the amount of \$64,794,679 and total expenses incurred in the amount of \$60,468,330 resulting in a net operating profit of \$4,326,349.

- Fixed route and Vanpool services resulted in an operating profit of \$4,293,417 for the first seven months of the fiscal year.
- Paratransit services resulted in an operating profit of \$32,932 for the first seven months of the fiscal year.

### Fixed Route Operations:

The year-to-date Operating Revenues are slightly lower than the budget at 88%. Customer fares are at 90% of the budgeted amount year-to-date and is 9% below the budget amount for the month of April which is typically due to fewer weekends and weekdays. Also, we implemented additional service reductions on December 7<sup>th</sup>, which contributes to the decrease in customer fares and has also resulted in an 8.8% decreased ridership.

In addition, we are experiencing significant declines in the advertising market, 46%, resulting from the state of the economy. Current advertising clients are either not renewing or renewing for reduced amounts. 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, we have experienced decreases in the price of fuel; which is under budget by approximately 21% for the first seven 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 a result of less than anticipated purchased transportation costs per trip year-to-date. Also, we are indicating positive results in the price of unleaded fuel that continues to decline and is averaging \$1.77 per gallon. This fuel is budgeted at a net price of \$3.45 per gallon in the FY2009 budget. We are currently paying \$1.57 per gallon.

Although purchased transportation costs year-to-date are slightly above the amounts budgeted, our provider, MV Transportation, is currently providing 1.35 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:

<b>ACCESS LYNX</b>			
<b>FY2009</b>	<b>Trips (Year-to-Date)</b>	<b>Trip Rate</b>	<b>Costs</b>
<b>Actual (with est.)</b>	<b>348,933</b>	<b>\$30.53</b>	<b>\$10,652,764</b>
<b>Budget (rounding)</b>	<b>331,347</b>	<b>\$31.43</b>	<b>\$10,414,229</b>
<b>Excess Trips/Costs</b>	<b>17,586</b>	<b>\$ (.61)</b>	<b>\$ 238,535</b>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**BALANCE SHEETS**  
**APRIL 30, 2009 AND 2008**  
(UNAUDITED)

	<b>2009</b>	<b>2008</b>
<b>ASSETS</b>		
<b>CURRENT ASSETS:</b>		
Cash and cash equivalents	\$ 14,042,220	\$ 14,483,877
Receivables:		
Local, trade and operating assistance	9,252,787	3,890,216
Federal grants	7,408,338	7,551,024
State grants	8,000,191	6,680,059
Inventory	2,156,617	2,095,537
Prepaid expenses and other assets	335,187	761,764
Restricted cash and cash equivalents	1,337,690	2,176,242
Total current assets	42,533,030	37,638,719
<b>NONCURRENT ASSETS:</b>		
Restricted cash and cash equivalents	4,300,241	4,382,299
Property and equipment:		
Land	8,571,465	8,571,465
Buildings and shelters	78,460,707	63,955,372
Revenue vehicles	102,514,767	101,887,188
Furniture, Fixtures & Equipment	22,423,773	20,874,457
Leasehold improvements	155,794	155,794
Total property and equipment	212,126,506	195,444,276
Less: accumulated depreciation	(84,243,450)	(77,319,714)
Construction in progress	4,783,339	18,555,602
Net property and equipment	132,666,395	136,680,164
Other assets	1,374,355	1,172,240
Total noncurrent assets	138,340,991	142,234,703
<b>TOTAL ASSETS</b>	<b>\$ 180,874,021</b>	<b>\$ 179,873,422</b>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**BALANCE SHEETS**  
**APRIL 30, 2009 AND 2008**  
**(UNAUDITED)**

	<u>2009</u>	<u>2008</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES:</b>		
Accounts payable	\$ 2,118,789	\$ 4,593,779
Accrued salaries and related taxes	3,213,873	1,617,556
Accrued compensated absences	3,290,400	3,198,711
Accrued self-insurance liability, current	1,276,714	1,082,683
Leases payable, current	1,024,992	985,582
SIB loans payable, current	3,084,747	3,081,717
Deferred operating revenue	10,966,900	4,820,440
Deferred capital	800,941	914,514
Total current liabilities	<u>25,777,356</u>	<u>20,294,982</u>
<b>NONCURRENT LIABILITIES:</b>		
Leases payable, long-term	5,143,914	6,168,906
Loans payable, long-term	9,829,891	12,914,638
Accrued self-insurance liability, long-term	2,247,335	2,106,897
Total noncurrent liabilities	<u>17,221,140</u>	<u>21,190,441</u>
Total liabilities	<u>42,998,496</u>	<u>41,485,423</u>
<b>NET ASSETS:</b>		
Invested in capital assets, net of related debt	116,781,038	118,064,887
Restricted	536,749	1,261,729
Unrestricted	20,557,738	19,061,383
Total net assets	<u>137,875,525</u>	<u>138,387,999</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$ 180,874,021</u>	<u>\$ 179,873,422</u>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF APRIL 2009 AND THE SEVEN MONTHS ENDED APRIL 30, 2009**  
**(UNAUDITED)**

	Year to Date			Month of April		
	<u>Budget</u>	<u>Actual</u>	<u>%</u>	<u>Budget</u>	<u>Actual</u>	<u>%</u>
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 13,782,545	\$ 12,462,686	90%	\$ 1,968,935	\$ 1,801,144	91%
Contract Services:						
Local Financial Assistance	5,660,704	5,388,486	95%	838,672	846,853	101%
Other Contractual Services	7,017,997	6,052,826	86%	1,870,471	1,127,736	60%
Advertising	1,470,000	708,084	48%	210,000	80,911	39%
Other Operating Income	<u>190,008</u>	<u>149,439</u>	79%	<u>27,144</u>	<u>28,360</u>	104%
Total Operating Revenues	<u>28,121,254</u>	<u>24,761,521</u>	88%	<u>4,915,222</u>	<u>3,885,004</u>	79%
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	437,500	437,500	100%	62,500	62,500	100%
State of Florida	4,513,173	4,513,173	100%	644,739	644,739	100%
Local	26,719,875	26,580,982	99%	3,817,125	3,844,902	101%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	8,937,166	7,518,445	84%	(117,330)	1,064,296	-907%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	609,371	979,933	161%	(541,009)	131,041	-24%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	233,331	50,445	22%	33,333	7,942	24%
Gain / (Loss) on Sale of Assets	<u>-</u>	<u>(47,320)</u>	N/A	<u>-</u>	<u>(1,517)</u>	N/A
Total Nonoperating Revenues	<u>41,450,416</u>	<u>40,033,158</u>	97%	<u>3,899,358</u>	<u>5,753,903</u>	148%
Total Revenues	<u>69,571,670</u>	<u>64,794,679</u>	93%	<u>8,814,580</u>	<u>9,638,907</u>	109%
<b>OPERATING EXPENSES</b>						
Salaries and Wages	24,445,855	22,860,281	94%	3,609,103	3,221,596	89%
Fringe Benefits	13,241,844	11,527,120	87%	1,792,884	1,536,750	86%
Purchased Transportation Services	10,650,661	10,829,546	102%	1,013,849	1,501,191	148%
Fuel	10,039,589	7,282,345	73%	1,603,553	637,352	40%
Other Materials and Supplies	3,503,381	2,563,781	73%	485,063	392,930	81%
Professional Services	2,684,962	840,521	31%	(427,096)	181,211	-42%
Other Services	3,041,073	2,073,370	68%	455,925	364,588	80%
Lease and Miscellaneous Expenses	502,698	332,486	66%	71,250	39,164	55%
Casualty and Liability Insurance	1,146,467	944,207	82%	157,565	170,817	108%
Utilities	792,449	689,862	87%	109,829	111,780	102%
Taxes and Licenses	281,974	240,057	85%	51,232	28,739	56%
Interest Expense	<u>279,797</u>	<u>284,754</u>	102%	<u>39,971</u>	<u>39,977</u>	100%
Total Operating Expenses	<u>70,610,750</u>	<u>60,468,330</u>	86%	<u>8,963,128</u>	<u>8,226,095</u>	92%
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (1,039,080)</u>	<u>\$ 4,326,349</u>	516%	<u>\$ (148,548)</u>	<u>\$ 1,412,812</u>	1051%



**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**FIXED-ROUTE, VANPOOL AND PICK-UP LINE SEGMENT**  
**STATEMENT OF REVENUES AND EXPENSES**  
**FOR THE MONTH OF APRIL 2009 AND THE SEVEN MONTHS ENDED APRIL 30, 2009**  
**(UNAUDITED)**

	Year to Date			Month of April		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 13,003,669	\$ 11,709,266	90%	\$ 1,857,667	\$ 1,686,314	91%
Contract Services:						
Local Financial Assistance	5,660,704	5,388,486	95%	838,672	846,853	101%
Other Contractual Services	1,079,981	819,268	76%	1,022,183	115,211	11%
Advertising	1,470,000	708,084	48%	210,000	80,911	39%
Other Income	190,008	149,439	79%	27,144	28,360	104%
<b>Total Operating Revenues</b>	<b>21,404,362</b>	<b>18,774,543</b>	<b>88%</b>	<b>3,955,666</b>	<b>2,757,649</b>	<b>70%</b>
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	437,500	437,500	100%	62,500	62,500	100%
State of Florida	4,513,173	4,513,173	100%	644,739	644,739	100%
Local	20,828,206	20,689,313	99%	2,975,458	3,003,235	101%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	8,937,166	7,518,445	84%	(117,330)	1,064,296	-907%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	609,371	979,933	161%	(541,009)	131,041	-24%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	233,331	50,445	22%	33,333	7,942	24%
Gain / (Loss) on the Sale of Assets	-	(47,320)	N/A	-	(1,517)	N/A
<b>Total Nonoperating Revenues</b>	<b>35,558,747</b>	<b>34,141,489</b>	<b>96%</b>	<b>3,057,691</b>	<b>4,912,236</b>	<b>161%</b>
<b>Total Revenues</b>	<b>56,963,109</b>	<b>52,916,032</b>	<b>93%</b>	<b>7,013,357</b>	<b>7,669,885</b>	<b>109%</b>
<b>OPERATING EXPENSES</b>						
Salaries and Wages	24,236,163	22,660,085	93%	3,579,147	3,191,500	89%
Fringe Benefits	13,117,643	11,397,846	87%	1,775,141	1,518,513	86%
Purchased Transportation Services	236,432	286,782	121%	(473,898)	64,696	-14%
Fuel	8,365,350	6,586,773	79%	1,364,376	528,108	39%
Other Materials and Supplies	3,442,012	2,558,852	74%	476,296	392,891	82%
Professional Services	2,496,445	725,027	29%	(454,027)	168,926	-37%
Other Services	2,958,942	1,969,469	67%	444,192	364,588	82%
Lease and Miscellaneous Expenses	492,485	330,615	67%	69,791	38,826	56%
Casualty and Liability Insurance	1,146,467	944,207	82%	157,565	170,817	108%
Utilities	756,875	665,341	88%	104,747	105,870	101%
Taxes and Licenses	250,859	212,864	85%	46,787	26,998	58%
Interest Expense	279,797	284,754	102%	39,971	39,977	100%
<b>Total Operating Expenses</b>	<b>57,779,470</b>	<b>48,622,615</b>	<b>84%</b>	<b>7,130,088</b>	<b>6,611,710</b>	<b>93%</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>\$ (816,361)</b>	<b>\$ 4,293,417</b>	<b>626%</b>	<b>\$ (116,731)</b>	<b>\$ 1,058,175</b>	<b>1007%</b>

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

	Year to Date			Month of April		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 778,876	\$ 753,420	97%	\$ 111,268	\$ 114,830	103%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	5,938,016	5,233,558	88%	848,288	1,012,525	119%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
<b>Total Operating Revenues</b>	<b>6,716,892</b>	<b>5,986,978</b>	<b>89%</b>	<b>959,556</b>	<b>1,127,355</b>	<b>117%</b>
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	5,891,669	5,891,669	100%	841,667	841,667	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	-	-	0%	-	-	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%
<b>Total Nonoperating Revenues</b>	<b>5,891,669</b>	<b>5,891,669</b>	<b>100%</b>	<b>841,667</b>	<b>841,667</b>	<b>100%</b>
Fund Balance	-	-	0%	-	-	0%
<b>Total Revenues</b>	<b>12,608,561</b>	<b>11,878,647</b>	<b>94%</b>	<b>1,801,223</b>	<b>1,969,022</b>	<b>109%</b>
<b>OPERATING EXPENSES</b>						
Salaries and Wages	209,692	200,196	95%	29,956	30,096	100%
Fringe Benefits	124,201	129,274	104%	17,743	18,237	103%
Purchased Transportation Services	10,414,229	10,542,764	101%	1,487,747	1,436,495	97%
Fuel	1,674,239	695,572	42%	239,177	109,244	46%
Other Materials and Supplies	61,369	4,929	8%	8,767	39	0%
Professional Services	188,517	115,494	61%	26,931	12,285	46%
Other Services	82,131	103,901	127%	11,733	-	N/A
Lease and Miscellaneous Expenses	10,213	1,871	18%	1,459	338	23%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Utilities	35,574	24,521	69%	5,082	5,910	116%
Taxes and Licenses	31,115	27,193	87%	4,445	1,741	39%
Interest Expense	-	-	0%	-	-	0%
<b>Total Operating Expenses</b>	<b>12,831,280</b>	<b>11,845,715</b>	<b>92%</b>	<b>1,833,040</b>	<b>1,614,385</b>	<b>88%</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>\$ (222,719)</b>	<b>\$ 32,932</b>	<b>115%</b>	<b>\$ (31,817)</b>	<b>\$ 354,637</b>	<b>1215%</b>

## Monthly Report C: 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)

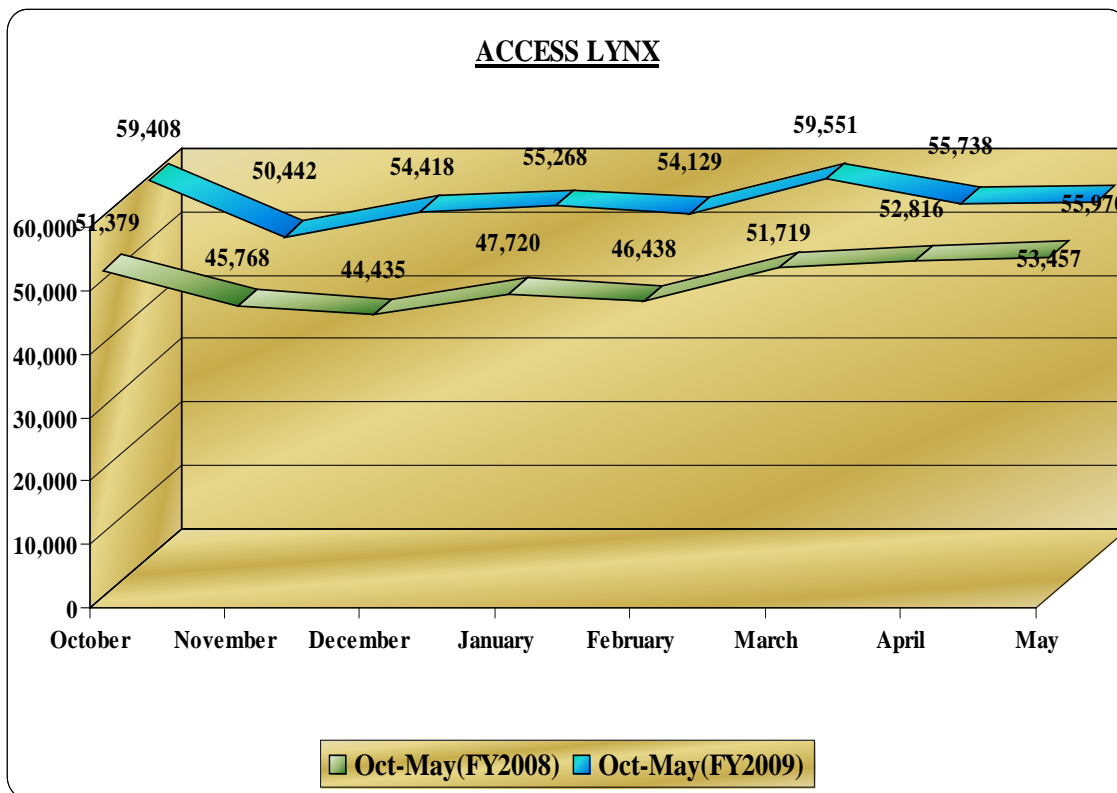
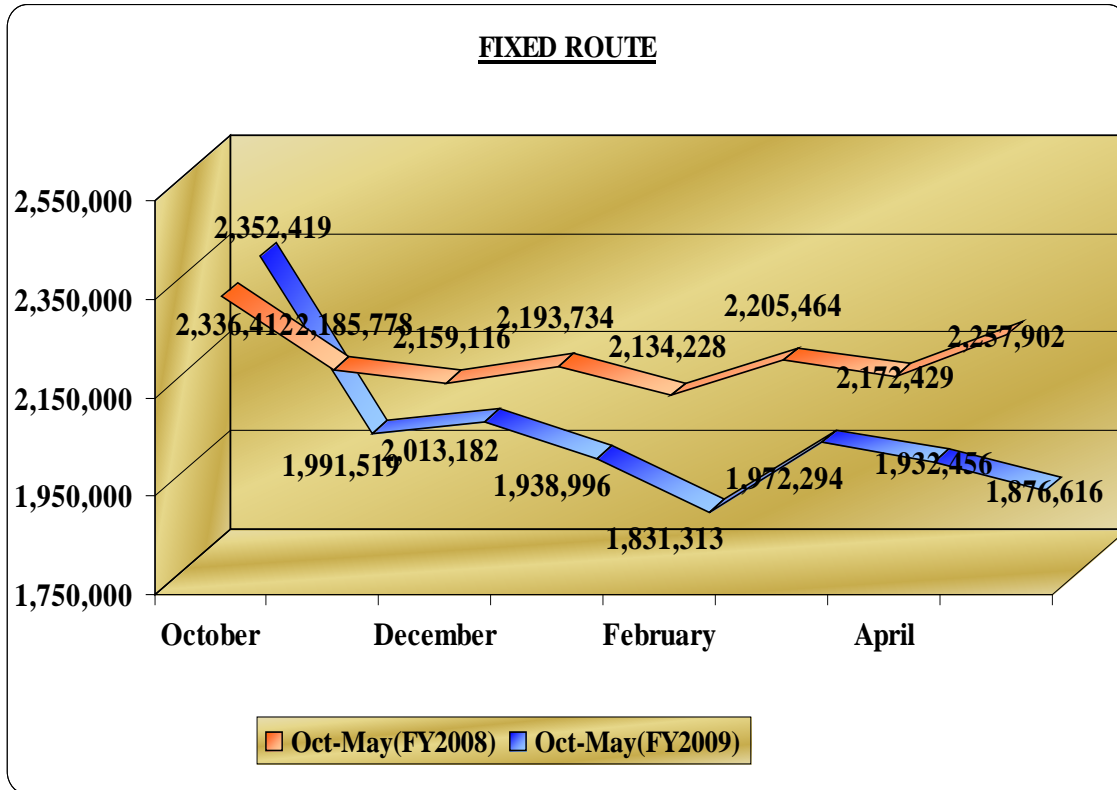
**Phone:** 407.841.2279 ext: 6058

**Item Name:** Ridership Report – May and June 2009

**Date:** 7/23/2009

### Year to date (October – May) Final

<i>Service Mode</i>	<i>Oct-May(FY2008)</i>	<i>Oct-May(FY2009)</i>	<i>% Change</i>
LYMMO	803,656	827,224	2.93%
Fixed Route	16,838,439	15,053,458	-10.60%
Pick Up Line	2,968	28,113	847.20%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>17,645,063</b>	<b>15,908,795</b>	<b>-9.84%</b>
Special Shuttles	29,130	44,952	54.32%
ACCESS LYNX	393,732	444,924	13.00%
VanPlan	131,079	120,473	-8.09%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>553,941</b>	<b>610,349</b>	<b>10.18%</b>
<b>TOTAL ALL SERVICES</b>	<b>18,199,004</b>	<b>16,519,144</b>	<b>-9.23%</b>



**Average Daily Ridership by Mode**

<i>Service Mode</i>	<i>Day</i>	<i>May-08</i>	<i>May-09</i>	<i>% Change</i>
<b>LYMMO</b>	Wkday	4,125	5,051	22.46%
	Sat	1,495	1,631	9.10%
	Sun	822	1,324	61.01%
<b>All Other Links</b>	Wkday	82,195	67,196	-18.25%
	Sat	55,274	48,099	-12.98%
	Sun	31,324	28,145	-10.15%
<b>Total Fixed Route</b>	Wkday	86,320	72,247	-16.30%
	Sat	56,769	49,730	-12.40%
	Sun	32,146	29,468	-8.33%
<b>ACCESS LYNX</b>	Wkday	2,144	2,332	8.76%
	Sat	914	1,018	11.36%
	Sun	420	383	-8.76%
<b>Pick Up Line</b>	Wkday	24	274	1034.91%
	Sat	21	149	616.35%
<b>VanPlan</b>	Wkday	735	638	-13.28%
	Sat	113	99	-12.72%
	Sun	109	99	-8.39%
<b>TOTAL</b> <i>LYNX</i> <i>SERVICES</i>	Wkday	<b>89,223</b>	<b>75,490</b>	<b>-15.39%</b>
	Sat	<b>57,817</b>	<b>50,995</b>	<b>-11.80%</b>
	Sun	<b>32,674</b>	<b>29,950</b>	<b>-8.34%</b>

The following new links began service in December 2008:

- Link 111 - Orlando International Airport/Canadian Ct./Disney
- Link 313 - VA Clinic
- Link 319 - Richmond Heights (replaced Links 19 & 22)
- Link 426 - Poinciana
- Link 602 - North Poinciana Pick Up Line

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 MAY 2009 Final**

<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					827,224
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					15,053,458
Pick Up Line	787	672	2,088	3,711	4,448	5,320	4,874	6,213					28,113
<b>SUBTOTAL - FIXED ROUTE</b>	<b>2,352,419</b>	<b>1,991,519</b>	<b>2,013,182</b>	<b>1,938,996</b>	<b>1,831,313</b>	<b>1,972,294</b>	<b>1,932,456</b>	<b>1,876,616</b>					<b>15,908,795</b>
Special Shuttles	7,305	5,996	7,367	23,954	246	0	7	77					44,952
ACCESS LYNX	59,408	50,442	54,418	55,268	54,129	59,551	55,738	55,970					444,924
VanPlan	17,436	13,898	14,089	15,763	14,102	15,728	15,716	13,741					120,473
<b>SUBTOTAL - OTHER SERVICES</b>	<b>84,149</b>	<b>70,336</b>	<b>75,874</b>	<b>94,985</b>	<b>68,477</b>	<b>75,279</b>	<b>71,461</b>	<b>69,788</b>					<b>610,349</b>
<b>TOTAL ALL SERVICES</b>	<b>2,436,568</b>	<b>2,061,855</b>	<b>2,089,056</b>	<b>2,033,981</b>	<b>1,899,790</b>	<b>2,047,573</b>	<b>2,003,917</b>	<b>1,946,404</b>					<b>16,519,144</b>

**% 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%					2.9%
Fixed Route	1.1%	-9.0%	-7.1%	-12.2%	-15.4%	-11.6%	-12.5%	-18.8%					-10.6%
Pick Up Line	261.0%	146.2%	690.9%	1197.6%	1046.4%	1137.2%	878.7%	916.9%					847.2%
<b>SUBTOTAL - FIXED ROUTE</b>	<b>0.7%</b>	<b>-8.9%</b>	<b>-6.8%</b>	<b>-11.6%</b>	<b>-14.2%</b>	<b>-10.6%</b>	<b>-11.0%</b>	<b>-16.9%</b>					<b>-9.8%</b>
Special Shuttles	11138.5%	518.8%	7654.7%	15157.3%	-75.7%	-100.0%	-96.6%	28.3%					54.3%
ACCESS LYNX	15.6%	10.2%	22.5%	15.8%	16.6%	15.1%	5.5%	4.7%					13.0%
VanPlan	-7.6%	-9.1%	5.5%	-1.7%	-13.5%	-2.7%	-12.2%	-20.0%					-8.1%
<b>SUBTOTAL - OTHER SERVICES</b>	<b>19.7%</b>	<b>13.4%</b>	<b>31.1%</b>	<b>48.6%</b>	<b>7.4%</b>	<b>-20.3%</b>	<b>0.8%</b>	<b>-1.3%</b>					<b>10.2%</b>
<b>TOTAL ALL SERVICES</b>	<b>1.2%</b>	<b>-8.3%</b>	<b>-5.8%</b>	<b>-9.9%</b>	<b>-13.6%</b>	<b>-11.0%</b>	<b>-10.7%</b>	<b>-16.4%</b>					<b>-9.2%</b>

**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
<b>SUBTOTAL - FIXED ROUTE</b>	<b>2,336,412</b>	<b>2,185,778</b>	<b>2,159,116</b>	<b>2,193,734</b>	<b>2,134,228</b>	<b>2,205,464</b>	<b>2,172,429</b>	<b>2,257,902</b>	<b>2,153,056</b>	<b>2,253,338</b>	<b>2,129,807</b>	<b>2,221,205</b>	<b>26,402,469</b>
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
<b>SUBTOTAL - OTHER SERVICES</b>	<b>70,306</b>	<b>62,029</b>	<b>57,880</b>	<b>63,917</b>	<b>63,756</b>	<b>94,451</b>	<b>70,913</b>	<b>70,689</b>	<b>69,522</b>	<b>72,968</b>	<b>68,247</b>	<b>73,739</b>	<b>838,417</b>
<b>TOTAL ALL SERVICES</b>	<b>2,406,718</b>	<b>2,247,807</b>	<b>2,216,996</b>	<b>2,257,651</b>	<b>2,197,984</b>	<b>2,299,915</b>	<b>2,243,342</b>	<b>2,328,591</b>	<b>2,222,578</b>	<b>2,326,306</b>	<b>2,198,054</b>	<b>2,294,944</b>	<b>27,240,886</b>

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

## Monthly Report D: 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 & Development Report - May/June 2009

**Date:** 7/23/2009

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### Coordination Activities

**Orange County** – Planning staff has initiated discussion with Orange County with regard to permitting of the art shelters. The discussions have indicated the permitting process will remain the same as our existing shelters.

LYNX and Orange County staff are also coordinating bus shelter locations that will potentially be funded under the American Recovery and Reinvestment Act (ARRA) program (2010 budget).

**Osceola County** - LYNX staff is coordinating with Osceola County staff to identify potential bus shelter locations to be funded under the ARRA program and the 2010 budget.

**Seminole County** – LYNX is working through the process of permitting shelters within the County, associated Community Redevelopment Agency (CRA) partner cities and the City of Longwood.

LYNX and Seminole County staff are also coordinating bus shelter locations that will potentially be funded under the American Recovery and Reinvestment Act (ARRA) program (2010 budget).

### Geography Network

The main page and the three web applications currently available on LYNX Geography Network had been loaded on a desktop 1,267 times between May 1 and June 14, 2009.

## **GIS**

Under phase two of the Partners for Structures layer project, funded under the USGS Assistantship program the LYNX GIS staff is working with USGS on the process for publishing the regional data to the National Map. A paper on the project was submitted for publication by ESRI and as presentation material for the International User Forum.

The updated GIS metadata files for the LYNX GIS layers were published at Central Florida GIS clearing house. The average daily ridership information by bus stop was extracted from the APC database for the December 2008 bid and published on LYNX Geography Network.

The regional street base map data was updated for Trapeze FX, the LYNX fixed route scheduling system and Trapeze PASS, the scheduling system for paratransit trip planning.

## **MORE TMCC**

LYNX has received pre-award authority from the United States Department of Transportation/Federal Transit Administration (USDOT/FTA) for Phase II funding to ensure uninterrupted continuation of the MORE TMCC project. The project was granted a Letter of No Prejudice consistent with the work tasks detailed in our Phase II proposal allowing us to incur costs of up to \$20,000 prior to issuance of the full \$100,000 Federal assistance.

The USDOT, at their expense, requested Doug Jamison to attend the ITS America Annual Meeting in National Harbor, Maryland to present the project. This presentation is part of the outreach effort required of the project.

## **Shelters and Amenities**

LYNX installed 12 shelters during May and June and is currently reviewing the following shelter and amenity projects. The locations of these shelters included Oakridge Road, the Florida Mall and Tangelo Park.

**Orange County:** Installation of 10 shelters along Oakridge Road and 7 shelters along Silver Star Road is currently in process.

**City of Orlando:** Installation of 13 shelters along SR 436 at existing bus pullout bays is in the process of installation.

LYNX is in the process of permitting an additional shelter on the Frontage Road near the Orlando International Airport rental car facilities.

**Seminole County:** Installation of 4 shelters within the 17-92 CRA is currently in process. LYNX is also in the process of installing a shelter at the existing bus pad near the Rinehart Road Wal-Mart in Sanford.

The additional 22 shelters programmed for the 17-92 CRA were ordered and are in the permitting process at the County. Due to staff reductions at the county, the permitting process is



anticipated to take approximately one month. It is anticipated that these shelters will be installed towards the end of this fiscal year.

**Osceola County:** LYNX has reviewed the proposals for the Osceola Square Mall 4 bus pullout bay. Construction of this project will begin in mid- to late July.

LYNX is permitting the installation of one 10' x 10' shelter at the Poinciana Wal-Mart to serve LINKS 26, 426 and Pick-Up Line 602.

**City of Winter Park** – Installation of 4 of the 6 shelters programmed for the City of Winter Park is in process. The remaining 2 shelters are awaiting Transit License Agreements from the private parties.

### **Developments of Regional Impact (DRI's)/Roadway Projects**

LYNX staff reviewed, commented and attended meetings for the following projects.

#### **Fountainhead DRI Notice of Proposed Change-Osceola County**

Located on John Young Parkway and Columbia Street. Major comments included verification that a ride share coordinator was appointed and the status of required improvements (bus shelters) as requested.

#### **Center of Commerce DRI and Fashion Square DRI**

LYNX attended a joint discussion for both projects with the DRIs' legal counsel, the regional planning council and the City of Orlando. LYNX requested consideration of additional capital concessions from the respective developers in the form of additional bus shelters and funds to increase the headways on some area routes in the off-peak hours.

### **Road Projects**

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

#### **Orange County**

Widening and reconstruction of Econ Trail from 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.

Reconstruction of John Young Parkway/Silver Star Road from SR 50 to Interstate 4 - maintain accessibility to the bus stops and provide ADA accessible bus pads.

Widening of Sandlake Road from Turkey Lake Road to Universal Boulevard – provide shelter pads in the post development scenario for structures currently in place, maintain accessibility to the bus stops and provide ADA accessible bus pads.

## Monthly Report E: Communications Report

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6058

**Item Name:** Communications Report – May/June 2009

**Date:** 7/23/2009

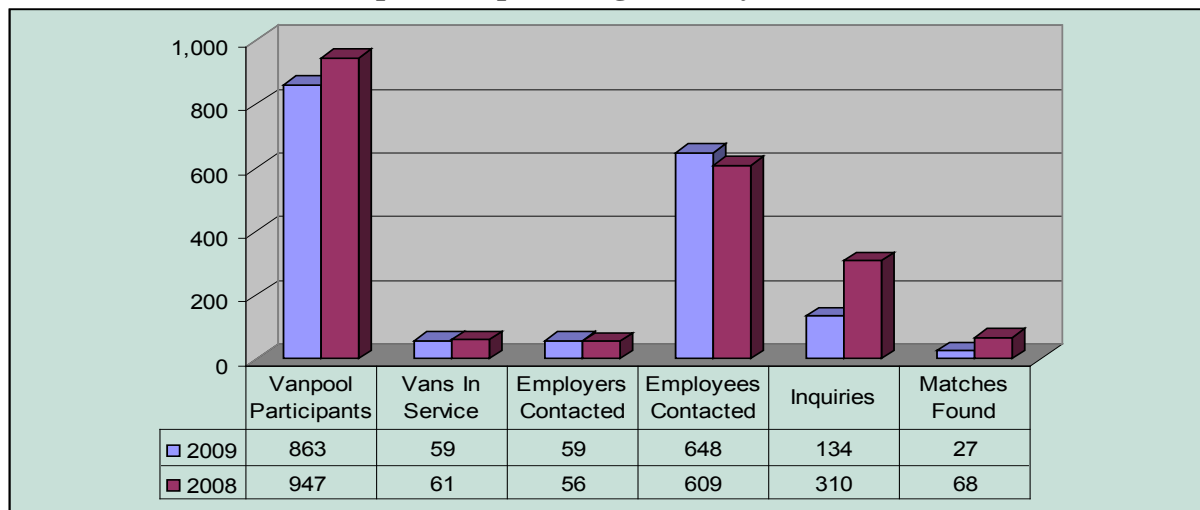
### ADVERTISING

ADVERTISING SALES BUDGET FY 2009/2010	YTD FY09	REVENUE MAY/JUNE 2009	REVENUE- MAY/JUNE 2008	% -/+
\$1,200,000	\$843,100	\$161,652	\$240,712	-33%

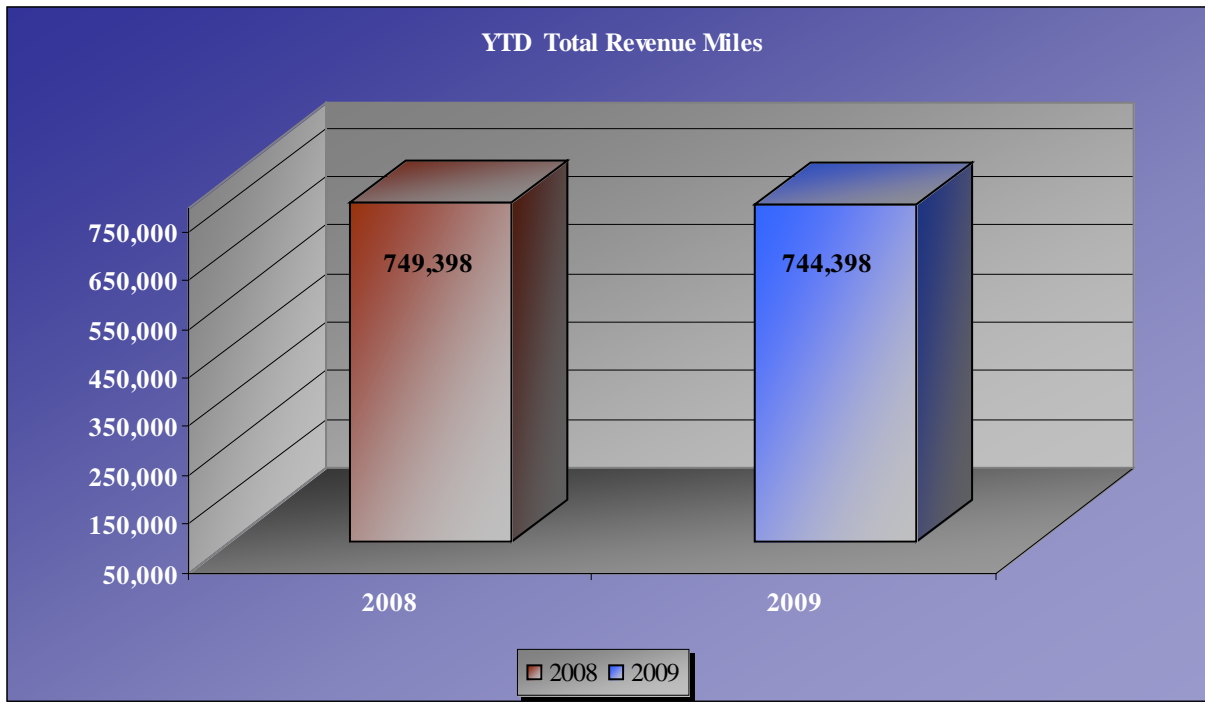
### COMMUNICATIONS JUNE 2009

**Vanpool/Carpool Program** – The rising unemployment rate, particularly in the tourism and construction business, has resulted in an 8% decline for May/June 2009 compared to this time last year. Six agency vans were turned in because of the sluggish economy. Relatively low gas prices also contributed to the decline.

**Vanpool/Carpool Program May/June 2009**



*Vanpool/Carpool Program Revenue Miles - May/June 2009 are down less than 1% when compared to May/June of 2008*



**May/June Agreements: 2 Bus Pass Selling Programs**

- R&Y Gift and Groceries Corp. D.B.A. R&Y Mini-mart
- Amscot agreed to sell passes at 12 stores

**Guaranteed Ride Home Program for Carpool & Bus Riders Implementation:**

- Orange Lake Resort signed a Guaranteed Ride Home Agreement to promote carpool and riding the bus to work

**COMMUNICATIONS EVENTS**

Communications staff attended the following events for May/June 2009:

**Orange County Corrections Department** – Staff presented transportation options to the Orange County Corrections Department (35 employees) and their clients.

**LINK 434 Ribbon Cutting** – State Senator Andy Gardiner and LYNX board members Carlton Henley and Noranne Downs, along with several elected officials from Seminole County, were part of a group of 30 people at the ribbon-cutting for the new Link 434 service.

**Bike to Work 2009** - LYNX representatives participated in Mayor Buddy Dyer’s Bike to Work Day Event. More than 60 individuals participated in this event and were exposed to the LYNX Family of Services promotional material.

**Central Florida Earth Day 2009 at Lake Eola** - LYNX was a sponsor of the Central Florida Earth Day promotion at Lake Eola. A bus and a vanpool vehicle were parked at the event for the public to view. LYNX information was made available to about 150 participants.

**Lila Mitchell Community Health Fair** - LYNX Communications attended the Lila Mitchell Community Center Health Fair to offer information about LYNX services. LYNX representatives were able to speak with approximately 50 individuals who attended the fair.

**International Academy of Design and Technology** - Information promoting LYNX Family of Services was distributed at this event and a presentation explaining the various commuter options was shared with the more than 70 individuals that stopped at LYNX booth.

**NAWBO Beacon Awards 2009 Launch and Media Meeting** - LYNX representatives attended the National Association for Women Business Owners (NAWBO) annual Beacon Awards Launch and Media meeting. LYNX representatives introduced the programs to sell bus passes, vanpool program and carpool matching to 15 people.

**Orange County Clerk of Courts "Meet and Match" Carpool/Vanpool** - This was part of a series of lunch and learn sessions, which four people attended. The LYNX representative made available a large map that showed employees where they lived in reference to each other to provide a visual of who they can vanpool or carpool with.

**Community Info EXPO 2009: Roadmap to Recovery** - A LYNX representative participated in the Community Info EXPO 2009: Roadmap to Recovery. The LYNX representative talked to over 100 individuals about riding the bus, vanpool, and using Access LYNX.

**Youth Fest at City Hall** - LYNX Communications attended the Youth Fest at City Hall sponsored by Orlando City Commissioner Sam Ings. LYNX representatives spoke with students and parents about using LYNX to get around to summer activities. Information about LYNX "Dump the Pump" promotion was given to 100 people.

**Triple "A" Art Festival** - LYNX was a community partner in this event sponsored by the Town of Oakland. Schedule books and "Dump the Pump" information were distributed to 150 individuals.

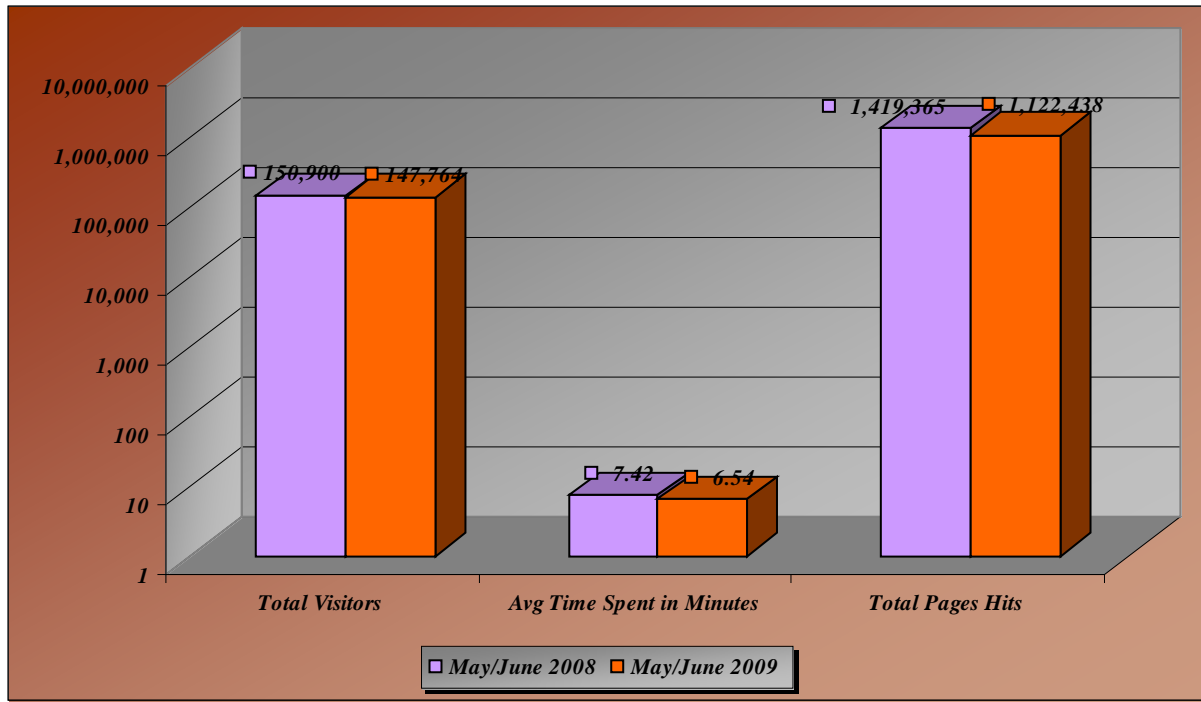
**Community Picnic** - Star 94.5 FM sponsored a free community picnic and asked LYNX to provide face painting and information about routes. LYNX table was visited by 300 people who received coupons for schedule books and "Dump the Pump" information.

**New Partnerships** – Amscot starting selling passes at 12 stores with the possibility of working up to 45 stores in the Orange, Osceola and Seminole County areas.

Orange Lake Resort signed a Guaranteed Ride Home Agreement to promote carpool and riding the bus to work.

### **Website Usage May/June 2009**

- There were 2 percent fewer visitors, 20 percent fewer page hits and 10 percent less time spent on LYNX website in May/June 2009 than in the same time period of 2008.



### Media Relations for the months of May/June 2009

(\*press releases can be found on line at <http://www.golynx.com/?id=1156197> and clips of news releases are available through Matt Friedman 407-254-6206)

#### MAY 2009

4/27, 28, 30 and 5/1 - The Orlando Sentinel had trial coverage of a story on LYNX **not** being at fault for hitting a pedestrian in 2003.

5/1 - The month began with a Channel 9 show on Swine Flu. LYNX was featured for having a game plan to keep passengers and employees safe from spreading the virus.

5/14 - LYNX hosted a Link 434 unveiling at South Seminole Hospital. It was attended by the Sanford Herald, Seminole Voice, Success in Seminole Magazine and Seminole Chronicle (Oviedo, Longwood and Winter Springs). They all fall under the same ownership. Channel 9 and Seminole TV attended as well.

5/20 - Channel 9 put in a public request regarding employee absenteeism. They aired a piece concerning whether LYNX buses made employees sick causing absenteeism.

5/21 - LYNX hosted a Zimek Machine demonstration. The Sentinel wrote an advance piece with photo (5/21). Channel 9 attended the event. Channels 6 and 13 requested videos.

5/26 - Media Relations staff attended a Public Information Network meeting to discuss hurricane preparedness and how the media/PIO's can coordinate during emergency situations.

5/27 - The Seminole Voice had a story on the new Link 434 (5/27).

**JUNE 2009**

6/4, 17-18 - The Sentinel, WDBO-AM, Channel 6, 9, 13 and 35 either covered or had advance coverage of Dump the Pump Day.

6/9 and 11 - The Sentinel had mentions on LYMMO service while the NBA Finals are in Orlando. WDBO, Channels 2, 6, 9 and 13 also had mentions.

6/10 - The Seminole Chronicle wrote an article on Public Service Announcement bus.

6/13 - The Sentinel wrote an editorial on finding the appropriate dedicated funding source.

6/19 - The Orlando Business Journal had a note on Linda Watson being named to the Mennello Board.

6/22 - A UCF student film taped a segment on LYMMO.

**CUSTOMER SERVICE****May 2009**

<b>CUSTOMER SERVICE</b>	<b>MAY 09</b>
Number of Calls	30,980
Call-Wait Time in Seconds	:25
Internet Inquiries	:25
“How To Ride” presentations	3
Customers assisted by telephone, fax, one-on-one	2628
Concerns/suggestions for Transit Ops (LYNX)	107
Compliments for Fixed Route/Road Rangers	9
Concerns/suggestions for Paratransit (MV and LYNX)	300
Compliments for Paratransit	1
<b>SALES &amp; INFORMATION DATA</b>	<b>MAY 09</b>
Customers serviced through fixed route inquiries/sales	23,595
LYNX fare media sales	\$195,243

<b>LOST &amp; FOUND DATA</b>	<b>MAY 09</b>
Number of items recovered	533
% items returned to owners	25.3%
Advantage IDs issued	110
Kids In School & Senior IDs issued	8

**June 2009**

<b>CUSTOMER SERVICE</b>	<b>JUNE 09</b>
Number of Calls	34,195
Call-Wait Time in Seconds	:32
Internet Inquiries	245
“How To Ride” presentations	2
Customers assisted by telephone, fax, one-on-one	2628
Concerns/suggestions for Transit Ops (LYNX)	98
Compliments for Fixed Route/Road Rangers	14
Concerns/suggestions for Paratransit (MV and LYNX)	310
Compliments for Paratransit	10
<b>SALES &amp; INFORMATION DATA</b>	<b>09</b>
Customers serviced through fixed route inquiries/sales	29,310
LYNX fare media sales	\$189,837.50

<b>LOST &amp; FOUND DATA</b>	<b>09</b>
Number of items recovered	539
% items returned to owners	23.7
Advantage IDs issued	102
Kids In School & Senior IDs issued	8



## Monthly Report F: Government Relations

**To:** LYNX Board Of Directors

**From:** James McLawhorn  
CHIEF GOVT AFFAIRS OFFICER

**Phone:** 407.841.2279 ext: 6064

**Item Name:** Legislative Report

**Date:** 7/23/2009

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Congress is working on a number of key legislative priorities including debate on the twelve federal agency annual funding bills, health care reform, climate change/energy legislation and in the Senate, the Supreme Court confirmation hearings. The House is tentatively scheduled to adjourn for the August recess on July 31, less than three weeks from now. The Senate plans to stay in an extra week through August 7.

After Congress returns from recess on September 8, there are only three and a half weeks left before the start of the new fiscal year when all the appropriations bills are supposed to be completed and when the SAFETEA-LU authorization and the temporary FAA authorization extension expire.

### FY'10 Appropriations:

After a slow start following a late release of the Administration's FY'10 budget request, Congress, especially the House, has been making good progress in passing the twelve agency appropriations bills. The full House has already passed seven bills and the Energy & Water bill, which funds the US Corps of Engineers' programs, is on the floor this week.

The House THUD appropriations subcommittee marked-up and approved by voice vote a bill to fund DOT and HUD programs. There were no amendments offered at the mark-up. THUD Chairman John Olver (D-MA) had a difficult time crafting the DOT bill given that there is currently no new authorization in place for the surface transportation programs or the FAA programs as of October 1. He is also in the difficult position of trying to fund programs out of a Trust Fund that is expected to be insolvent even before the start of the new fiscal year.

FHWA – the bill provides \$41.1B for the highway program, the same as the President's request and a modest increase over the \$40.7B FY'09 funding level.

FTA – the bill provides \$10.5B for transit programs, a \$352M increase over FY’09. The Formula and Bus Grant program would receive \$8.34B versus \$8.26B in FY’09, all from the Trust Fund as opposed to \$5B of the total from the General Fund as proposed by the Administration. Capital Investment Grants (New Starts/Small Starts) would be funded at \$1.82B compared with the current funding of \$1.80B.

FRA –High-speed rail is the big winner with \$4B versus the \$1B requested by President Obama. This funding is an add-on to the \$8B appropriation in the ARRA stimulus bill. However, the bill directs that \$2B of the \$4B may be transferred to a National Infrastructure Bank (NIB) if and when Congress authorizes such a bank. A White House proposal to create a NIB has been delayed and is now expected to apply only to transportation projects.

Surface Transportation Authorization:

The leadership of the House Transportation & Infrastructure Committee and many industry groups continue to strongly push for a six-year authorization of highway, transit and rail programs along the lines of the bill which was approved by the House Highways & Transit Subcommittee on June 24, but the likelihood of that occurring this year diminishes each passing day.

The leadership of the House Ways & Means Committee, which has to approve the revenue title of the bill, has indicated that its top priority is health care reform and it is unclear when they will be able to address the transportation authorization bill and, more importantly, how they would raise the necessary new revenues.

In the meantime, the Senate Environment & Public Works Committee has decided to move ahead and mark-up an 18-month extension of the existing SAFETEA-LU authorization on July 15. This follows the release of a proposal by the Administration, referred to as a “Stage I Reauthorization”, which would provide \$20B in General Funds to cover the short-fall in the Highway Trust Fund and extend programs through March 2011, after the mid-term congressional elections in November 2010.

The House Transportation & Infrastructure Committee leadership has expressed very strong opposition to any extension and continues to push for passage of a six-year bill. However, chairman Jim Oberstar has agreed to introduce a stand-alone bill to provide an intergovernmental transfer of \$7.3B in General Funds to cover the immediate FY’09 shortfall. This is similar to the \$8B transfer which occurred last summer.

House Speaker Nancy Pelosi and Senate Majority Leader Harry Reid recently made statements that it is possible that Congress might consider a six-year authorization bill this fall to serve as a second economic stimulus/jobs bill given the continued rise in unemployment. However, President Obama this week indicated he did not support a second stimulus of any kind at this time.

ARRA Economic Stimulus Implementation:

As of June 30 every state met the requirement that 50 percent of the highway funds apportioned to the state DOT had to be obligated within the first 120 days. No state had to turn back funds to be reallocated to other states.

## Monthly Report G: Employee Travel Report

**To:** LYNX Board Of Directors

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

**Phone:** 407.841.2279 ext: 6017

**Item Name:** Monthly Employee Travel Report - July 2009

**Date:** 7/23/2009

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED COST	AGENCY COST
Stanmira Bourova Operations	San Diego, CA	Project presentation at 2009 ESRI International User Conference- grant funded travel for two members of the project team	07/10/09 - 07/18/09	2,201	0
Albert Hill Volusia County GIS Manager	San Diego, CA	Project presentation at 2009 ESRI International User Conference- grant funded travel for two members of the project team	07/10/09 - 07/18/09	2,201	0
William Zielonka Operations	Portland, OR	To attend the 10 <sup>th</sup> . DHS Transit Safety & Security Round Table	07/13/09 - 07/16/09	174	0
Lena Juarez JEJ Associates for Government Affairs	St. Petersburg, FL	Sponsoring Lena Juarez, JEJ Associates to attend Floridians for Better Transportation Summit and the Florida Transportation Commission on behalf of LYNX	07/15/09 - 07/17/09	582	582
Linda Watson Executive	Newport Beach, CA	Attend Transportation Research Board National Cooperative Research Program Project Panel	07/15/09 - 07/17/09	0	0

<b>EMPLOYEE / DEPARTMENT</b>	<b>DESTINATION</b>	<b>PURPOSE</b>	<b>DEPARTURE AND RETURN DATES</b>	<b>TOTAL ESTIMATED COST</b>	<b>AGENCY COST</b>
Edward Johnson Executive	St Petersburg, FL	Attend Floridians for Better Transportation Summit and Florida Transportation Commission Meeting	07/15/09 - 07/17/09	663	663
Steven Robinson Operations	Roanoke, VA	To attend the third Workshop for 2009 Environmental Management System (EMS) Implementation Institute	07/20/09 - 07/23/09	281	0
William Zielonka Operations	Roanoke, VA	To attend the third Workshop for 2009 Environmental Management System (EMS) Implementation Institute	07/20/09 - 07/23/09	281	0
Janell Thomas Operations	Roanoke, VA	To attend the third Workshop for 2009 Environmental Management System (EMS) Implementation Institute	07/20/09 - 07/23/09	281	0
Lisa Darnall Operations	Roanoke, VA	To attend the third Workshop for 2009 Environmental Management System (EMS) Implementation Institute.	07/20/09 - 07/23/09	281	0
David Burnet Operations	Tampa, FL	National Transit Database Reporting and Data Collection Seminar	07/22/09 - 07/24/09	0	0
<b>TOTAL ESTIMATED COSTS and AGENCY COSTS</b>				<b>6,945</b>	<b>1,245</b>

## Monthly Report H: Employee Travel Report

**To: LYNX Board Of Directors**

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

**Phone: 407.841.2279 ext: 6017**

**Item Name: Monthly Employee Travel Report - June 2009**

**Date: 7/23/2009**

EMPLOYEE / DEPARTMENT	DESTINATION	PURPOSE	DEPARTURE AND RETURN DATES	TOTAL ESTIMATED COST	AGENCY COST
Stannira Bourova Operations	Deland, FL	GIS Users Group meeting	05/22/09	0	0
Doug Jamison Operations	National Harbor, MD	Attend It's American Annual Meeting & Exposition at the request of FTA to resent MORE TMCC project	05/31/09 - 06/04/09	2,037	0
Bert Francis Finance * See notes below.	Tampa, FL	To attend FGFOA Conference to update on latest innovations and developments in government finance	05/31/09 - 06/03/09	994	994
Blanche Sherman Finance * Note: Cost difference- employee arriving one day earlier for an advance meeting.	Tampa, FL	To attend FGFOA Conference to update on latest innovations and developments in government finance	05/30/09 - 06/03/09	1,187	1,187
Pedro Bustamante Finance *Note: Cost difference-employee driving to event daily rather than staying at hotel.	Tampa, FL	To attend FGFOA Conference to update on latest innovations and developments in government finance	05/31/09 - 06/03/09	695	695
Jose Felix Information Technologies	Bloomington, MN	Training class on Advanced Avaya Telephone System Maintenance	05/31/09 - 06/05/09	5,965	5,965

<b>EMPLOYEE / DEPARTMENT</b>	<b>DESTINATION</b>	<b>PURPOSE</b>	<b>DEPARTURE AND RETURN DATES</b>	<b>TOTAL ESTIMATED COST</b>	<b>AGENCY COST</b>
Edward Johnson Executive	Howey-in-the-Hills, FL	Workforce Central Florida meeting	06/12/2009	0	0
Linda Watson Executive	Woods Hole, MA	To attend Transportation Research Board (TRB) Executive Committee summer meeting	06/10/09 - 06/13/09	0	0
Linda Watson Executive	Woods Hole, MA	To attend Transportation Research Board (TRB) Executive Committee summer meeting	06/24/09 - 06/26/09	0	0
Bert Francis Finance ** Cost difference- employee traveling with another employee- no transportation or parking & tolls.	Boca Raton, FL	To attend the Florida Public Pension Trustees (FPTTA) 25th Annual Conf.	06/28/09 - 07/01/09	1,136	0
Lisa Darnall Operations **Cost difference- employee has transportation, parking & tolls.	Boca Raton, FL	To attend the Florida Public Pension Trustees (FPTTA) 25th Annual Conference	06/28/09 - 07/01/09	1,283	0
Edward Johnson Executive ** Cost difference- employee traveling with another employee- no transportation or parking & tolls.	Boca Raton, FL	To attend Florida Public Pension Trustee Association (FPPTA) 25th Annual Conference	06/28/09 - 07/01/09	1,136	0
<b>TOTAL ESTIMATED COSTS and AGENCY COSTS</b>				<b>14,433</b>	<b>8,841</b>