

LYNX Board Agenda

Board Date: 3/29/2007

Time: 10:30 AM or immediately following Audit Committee

[View The Summary Report](#)


[View the Audit Committee Agenda Report](#)

LYNX Offices
455 N. Garland Ave.
Orlando, FL 32801

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

1. Call to Order & Pledge of Allegiance

2. Approval of Minutes

-  Approval of the February 22, 2007 Board Minutes (pgs 5-14)

3. Recognition

- Recognition of State Rodeo team
- Presentation to LYNX Finance Department - Bert Francis & Blanche Sherman, by Carolyn Small Metroplan Orlando Certificate of Achievement in Excellence in Financial Reporting




4. Public Comments

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








5. Chief Executive Officer's Report

6. Consent Agenda





A. Authorization to Award Contracts

- i.  Authorization to ratify the award of the fuel contract for Ultra Low Sulfur Diesel Fuel to Mansfield Oil Company (pgs 15-17)
- ii.  Authorization to award printing contract to Pride Enterprizes for the printing of individual schedules and LYNX schedule book (pgs 18-19)
- iii.  Authorization to award a Bus Lease Financing Contract to Municipal Services Group, Inc. (pgs 20-23)





B. Miscellaneous

- i.  Authorization to amend Administrative Rule #4 - Contracts and Procurements (pgs 24-58)
- Attachment 
- ii.  Authorization to execute Resolution #07-002 for the Joint Participation Agreement (JPA) #420522-1-84-01 with Florida Department of Transportation District V for the "Alafaya Circulator Service" (pgs 59-62)
- Attachment 
- iii.  Authorization to increase LYNX' staffing level for grant funded positions for the Job Access and Reverse Commute (JARC), New Freedom Program (NFP), and Community Advocacy and Service Engagement (CASE) programs (pgs 63-64)
- iv.  Authorization to execute a Service Funding Agreement with Duke Realty Limited Partnership for Northpoint DRI (pgs 65-79)
- Attachment 

7. Action Agenda





- A.  Acceptance by the LYNX Board of Directors of the results of the FY2005-2006 year-end financial audit (pgs 80-152)
- Attachment  
- B.  Authorization to procure paratransit vehicles and amend the budget accordingly (pgs 153-154)

8. Work Session

- A.  Presentation on the LYNX Board of Directors' Strategic Plan and Staff Business Plan
- Attachment  (pgs 155-158)
- B.  Presentation on Community Advocacy & Service Engagement Project (C.A.S.E.)
- Presentation  (pgs 159-169)

9. Information Items

(For Review Purposes Only - No action required)

- A.  Change orders for the LOC (pgs 170-191)
- Attachment 
- B.  Status Report on the Transit Components with Developments of Regional Impact (pgs 192)
- C.  Transportation disadvantaged fare increase (pgs 194-195)

10. Other Business

11. Monthly Reports

(For Review Purposes Only - No action required)

- A.  Monthly Financial Reports - December 2006 (pgs 196-199)
- Attachment 
- B.  Monthly Financial Reports - January 2007 (pgs 200-203)
- Attachment 
- C.  Monthly Employee Travel Report (pgs 204-205)
- D.  Planning Report (pgs 206-209)
- E.  Ridership Report (pgs 210-217)
- F.  Marketing Report (pgs 218-222)
- G.  Legislative Update (pgs 223-225)

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 of

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

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

DATE: **February 22, 2007**

TIME: **11:05 a.m.**

Members in Attendance:

Seminole County Chair, Carlton Henley, Chair
Orange County Commissioner, Mildred Fernandez, Vice Chair
City of Orlando, Mayor Buddy Dyer, Secretary
FDOT District 5 Secretary, Noranne Downs
Osceola County Commissioner, Bill Lane

1. Call to Order and Pledge of Allegiance

LYNX Chairman Carlton Henley called the meeting to order at 11:05 a.m. Commissioner Bill Lane led the Pledge of Allegiance.

2. Approval of Minutes

Mayor Dyer moved to approve the minutes of the January 18, 2007 Board meeting. Commissioner Fernandez seconded the motion. The motion passed unanimously.

3. Recognition

Lisa Darnall, Chief Operations Officer, recognized Bill Zielonka as recipient of the Florida Safety Council's Leadership Award. Mr. Zielonka received this award on outstanding leadership and contribution to community health and safety in Central Florida. Some examples include a reduction of regulated hazardous waste materials, coordination of evacuation efforts among various jurisdictions and safety related activities at LYNX.

Ms. Darnall went on to explain that on Mr. Zielonka's way to the building last Thursday, a car in front of him stopped. The driver of the car jumped out, ran around to the passenger side, pulled a man out of the car who had collapsed. Mr. Zielonka used his LYNX car to block the traffic and found the driver attempting to perform CPR by talking to the OPD radio dispatcher on his cell phone. Mr. Zielonka took control of the scene and began CPR. He received assistance from a nurse who showed up just a little while later. They stayed with the individual until the fire department arrived. Mr. Zielonka is also an Orange County Fire Department Captain Reserve Fire Fighter.

Ms. Darnall also recognized the LYNX Bus Rodeo Champions: Hemo Harnanan, Pat D'Amico and Harry Mootoo for Maintenance (scored 1,240 points out of 1,525) and Moises Reina (scored 589 points out of a total of 750) for Transportation. All of these gentlemen will represent LYNX in the State tournament in Jacksonville, Florida in March and then hopefully, in the international tournament in Nashville, Tennessee later this year. Ms. Darnall also recognized Gail Stewart, transportation, for pulling the entire event together. Ms. Darnall also recognized Joe Cheney, Steve Robinson, Brian Rubert and Elvis Dovalles (trainers), Randy Kilgore, and all the others in Maintenance who assisted in making this event a success.

4. Public Comments

Chuck Graham, paratransit advocate, explained that he is starting to see some of the things he has been advocating for in the past 7 years. The Mobile Data Terminal (MDT) is outstanding and is really working out well. Yesterday, there was a demonstration of the MDT at the Transportation Advisory Committee. He suggested that the Board see a demonstration on it as well.

Mr. Graham is excited to hear that LYNX is getting the swipe card. He mentioned that the photo ID is a great idea. Mr. Graham suggested that the \$1 ticket be cut in the corner to distinguish it from the \$.50 ticket. The tickets are different colors; however, if an individual is color blind it does not help.

Mr. Graham asked about the funding that has been put into a general fund totaling \$1,871,000. This was approved by the TD Commission. In August of 2006 LYNX put \$648,000 into the fund. In November they put \$600,000 into the fund and this past February they put in another \$631,000. Supposedly this is TD money. There should be advertisements indicating that TD money is available. Mr. Graham mentioned that he has been advocating for feeder service from a subdivision where one is more than $\frac{3}{4}$ of a mile from a fixed route stop.

Mr. Graham asked how much money is in the general fund, what is it used for and how can it be allocated.

Ms. Watson, Chief Executive Officer, will have staff get with Mr. Graham to explain the general fund. Also, a report will be brought back to the Board next month.

James Price, paratransit customer, indicated that seven or eight years ago an incident occurred and he has not heard from LYNX. Mr. Price assisted a bus driver when an individual came on the bus and punched the driver and he passed out. Mr. Price had mace in his pocket and maced the individual attacking the driver. The police eventually caught the individual. Mr. Price never received any comments from LYNX about this incident.

Mr. Price also indicated that he made a complaint about three weeks ago and has not received a response. He was waiting for a bus in his wheelchair and three buses went

by filled with people. He also mentioned that the main terminal only has 2 rest rooms. The TD Waterhouse has 15. LYNX needs more toilets.

Ms. Watson thanked Mr. Price for coming to the aide of our bus driver. She also indicated that we are in the process of adding buses as a result of the increase in funding from the funding partners. LYNX is also looking at articulating buses on some routes to improve the overcrowding. Also, staff is working on a preliminary design to add additional rest rooms.

Matthew Carswell represents Escot bus lines in Orlando. The purpose of his attendance today is to introduce himself and make it known that Escot bus lines is wanting to be a willing participant in the private sector, public sector partnership. Mr. Carswell's immediate concern is based on minutes of the January 18, 2007 meeting where the Board identified that the 3D services were running past capacity and that LYNX was short on buses. Mr. Carswell also attended the February 8, 2007 meeting. Mr. Smith indicated that Disney is participating with some additional funding towards LYNX to accelerate the need for extra buses and night service. He indicated that Escot has buses available. They have qualified drivers available. They would like to partner with LYNX in any way possible.

Ms. Watson asked Mr. Carswell to leave his contact information and someone will contact him.

5. Chief Executive Officer's Report

Linda Watson, CEO of LYNX, reported on the following items:

1. On February 10th LYNX rolled out a new direct service between UCF and downtown Orlando that benefits students who want to travel safely to the entertainment venues downtown. Link #209/UCF had a very successful kick-off with more than 218 students. The service begins at 10:00PM and ends at 3:50AM. This service will run as a pilot program every Saturday while school is in session. If the demand remains constant, this service will continue.
2. Patrick Grimison, Manager of Procurement, is being deployed again by the Navy Reserves for approximately 6 months. The good news is that unlike his last tour in Kuwait for 9 months, he will be in Tampa and is going to try commuting everyday. Mr. Grimison will be a Contract Administrator for the Special Operations Command (Navy Seals). At this time, the Procurement department is fully staffed and Mr. Grimison has put together a good plan for coverage in his absence.
3. APTA will be holding its annual Chief Executive Officer Conference in Orlando. next January and will also be holding their large annual meeting in Orlando in October 2009. LYNX will be the host transit system for both and help in coordinating logistics.

4. Lisa Darnall has been selected by the Transit Cooperative Research Program to participate in the International Studies Mission Team next month. This is an annual mission that is designed to enlighten American transit professionals on various curriculums of importance. On March 16, Ms. Darnall will join more 16 of her colleagues from around the country traveling to Japan, China, South Korea and Hong Kong. The mission is to focus on emergency preparedness, response and recovery in the transit industry. Asian countries have been hit with several disasters, both natural and man-made, and have developed several SOPs. This will be a great benefit to LYNX as well as the country as a whole.
5. LYNX will be hosting a meeting tomorrow for U.S. Congresswoman Corrine Brown. The purpose is to discuss the Central Florida commuter rail project and other transportation projects that may be candidates for federal funding.

Chairman Henley asked if the pick up for the UCF shuttle was just at UCF or the surrounding apartments, as well. Ms. Watson explained that there was a designated route that stopped at several locations.

6. Consent Agenda

Chairman Henley stated that there is an addition to Item 6.C.ii.: Amendment to the Joint Participation Agreement between LYNX and FDOT on the Altamonte Springs Flex Bus Project.

Motion: Chairman Henley asked for a motion to add Item 6.C.ii. to the Consent Agenda. Mayor Dyer moved to add Item 6.C.ii. to the Consent Agenda. Commissioner Fernandez seconded the motion. The motion passed unanimously.

- A. Authorization to Release Requests for Proposal (RFP)**
 - i. Release of RFP for Provider Services for the Administrative Money Purchase Plan and Deferred Compensation Plan
- B. Authorization to Award Contracts**
 - i. Authorization to award and execute a contract for Bus Tire Leasing
- C. Authorization to Extend Contracts**
 - i. Bennett Lease Extension
 - ii. Amendment to the Joint Participation Agreement between LYNX and FDOT on the Altamonte Springs Flex Bus Project.**
- D. Miscellaneous**
 - i. Authorization to execute the LYNX Operations Center (LOC) Change Order #88 for Installation of Communications and Data Conduit
 - ii. Authorization to increase contract funding by \$177,843 for Mentor Engineering, Inc. Contract #06-024
 - iii. Authorization to File a Grant Application with FTA for the “Community Advocacy & Service Engagement” (CASE) Project
 - iv. Authorization to ratify action taken by the LYNX Chief Executive Officer (CEO), Linda Watson, authorizing the execution of the LYNX Operations Center (LOC) Change Order #87

- v. Authorization to amend the project budget for the LYNX Operations Center (LOC) and amend the proposed FY2007 Capital Budget

Motion: Commissioner Lane moved to approve all Consent items. Commissioner Fernandez seconded the motion. The motion passed unanimously.

7. Action Agenda Items

A. Fiscal Year 2007 Operating and Capital Budget Amendment

Bert Francis, Chief Financial Officer, summarized the operating and capital budget amendments. The capital budget amendments are mostly projects that were not completed in FY06 and were rolled to FY07. There is federal funding available. Or, they are new projects that have happened since the budget was approved.

The adjustments to the operating budget, which came about primarily as a result of the union negotiations and the subsequent contract with the union, are accommodated without a need for additional funding.

The revenue items have been increasing, such as interest income and advertising. The investments have increased by approximately \$150,000 and the advertising program has increased by \$100,000.

Motion: Mayor Dyer moved to approve Action Agenda Item 7.A. Commissioner Lane seconded the motion. The motion passed unanimously.

B. Federal Legislative Priorities

J Marsh McLawhorn, Chief Government Affairs Officer, gave a presentation on the federal legislative priorities.

Following the bus procurement replacement schedule, staff will ask for permission to seek \$9.3 million. This will take into consideration seven buses needed to maintain frequency. Also, twelve buses for a total of \$4,513,290 are needed for the COA expansion. The flex bus for Altamonte Springs is also on the list and includes six buses for a total of \$2.1 million.

Last year no earmarks were approved by Congress. LYNX was not the only one impacted. In fact, everyone was impacted. This money has been passed over to FTA. In the next two weeks, an application process will be announced. FTA has total discretion as to how these funds will be spent. LYNX was counting on this money for bus procurement and will continue to pursue those funds.

Ms. Downs asked if the monies being asked for the COA will keep LYNX up-to-date or will additional buses be needed if that money were awarded. Mr. McLawhorn stated that it would keep LYNX up-to-date for one year. Ms. Watson mentioned that the request is for \$9 million; however, a more realistic expectation would be \$2.5 million.

Commissioner Lane asked about the Florida Legislative Priorities. He asked if there was anyone in Tallahassee lobbying for LYNX. Mr. McLawhorn indicated that Lena Juarez is LYNX' Lobbyist of Record, in Tallahassee.

The Senate Transportation Committee (Senator Baker's Committee) introduced a Bill for the XU funds. This would allow LYNX to utilize the XU funding as a match for TRIP.

With the onset of what appears to be tax reduction for property owners, it may be that the local funding partners are going to have to look at other avenues to raise the capital they need to provide services, whether it is trash pick-up or transportation needed in the region.

Motion: Commissioner Lane moved to approve Action Agenda Item 7.B. Commissioner Fernandez seconded the motion. The motion passed unanimously.

C. Contract to Mentor Engineering, Inc. for CAD/AVL/MDT

Lisa Darnall, Chief Operations Officer, explained that at the December 2006 Board Meeting staff was authorized to go out to bid for CAD/AVL. The RFP was released on December 20, 2006. Today, staff is requesting authorization to execute a contract with Mentor Engineering for CAD/AVL.

Staff received 4 bids. After the source evaluation committee reviewed all of the bids, they did ask all four proposers to provide oral presentations. The committee unanimously selected Mentor Engineering. The Regional Sales Manager is here at LYNX today, Brent Richie. Mr. Richie is also working with LYNX on the MDT's that have been installed in all paratransit vehicles.

Staff has been very pleased with Mentor's work and there will be a demonstration for the Board next month on the paratransit side.

When the RFP was released, it was structured in two phases because of funding; a Phase 1 and Phase 2. LYNX stated in the RFP that there was \$1.6 million available for an operational CAD/AVL system. Phase 2 could then be added at a later time if staff were able to secure additional funding for the program.

Phase 1 is the basic CAD/AVL system. Phase 2 includes items which could be added, i.e. integration with other on-board electronics, web-based access for customers who are able to call in to determine when the next bus is coming.

The system LYNX is getting will be operational on all buses and all support equipment. The CAD portion allows the dispatcher to more effectively assign buses. There will be MDT's installed on the buses which will also allow the dispatchers to send canned messages to the operators. The operator can also send messages back.

With this system, dispatchers will know immediately if there is a problem with the route; whether the bus is running early, late, etc. Today, dispatchers rely on the operator calling in or the few supervisors who may be out in the system making observations.

LYNX IT staff will be working with Mentor to include the capability to determine on-time performance. Right now, the way staff determines on-time performance is to have a supervisor go to a particular time-point and note what time the bus crosses that time point. This is very inefficient and not accurate.

LYNX budgeted \$3,500,000 in the FY2007 capital budget for the implementation of a CAD/AVL system. Of the total project budget, LYNX has available \$1,750,000 in FDOT grant funds and \$828,458 in local funds secured from Orange County. This is the result of the \$2 capital amount being funded by Orange County in FY2007. The \$1,750,000 requires a 50% local match. Therefore, \$1,676,916 (\$828,458 local and \$828,458 FDOT) is available for procurement of this project.

Staff is very pleased to be able to move forward with this project.

Chairman Henley asked if there was an annual maintenance contract included with the contract. Ms. Darnall explained that there is an annual cellular fee of \$40,000.

Commissioner Lane asked if the add-ons are in the budget. Ms. Darnall explained that they are not. There will be a fully functional system without those add-ons. Commissioner Lane does not want staff to come back to the Board asking to increase funding for this project. Commissioner Lane wants staff to make sure all issues have been addressed. This is a good project but Commissioner Lane does not want overruns.

Commissioner Fernandez indicated that it is her understanding from Orange County staff that before Orange County spends \$828,000 for this program; LYNX staff should have met with Orange County to propose implementation, the scope, etc. Commissioner Fernandez asked if that has been done. Ms. Darnall explained that the money was designated for CAD/AVL from Orange County; however, she does not believe there has been a briefing with Orange County. Commissioner Fernandez read from the Board write-up, "prior to incurring any expenses for the CAD/AVL system, LYNX will schedule a meeting with the County to provide additional information about this system including scope, implementation, schedule and cost benefit, and the future impact on operational expenses." Mr. Francis explained to Commissioner Fernandez that is something staff will be scheduling with the County in the very near future. He went on to explain that at the time the document was prepared, staff did not know the scope of the project at

that time, and staff did not know if enough funds would be available to even implement the program.

Commissioner Fernandez indicated that she does not feel comfortable voting on this item today. She feels that staff is not going through the process with Orange County properly. Orange County is very fiscally responsible to the tax payers. She is unsure how to handle this. Commissioner Fernandez asked if LYNX would lose the grant on March 1, 2007.

Chairman Henley explained that this is only an approval of the process. This will allow staff to meet with Orange County before the money is actually spent. This is as a result of the \$2 surcharge for capital which is the first time Orange County has paid this. Other counties have been paying that \$2 surcharge every year for a number of years.

Commissioner Fernandez wants to make sure LYNX is following the process with Orange County. Commissioner Fernandez asked Bert Francis and Lisa Darnall to get with Carla Johnson and Randy Singh to discuss this project.

Motion: Bill Lane moved to approve Action Agenda Item 7.C. Commissioner Fernandez seconded the motion with the condition that staff meets with Orange County. The motion passed unanimously.

D. Authorization to award and execute a contract for Bus Tire Leasing

Bert Francis, CEO, explained that there was only one bidder for this contract and that was Goodyear.

Linda Watson explained that there are only two companies that are involved in transit bus tire leasing. This is the process that most transit systems have for tires and it is not unusual for the companies to not compete with each other in certain areas. The other company submitted a no-bid.

Chairman Henley asked how much of an increase it was over the contract that just expired. Mr. Francis responded that there was approximately a 39% increase. He explained that is why staff extended the bid as long as they did, to get the best price.

Motion: Mayor Dyer moved to approve all Consent items. Commissioner Lane seconded the motion. The motion passed unanimously.

8. Other Business

Chairman Henley called on Commissioner Mildred Fernandez and FDOT District 5 Secretary Noranne Downs to give a report on their commuter rail experiences in Dallas/Ft. Worth and Tren Urbano in Puerto Rico. Commissioner Fernandez explained that the purpose of the trips was to look at two systems; one that is already running and another that is a brand new system.

Commissioner Fernandez concentrated on Tren Urbano in Puerto Rico. As a Commissioner, elected official and Board member, one concern she does have is in terms of the bus feeders. These feeders have also been a challenge in Puerto Rico. One thing they learned on this trip was that there has to be a strong community relations effort in order to coordinate with local jurisdictions as well as building the relationship with the system. Not only are buses needed to feed the commuter rail but there also has to be another system in place to make that happen. The other agreements within the contracts were a very big challenge in Puerto Rico in regard to all the legalities. Especially dealing with federal monies. One thing the lawyers in Puerto Rico advised was when a change order needs to be complete with the federal government, which can take years to be approved. Planning is very key here.

Commissioner Fernandez also learned that the FDOT has specifications including the fare collection systems that can handle discounts for seniors, students, etc. Users of the system need to know where to go for those discounts. Another thing learned is to plan ahead and plan correctly. Security measures at the stations, as well as providing regular patrols at the station helps the patrons feel secure. Commissioner Fernandez was amazed at the amount of security involved. There are both private and local police making sure that everything is running smoothly.

Partnerships are key in terms of the ridership. In Puerto Rico, there is a main station stop at a hospital. The hospital has become a partner in order to be a feeder to Tren Urbano. The University of Puerto Rico is a station as well. It was a very interesting experience. Two main issues are contracts and feeders in terms of ridership.

Ms. Downs agreed that those are two big issues. Getting the contract right is very important. Ms. Downs mentioned that she enjoyed seeing 16 stations in 10 miles. It was very urban. Each station had its own presence. One important thing is that there is community involvement as far as ownership. It is the people's train. It's not the DOT's train; it's not going to be Orange County, Osceola County, Volusia or Seminole's train. It is the people's train. Early transit oriented development and feeder buses are also important; getting the business communities involved for feeder buses for specifics.

As far as Dallas is concerned, they said to make sure that the parking lots are not undersized. They also recommended starting concession planning early. And, again, get the business community involved. Pay attention to the handicapped and the blind. Pay attention to people's needs.

Commissioner Fernandez also mentioned land use. It is important to develop the areas where the train stations are going to be.

Ms. Downs mentioned that one thing Tren Urbano wished it didn't do was have a customized train. They felt that was a mistake because it cost quite a bit of money to

keep up with customized trains. Both places mentioned that ridership numbers were good. They were both pretty much on schedule.

Ms. Downs explained that these were two very good trips with a lot of information.

Chairman Henley mentioned that he was interested in the comments about transit oriented development. There was a meeting with DOT and some consultants regarding the four stations in Seminole County to acquaint them with what transit oriented development was really about. Chairman Henley would like the same thing repeated with developers in that area to make sure they understand. Each of the city officials that were present at the meeting bought into that concept and will be working on zoning in that area. There is a unique situation in Seminole county. All of the stations are located within the municipalities but the county is the signatory member. Chairman Henley also noticed that the Seminole County stations are more expensive than any other towns but they have larger parking lots.

Chairman Henley asked if the Tren Urbano system was light rail or commuter rail. Commissioner Fernandez explained that it was commuter rail. Ms. Downs explained that it is officially called heavy railed. It was very interesting because it was above ground, at ground and under ground all in ten miles.

9. Monthly Reports

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

10. Executive Session

Chairman Henley explained to the audience that the Board will now adjourn the meeting and go into a closed door executive session. He deferred to Pat Christiansen.

Pat Christiansen, Legal Counsel, explained that the purpose for the Executive Session is to advise the Board that there is a lawsuit that has been brought up against LYNX and to discuss with the Board the strategy, options and issues with respect to that particular suit.

Meeting adjourned at 12:05 p.m.

Consent Agenda Item #6.A. i

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 3047

Item Name: Authorization to Award Contracts
~ Authorization to ratify the award of the fuel contract for Ultra Low Sulfur Diesel Fuel to Mansfield Oil Company

Date: 3/29/2007

ACTION REQUESTED:

Staff is requesting the Board of Directors' ratification of the Chief Executive Officer (CEO) award of the fuel contract for Ultra Low Sulfur Diesel Fuel to Mansfield Oil Company.

BACKGROUND:

In August 2002, the Board delegated authority to the CEO or designee to award bids and issue contracts for all future fuel purchases and waived the \$150,000 limit set in the Procurement Practices Administrative Rule 4. The Board took this action due to the high volatility of fuel prices when attempting to secure a fixed unit price for fuel over the term of a contract.

In February 2006, legal counsel recommended staff seek confirmation to the continued delegation of authority to the CEO due to the amount of time elapsed since the initial authority was granted.

LYNX' current contract with Mansfield Oil Company for diesel and unleaded fuel expired on December 31, 2006. Due to extreme escalations in fuel prices, Mansfield Oil Company did not agree to exercise a six-month option under the contract pricing terms, citing losses incurred by the contractor due to the pricing term. However, Mansfield Oil Company agreed to a two and a half (2½) month extension period under the same pricing terms. This allowed time for LYNX to issue a new Invitation for Bid (IFB) in order to award a new contract.

On February 14, 2007, LYNX staff issued an Invitation for Bid (IFB #07-015) for Ultra Low Sulfur Diesel (ULSD) and Bio-diesel Fuel Supply. Typically, the Invitation for Bid (IFB) includes pricing options for the supply of fuel at a fixed unit price or a market-based (OPIS)

price differential. Qualified vendors supplied their bids for each of the options specified in the IFB between 10 a.m. and 11 a.m. on the day of the bid. Staff compiled the bid tabulation sheet and submitted the presentation to the CEO. The successful vendor was notified of the award on the day the bid was approved by the CEO.

LYNX received the following four responses:

	NYMEX*	NYMEX	OPIS**	OPIS	OPIS	OPIS
Option	1	2	3	4	5	6
Product	ULSD	ULSD	ULSD	ULSD	Bio-Diesel	Bio-Diesel
Contact Term	1 year	6 months	1 year	6 months	1 year	6 months
Pricing	Fixed Unit	Fixed Unit	OPIS +/-	OPIS +/-	OPIS +/-	OPIS +/-
Quantity	3,963,221	1,981,611	3,963,221	1,981,611	3,963,221	1,981,611
Petroleum Traders:						
Total Cost	\$9,454,248	\$4,748,527	\$8,746,021	\$4,373,011	\$8,746,021	\$4,563,642
Unit Price	\$2.3832	\$2.3940				
Mansfield Oil Company:						
Total Cost	\$9,755,849	\$4,877,926	\$8,742,850	\$4,371,426	\$9,032,165	\$4,516,084
Unit Price	\$2.4593	\$2.4593				
J.H. Williams:						
Total Cost	\$9,541,439	\$4,770,721	\$8,888,300	\$4,444,151	\$8,947,749	\$4,473,875
Unit Price	\$2.4052	\$2.4052				
Florida Bio-diesel:						
Total Cost	No Bid	No Bid	No Bid	No Bid	No Bid	\$4,532,694
Unit Price	No Bid	No Bid				

*NYMEX is New York Mercantile Exchange

**OPIS is Oil Price Information Service

LYNX utilizes Number 2 Ultra Low Sulfur Diesel for its fleet of over 248 buses. Currently all buses are re-fueled at the South Street facility. The South Street facility has two (2) 20,000 gallon underground storage tanks for diesel fuel. LYNX will be opening its new operating facility (LOC) within the next few months. At that time, we will have an additional 60,000 gallons above ground storage capacity. LYNX estimated that its annual diesel fuel usage for purposes of the bid would be 3,963,221 gallons.

The intent of the bid was to establish a contract for furnishing and delivering Number 2 ULSD and/or B20 (20% bio diesel / 80% ULSD) Bio Diesel, resulting in one (1) contract for the fixed unit pricing (Option 1 or Options 2). The bid would result in the award of two contracts if OPIS pricing options are selected for ULSD and Bio-diesel. If LYNX selected two pricing options, the quantity of ULSD would be reduced by the quantity of Bio-diesel purchased.

Three of the four bidders to the IFB with the highest production capacity did not comply with LYNX specifications regarding mechanical blending of the 20% bio-diesel with 80% ULSD. The single bidder who complied, Florida Bio-diesel Incorporated, submitted a bid that was not

LYNX Board Agenda

cost-reasonable (\$.10 differential plus taxes over OPIS) considering the quantities we require to fuel the entire fleet. Based on the responses it was most cost effective to select ULSD rather than bio-diesel. Therefore, the lowest bidder for Option 4 is Mansfield Oil Company. The initial contract term is for a six-month period. The six-month contract option gives LYNX the opportunity to take advantage of any price declines after the summer months.

FISCAL IMPACT:

LYNX has \$9,356,013 included in the FY2007 amended operating budget to support this contract.

Consent Agenda Item #6.A. ii

To: LYNX Board of Directors

From: **Peggy Gies**
CHIEF MARKETING OFFICER
Raul Balda
(Technical Contact)
Courtney Miller
(Technical Contact)

Phone: 407.841.2279 ext: 3020

Item Name: **Authorization to Award Contracts**
~ **Authorization to award printing contract to Pride Enterprises for the printing of individual schedules and LYNX schedule book**

Date: 3/29/2007

ACTION REQUESTED:

Staff is requesting the Board of Directors to authorize the award of a printing contract to Pride Enterprises for the printing of LYNX individual schedules and the LYNX schedule book.

BACKGROUND:

LYNX currently has approximately sixty-three (63) single routes, which transport the public on a daily basis. To keep the public informed of the times the buses stop, single schedules (timetables) are required. These single schedules are generated by bid changes (service changes) two, three or four times a year as well as printing reprints as needed. LYNX is currently soliciting PRIDE Enterprises to provide all necessary resources to produce and deliver the LYNX public single schedules (timetables).

LYNX also produces a schedule book that incorporates all of LYNX's individual schedules into one book along with providing other pertinent information about LYNX services. This Schedule Book is designed to give our customers an overview of the bus system, so they can see at a glance which areas LYNX serves and which Links (routes) will get our customers where they need to go. The Schedule Books may consist of up to 170 pages plus a four (4) page cover. The quantity of the Schedule Books ordered may range from 5,000 to 15,000. LYNX produces an updated schedule book approximately one (1) to three (3) times a year. The print quantity for each job is dependent upon the number of runs throughout the year. LYNX is currently soliciting PRIDE Enterprises to provide all necessary resources to deliver the LYNX Schedule book. These books sell for \$2.00 to help offset the cost of production and printing.

SOLE SOURCE JUSTIFICATION:

PRIDE is an internationally recognized general manufacturing and services company. PRIDE, a private, not-for-profit corporation, operates fifty-five (55) diverse industries in twenty (20) correctional institutions throughout Florida. PRIDE stands for Prison Rehabilitative Industries and Diversified Enterprises.

In 1981, through a Florida legislative enactment, PRIDE was established to provide training for the state's incarcerated population. It was believed that such a program would also relieve some of the tax burden of citizens, while contributing to victims' restitution. PRIDE has created a "win-win" situation for the incarcerated, society and corrections community.

PRIDE price agreement commodities and services are available for purchase by state agencies without competitive bids, but purchase of these commodities and services is not mandatory (Florida Statutes 946.515). PRIDE can only sell to government and non-profits, specifically Chapter 946.515(1) states that PRIDE can only sell to any legislative, executive, or judicial agency of the state, any political subdivision, any other state, any entity, and any agency of the Federal Government.

Since 1998, PRIDE Enterprises has been printing LYNX public timetables. With deserved confidence, we would like to extend their services for the timetables once again and in addition provide them with our Schedule Book, which is a related project.

FISCAL IMPACT:

LYNX uses approximately 2,348,000 public timetables in one (1) year at an approximate cost of \$67,126 a year. The approximate amount for a three (3) year period is 7,044,000 at an approximate cost of \$201,379. LYNX uses approximately 17,400 Schedule Books a year at an approximate cost of \$10,085 a year. The amount for a three (3) year period is \$30,255. The combined estimated cost for both the public timetables and schedule books for a three (3) year period is \$204,634.

Consent Agenda Item #6.A. iii

To: LYNX Board of Directors

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

Presented By: Bert Francis

Phone: 407.841.2279 ext: 3047

Item Name: Authorization to Award Contracts
~ Authorization to award a Bus Lease Financing Contract to Municipal Services Group, Inc.

Date: 3/29/2007

ACTION REQUESTED:

Staff seeks authorization to award a Bus Lease Financing Contract to Municipal Services Group, Inc. (MSG) for leasing 21 buses to improve on-time performance.

BACKGROUND:

As part of our budget request to Orange County, the Board of County Commissioners approved using up to \$1,656,000 for the purpose of leasing buses in order to improve our on-time performance from 74% to 90+% beginning in April 2007. This action will allow us to execute a contract for the leasing of those buses.

Broadcast of the Invitation to Bid:

Our business-to-government (B2G) third-party vendor, Onvia Corp. (DemandStar.com) broadcasted the IFB notification to 424 recipients via fax and e-mail with standard industrial classification codes matching lending and financial institutions, including commercial banks. Thirteen recipients downloaded the bid, and two of those communicated a “no-bid” letter to LYNX, with a fairly uniform response that they wished to be informed of future opportunities. Bank of America, in addition to the three bidders below, was on the LYNX vendor registry, but did not bid.

No-bid plan holders (424 were notified):

Bank of America (directly e-mailed bid package)
 A.G. Edwards & Sons, Inc.
 All Points Capital Corp.
 Chase Equipment Leasing Inc.
 Citigroup-CitiCapital
 ElDorado National
 Koch Financial Corporation
 Link2Gov Corp
 Popular Leasing USA
 Public Bank
 Regions Bank
 Virchow Krause & Company, LLP

No-bid Notification Received (no explanation)

Fifth Third Bank
 First Southwest Leasing Co.

Actual bids Received

<p>CalFirst (California Leasing Corp.)</p> <p>Operating Lease (not stated in bid though)</p> <p>Option 1: Monthly Lease Rate Factor=0.017985/60 months Monthly payment=\$141,914/60months End of Term Option: Purchase at FMV (fair market value)</p> <p>Option 2: Monthly Lease Rate Factor=0.018268/60 months Monthly payment=\$144,147/60months End of Term Option: Purchase at FMV</p> <p>Option 3: Monthly Lease Rate Factor=0.019443/60 months Monthly payment=\$153,417/60months End of Term Option: Purchase for \$1.00</p> <p>Staff Note Regarding CalFirst: extrapolated payments for comparison below.</p> <p>Option 1 quarterly: \$567,656 Option 1 semi-annual: \$851,484 Option 1 annual: \$1,702,968</p> <p>Option 2 quarterly: \$576,588 Option 2 semi-annual: \$864,882</p>
--

Option 2 annual:	\$1,729,764
Option 3 quarterly:	\$613,668
Option 3 semi-annual:	\$920,502
Option 3 annual:	\$1,841,004

SunTrust	
Operating Lease Terms: (5 year offered only)	
Index Type=AA-SWAP	
Annual lease payment and rate:	\$1,506,550.00 at 19.09267%
Semiannual lease payment and rate:	\$763,669.00 at 9.67806%
Quarterly lease payment and rate:	\$384,654.00 at 4.87476%
End of Term options for three options above:	
a) return the equipment;	
b) request a renewal on terms and conditions acceptable to both parties, or	
c) purchase the equipment at FMV as determined by third party.	

MSG (Municipal Services Group, Inc.)	
Operating Lease Terms:	
6 year annual payments:	\$1,408,708.00 at 17.8527%
7 year annual payments:	\$1,271,051.00 at 16.1082%
End of Term Option: 6yr/16.5% or 7yr/13.2% (of purchase price)	
6 year semi-annual payments:	\$692,904.00 at 8.7812%
7 year semi-annual payments:	\$625,102.00 at 7.9220%
End of Term Option: 6yr/16.5% or 7yr/13.2% (of purchase price)	
6 year quarterly payments:	\$343,572.00 at 4.3541%
7 year quarterly payments:	\$309,921 at 3.9277%
End of Term Option: 6yr/16.5% or 7yr/13.2% (of purchase price)	

Note: All fees and costs associated with these proposals are included in the proposed lease amounts.

DISCUSSION OF BIDS:

CalFirst Corp.:

CalFirst did not bid interest rates on a quarterly, semi-annual, or annual basis as the bid form in the IFB requested, although an amendment to the IFB permitted bidders to offer solutions that, if it were impossible for the bidder, might not track with the bid form precisely. They offered monthly “lease rate factors” that were hard to compare with the other two bidders, so staff extrapolated the monthly payment amounts over quarterly, semi-annual, and annual terms, for each of the three end-of-term options they offered. None of the extrapolations indicated a lower bid amount in any category offered by either SunTrust or MSG.

SunTrust:

SunTrust only offered five-year terms (rather than six and seven as the bid form requested). This might pose a problem with our goal to run the buses to the end of their useful life residual value, since six years is considered the average minimum length of time before the 500,000 mile threshold is reached. Returning the assets to the lender before the end of their useful life might have a negative value consideration to LYNX, as LYNX does not intend to exercise any end-of-term options. The same difficulty exists with the CalFirst bid, since only five year terms were offered by that lender as well.

The quarterly lease payment offer was competitive with MSG, but still approximately 19% higher than the seven year quarterly payment offer by MSG. SunTrust's interest rates on semi-annual and annual terms were roughly two points higher, on average, than MSG's.

Municipal Services Group, Inc. (MSG):

MSG has a pre-existing association with Gillig Corp., the manufacturer of the buses LYNX has already placed an order with for the on-time-performance fleet expansion. Staff recommended the low bid by MSG, which is the seven year quarterly payment option of \$309,921 at 3.9277%. MSG's offer was also considered the most responsive to the intent of the bid form in the IFB as well. The index type used by MSG for their leasing rate is a published Treasury Constant Maturity (reported in the Federal Reserve Statistical Release H15).

MSG was determined to be responsible based on the absence of any disclosed contractor disputes, regulatory actions, and listings on any state or federal excluded or suspended vendor lists.

The optional end-of-term cost to buy the buses from MSG are higher than the other bidders, but LYNX plans to run the buses past their useful life (500,000 miles) and would not have an interest in acquiring clear title to the asset at this time.

STAFF RECOMMENDATION:

Staff recommends LYNX accept the proposal from MSG based on either a 6 year annual payment of \$1,408,708 or a 7 year annual payment of \$1,271,051. We will discuss these options with Orange County.

FISCAL IMPACT:

\$1,656,000 is included in our FY07 capital budget for the purposes of leasing buses to improve on-time performance.

Consent Agenda Item #6.B. i

To: LYNX Board of Directors

From: Linda Watson
CHIEF EXECUTIVE OFFICER
Edward Johnson
(Technical Contact)

Presented By: Pat Christiansen, Legal Counsel, Akerman and Senterfitt
& Paul Dawson, Public Risk Insurance Agency

Phone: 407.841.2279 ext: 3017

Item Name: Authorization to amend Administrative Rule #4 - Contracts and Procurements

Date: 2/22/2007

ACTION REQUESTED:

Staff is requesting the Board of Directors' approval and adoption of revisions made to Administrative Rule #4 – Contracts and Procurement.

BACKGROUND:

In 2001, the Board of Directors adopted eight (8) administrative rules, which are legally binding upon LYNX, the Governing Board, Chief Executive Officer (CEO), and staff. The rules regulate the business of the organization and conduct of the Board, management and staff, of which, the Board must authorize any changes.

An effort to conduct a comprehensive review of the above referenced rule has taken place over the past several months. The purpose of the review was to ensure the Rule was not too restrictive and to better clarify confusing language in the rule. At the December 2006 Audit Committee meeting, Legal Counsel presented an overview of proposed changes to the Rule. At that time, the Audit Committee provided feedback and direction on the recommended revisions. Legal Counsel, in concert with staff, made the appropriate changes and presented them for review at the January 2007 LYNX Audit Committee meeting. The Audit Committee has subsequently approved the revisions and has recommended that the LYNX Board of Directors adopt the revisions.

LYNX Board Agenda

In summary those changes include:

- Clearly delineated signature authority for various levels of contracts
 - Set provisions and values for approval on bus trades advertising
 - Defined methods and dollar value thresholds for procuring goods and services
 - Authorized the CEO to award fuel contracts that would result in 5% savings prior to Board approval and seek ratification at the subsequent Board meeting
 - Delineated the process to authorize revenue contracts
-

ADMINISTRATIVE RULE 4 PROCUREMENT AND CONTRACT ADMINISTRATION

EFFECTIVE DATE: March 29, 2007 (**NOTE:** This Rule was modified and amended in its entirety and re-adopted by the Governing Board at this Governing Board Meeting).

SCOPE:

This Administrative Rule applies to the process by which the Authority contracts for labor, services, goods, and materials for its business, both in the normal and ordinary course of business and in emergency situations. It establishes the process and procedure to be followed by the Authority, the Governing Board, and Authority Staff in regard to said matters.

AUTHORITY:

Authority for the establishment of this Administrative Rule is as follows:

Part II, Chapter 343, Florida Statutes

RULE 4: Procurement and Contract Administration

- 4.1 **Definitions.** In addition to the other terms defined in the Administrative Rules, the following terms shall have the following meanings:
- 4.1.1 **Bid** means a formal written price offer by a Vendor to the Authority to furnish goods or services in response to an Invitation for Bid.
 - 4.1.2 **Bidder** means a Vendor who has submitted a Bid to the Authority.
 - 4.1.3 **Blanket Purchase Order** means an open Purchase Order under which a Vendor agrees to provide goods or services to the Authority on a demand basis, pursuant to a Contract that has been awarded and entered into by the Authority in accordance with these Administrative Rules. Thus, the Blanket Purchase Order may not be specific but must be limited as to the aggregate dollar amount which can be ordered under said Blanket Purchase Order.
 - 4.1.4 **Bus Advertising Contract** shall mean a Contract pursuant to which the Authority provides to a third party advertising on one or more buses of the Authority, in exchange for which there is paid or provided to the Authority money or other goods or benefits.
 - 4.1.5 **Bus Trade** shall mean a transaction involving a Bus Advertising Contract pursuant to which the Authority provides to a third party advertising on one or more of its buses in exchange, in whole or in part, for a payment not in cash, but in kind. The payment in kind can take the form of any non-cash consideration such as services, labor, materials, advertising, etc.

- 4.1.6 **Change Order** means a modification to an existing Contract. For such Change Order to be valid, it must be in writing signed by the parties to that Contract to be bound, and must be approved by the appropriate process under this Rule.
- 4.1.7 **Chief Administrative Officer or CAO** means the officer responsible for the administrative management of the Authority. If there is not a person serving as the CAO or the CAO position is not implemented, then, in that event, either the Chairman of the Board or the Chief Executive Officer may designate another officer of the Authority to assume the responsibilities and exercise the powers of the Chief Administrative Officer.
- 4.1.8 **Chief Financial Officer (CFO)** means the officer responsible for the financial management of the Authority, and is designated as such. If there is not a person serving as the CFO or the CFO position is not implemented, then, in that event, either the Chairman of the Board or the Chief Executive Officer may designate another officer of the Authority to assume the responsibilities and exercise the powers of the Chief Financial Officer.
- 4.1.9 **Chief Of Staff** means the officer responsible for the financial management of the Authority, and is designated as such. If there is not a person serving as the Chief of Staff or the Chief of Staff position is not implemented, then, in that event, either the Chairman of the Board or the Chief Executive Officer may designate another officer of the Authority to assume the responsibilities and exercise the powers of the Chief of Staff.
- 4.1.10 **Chief Operating Officer (COO)** means the officer responsible for the general operations of the Authority, and is designated as such. If there is not a person serving as the COO or the COO position is not implemented, then, in that event, either the Chairman of the Board or the Chief Executive Officer may designate another officer of the Authority to assume the responsibilities and exercise the powers of the Chief Operating Officer.
- 4.1.11 **Contract or Agreement** means any agreement relating to the purchase or sale of goods, supplies, services, or other matters to or by the Authority, and includes without limitation, contracts for a fixed price, cost, cost plus a fixed fee, incentive contracts, contracts providing for the issuance of job or task orders and leases, letter contracts. It also includes by way of example Purchase Orders and Change Orders with respect to any of the foregoing.
- 4.1.12 **Contractor** means any Vendor having a Contract with the Authority.
- 4.1.13 **Debarment** means a disqualification of a Vendor to receive and participate in Invitations to Bid or Requests for Proposals or the award of Contracts by the Authority for a specified period of time pursuant to Section 4.14.3 hereof.
- 4.1.14 **Direct Pay** means a check request submitted to the Finance Department of the Authority for purchases of items defined in this Administrative Rule, and items below the threshold as defined in the Finance Policy and Procedure.

- 4.1.15 **Disadvantaged Business Enterprise** or **DBE** means a Vendor for which the gross revenues or number of employees averaged over the past years, inclusive of affiliates as defined by 13 C.F.R.121.103, (i) does not exceed the size standards as defined pursuant to Section 3 of the Small Business Act and for which the personal net worth of each owner (excluding primary residence and interest in Business) does not exceed the amount set forth from time to time in said Act, (ii) does not exceed the amount set forth from time to time in said Act for the average annual receipts over the firm's previous three (3) fiscal years and (iii) meets all criteria established in 49 C.F.R. Part 26 Sub Part D Certification Standards, as amended or supplemented, or any successor provision.
- 4.1.16 **Emergency** shall be the existence of a condition or conditions which, in the context of the public service provided by the Authority, would affect or could reasonably be expected to either (i) affect the public health and safety, or (ii) have an immediate, adverse and material effect on the Authority, its business, operations or property, as reasonably determined by any member of the Governing Board, the Chief Executive Officer, or in the absence of the Chief Executive Officer, any other Senior Officer, as further defined in Section 4.4.7 hereof.
- 4.1.17 **FDOT** shall mean the Florida Department of Transportation.
- 4.1.18 **FTA** shall mean the Federal Transit Administration.
- 4.1.19 **Finance Policy and Procedure** means the policy and procedure established from time to time by the Finance Department of the Authority.
- 4.1.20 **Fuel Contract** means a Contract pursuant to which the Authority purchases fuel for its ongoing operations.
- 4.1.21 **Invitation for Bid** or **IFB** means a solicitation by the Authority for a procurement and shall include all documents attached or incorporated by reference utilized within such solicitation.
- 4.1.22 **Major Contract** shall mean any Contract other than a Minor Contract. Specifically, by way of illustration, a Major Contract also includes any contract which has a value in excess of \$150,000.00 or which, has a term, including options, of more than 5 years, or is not in the approved budget for the Authority. For determining the value of the Contract, the value of all Options provided for in the Contract shall be considered and included at the time the Contract is proposed to be entered into with the Authority.
- 4.1.23 **Minor Contract** shall mean a Contract which (i) has a value of \$150,000.00 or less, (ii) is in the approved budget for the Authority, and (iii) has a term, including options, of not more than 5 years. In determining value, the value of all Options provided for in the Contract shall be considered and included at the time the Contract is proposed to be entered into with the Authority.

- 4.1.24 **Micropurchase(s)** means a Simplified Acquisition Procurement that is for \$2,500.00 or less that meets the requirements set forth in Subsection 4.6.6 hereof. The foregoing amount of \$2,500.00 is the amount set forth in applicable Federal guidelines for procurement by the Federal government and the foregoing amount shall be adjusted from time to time, without any further action by the Governing Board, to equal the amount set forth from time to time under said Federal guidelines.
- 4.1.25 **Option(s)** means in the context of any Contract, the right or option of the Authority to extend the term of that Contract for an additional period as provided for in the Contract.
- 4.1.26 **Piggybacking** or **Piggyback Contract** shall have the meaning set forth in Section 4.3.2(G).
- 4.1.27 **Post** means to display a recommendation of award of a Contract on the Authority website (or any other website; provided that the Authority's website contains a hyperlink to such other website) or on a bulletin board designated for such postings located in the Authority facility, or to provide to a Bidder or Proposer actual notice of a recommendation of award of a Contract. The terms "**Post**" and "**Posting**" shall have correlative meanings. The Posting will occur upon said display on the Authority web site or bulletin board or when the Bidder or Proposal receives said actual notice or is actually aware of the recommendation by the Authority or, if applicable, the committee making said recommendation.
- 4.1.28 **Procurement(s)** means the buying, purchasing, renting, leasing or otherwise obtaining of any supplies, services, construction or any other item(s). It also includes all functions that pertain to the obtaining of any supplies, services, construction or any other item(s), including description of requirements, selection and solicitation of sources, preparation and award of contracts and all phases of contract administration.
- 4.1.29 **Procurement/Contracts Manager** means any person designated as the Procurement/Contracts Manager by the Chief Executive Officer. The Procurement/Contracts Manager shall be in charge of the Purchasing and Contracts Division and shall be authorized to enter into, execute, administer and make written determination of Contracts on behalf of the Authority pursuant to this Administrative Rule and within the authority granted the Procurement/Contracts Manager under this Administrative Rule.
- 4.1.30 **Project Contingency** means the amount set forth as the amount of the contingency in any Contract, plus (i) any savings derived as a result of the direct purchase of materials by the Authority, and (ii) any savings derived as a result of costs transferred from other line items within the project budget.
- 4.1.31 **Proposal** or **Response** means a document submitted by and executed by a Vendor to the Authority in response to a Request for Proposals or Request for

Information, which if accepted by the Authority would represent a binding obligation to the Vendor.

- 4.1.32 **Proposer** means a Vendor who has submitted a Proposal to the Authority.
- 4.1.33 **Purchase Order** means the Authority's document used to authorize a purchase transaction with a Vendor.
- 4.1.34 **Purchasing Card Program** shall mean the Micropurchase procedure or program undertaken by the Authority to process low dollar purchases of services and goods which utilize a purchasing card, as provided and set forth in Section 4.7 hereof.
- 4.1.35 **Purchasing and Contracts Division** means the applicable department or division of the Authority responsible for the administration of procurements and the procurement process and contracts on behalf of the Authority.
- 4.1.36 **Request for Information** or **RFI** means a solicitation for response from interested and prospective Vendors to provide information to determine specifications, qualifications and/or capabilities to satisfy a need of the Authority and in which the successful Vendor may be given latitude in order to develop a product and/or service, which will fulfill said need.
- 4.1.37 **Request for Proposal** or **RFP** means a solicitation for Proposals to provide goods and/or services to the Authority, which is awarded by selection criteria to be established at the discretion of the Authority.
- 4.1.38 **Request for Quotation** or **RFQ** means an informal request either oral or written for a price Proposal from interested or prospective Vendors for specific goods and/or services.
- 4.1.39 **Requisition** or **Work Order Form** means an internal document generated by the Authority's originating department and forwarded to the Purchasing and Contracts Division for the Division to initiate a Procurement process for goods or services.
- 4.1.40 **Response** shall mean a Proposal.
- 4.1.41 **Responsible** when used in the context of a Bidder or Proposer, means a person who has, in the sole discretion of the Authority or, if applicable, the Source Evaluation Committee or Procurement/Contracts Manager, the capability to perform the Contract requirements, and the tenacity, perseverance, experience, integrity, ability, reliability, capacity, facilities, equipment, financial resources and credit, which will assure good faith performance.
- 4.1.42 **Responsive** when used in the context of a Bidder or Proposer means a person who has submitted a completed Bid or Proposal and complied with the requirements of the specific Procurement, as determined by the Authority in its discretion.

- 4.1.43 **Revenue Contract** means a Contract for which the Authority shall receive compensation or benefit (e.g. monetary, in trade or exchange, or otherwise) and includes, for example, a Bus Advertising Contract.
- 4.1.44 **Senior Officer** shall mean the Chief Administrative Officer, Chief Financial Officer, Chief Operating Officer, and Chief of Staff, and such other officers of the Authority as may be designated from time to time by the Governing Board. When the context applies, the term "**Senior Officer**" shall also include the Chief Executive Officer.
- 4.1.45 **Simplified Acquisition Procurement** means the procurement process that is for \$50,000.00 or less, that meets the requirements set forth in Subsection 4.4.10 hereof. The Simplified Acquisition Procurement may be further subdivided into other parts such as, for example, Micropurchase program or the Purchasing Card Program.
- 4.1.46 **Sole Source Procurement** shall mean a Procurement that is obtained by the Authority without competitive bidding and through a single or sole source which meets the requirements of Section 4.3.4 hereof.
- 4.1.47 **Source Evaluation Committee** or **SEC** means that committee established by the Authority (either through the Governing Board, the Purchasing and Contracts Division, or otherwise) that evaluates, ranks and selects Bidders to whom Contracts will be awarded in accordance with the Authority's Procurement procedures.
- 4.1.48 **Suspension** means the disqualification of a person to participate in any Procurement or the award of a Contract by the Authority for a period determined by the Authority, not to exceed three (3) years pursuant to this Administrative Rule.
- 4.1.49 **Vendor** means an actual or potential supplier of a good and/or service to the Authority.
- 4.1.50 **Vendor List** means the compilation by the Authority by category of goods and/or services of the names and addresses of those appropriate suppliers of goods and/or services that have indicated an interest in doing business with the Authority.

4.2 **General Provisions.**

- 4.2.1 **Establishment, Scope, and Purpose.** The Governing Board has established this Administrative Rule governing Procurement and Contract administration. The purpose of this Administrative Rule is to place the Authority's contracting function under a centralized system, enabling the Authority to (i) establish policies governing all Procurements and Contracts, (ii) provide for fair and equitable opportunity for all persons doing business with the Authority, and (iii) to provide safeguards for maintaining a structured procurement system of quality and integrity.

- 4.2.2 **Applicability.** This Administrative Rule shall apply to Procurements and Contracts by the Authority and the administration of Contracts by the Authority.
- 4.2.3 **Federal and State Applicability.** The Authority receives Federal and State funds. Therefore, Procurements must be conducted in accordance with any applicable Federal and/or State regulations which apply to that particular Procurement. The Authority (either through the Governing Board or the Chief Executive Officer) may modify Authority procedures including provisions of this Administrative Rule in order to comply with procedures for State or Federally funded grant programs. Any modification by the Chief Executive Officer shall be noticed to the Governing Board as an information item at the next scheduled meeting, if said modification is material. The Governing Board may waive any or all regulations, including, without limitation, this Administrative Rule, in order to comply with a Federal or State law.
- 4.2.4 **Discretion/Waiver Right of Authority.** Any determination to be made under this Administrative Rule may be made by the Authority (including the Governing Board, the SEC, any Senior Officer or the Procurement/Contracts Manager) in its or his/her discretion. In addition, the Authority shall have the right in its discretion to modify or waive any of these Rules with respect to any particular Procurement or in regard to any proposal/ability to award and approve Contracts.
- 4.2.5 **Purchasing and Contracts Division.** The Purchasing and Contracts Division shall administer and facilitate the Procurement process.
- 4.2.6 **Approval of Awards/Delegation of Authority.** Except as expressly provided herein, all approvals and awards of Procurements, whether by Request for Quotation, Invitation for Bid, Request for Proposals, work order or any other method authorized hereunder, and whether by Contract or any other method, shall require the approval of the Governing Board, or through delegated authority as set forth in this Administrative Rule.

4.3 **Requirement For/Exclusions From Competitive Bidding.**

- 4.3.1 **General Requirement for Competitive Bidding.** Except as otherwise provided below or elsewhere in these Administrative Rules, all Procurements will generally be sought through competitive bidding.
- 4.3.2 **Exclusions From Competitive Bidding.** Certain transactions cannot be handled through competitive bidding. The following transactions shall not be subject to a requirement for competitive bidding but will still be required to be approved by the Governing Board or through delegated authority, as set forth in these Administrative Rules:
- A. Agreements between the Authority and governmental entities (i.e. interlocal agreements).

- B. Agreements between the Authority and non-profit organizations (i.e. interlocal agreements).
- C. Procurement of Direct Pay items in accordance with and subject to governing or applicable limits or Federal laws for the following: dues and memberships in trade or professional organizations, subscriptions for periodicals deemed necessary but ancillary for delivering of transportation services, advertisements, postage, expert witnesses, abstracts of titles for real property, closing costs and processing fees for acquisitions, title insurance for real property, deeds, judgments, debt service, mortgagee(s), collective bargaining agreements, salaries, taxes, auto allowance, borrowing of money, pensions, bonds, certificates of insurance, employee service performance awards, water, sewer, and electrical utility services, copyrighted books deemed necessary but ancillary for delivering of transportation services, videos deemed necessary but ancillary for delivering of transportation services, fees, costs of job-related seminars, training, catering service, and fees, licenses, permits, approved travel expenses for the Authority, and non-recurring charges deemed necessary but ancillary for delivering of transportation services.
- D. The lease or purchase of real property, such as land, easements, rights-of-way, existing buildings, structures, or improvements.
- E. Goods and/or services given to, or accepted by the Authority via gift, grant or bequest.
- F. Goods purchased with petty cash, not to exceed \$150.00.
- G. Purchases of goods and/or services through joint utilization of existing governmental competitive contracts available to the Authority pursuant to State or Federal law, commonly referred to as "**Piggyback Contracts.**" Piggyback Contracts may also include the piggybacking under contracts entered into with any local governmental jurisdiction such as Orange County, City of Orlando, Orange County School Board, etc.
- H. Blanket Purchase Orders.
- I. Items purchased for resale to the general public.
- J. Micropurchases.
- K. Contracts for obtaining of labor for the Authority through the collective bargaining process.
- L. Emergency purchases.
- M. Sole Source Procurements.

- N. Bus Advertising Contracts.
- O. Revenue Contracts.
- P. Other methods of procurement as determined by the Governing Board from time to time.

4.3.3 **Bidding Process for Procurements.** Subject to the further provisions of Section 4.3.2, the following dollar amounts will determine the process to be followed by the Authority in regard to procurement:

<u>Contract Amount</u>	<u>Process to be Followed</u>
Above \$50,000.00	A formal competitive bidding process is required such as an IFB or an RFP.
Below \$50,000.00 but above \$2,500.00	Generally a Request for Quotation which would require two or more quotes which could be done by phone, email, etc.
\$2,500.00 or less	Does not require formal competitive process but does require that purchases generally be distributed among vendors and that the price be fair and reasonable.

The provisions of this Section shall not be applicable to any Procurement under Section 4.3.2 or as otherwise determined by the Governing Board.

4.3.4 **Sole Source Procurements.**

- A. A determination of sole source may be made by the Chief Executive Officer after conducting a good faith review of available sources, which demonstrates there is only one viable source for the required supply, service, or item. A record of determination of the sole source shall be maintained by the Procurement/Contracts Manager. Any such sole source Procurement shall conform to the requirements of FTA and applicable State or Federal law.
- B. For a commodity or service to be deemed as a sole source Procurement, the Purchasing and Contracts Division must have the appropriate documentation proving at least one of the following:
 1. The item is available only from a single source;
 2. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 3. FTA authorizes noncompetitive negotiations;

4. After solicitation of a number of sources, competition is deemed inadequate; or
 5. The item is an associated capital maintenance item as defined in 49 U.S.C. §5307(a)(1) that is procured directly from the original manufacturer or supplier of the item to be replaced. The Authority must first certify in writing to FTA: (i) that such manufacturer or supplier is the only source for such item; and (ii) that the price of such item is no higher than the price paid for such item by like customers.
- C. The procedure for acquiring a sole source procurement shall not waive the approval/execution requirements otherwise set forth in these Administrative Rules. Thus, for example, a Major Contract, if found to be a sole source procurement, must still be approved by the Governing Board.
- D. Any sole source procurement shall be reported to the Governing Board at its next meeting as an information item.

The Remainder of this Page is Left Blank

4.4 **Contract Authority – Who May Approve and Execute Contracts.**

4.4.1 The following chart typically sets forth the approval required for a particular Contract, and is subject to the more specific provisions of the applicable Rule:

	<u>Amount of Contract</u>	<u>Required/Permitted Approval</u>	<u>Rule Reference</u>	<u>Ability to Delegate Approval Authority</u>	<u>Who Can Execute</u>
1	<p>Major Contract</p> <p>NOTE: Generally speaking, every contract is a Major Contract requiring approval by the Governing Board, unless otherwise provided in these Administrative Rules.</p>	Governing Board	4.4.2	No. The Governing Board does, however, have the authority when it approves the contract to delegate authority.	Any Senior Officer (which would include CEO). The Governing Board in approving the Contract, can further delegate or restrict authority as to who can execute the Contract.
2	<p>Options for Major Contracts</p> <p>NOTE: Any approval of an option under this provision shall be noticed to the Governing Board as an information item at the next scheduled meeting of the Governing Board.</p> <p>NOTE: Any Option not falling within this category requires approval by the Governing Board.</p>	<p>CEO, provided:</p> <p>a) such option was contained in the original approved contract and clearly described in the printed agenda of the Governing Board for that meeting; and</p> <p>b) Governing Board authorized the renewal of the option without the need for further Governing Board approval</p> <p>NOTE: Thus, if the Governing Board does not specifically authorize staff to exercise options, options must come back to the Governing Board for approval.</p>	4.4.3	The Governing Board can delegate the authority to approve any Option. CEO cannot delegate his/her authority to approve the exercise of any Option.	CEO or in the absence of the CEO, any other Senior Officer, provided the CEO has approved the exercise of the Option.

	<u>Amount of Contract</u>	<u>Required/Permitted Approval</u>	<u>Rule Reference</u>	<u>Ability to Delegate Approval Authority</u>	<u>Who Can Execute</u>
3	<p>Minor Contract:</p> <p>NOTE: In considering the amount of the contract, the value of all options is included.</p> <p>Any contract of \$25,000 or more in any one fiscal year shall be noticed to the Governing Board as an information item at the next scheduled meeting of the Governing Board.</p>	CEO	4.4.4 4.4.5	<p>Yes. CEO can delegate authority to approve said minor contract to:</p> <p>a) other Senior Officer if Contract has a value of \$50,000 or less.</p> <p>b) Procurement/ Contracts Manager if Contract has a value of \$25,000 or less.</p> <p>c) Contract Administrators/ Buyers if Contract has a value of \$5,000 or less.</p> <p>d) To other LYNX employees for micropurchases of \$2,500 or less.</p>	The same party to whom authority has been delegated can execute the Contract.
4	<p>Bus Advertising Contracts</p> <p>a) Level 1 contracts – contract does not exceed \$180,000 in the aggregate and the term does not exceed 12 months.</p> <p>b) Level 2 contracts – exceeding \$180,000 but less than \$300,000 or less, or having a term greater than 12 months.</p> <p>c) Level 3 contracts – all other bus advertising contracts.</p> <p>NOTE: A summary of new advertising contracts shall be provided as information items to the Governing Board at its next meeting.</p> <p>If the Bus Advertising Contract involves a Bus Trade, then that Bus Trade must be approved by CEO.</p>	<p>a) CEO or CFO.</p> <p>b) CEO provided that the contract receives prior approval by the Authority’s general counsel.</p> <p>c) Must be approved by the Governing Board and reviewed by Authority’s general counsel</p>	4.4.6	<p>a) If the contract is less than \$150,000, then the CEO can further delegate under 3 above</p> <p>b) No.</p> <p>c) No.</p>	<p>a) CFO or CEO</p> <p>b) CEO</p> <p>c) As determined by Governing Board in its approval. See 1 above as this would be a Major Contract.</p>

	<u>Amount of Contract</u>	<u>Required/Permitted Approval</u>	<u>Rule Reference</u>	<u>Ability to Delegate Approval Authority</u>	<u>Who Can Execute</u>
5	<p>Emergency Purchases</p> <p>NOTE: Any such contracts shall be reported to the Governing Board at its next scheduled meeting as a discussion item.</p>	<p>a) CEO, without Governing Board approval, if amount involved is \$150,000 or less.</p> <p>b) If the amount exceeds \$150,000, then the CEO in light of the emergency circumstances shall attempt to contact the Chairman of the Board or, in his/her absence, the Vice-Chairman for approval and oversight; if the Chairman and the Vice-Chairman cannot be contacted or the circumstances are such that the emergency does not allow time to contact the Chairman and the Vice-Chairman, then the CEO will have authority to approve and execute the Contract.</p> <p>c) Authority is also provided to the Chairman of the Board or, in the absence of the Chairman and the CEO, then the Vice Chairman of the Board. However, in the absence of the CEO, the Chairman of the Board or in his/her absence, the Vice Chairman may delegate authority to execute to any</p>	4.4.7	<p>a) For amounts of \$150,000 or less, the CEO may delegate to any Senior Officer.</p> <p>b) CEO may not delegate amounts in excess of \$150,000, which amounts will be approvable by the CEO, the Chairman of the Board, or in his/her absence, to the Vice Chairman to approve Emergency Purchases.</p>	<p>a) CEO or whoever the CEO may delegate.</p> <p>b) In the absence of CEO, any other Senior Officer may execute if approved by Chairman or Vice-Chairman.</p>

- A. The Governing Board shall have the authority by resolution to delegate authority to approve Major Contracts on such terms as the Governing Board may determine.
- B. Once approved by the Governing Board, any Major Contract can be executed by the CEO or any other Senior Officer, unless otherwise provided in said approval. The Governing Board in approving the Major Contract may also authorize other Authority employees to execute said Contract.
- C. Generally, every contract is deemed to be a "Major Contract" which requires Governing Board approval, unless otherwise provided in these Administrative Rules or as otherwise provided from time to time in a resolution approved by the Governing Board.
- D. In order to determine whether a Contract exceeds \$150,000.00 and is therefore a "Major Contract", the value of all Options is to be included as if exercised, with such determination being made at the time the Contract is being considered for execution by the Authority.
- E. Approval of the Governing Board is also needed to exercise any Options, unless otherwise provided in Section 4.4.3 below.

4.4.3 **Ability to Approve and Exercise Options For Major Contracts.** Subject to the further provisions of this Section, approval to exercise an Option for a Major Contract, must be further approved by the Governing Board.

- A. Notwithstanding the above, the CEO can approve the exercise of an Option under a Major Contract provided the following two conditions are met:
 - 1. The Option was contained in the original approved Major Contract clearly described in the printed agenda of the Governing Board for that meeting; and
 - 2. The Governing Board authorized the renewal of the Option without the need for further Governing Board approval.
- B. Once approved by the CEO, the CEO is authorized to execute the Option. The CEO may also authorize any other Senior Officer to execute the Option, but the CEO must first authorize the exercise of the Option.
- C. Any approval of an Option under this Section shall be noticed to the Governing Board as an information item on the next scheduled meeting of the Governing Board.

- D. With respect to options involving Minor Contracts, those may be approved and executed with the same authority and execution parameters as is the case for a Minor Contract.

4.4.4 **Minor Contracts (Generally Contracts of \$150,000.00 or Less).** Except as may be otherwise expressly set forth in a resolution adopted by the Governing Board, the CEO shall have the authority to approve and execute all Minor Contracts. In that regard:

- A. Any Minor Contract of \$25,000.00 or more in any one fiscal year of the Authority shall be noticed to the Governing Board as an information item at the next scheduled meeting of the Governing Board.
- B. In order to determine whether a contract is \$150,000.00 or less, the value of all Options is to be included as if fully exercised, with such determination being made at the time the Contract is being considered for execution by the Authority.
- C. The CEO shall further have the right to approve and exercise any Options for a Minor Contract.

4.4.5 **Delegation by CEO to Further Approve and/or Execute Minor Contracts.**

- A. The Chief Executive Officer may in writing delegate his or her authority under Subsection 4.4.4, to approve and/or execute Minor Contracts (including the approval and exercise of Options for Minor Contracts), all on such terms and conditions as the CEO deems appropriate, in the following values or amounts and to the following individuals:

<u>Amount of Contract</u>	<u>Who Can Approve/Execute</u>
\$50,000 or less	CFO and/or CAO
25,000 or less	Procurement/Contracts Manager
5,000 or less	Contract Administrator/Buyers
2,500 or less	Individual Authority Employees for Micropurchasers

There shall be maintained in the office of the Chief Executive Officer a listing and schedule of any such delegations, including the amount and persons to whom any such authorities have been delegated and the terms of such delegation. Said report shall be furnished to the Governing Board on an annual basis.

- B. **Scope of Delegations; Responsibility of Officers.** The delegation of authority to approve and award Procurements and Contracts are limited in scope and apply only to those Senior Officers and Authority staff to whom such authority has expressly been delegated herein. No Senior Officer or Authority staff to whom such authority has been delegated hereunder shall

have the power or authority to further delegate such authority, or otherwise designate any other individual to carry out the approval and award of Procurements and Contracts authorized hereunder. In the exercise of the authority delegated to them under this Administrative Rule, the Senior Officers shall be subject to the authority and direction of, and fully accountable to, the Chief Executive Officer, who shall be fully accountable to the Governing Board for their actions, in the same manner as if such authority had been delegated to them by the Chief Executive Officer. Each individual to whom such authority has been delegated hereunder in excess of \$15,000.00 shall sign a “**Statement of Responsibility**” and will be held accountable for all actions occurring under their authority and shall be governed at all times by applicable State and Federal laws. Any person authorized to make purchases exceeding in dollar amount or dollar value of \$15,000.00 shall file a statement of financial interest with the Supervisor of Elections in the jurisdiction within which he or she permanently resides.

4.4.6 **Bus Advertising Contracts.** Authority to approve and execute Bus Advertising Contracts shall be by the methods and in the maximum amounts specified below:

- A. **Level 1 Contracts.** The Governing Board hereby delegates to each of the Chief Executive Officer, Chief Administration Officer and the Chief Financial Officer, the authority to approve and execute, on behalf of the Governing Board and in accordance with these Administrative Rules and applicable law, Bus Advertising Contracts with (i) a dollar value or dollar amount not to exceed \$180,000.00 in the aggregate, and (ii) a term, including any option to extend or renew, not to exceed twelve (12) months.

Legal approval is waived for these Level 1 Bus Advertising Contracts only on the premise that the standard printed form provided by Authority general counsel is used. Any addendum or modification from the standard printed form will require legal review and approval. Level 1 Contracts shall be reviewed after six months by the Authority and/or Authority general counsel.

- B. **Level 2 Contracts.** The Governing Board hereby delegates to the Chief Executive Officer the authority to approve and execute, on behalf of the Governing Board and in accordance with these Administrative Rules and applicable law, Bus Advertising Contracts with a dollar value or dollar amount not to exceed \$300,000.00 in the aggregate, provided that the contracts receive prior approval by Authority general counsel.
- C. **Level 3 Contracts.** All other bus advertising contracts shall require and be reviewed by Authority general counsel and approved by the Governing Board.

- D. **Aggregate.** All dollar amounts and terms above are based on dealings with a single customer and shall be considered in the aggregate when classifying within each level. No bus advertising contracts shall be artificially divided so as to fall within Level 1 or Level 2 thresholds.
- E. **Bus Trades.** In the event the Bus Advertising Contract involves a Bus Trade, then the following provisions will apply:
 - 1. Subject to the further provisions set forth below, all Bus Trades are subject to the same level of approval as is the Bus Advertising Contract. Thus, for example, if the Contract being considered is a Level 3 Contract, then the Governing Board must approve the Bus Trade.
 - 2. Subject to any further delegation by the CEO, the CEO will be required to approve all Bus Trades.
 - 3. The CEO may in writing delegate his/her authority to approve Bus Trades in accordance with the level of approval set forth for the Bus Advertising Contracts.
- F. **Notice to Governing Board.**
 - 1. A summary of new Bus Advertising Contracts (not previously furnished to the Governing Board as an information or other item) shall be provided as information items with the Governing Board meeting documents.
 - 2. There shall be presented to the Governing Board on an annual basis an annual report of all the Bus Advertising Contracts then outstanding and entered into during the previous year.

4.4.7 **Emergency Procurements.**

- A. Subject to the rules of the FTA and the State of Florida, as applicable, in case of any Emergency, the Administrative Rules, including any required competitive bidding, are hereby waived to the extent needed to meet and address the Emergency.
- B. The Senior Staff shall to the extent possible keep the Governing Board, and particularly the Chairman of the Board, if feasible, advised and informed regarding the Emergency, and the efforts undertaken by the Authority to address said emergency.
- C. The authority provided under these Administrative Rules to address any emergency shall apply during the term of the Emergency.

- D. Documentation of any such Emergency shall be maintained by the Procurement/Contracts Manager, and shall be reported to the Governing Board at its next scheduled meeting as a discussion item.

4.4.8 **Revenue Contracts.**

- A. Revenue Contracts are generally those contracts which do not involve the acquisition of goods or services by the Authority and do not involve the payment of funds by the Authority. Said Revenue Contracts generally involve contracts whereby the Authority will provide to a third party the right to use property or privileges of the Authority in exchange for the payment of funds or other value to the Authority.
- B. Subject to the further provisions set forth below, all Revenue Contracts shall be deemed to be Major Contracts which require the approval of the Governing Board.
- C. Notwithstanding the foregoing, the Chief Executive Officer may approve Revenue Contracts provided both (i) the value of said Revenue Contract, including options, does not exceed \$150,000.00, and (ii) the term of the Revenue Contract does not exceed 5 years. In considering the approval of any Revenue Contract, the following standards will be applicable:
 - 1. The competitive bidding procedures for the Authority shall apply, if applicable.
 - 2. The Authority shall seek to obtain the highest and best value for the Authority.
- D. Revenue contracts which are not submitted to the Governing Board for their approval shall be noticed at the next meeting of the Governing Board as an information item.

4.4.9 **Fuel Contracts.**

- A. The Governing Board finds that the procurement of fuel by the Authority, is both an absolute necessity for the Authority to fulfill and meet its public purpose and also that the procurement of fuel is a widely varying process that is subject to the market risks and shifts from time to time. Therefore, the Authority must be prepared in acquiring fuel to be able to adjust to and meet market conditions from time to time.
- B. The Governing Board will generally on a two year basis establish the guidelines or process by which the Authority may seek to acquire fuel for the Authority's operations. Generally speaking, the Governing Board may authorize the process by which fuel will be acquired for each two year period which will generally authorize the Chief Executive Officer to

establish the terms and conditions of the competitive bidding process and for the Chief Executive Officer to award and execute the contract.

- C. Recognizing that fuel contracts will vary from time to time, if an opportunity is presented to the Authority that would provide for a savings in fuel costs of 5% or more, the CEO is authorized subject to permitted contract requirements to purchase and enter into contracts to acquire such other fuel.
- D. Fuel contracts purchased through the procedure not involving final Governing Board Authority shall be reported to the Governing Board at its next scheduled meeting as a discussion item.

4.4.10 **Simplified Acquisition Procurements.**

- A. No purchase of goods, consultant services, services and/or construction shall be artificially divided so as to fall within this Simplified Acquisition Procurements exemption.
- B. Simplified Acquisition Procurements include any Procurement with an amount of \$50,000.00 or less.
 - 1. Procurements with an amount of \$2,500.00 (or such other amount as may be modified from time to time in Federal guidelines) or less do not require quotes. However, such Procurements are expected to be well distributed between Vendors.
 - 2. Procurements with an amount greater than \$2,500.00 (or such other amount as may be modified from time to time in Federal guidelines) require a Request for Quotation (RFQ) or other competitive bidding process as authorized herein. Purchases shall be made on the basis of at least two written quotations. The written quote may be emailed, faxed or mailed to Authority. The written quote must clearly identify the Vendor making the quote and the total price being quoted. Summary quotes must be included within the text of the requisition, and the original quote received shall be retained by the department for future reference. Quote prices will not be released to competing Vendors until final determination for the Procurement has been made.
- C. Simplified Acquisition Procurements may be formally bid. If bid, then all applicable terms of this Administrative Rule shall apply.

4.4.11 **Purchasing Card Program.** The Authority hereby establishes a “**Purchasing Card Program**” designed to improve efficiency in processing low dollar purchases of commodities with an aggregate amount not to exceed \$2,500.00 (or such amount as may be provided from time to time in the Federal guidelines) per purchase. This will allow the cardholder to purchase approved commodities and

services directly from Vendors within the transaction limits established for each cardholder. Each Procurement card shall be issued to a named individual. The Authority shall be clearly shown on the card as the governmental buyer of goods and services. Subject in all events to the other provisions of these Administrative Rules, the Purchasing and Contracts Division may establish further details of the Purchasing Card Program and/or establish internal controls so that purchasing cards are used only for authorized purposes, and to provide a convenient and adequate small order purchasing system for the Authority's employees.

4.5 **Form of Contracts/Execution/Etc.**

- 4.5.1 **Form Contracts/Changes.** It is the intent of the Authority to the extent possible to use form contracts to facilitate the Procurement process. The Chief Executive Officer and/or Authority's legal counsel to the Authority may approve changes to a base form contract which has been previously approved by the Governing Board provided that (i) such changes, read together, do not cause such contract, instrument or other obligation to be materially different (creating a negative financial impact or increasing liability or obligation of LYNX) from the form approved by the Governing Board, or (ii) the Governing Board expressly authorizes the Chief Executive Officer and/or legal counsel, as the case may be, to approve such changes in the resolution or motion approving the form of the contract.
- 4.5.2 **Execution of Contracts.** Any Contract, instrument or other obligation requiring Governing Board approval, which has been so approved as provided in these Administrative Rules, shall be executed by the person or persons set forth in these Administrative Rules, or, as an alternative, as set forth in any resolution adopted by the Governing Board. No other employee of the Authority has any authority to execute any such contracts.
- 4.5.3 **Contract Amount/Monitoring of Amount.** All Contracts shall indicate on their face the date of approval by the Governing Board, if applicable, and the dollar value or dollar amount, if any, which shall not exceed the dollar amount or dollar value, if any, approved by the Governing Board or as specifically provided herein. The Purchasing and Contracts Division will be responsible for ensuring the Contract amount does not exceed such stated value or dollar amount and the scope of service originally approved by the Governing Board.
- 4.5.4 **Project Contingency.** The Governing Board may elect to approve a Project Contingency for certain Procurements or capital improvement projects that may require contingent additional costs. The Chief Executive Officer and Chief Financial Officer shall have the authority to authorize Change Orders for use of a Project Contingency subject to the following requirements:
- A. Change Orders shall not exceed ten percent (10%) of the original Contract amount approved by the Governing Board.

- B. Change Orders shall not exceed \$150,000.00 (for any single change, claim or amendment).
- C. All Change Orders relating to a particular project shall not exceed fifty percent (50%) of the approved Project Contingency (in the aggregate).
- D. Once fifty percent (50%) of the Project Contingency has been utilized, only the Governing Board, may authorize use of the remaining fifty percent (50%) of the Project Contingency, unless the Chief Executive Officer determines that a delay in authorization of the expense will result in substantial delay or additional cost to the Authority, in which case, the CEO may authorize said expense from the Project Contingency, but will so inform the Governing Board at the next meeting as an information item.
- E. Direct Pay purchases shall not constitute Change Orders to the extent that they solely involve changes to line items in the Contract.
- F. The Governing Board may modify or waive the requirements of this Subsection 4.5.4 in the Contract award.
- G. Any Change Order, claim, amendment or expenditure of Project Contingency, as provided herein, shall be noticed to the Governing Board as an information item at the next scheduled meeting of the Governing Board. Any proposed increase in the Project Contingency, for purposes of modifying the authority of the Chief Executive Officer under this Subsection 4.5.4, must be presented for approval to the Governing Board prior to authorization.

4.6 **Process for Competitive Bidding.**

4.6.1 **Bid, Requests for Quote, or Request for Proposal Purchases.** Decisions to utilize an IFB or RFP for a Procurement may be made by the Procurement/Contracts Manager, subject to the overriding decision by the Chief Executive Officer. The Governing Board shall approve the issuance and award of all RFP's or IFB's over \$150,000.00. All pre-planned Procurements that are specifically identified in the annual budget approved by the Governing Board shall not require Governing Board approval for issuance of an RFP.

- A. Competitive bidding through an Invitation for Bid will be the preferred method for the Procurement of items where:
 1. Precise specifications of the needed product or services are known and can be described in the Invitation for Bid;
 2. Price is the only variable; and
 3. It is determined to be in the Authority's best interest utilizing the IFB process.

- B. Competitive bidding through a Request for Proposal is appropriate when the exact product or service needed by the Authority is not specifically predetermined. RFP's shall provide a statement of need or service description for achieving a described goal of the Authority, which proposed solutions are sought. RFP's may include specifications, scope of services, and proposed contractual terms and conditions to which a Proposer must respond. RFP's may encourage the Proposal of alternative specifications, scope of services, and proposed contractual terms and conditions if such alternatives are proposed by a Proposer as the best method of meeting the need stated or achieving the described goal of the Authority.
- C. The Bid/Proposal Process is as follows:
 - 1. The specific department manager shall identify the desired Procurement and shall submit a written request to the Procurement/Contracts Manager. All specifications, budget information and relevant information shall be included.
 - 2. The Purchasing and Contracts Division shall put the Procurement request into the proper form and complete the legal advertisement and Bid/contractual documents.
 - 3. The Purchasing and Contracts Division and the requesting department will then jointly develop the specifications and award criteria.
 - 4. When available, standard legal documents developed by the attorneys for the Authority shall be utilized. Standard legal documents or contracts shall not be modified without the approval of the Chief Executive Officer.
 - 5. The Authority shall evaluate Bid/Proposals based on the requirements set forth in the Invitation to Bid/Request for Proposal. Award criteria shall be objectively measurable.

4.6.2 **Process for Award of Bid:**

- A. If the Contract is to be awarded on the basis of price, the Contract may be awarded to the Responsible and Responsive Bidder who submits the lowest Bid price. The Contract shall be awarded with reasonable promptness by means of a written notice to such Bidder. The Authority shall at all times, except when expressly waived, reserve the right to reject all Bids or to elect not to proceed.
- B. When it is impractical initially to prepare a purchase description to support an award based on price, the Authority may conduct multistep sealed bidding, whereby an initial RFP or Invitation for Bids/advertisement is

issued requesting the submission of unpriced offers, or information relating to the experience and capabilities of the prospective Bidders, to be followed by an RFP or an Invitation for Bid/advertisement limited to those Proposers whose offers or experience and capabilities have been determined to be acceptable under the criteria set forth in the initial RFP or invitation for Bids/advertisement.

C. A Bidder may be determined non-Responsible or non-Responsive for failing to meet the requirements of any IFB, any provision of the Administrative Rules, policies, or procedures of the Authority, or applicable law, which determination shall be made in the sole and exclusive judgment of the Authority. The unreasonable failure of a Bidder to promptly supply information in connection with an inquiry may be grounds for a determination that the Bidder is non-Responsible or non-Responsive with respect to a Procurement.

D. Recommendation Status for Bids:

1. Staff shall recommend award to the responsive and qualified Proposer whose Proposal is determined to be the most advantageous to the Authority. In the event only one responsive Proposal is received, the Authority reserves the right to award to the sole Proposer, readvertise the Request for Proposal, with or without making changes to the evaluation factors, or elect not to proceed.

2. A Proposer may be determined non-Responsible or non-Responsive for failing to meet the requirements of any RFP, any provision of the Administrative Rules, policies, or procedures of the Authority, or applicable law, which determination shall be made in the sole and exclusive judgment of the Authority. The unreasonable failure of a Proposer to promptly supply information in connection with an inquiry may be grounds for a determination that the Proposer is non-Responsible or non-Responsive with respect to a Procurement.

E. Qualifications/Standards of Bidders:

1. All awards made by the Authority, whether obtained by Invitation for Bid/advertisement, Proposal, or Quotation, or any other method, shall consider whether the prospective Vendor meets the standard of qualification. Factors to be considered in determining whether the standard of qualification has been met shall include whether a prospective contractor/vendor has:

a. The appropriate financial, material, equipment, facility, and personnel resources and expertise, or the ability to obtain

them, necessary to indicate its capability to meet all contractual requirements;

- b. A satisfactory record of performance;
- c. A satisfactory record of integrity;
- d. The legal ability to contract with the Authority; and
- e. Supplied all necessary information in connection with the inquiry concerning responsibility including, but not limited to any licenses, permits, or organization papers required.

2. The prospective Vendor shall supply information requested by the Authority concerning qualifications. If such Vendor fails to timely supply the requested information, the Authority shall base the determination of qualification upon any available information, or may find the prospective Vendor not qualified if such failure is unreasonable.

4.6.3 **Selection.** Procurements, with an amount equal to or in excess of \$50,000.00 shall be competitively bid and awarded based on the submission of sealed Bids or Proposals, except as otherwise expressly provided herein. All Procurements with a dollar value or dollar amount of \$50,000.00 or less shall be obtained pursuant to Subsection 4.6.5.

- A. Nothing in the foregoing shall prohibit the Authority from renewing Contracts with Contractors originally selected through a competitive selection process or original sole source determination, provided such renewal is within the scope of the original Contract.
- B. An Invitation for Bid, Request for Proposal or other solicitation may be postponed or cancelled by the Authority at any time in the sole discretion of the Authority.
- C. With respect to any Invitation for Bid, Request for Proposals or other solicitation the Bid(s)/Proposal(s) or specific Bidder(s)/Proposer(s) determined to be non-Responsible/non-Responsive may be rejected in whole or in part, by the Authority.
- D. The procedures required herein may be departed from by the Authority in any manner that is reasonable in the event of an emergency, or in order to comply with Federal or State requirements

4.6.4 **Procurement of Certain Consultant and Professional Services.** To the extent that the Procurement of certain consultant or professional services is subject to the application of Florida Statutes 287.055, or any successor provision thereof (the

“Consultants Competitive Negotiation Act”) or to 40 U.S.C. 541, such Procurement shall be conducted in accordance with such provisions of law.

4.6.5 **Sales Tax Recovery and Shared Cost Savings.** The Authority may utilize the sales tax recovery system and/or shared cost savings authorized under general law when it procures goods and services for the construction of new or renovated facilities when deemed to be in the best interest of the Authority. Pursuant to such sales tax recovery system, Procurements may be made through the Authority on behalf of its contractors without the use of the competitive procedures provided under this Administrative Rule, to the extent authorized by law.

4.7 **Contact with Authority/No Solicitation or Contract During Procurement Process.**

4.7.1 Prior to the due date for submittal of a competitive sealed Proposal or Bid, with regard to all Invitations to Bid, Requests for Proposals, and all other award of Procurements pending before the Authority, contact by any interested party or representative thereof with any Member to discuss such matter is permitted. Subsequent to the submittal by a Proposer, such Proposer is prohibited from contacting or discussing the Procurement with any Member or Officer of the Authority. Provided, however, all inquiries regarding the official position of the Authority in regard to such matters, including questions about the Procurement process or the terms and conditions of a Procurement, shall be made through the Procurement/Contracts Manager and Authority staff expressly designated with the responsibility of administering the Procurement and in accordance with this Administrative Rule.

4.7.2 On or after the due date for submittal of a competitive sealed Proposal or Bid, with regard to all Invitations to Bid, Requests for Proposals, and all other awards of Procurements pending before the Authority, and all protests of all procedures with respect thereto, and any contract claims or disputes subject to the application of this Administrative Rule, contact by any interested party or representative thereof with any Member, officer, employee or agent of the Authority to attempt to influence the outcome thereof is strictly prohibited, except as authorized under this Subsection. All inquiries regarding such matters shall be made through the Procurement/Contracts Manager and other Authority staff expressly designated with the responsibility of administering the Procurement and contract administration process and in accordance with Administrative Rule.

4.7.3 The Governing Board may impose sanctions upon any interested party or representative thereof who, itself or through its representatives, is found to have violated the provision of this Section 4.9, which may include Suspension or Debarment.

4.8 **Background Checks and Investigations.** Submission by any Vendor of a Bid, Proposal or other response to a solicitation of goods or services constitutes consent by such Vendor to background checks, investigations or other inquiries by the Authority.

- 4.9 **Specifications.** All specifications shall be drafted so as to promote overall economy for the purpose intended and to encourage maximum free and open competition in satisfying the Authority's need. Prospective suppliers may be required to be pre-qualified for particular types of supplies or services. Solicitation mailing lists of potential contractors shall include, but not be limited to, such pre-qualified suppliers. This Section shall not be read to preclude the Authority from standardization on a name-brand product.
- 4.9.1 **Brand Name and/or Equal Specifications.** Use of a brand name or equal specification may be restrictive of product competition. Therefore, such use may be limited to instances when the Authority makes a determination that only the identified brand name(s) item(s) and/or equal specifications will satisfy the Authority's needs or where a Procurement has been standardized pursuant to the Purchasing and Contracts Procedures. When appropriate, to ensure full and open competition the specification should not state only a "**Brand Name**" product without listing its salient characteristics and not allowing "**An Equal**" product to be offered. If only one Vendor can supply the requirement, the Procurement shall be made as a Sole Source in accordance with Subsection 4.3.4.
- 4.10 **General Provisions Document.** The Purchasing and Contracts Division will establish a "**General Provisions Document**" which will contain certain guidelines of the Authority and statutory and regulatory requirements contained in the FTA Master Agreement and Best Practice Procurement Manual or similar document established by FTA rule or policy. The "**General Provisions Document**" will be referenced in the Authority's Procurement solicitations. The "**General Provisions Document**" may be made available on the Authority's website for viewing or in printed form at a minimal copy cost. Vendors that are awarded Contracts shall comply with and be subject to the provisions set forth in the "**General Provisions Document.**"
- 4.11 **Bonding Requirements.** The Governing Board may require a Bidder or Contractor to furnish bid bonds, performance bonds and/or payment bonds in amounts determined by the Governing Board.
- 4.12 **Geographic Preferences.** Procurements made subject to FTA restrictions will be conducted in a manner that prohibits the use of statutorily or administratively imposed in-state or local geographical preferences in the evaluation of Bids or Proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preferences. Procurements made subject to Consultants Competitive Negotiation Act, as set forth in the Florida Statutes, § 287.055 ("**CCNA**"), may include, subject to the approval of the Governing Board, geographic preference for architectural and engineering services, so long as its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
- 4.13 **Contract Administration.** Those parties involved in contract administration shall comply with the FTA Circular 4220.1E, Third Party Contracting Requirements as may be amended, supplemented, updated or replaced from time to time, or any other applicable FTA rule or policy for all procurements using Federal funds. As a condition of all

Contracts pertaining to Procurements made pursuant to this Administrative Rule, all parties thereto shall act in good faith in the performance thereof.

4.14 **Suspension, Debarment, Protest, Appeal & Remedies.**

4.14.1 **Authority.** The Chief Executive Officer or Governing Board may Suspend or Debar for cause the right of a vendor or principals of a vendor, to be included on a Vendor List and any Bid or Proposal from that Vendor may be rejected, provided that the Governing Board shall have the authority to waive or rescind such Suspension or Debarment. The Suspension or Debarment shall be final and conclusive unless the suspended or debarred Vendor initiates protest proceedings pursuant to this Section within thirty (30) business days after the date of notification.

4.14.2 **Suspension.** A Vendor may be suspended for a period not to exceed three (3) years as determined by the Chief Executive Officer or Governing Board based upon the following: default; fraud or misrepresentation; conviction by a court of a criminal offense or any other offense indicating a lack of business integrity; insolvency; violation of the ethical standards imposed under State or Federal law; failure to comply with the DBE participation or DBE requirements as may be established in an awarded Contract; or any other cause the Chief Executive Officer or Governing Board determines to be sufficiently serious and compelling as to materially and adversely affect responsibility of a Vendor, including but not limited to suspension or debarment by another governmental entity for cause.

4.14.3 **Debarment.** A Vendor may be permanently debarred for the following:

- A. Default or failure to fully comply with the conditions, specifications, drawings, time limits, or terms of an Invitation to Bid, Request for Proposals or Contract with the Authority twice in any three-year period.
- B. Conviction or judgment in a court for commission of any offense listed in Subsection 4.14.5 in connection with the Vendor's commercial enterprise. If the conviction or judgment is reversed through the appellate process, the Debarment shall be removed immediately upon written notification and proof of final court disposition from the Vendor to the Authority.

4.14.4 **Decision.** After the Chief Executive Officer or Governing Board has determined to suspend or debar a Vendor, the Chief Executive Officer shall cause the Procurement/Contracts Manager to notify the Vendor in writing of the Debarment or the period of Suspension and the reasons for the action taken.

4.14.5 **Public Entity Crime.** Any Vendor who has been convicted of a public entity crime as defined by F.S. 287.133, or any successor provision, shall not be able to transact business with the Authority to the extent specified in F.S. 287.133 (3) (a).

4.14.6 **Procedure for Protest of Awards by Authority.** This Subsection provides a procedure for a resolution of protests arising from the Procurement process.

Contracts not subject to formal invitation to bid (including micropurchases and Minor Contracts), RFP or Contracts awarded pursuant to an emergency declaration or other emergency procedures are not subject to this Subsection. The Authority reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the Procurement or prejudice other Bidders or Proposers and/or to reject any and all Bids or Proposals submitted in response to any Invitation to Bid or Request for Proposals. Conditional Bids or Proposals or those that take exception to the specifications may be considered non-responsive and may be rejected by the Procurement/Contracts Manager. The protest process shall be as follows:

- A. Any actual Bidder or Proposer who is aggrieved in connection with the solicitation or proposed award shall timely protest in writing to the Procurement/Contracts Manager. Vendors that have not so timely submitted a Bid or Proposal on the Procurement, shall not have standing to protest.
- B. The Purchasing and Contracts Division shall Post a recommendation of award. A formal written protest must be filed no later than 5:00 p.m., local time, five (5) business days after the Posting date of the award recommendation. The Bidder or Proposer has the responsibility to contact the Authority and request the award recommendation results. Failure of the Bidder to so contact the Authority shall be grounds for the Authority to reject the protest. The time limits in which protests must be filed as specified herein may be altered by specific provisions in an Invitation to Bid or Request for Proposals. A formal written protest is considered filed with the Authority when it is received by the Procurement/Contracts Manager. Accordingly, a protest is not timely filed unless it is received by the Procurement/Contracts Manager within the times specified herein. Failure to file a formal written protest within the time period specified shall result in waiver of all rights of protest by the protesting party and abrogation of any further Bid protest proceedings.
- C. The formal written protest shall: identify the protesting party and the solicitation involved; include a clear statement of legally sufficient grounds on which the protest is based; refer to the statutes, laws, ordinances, or other legal authorities which the protesting party deems applicable to such grounds; and, specifically request the relief to which the protesting party deems itself entitled by application of such authorities to such grounds. The protesting party shall mail a copy of the formal written protest to the recommended awardee and shall provide the Purchasing and Contracts Division with the original letter.
- D. These protest procedures shall be the sole remedy for challenging an award of Procurement. Bidders and Proposers are prohibited from attempts to influence, persuade or promote through any other channels or means. Such attempts may be cause for suspension as herein provided.

- E. With respect to all protest proceedings under this Subsection the judicial rules of evidence shall not apply and the decision shall be based on such information adduced in the course of the proceeding upon which reasonable prudent persons rely on the conduct of their affairs.
- F. Upon receipt of a formal written protest, which has been timely filed, the solicitation or Contract award process shall be suspended until the subject of the protest is resolved by final Authority action, unless the Chief Executive Officer makes a determination for the record that the award of a contract, without delay, is necessary to protect substantial interests of the Authority.
- G. The Procurement/Contracts Manager shall attempt to settle or resolve the matter, with or without a hearing at the option of the Procurement/Contracts Manager. The Procurement/Contracts Manager shall have the authority to settle and/or render a final written decision within thirty (30) business days from the date of receipt of the protest.
- H. The Procurement/Contracts Manger's decision shall be final and conclusive unless within five (5) business days of receipt of the written decision, the protesting party delivers a formal written appeal to the Procurement/Contracts Manager. The written request shall state with specificity the grounds for the appeal and also the action requested.
- I. In case of competitive Bids, an appeal committee shall attempt to settle or resolve the matter, with or without a hearing at the option of the appeal committee. The appeal committee shall be comprised of the Chief Administrative Officer, the user department director or designee, and an independent third party within the Authority as appointed by the Chairperson, plus the Procurement/Contracts Manager as a (non-voting) member.
- J. In the case of competitive sealed Proposals, the SEC shall attempt to settle or resolve the matter, with or without a hearing at the option of the SEC.
- K. The Authority's legal counsel will support the Procurement/Contracts Manager, the appeal committee or SEC, as applicable, in an advisory capacity. The appeal committee or SEC, as applicable shall have the authority to settle and/or render a final written decision within thirty (30) business days from the date of filing the written appeal.
- L. Nothing in this Subsection is intended to affect the existing powers of the Governing Board to settle actions pending before the courts.
- M. In the event of a court upholding the protesting party's claim, the court awarded damages on behalf of the protesting party shall be solely limited to Bid/Proposal preparation costs, and reimbursement of the amount of the protest bond as stipulated herein.

- 4.15 **Contract Claims.** All claims by a Contractor against the Authority relating to a Contract shall be submitted in writing to the Procurement/Contracts Manager for a decision. Claims include, without limitation, controversies arising under a Contract, and those based upon breach of contract, mistake, misrepresentation, or other cause for contract modification or rescission. The process for contract claims is as follows:
- 4.15.1 The decision of the Procurement/Contracts Manager shall be issued in writing, and shall be mailed or otherwise furnished to the contractor. The decision shall state the reasons for the decision reached, and shall inform the contractor of its appeal rights.
 - 4.15.2 The Procurement/Contracts Manager's decision shall be final and conclusive unless, within five (5) business days from the date of receipt of the decision, the contractor delivers a written appeal to the Division of Purchasing and Contracts.
 - 4.15.3 The Procurement/Contracts Manager, with review from legal counsel, shall issue a written decision regarding any contract controversy within fifteen (15) business days after written request for a final decision, or within such longer period as may be agreed upon between the parties.
 - 4.15.4 Notwithstanding the foregoing, any decision to pay a claim that would result in payment to a Contractor, together with all sums to be paid under the Contract (including other prior, pending or anticipated claims), for Contracts that are subject to the approval of the Governing Board shall require the approval of the Governing Board.
 - 4.15.5 Any person aggrieved by the decision of the Procurement/Contracts Manager must deliver a written appeal within five (5) business days of receipt of the written decision to the Procurement/Contracts Manager. An appeal committee, comprised of the Chief Administrative Officer as Chairperson and the user Department Director or designee, an independent third party within the Authority as appointed by the Chairperson, plus the Procurement/Contracts Manager as a (non voting) member shall have the authority to settle the protest and/or render a final written decision. Legal counsel will support the appeal committee in an advisory capacity. The appeal committee shall conduct a hearing where the aggrieved person shall be given the opportunity to show why the decision of the Procurement/Contracts Manager should be modified. The appeal committee shall render a final written decision within fifteen (15) business days from the date of the written notice of appeal. If no decision is rendered within this time frame then it will be presumed that the appeal committee concurs with the Procurement/Contracts Manager's decision and the decision of the Procurement/Contracts Manager shall be the final and conclusive administrative action.
- 4.16 **Administrative Remedies.** By submission of a Bid, Proposal, offer, or quotation a Bidder or Offeror agrees to exhaust its administrative remedies under Authority rules or procedures or the dispute clause of any Contract prior to seeking judicial relief of any

type in connection with any matter related to the solicitation, and award of any Contract, and any dispute under any Contract.

4.17 **Remedies for Solicitations or Awards in Violation of Law.**

4.17.1 If, prior to Bid or Proposal opening or the closing date for receipt of Proposals, the Procurement/Contracts Manager, after consultation with legal counsel, determines that a solicitation is in violation of Federal or State law, the solicitation shall be canceled or revised to comply with applicable law.

4.17.2 If, after Bid or Proposal opening or the closing date for receipt of Proposals, the Procurement/Contracts Manager, after consultation with legal counsel, determines that a solicitation or a proposed award of a contract is in violation of Federal or State law, the solicitation or proposed award shall be canceled.

4.17.3 If, after an award, the Procurement/Contracts Manager, after consultation with legal counsel, determines that a solicitation or award of a contract was in violation of Federal or State law, action shall be taken as required by the provisions of the law violated, or, if no specific action is required, then:

A. If the person awarded the Contract has not acted fraudulently or in bad faith:

1. The Contract may be ratified and affirmed, provided it is determined that so doing is in the best interests of the Authority, or

2. The Contract may be terminated and the person awarded the Contract may be compensated for the actual expenses reasonably incurred under the Contract prior to the termination.

B. If the person awarded the Contract has acted fraudulently or in bad faith, or in violation of the Authority's rules, the contract may be declared null and void or voidable, if such action is in the best interest of the Authority. In the event of a dispute regarding the nature of or the characterization of the awarded person's conduct, the prevailing party shall be entitled to attorney's fees and court costs, relating to the litigation of said dispute.

4.18 **Personal Property Management.** "**Personal Property**" is defined as items used (not consumed) to produce goods and services supporting Authority's mission. Personal Property includes, but is not limited to, office equipment, industrial plant equipment, vehicles, rolling stock, material handling equipment, information technology equipment and other types of "**Assets**" with an original cost or value of \$300.00 or more, with a normal life expectancy of one (1) year or more, which is not fixed in place, not part of a structure or facility and is practical to identify by marking. Personal Property management includes control, tracking and proper disposition.

4.18.1 Authority may assign a property officer to manage the organization's Personal Property program. This position will be responsible for the supervision, control,

and disposition of Personal Property and will serve as the agency's custodian of surplus property.

4.18.2 All property purchased with any percentage of FTA participation must follow FTA guidelines for the Management of Real Property, Equipment and Supplies per chapter II of the FTA Grant Management Guidelines Number C 5010.1C. Disposition requirements are based on market value of surplus property and normally require FTA notification.

A. Surplus Property Disposition. After classifying Personal Property as "**Surplus**," the custodian can dispose of the Personal Property, in accordance with FTA and State guidelines.

4.18.3 Governing Board Members, chiefs, management and employees will ensure that in donating surplus property in accordance with FTA and State guidelines, all ethical regulations and principles will be considered and adhered to.

4.18.4 The Governing Board must approve any sale or transfer of surplus property with a value of \$5,000.00 or more.

Consent Agenda Item #6.B. ii

To: LYNX Board of Directors

From: **Lisa Darnall**
CHIEF OPERATING OFFICER
Jennifer Stults
(Technical Contact)
Darrell Smith
(Technical Contact)
Sherry Zielonka
(Technical Contact)

Phone: 407.841.2279 ext: 3036

Item Name: Miscellaneous
~ **Authorization to execute Resolution #07-002 for the Joint Participation Agreement (JPA) #420522-1-84-01 with Florida Department of Transportation District V for the "Alafaya Circulator Service"**

Date: 3/29/2007

ACTION REQUESTED:

Staff requests authorization for the Chairman of the LYNX Board of Directors' to execute Resolution 07-002 which authorizes the Chief Executive Officer (CEO) to execute a Joint Participation Agreement (JPA) #420522-1-84-01 with the Florida Department of Transportation, District V (FDOT) for the Alafaya Circulator service.

BACKGROUND:

In an effort to provide public transportation services adequately, and equally to all Central Florida regions within Orange, Osceola and Seminole Counties, LYNX has realized a deficit in service to east Orange County. With the continued growth of the University of Central Florida (Fall 2006 enrollment of 46,719 students) and the flourishing development along the Alafaya Trail corridor, both population and traffic have increased tremendously.

LYNX applied for a Service Development Grant with the Florida Department of Transportation District V (FDOT) for Alafaya Circulator fixed route service. In 2005, FDOT advised LYNX the Service Development Grant application had been approved. The Alafaya Circulator service will operate from Waterford Lakes Town Center to the University of Central Florida Superstop on 30-minute frequencies Monday – Saturday from approximately 5:30 a.m. to 10:00 p.m. with stops every two to four blocks. This service will utilize the smaller 30-foot buses. Travel time between UCF and Waterford Lakes will take approximately 20 minutes. This circulator will help to remove car trips accessing Alafaya Trail for work, school and recreation while meeting the service need for this particular area of the county.

FISCAL IMPACT:

Staff has budgeted \$145,044 for FY 06/07 in the LYNX operating budget for FDOT's fifty percent (50%) participation for the Alafaya Circulator. Orange County will pay the local match required, per the Interlocal Funding Agreement approved by the LYNX Board on September 2006.

CFRTA RESOLUTION #07-002

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY (d.b.a. LYNX);
AUTHORIZATION FOR THE EXECUTIVE DIRECTOR TO
EXECUTE THE JOINT PARTICIPATION AGREEMENT #420522-1-
84-01 WITH THE FLORIDA DEPARTMENT OF
TRANSPORTATION FOR THE ALAFAYA CIRCULATOR SERVICE**

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

WHEREAS, LYNX has satisfied the requirement to complete a Transit Development Plan (TDP) for FY 2007-2011 which has been submitted to FDOT in June 2006 and the TDP is consistent with the five-year Transportation Improvement Program (TIP) and FDOT's State Work Program; and

WHEREAS, this is a Resolution of the GOVERNING BOARD of the Central Florida Regional Transportation Authority (hereinafter BOARD), which hereby authorizes the execution of the Joint Participation Agreement #420522-1-84-01 with the Florida Department of Transportation for the Alafaya Circulator service; and

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

NOW THEREFORE, BE IT RESOLVED THAT:

1. The BOARD has the authority to authorize the execution of the Joint Participation Agreement #420522-1-84-01.
2. The BOARD authorizes the Chief Executive Officer to execute the Joint Participation Agreement #420522-1-84-01 with the Florida Department of Transportation for the Alafaya Circulator service in the amount of \$473,522 for 50% of two years of service.
3. That the above authorization shall be continuing in nature until revoked by the Chairman of the governing Board.

APPROVED AND ADOPTED this 29th day of March 2007, by the governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: _____
Chairman

Attest:

Assistant Secretary

z/03/07

Consent Agenda Item #6.B. iii

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 3047

Item Name: Miscellaneous
~ Authorization to increase LYNX' staffing level for grant funded positions for the Job Access and Reverse Commute (JARC), New Freedom Program (NFP), and Community Advocacy and Service Engagement (CASE) programs

Date: 3/29/2007

ACTION REQUESTED:

Staff is requesting to increase the staffing level for the positions of Manager of Human Services Transportation Coordination and Public Information Specialist to assist with the implementation of the JARC/NFP and CASE grant programs.

BACKGROUND:

The Manager of Human Services Transportation Coordination position aims to improve transportation services for persons with disabilities, older adults, and individuals with lower incomes by ensuring that communities coordinate transportation resources through multiple federal programs. This position will be responsible for Mobility Management which under FTA definition: “consists of short-range planning, management activities and projects for improving coordination among public transportation and other transportation service providers, with the intent of expanding the availability of services.”

This position is FTA funded from JARC and NFP grants and is contingent upon continued future grant funding. Eligible activities for this position shall be limited and shall meet all program requirements identified in FTA Program Circulars.

The Public Information Specialist position is a grant-funded, time-limited position established to assist with the Community Advocacy & Service Engagement (CASE) Project. The Public Information Specialist will be responsible for overseeing coalition development; raising community awareness by educating groups and individuals on the issue of transportation; soliciting input from community participants on improving and expanding service; ensuring

internal continuity between transportation planning and public involvement; managing community relations contacts; and assisting with event preparation and setup.

LYNX is pleased with the opportunity that we have to implement these two new programs (NFP and CASE). Through the proactive efforts of the LYNX staff, we are the first grant recipient of the new NFP program in 2006. The total additional funding will provide new alternatives to assist our community with additional transit needs.

FISCAL IMPACT:

Position	Minimum Pay	Median Pay	Maximum Pay
Manager of Human Services Transportation Coordination	\$50,323	\$60,388	\$75,485
Public Information Specialist	\$35,764	\$42,916	\$53,645

The funding for the Manager of Human Services Transportation Coordination position and Public Information Specialists positions are included in the amended FY2007 Operating Budget. The positions will end when the grant funds are expended.

Consent Agenda Item #6.B. iv

To:	LYNX Board of Directors
From:	Lisa Darnall CHIEF OPERATING OFFICER Brenda Rhodes (Technical Contact) Blanche Sherman (Technical Contact) Jennifer Stults (Technical Contact)
Phone:	407.841.2279 ext: 3036
Item Name:	Miscellaneous ~ Authorization to execute a Service Funding Agreement with Duke Realty Limited Partnership for Northpoint DRI
Date:	3/29/2007

ACTION REQUESTED:

Authorization to execute a Service Funding Agreement with Duke Realty Limited Partnership for the Northpoint Development of Regional Impact (DRI).

BACKGROUND:

The Northpoint DRI is located in Lake Mary/Seminole County, just south of West Lake Mary Blvd. at Lake Emma Drive. It is a mixed use development, comprised of retail and office areas, on approximately 157 acres. Link #45 currently provides fixed route bus service directly to the project.

Northpoint will meet their Development Order's (DO) transit obligation by purchasing two vanpool vans. Our respective legal staffs have negotiated the attached service funding agreement with the developer for purchase of the two vehicles and paying for maintenance costs to the vehicles for the four years.

In addition, Northpoint will work with LYNX to coordinate and promote LYNX's ridesharing programs, such as vanpool, and other transit services to the employees of the businesses in Northpoint.

LYNX B ard Agenda

FISCAL IMPACT:

LYNX will receive the cost of two vans (\$29,000 each or \$58,000 total) and \$6,000 per year per van (\$12,000 per year total) to cover the cost of maintaining and insuring each van for a period of four years (or \$48,000 total). Total for all items is \$106,000.

This instrument was prepared
by:

Leigh Ann Murvin, Esq.
Jill E. Kelso, Esq.
AKERMAN SENTERFITT
420 S. Orange Avenue
Post Office Box 231
Orlando, Florida 32802
Phone: (407) 423-4000
Fax: (407) 843-6610

(Execution Version)
SERVICE FUNDING AGREEMENT
BETWEEN DUKE REALTY LIMITED PARTNERSHIP AND LYNX

THIS AGREEMENT is made and entered into this _____ day of _____, 2007, by and between **Duke Realty Limited Partnership**, an Indiana limited partnership, whose address is 4700 Millenia Boulevard, Suite 380, Orlando, Florida 32839 (“Developer”) and **Central Florida Regional Transportation Authority d/b/a LYNX**, a body politic of the State of Florida, created by Part II, Chapter 343, Florida Statutes, whose address is 455 North Garland Avenue, Orlando, Florida 32801 (“LYNX”).

WITNESSETH:

WHEREAS, LYNX provides public transportation in the Central Florida area, including without limitation dedicated bus service for the benefit of and use by the public, performs functions necessary for the achievement of an integrated, efficient and well-balanced transit system for Orange, Osceola and Seminole counties, and takes all steps and actions necessary or convenient for the conduct of its business in order to carry out its powers in accordance with Chapter 343, Florida Statutes;

WHEREAS, Developer is constructing a mixed-use development known as North Point DRI (the “Project”) on certain real property located in Seminole County, Florida, more particularly described and set forth in **Exhibit “A”** attached hereto;

WHEREAS, Developer desires and has a need for public transportation service in certain portions of the Project area in order to alleviate traffic impacts in the Project's vicinity;

WHEREAS, Developer and LYNX are each respectively authorized to enter into this Agreement;

WHEREAS, pursuant to that certain Second Amended and Restated Development Order for North Point Development of Regional Impact dated December 7, 2006 and recorded in the Official Records Book 6518, Page 1861, of Seminole County Public Records (the "Development Order"), prior to June 30, 2007, Developer is obligated to pay to LYNX (i) an amount sufficient to cover the cost of two (2) vans at a cost of approximately Twenty-nine Thousand No/100 Dollars (\$29,000.00) per van to be part of the LYNX van pool program to be utilized by the employees within the Project; and (ii) Six Thousand and No/100 Dollars (\$6,000.00) per year per van to cover the cost of maintaining and insuring each van for a period of four (4) years following LYNX' purchase of the vans (the "Maintenance and Insurance Payments"); and

NOW, THEREFORE, in consideration of the promises contained herein and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Developer and LYNX agree as follows:

1. **RECITALS.** The recitals set forth above are true and correct in all respects and are incorporated herein by reference and made a part of this Agreement.

2. **PAYMENTS.**

A. **Invoice and Payment for Cost of Vans.**

i) LYNX shall provide Developer a written invoice for the cost of the two (2) vans. The written invoice shall be sent to the attention of **David Dix** at the address first written above for Developer. The price of each van shall not exceed Twenty-nine Thousand and No/100 Dollars (\$29,000.00).

ii) Within thirty (30) days following receipt of the invoice for the purchase of the two (2) vans, Developer shall remit payment in full for the amount stated in the invoice or Twenty-nine Thousand and No/100 Dollars (\$29,000.00) per van, whichever is less (the "Invoice Payment"). The Invoice Payment shall be remitted to LYNX, to the attention of **Blanche Sherman**, at the address first written above for LYNX.

B. **Maintenance and Insurance Payments.**

i) Developer shall pay to LYNX, each year for a four (4) year period following LYNX' purchase of the vans, the Maintenance and Insurance Payments to be used by LYNX for the cost of maintaining and insuring the two (2) vans.

ii) Developer shall make the initial Maintenance and Insurance Payment within seven (7) business days after it receives notice from LYNX that the vans have been purchased. Developer shall make the three (3) additional Maintenance and Insurance Payments annually to LYNX on the first, second and third anniversary of the initial Maintenance and Insurance Payment.

iii) Developer shall send all Maintenance and Insurance Payments to LYNX, to the attention of **Blanche Sherman** at the address first written above for LYNX.

3. **INCORPORATION INTO VAN POOLING PROGRAM.**

A. Within one hundred eighty (180) days following Developer's payment of the Invoice Payment, LYNX shall purchase the two (2) vans, incorporate the Project into its van pool program, and provide van pooling service to the Project.

B. For the four (4) year period following LYNX' purchase of the vans, use of the two (2) vans will be subject to the following order of service priority:

- i. employers in the North Point DRI;
- ii. employers in the City of Lake Mary;
- iii. employers in Seminole County;
- iv. other employers at the discretion of LYNX.

Developer acknowledges and agrees that LYNX is a public agency receiving federal and state funding, and, as such, cannot exclude the general public from service. Therefore, the general public shall not be excluded in the implementation of the priority usage listed above.

C. In each annual report submitted for the Project, the property manager for the North Point Owners Association shall provide LYNX with the names, addresses and phone numbers of the manager and/or human resources director for each of the retail, office and hotel employers within the North Point DRI, as well as the number of current employees for each such business. LYNX shall use this information for purposes of promoting ridesharing and other transit services to the employees of these businesses.

D. Developer shall require that all retail, office and hotel employers within the North Point Project actively cooperate with the LYNX ridesharing coordinator in order to promote use of the LYNX ridesharing programs to their employees.

4. **TERM.** This Agreement shall be effective as of the later of the dates that it is signed by the Developer and LYNX and shall remain in effect through the date on which Developer pays to LYNX the last Maintenance and Insurance Payment. At either party's option, the other agrees to execute a Termination of this Agreement in recordable form in order to evidence the satisfaction of the foregoing obligations and the termination of this Agreement.

5. **DEFAULT.** In the event either party defaults under this Agreement, the other party, before declaring a default, shall give written notice to the other party, and the party receiving the notice shall have seven (7) business days within which to cure such default. Notwithstanding the foregoing, in the event of nonpayment of the Invoice

Payment or any Maintenance and Insurance Payment, LYNX shall have the right to immediately terminate the van pooling service to the Project.

6. **INDEMNIFICATION.** Developer shall indemnify and hold LYNX completely harmless in respect of liability and of damages, costs and expenses in connection with any damage or injury whatsoever to persons or property arising out of the use, management, operation, occupation, ownership, maintenance or control of the van pooling service to the Project and arising out of the negligence of Developer or any of its employees or agents.

7. **ASSIGNMENT.** This Agreement may be assigned by Developer to a successor entity that intends to become the developer under the North Point DRI. Developer shall remain obligated under this Agreement until the proposed assignee agrees in writing to be bound by the terms and conditions of this Agreement, at which time Developer shall be relieved of further obligations under this Agreement. Any assignment by Developer shall be in writing and a copy of such assignment, executed by both assignor and assignee, shall be delivered to LYNX.

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

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

As to LYNX: Bert Francis, CFO
LYNX
455 North Garland Avenue
Orlando, Florida 32801
Telecopy: 407-254-6309

with a copy to: Lisa Darnall
LYNX
455 North Garland Avenue
Orlando, Florida 32801
Telecopy: 407-254-6139

with a copy to: Jennifer Stults
LYNX
455 North Garland Avenue
Orlando, Florida 32801

Telecopy: 407-254-6142

As to Developer: Duke Realty Limited Partnership
Attn: David Dix
4700 Millenia Boulevard, Suite 380
Orlando, Florida 32839
Telecopy: (407) 241-0281

with a copy to: Miranda F. Fitzgerald, Esq.
Lowndes, Drosdick, Doster, Kantor & Reed, P.A.
215 N. Eola Drive
Orlando, FL 32801
Telecopy: (407) 843-4444

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

10. **GOVERNING LAW.** This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. LYNX and Developer agree that the Ninth Judicial Circuit Court of Orange County, Florida shall have exclusive jurisdiction and venue over any legal action arising under this Agreement.

11. **COSTS AND ATTORNEY'S FEES.** In the event a dispute arises between the parties in regard to this Agreement and suit is brought, the prevailing party in such suit shall be entitled to recover from the non-prevailing party its reasonable costs and attorney's fees, including its reasonable costs and attorney's fees in any appellate action involving such suit.

12. **MISCELLANEOUS CLAUSES.**

A. **Sovereign Immunity.** Nothing contained in this Agreement, the relationship between the parties hereto, the providing of the van pooling service to the Project, or otherwise shall in any way whatsoever constitute any waiver by LYNX of its rights to invoke sovereign immunity as a governmental entity.

B. **Force Majeure.** The rights and obligations and duties of the parties hereunder shall be subject to any causes beyond their reasonable control including, but not limited to, Acts of God, hurricanes, storms, and, in the case of LYNX, government regulations and directives applicable to it. However, nothing shall relieve Developer's obligation to timely make the payment of the Invoice Payment and the Maintenance and Insurance Payments as set forth herein.

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

D. **No Waiver.** No term or provision of this Agreement shall be deemed waived and no breach excused unless such waiver or consent shall be in writing

and signed by the party or parties claimed to have waived or consented. Waiver of any default of this Agreement shall not be deemed a waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach. Waiver of such default and waiver of such breach shall not be construed to be a modification of the terms of this Agreement unless stated to be such through written approval of all parties.

E. **No Restrictions As To Other Service.** Nothing contained in this Agreement shall restrict LYNX in any way whatsoever as to any other service which it may provide in the vicinity of the Project, whether adding or dropping service.

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

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

H. **Headings.** The headings used in this Agreement are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Agreement.

I. **Counterparts.** This Agreement may be executed in any number of counterparts each of which, when executed and delivered, shall be an original, but all counterparts shall together constitute one and the same instrument.

13. **FINAL AGREEMENT.** This Agreement constitutes the entire Agreement between the parties with respect to the specific matters contained herein and supersedes all previous discussions, understandings, and agreements. This Agreement may be modified only by a further writing that is duly executed by both parties.

14. **RECORDATION.** The Developer shall record the original of this Agreement in the Public Records of Orange County, Florida, at the Developer's expense.

[SIGNATURES APPEAR ON FOLLOWING PAGES]

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be duly executed the day and year first above written.

LYNX:

Central Florida Regional Transportation Authority d/b/a LYNX

By: _____

Print Name: Linda Watson

Title: LYNX CEO

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 2007 by Linda Watson, as CEO for **Central Florida Regional Transportation Authority d/b/a LYNX**. Said person (check one) is personally known to me or produced _____ as identification.

(Notary Seal)

Printed Name: _____

Notary Public, State of Florida
Commission No. _____

My commission expires: _____

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 Developer for any purpose.

AKERMAN SENTERFITT

By: _____
Print Name: Patrick T. Christiansen
Title: LYNX General Counsel

[SIGNATURES CONTINUE ON FOLLOWING PAGE]

DEVELOPER:

Duke Realty Limited Partnership,
an Indiana limited partnership

By:

Print

Name:

Title:

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 2007 by _____, as _____ for **Duke Realty Limited Partnership**, an Indiana limited partnership. Said person (check one) is personally known to me or produced _____ as identification.

Printed Name: _____

(Notary Seal)

Notary Public, State of Florida
Commission No. _____

My commission expires: _____

EXHIBIT A

All that part of Government Lot 1, Section 13, Township 20 South, Range 29 East, Seminole County, Florida, lying Easterly of State Road 400 (Interstate 4); and also the West 330 feet of the Northwest 1/4 of the Northwest 1/4 of Section 18, Township 20 South, Range 30 East, LESS road right of way; and also that part of the Southwest 1/4 of the Northwest 1/4 of Section 18, lying North of the North line of Government Lot 2, Section 13, Township 20 South, Range 29 East, Seminole County, Florida, extended Easterly, lying westerly of Lake Emma Road.

AND

All those lands lying in Government Lot 2, Section 13, Township 20 South, Range 29 East, and Section 18, Township 20 South, Range 30 East, Lake Mary, Florida, described as follows: From the Southeast corner of Section 13, Township 20 South, Range 29 East, run along the Range line between Ranges 29 and 30, North 00°21'09" East, 33.00 feet to a point on the North right of way line of a City Road (66 feet wide); thence leaving said North right of way line continue along said Range Line North 00°21'09" East, 1,549.89 feet to the Point of Beginning; thence leaving said Range Line run North 89°53'23" West, 120.86 feet; thence run South 00°21'09" West, 272.06 feet; thence run North 89°54'20" West 1,161.11 feet to a point on the Easterly right of way line of State Highway 400 (I-4); thence run along said Easterly right of way line North 17°54'33" East, 1,390.09 feet to the North line of Government Lot 2, Section 13, Township 20 South, Range 29 East; thence leaving said Easterly right of way line, run along the North line of Government Lot 2, North 89°35'22" East, 862.07 feet to the Northeast corner of said Government Lot 2, thence run North 89°32'17" East 996.83 feet to a P.O.C. of a curve to the left on the Westerly right of way line of Lake Emma Road, having a radius of 799.20 feet and a central angle of 06°56'01"; thence along the Westerly right of way line of Lake Emma Road, run along the arc of said curve 96.71 feet to the P.T.; thence run South 04°28'02" West 467.61 feet to the P.C. of a curve to the left having a radius of 1,515.69 feet and a central angle of 19°20'17"; thence along the arc of said curve 511.57 feet to the P.T.; thence leaving said Westerly right of way line of Lake Emma Road, run North 89°53'23" West, 999.08 feet to the Point of Beginning, being in Seminole County, Florida.

AND

All those lands lying in Government Lot 2, Section 13, Township 20 South, Range 29 East, Lake Mary, Florida, described as follows: From the Southeast corner of Section 13, Township 20 South, Range 29 East, run along the Range Line between Ranges 29 and 30, North 00°21'09" East 33.00 feet to a point on the North right of way line of a City Road (66 feet wide); thence along said North right of way line, run North 89°56'38" West, 120.86 feet to the Point of Beginning; thence continuing along said North right of way line, run North 89°54'20" West, 1565.99 feet to a point on the Easterly right of way line of State Highway 400 (I-4); thence leaving said North right of way line of a City

Road, run along the Easterly right of way line of State Highway 400, North 17°54'33" East, 1,342.20 feet; thence leaving said Easterly right of way line, run South 89°54'20" East, 1,161.11 feet; thence run South 00°21'09" West, 1,277.86 feet to the Point of Beginning, being in Seminole County, Florida.

SAID PROPERTY ALSO BEING DESCRIBED AS FOLLOWS:

A portion of Government Lot 1 in Section 13, Township 20 South, Range 29 East and a portion of Section 18, Township 20 South, Range 30 East, Seminole County, Florida, being more particularly described as follows:

From the Southeast corner of Section 13, Township 20 South, Range 29 East, run N00°20'12"E, along the range line between Range 29 East and Range 30 East, a distance of 1582.89 feet for a POINT OF BEGINNING; thence N89°52'44"W, a distance of 120.86 feet; thence S00°20'12"W, a distance of 1549.98 feet to a point on the North right-of-way line of a city road, said point being 33.00 feet North of the South line of said Section 13; thence run N89°55'18"W, parallel with said South line, a distance of 1566.73 feet to a point on the Easterly right-of-way line of Interstate Highway No. 4 (I-4) (S.R. 400); thence run N17°53'55"E, along said right-of-way line, a distance of 4425.10 feet to a point on the limited access right-of-way line of said Interstate Highway No. 4, as described in O.R. Book 591, Page 394 of the Public Records of Seminole County, Florida, said point being on a curve concave Southeasterly having a radius of 1146.23 feet; thence from a tangent bearing of N22°22'08"E, through a central angle of 47°12'46", run Northeasterly along the arc of said curve, a distance of 944.51 feet to a point of tangency; thence continue along said right-of-way line N69°34'54"E, a distance of 19.31 feet to a point on the East line of the West 330.00 feet of the Northwest 1/4 of the Northwest 1/4 of Section 18, Township 20 South, Range 30 East; thence departing said right-of-way line, run S00°09'03"W, a distance of 1115.39 feet to the Southeast corner of said West 330.00 feet; thence run S89°51'11"E, along the South line of the Northwest 1/4 of the Northwest 1/4 of said Section 18, a distance of 849.72 feet to a point on the West right-of-way line of Lake Emma Road as described in O.R. Book 1281 at Page 524 of the Public Records of Seminole County, Florida; thence run S00°12'40"W, along said right-of-way line, a distance of 554.91 feet to the point of curvature of a curve concave Northwesterly having a radius of 633.20 feet; thence through a central angle of 29°23'00", run Southwesterly along the arc of said curve, a distance of 324.73 feet to a point of tangency; thence continuing along the West right-of-way line of Lake Emma Road being 17.00 feet West of parallel and concentric with that 66.00 feet right-of-way as described in O.R. Book 319, at Page 138 of the Public Records of Seminole County, Florida, run S29°35'40"W, a distance of 24.81 feet to the point of curvature of a curve concave Southeasterly having a radius of 799.20 feet; thence through a central angle of 25°08'00", run Southwesterly along the arc of said curve a distance of 350.58 feet to a point of tangency; thence S04°27'40"W, a distance of 467.80 feet to the point of curvature of a curve concave Easterly having a radius of 1515.39 feet, thence through a central angle of 19°20'09", run Southeasterly along the arc of said curve, a distance of 511.40 feet; thence departing said curve and said right-of-way line, run N89°52'44"W parallel with the South line of the Southwest 1/4 of Section 18,

Township 20 South, Range 30 East, a distance of 999.33 feet to the POINT OF BEGINNING.

Action Agenda Item #7.A

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 3047

Item Name: Acceptance by the LYNX Board of Directors of the results of the FY2005-2006 year-end financial audit

Date: 3/29/2007

ACTION REQUESTED:

Staff is requesting the LYNX Board of Directors' acceptance of the results of the Fiscal Year 2005-2006 Year-End Financial Audit Report.

BACKGROUND:

In accordance with Chapter 218.39, Florida Statutes, LYNX is required to have an annual financial audit performed by an independent certified public accountant.

The Single Audit Act Amendments of 1996 require state or local governments that receive \$500,000 or more in a year in Federal financial assistance to have an independent audit conducted for that year in accordance with the Office of Management and Budget (OMB) Circular A-133. The State of Florida recently enacted similar legislation, the Florida Single Audit Act, related to audits of State financial assistance. Pursuant to these Acts, LYNX' independent certified public accountants, Cherry, Bekaert & Holland, L.L.P., have conducted the audit for fiscal year ended September 30, 2006.

An unbound draft copy of the CAFR, which includes the audit report of Cherry, Bekaert & Holland, L.L.P. is attached for your review. The final report will be provided to each member of the Board at the March 29, 2007 Board Meeting.

The auditors have issued an unqualified "clean" opinion on both financial and compliance audits. The auditor's Management Letter Comments and Management's responses are included as a separate document accompanying the annual financial report. FY2005-2006 ended with an overall net operating profit in the amount of \$1,788,690.

Central Florida Regional Transit Authority d/b/a LYNX

Appendix A – Management Letter Comments

Year Ended September 30, 2006

STATUS OF PRIOR AUDIT FINDINGS AND RECOMMENDATIONS

The following comments relate to action steps that remain in progress to address certain prior year recommendations.

Information Systems

Observation 06-01: A formal policy is not in place for notifying responsible departments as to the removal of access rights to the building, network, and application systems when employees terminate employment or change jobs within the organization. Currently, the employee's supervisor or department manager is responsible for notifying the Information Technology Department of terminating employees. The Human Resource department does not provide the Information Technology Department a list of employees terminating employment or changing job positions. The current procedures increase the risk that access to applications may not be removed or modified for employees terminating employment or changing job positions.

Recommendation: We recommend LYNX continue having the employee's supervisor or department manager notify the Information Technology Department for terminations and job changes, however the Human Resource Department should also provide the Information Technology Department a list of employee terminations and job position changes as a backup to the initial notifications. The user access list for application should be compared to a list of active employees on a regular basis to ensure only active and approved employees have access to applications.

Management's Response: Management agrees and is currently addressing this issue with new processes and procedures to ensure that all departments/divisions are coordinated in regards to new and terminated employees. A policy will then be formalized to communicate the new process and procedures. A checklist will be created for the LYNX employee hiring process as well as the employee exit process. The new procedures will formalize the steps required for new employees to follow and exiting employees as well as the notification of department and/or divisions which require their respective area to follow procedures related to this process.

Observation 06-02: The Information Technology Department has identified possible emergency operational procedures for the recovery and restoration of data processing services in the event of a disaster. However, there is no formal disaster recovery plan for the recovery and restoration of data processing

Central Florida Regional Transit Authority d/b/a LYNX

Appendix A – Management Letter Comments

Year Ended September 30, 2006

resources and financial application systems in the event of a disaster. Also, there is no comprehensive business continuity plan for the organization. The absence of a formal disaster recovery and business continuity plan could impact the ability to recover and restore services in the event of a disaster. Effective disaster recovery planning is vital to ensure the recovery of business operations and information system resources from unplanned disruptions. A disaster recovery plan is not considered complete until it has been tested.

Recommendation: We recommend LYNX prepare a formal disaster recovery and business continuity plan for data processing services and business operations. The plan should be reviewed and tested annually to ensure the procedures are updated and effective in providing the recovery and restoration of operations and services.

Management's Response: LYNX is currently enhancing its existing Comprehensive Emergency Management Plan, which was first established nearly four years ago. This plan establishes how LYNX will prepare for, respond to, recover from and mitigate the impacts of a wide variety of disasters that could adversely affect the health, safety and/or the general operations of the agency. The enhancement will include the development of a Business Continuity Plan (BCP) commonly referred to as Continuation of Operation Plan (COOP). The COOP will further delineate how each division within LYNX will recover from an internal or external disaster and restore operations. LYNX has secured a contractor to develop the COOP on its behalf.

Along with the enhancement to the existing CEMP, LYNX will revise its System Safety Program Plan (SSPP) which is required by the Federal Transit Administration (FTA) and its System Security Program Plan (SSePP), which is also recommended by the FTA.

Central Florida Regional Transit Authority d/b/a LYNX

Appendix A – Management Letter Comments

Year Ended September 30, 2006

CURRENT YEAR FINDINGS AND RECOMMENDATIONS

Information Systems

Observation 06-03: Information technology security awareness training should be provided to employees when initially hired and on an ongoing basis. This reduces the risk that information security of the company could be compromised by a single user.

Recommendation: We recommend that training be provided via the web, through staff meetings, and through emails or handouts and that employees sign-off on information technology security policies on an annual basis.

Management's Response: Management concurs with the recommendation to conduct regular security awareness training that would focus on the policy and procedures pertaining to acceptable use of security features, such as log-on requirements, password administration guidelines, etc.

Observation 06-04: Publicly accessible web servers and email servers may not be segmented in an area of the network known as a DMZ. This poses a threat that this vulnerability could be exploited through what is known as a DoS (Denial of Service) Attack resulting in unauthorized access to the network by intruders.

Recommendation: We recommend that publicly accessible servers be segmented from the network by a DMZ.

Management's Response: Management concurs with the recommendation of regularly conducting information technology security awareness training to all LYNX employees.

LYNX' mail server is not provided through Microsoft Exchange, but, rather through a GroupWise platform; therefore, certain threats of vulnerability may not exist. LYNX protects its environment through a dual process. One, through an outside vendor, Techsolvers, which scans all emails for viruses and strips all unallowable attachments from entering into the LYNX environment. Additionally, LYNX currently utilizes a Watchguard Firebox. In addition to the protection provided through filtered and proxied services, the Firebox also stops the following attacks: Spoofing attacks, Port space probes, Address space probes, IP options attacks, SYN flood attacks. A SYN Flood attack is a type of Denial of Service (DoS) attack that seeks to prevent public services (such as email and Web servers) from being accessible to users on the Internet. The Watchguard Firebox defends against a SYN Flood attack by tracking the number of SYNs that are sent without a following ACK. If this number exceeds the threshold, the SYN Flood protection feature will self-activate. Once active, further connection

Central Florida Regional Transit Authority d/b/a LYNX

Appendix A – Management Letter Comments

Year Ended September 30, 2006

attempts from the external side of the firebox must be verified before being allowed to reach inside. Connections that cannot be verified are not allowed through, thus protecting from a full backlog.

LYNX currently provides services through the firewall for authorized LYNX employees to gain access to their LYNX email accounts, and for authorized LYNX employees to use Smart Phone devices through a mobile server. GOLYNX.com is outsourced with no VPN established.

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR YEAR ENDED
SEPTEMBER 30, 2006

LYNX
CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

PREPARED BY THE FINANCE DEPARTMENT

LYNX

COMPREHENSIVE ANNUAL FINANCIAL REPORT

TABLE OF CONTENTS

INTRODUCTORY SECTION

TABLE OF CONTENTS	i
BOARD OF DIRECTORS, EXECUTIVE DIRECTOR, STAFF	iii
ORGANIZATIONAL CHART	iv
LETTER OF TRANSMITTAL	1
CERTIFICATE OF ACHIEVEMENT	16

FINANCIAL SECTION

REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS	17
MANAGEMENT'S DISCUSSION AND ANALYSIS	19
BASIC FINANCIAL STATEMENTS:	
BALANCE SHEET	24
STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS	26
STATEMENTS OF CASH FLOWS	27
NOTES TO FINANCIAL STATEMENTS	28
REQUIRED SUPPLEMENTARY INFORMATION	39
SUPPLEMENTAL SCHEDULE OF REVENUES AND EXPENSES BUDGET VS. ACTUAL (BUDGET BASIS)	40

STATISTICAL SECTION

STATISTICAL INFORMATION	41
MISCELLANEOUS STATISTICS	42
REVENUES, EXPENSES, AND CHANGES IN NET ASSETS - LAST TEN YEARS	43
CONDENSED SUMMARY OF NET ASSETS - LAST TEN YEARS	44
TOTAL DEBT - LAST TEN YEARS	45
REVENUE BY SOURCE - LAST TEN YEARS	46
REVENUES BY SOURCE (PERCENTAGES) - LAST TEN FISCAL YEARS	47

L Y N X

COMPREHENSIVE ANNUAL FINANCIAL REPORT TABLE OF CONTENTS (CON'T.)

STATISTICAL SECTION

FARE STRUCTURE	48
FARE TRENDS-LAST TEN YEARS	49
FAREBOX RECOVERY PERCENTAGE-LAST NINE YEARS	50
STAFFING TRENDS-LAST TEN YEARS	51
TOP TEN EMPLOYERS-SERVICE AREA EMPLOYERS CURRENT YEAR AND NINE YEARS AGO	52
EMPLOYMENT PERCENTAGE BY INDUSTRY-SERVICE REGION LAST TEN YEARS	53
POPULATION BY SERVICE COUNTY-LAST TEN YEARS	54
MEDIAN INCOME BY SERVICE COUNTY-LAST TEN YEARS	55
UNEMPLOYMENT BY SERVICE COUNTY-LAST TEN YEARS	56
EMPLOYMENT BY SERVICE COUNTY-LAST TEN YEARS	57
GENERAL STATISTICAL TRENDS-LAST TEN FISCAL YEARS	58
OPERATING EXPENSES BY OBJECT-LAST TEN YEARS	59
OPERATING EXPENSES BY FUNCTION-LAST NINE YEARS	60
OPERATING EXPENSES PER MILE-LAST NINE FISCAL YEARS	61
RISK MANAGEMENT-INSURANCE POLICIES-FISCAL YEAR 2006	62

SINGLE AUDIT SECTION

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	64
SCHEDULE OF LOCAL FINANCIAL ASSISTANCE	66
SCHEDULE OF STATE FINANCIAL ASSISTANCE	67
NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS AND LOCAL AND STATE FINANCIAL ASSISTANCE	68
REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT PERFORMED IN ACCORDANCE WITH GOVERNMENT <i>AUDITING STANDARDS</i>	69
REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS ON COMPLIANCE AND INTERNAL CONTROL OVER COMPLIANCE APPLICABLE TO EACH MAJOR FEDERAL AWARDS PROGRAM AND STATE FINANCIAL ASSISTANCE PROJECT	71
SCHEDULE OF FINDINGS AND QUESTIONED COSTS	73
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS	74

LYNX

BOARD OF DIRECTORS

Commissioner Carlton Henley	Chairman, Seminole County
Commissioner Homer Hartage	Vice-Chair, Orange County
Mayor Buddy Dyer	Secretary, City of Orlando
Commissioner Bill Lane	Board Member, Osceola County
Interim District 5 Secretary, Kevin Thibault	Board Member, FDOT

CHIEF EXECUTIVE OFFICER

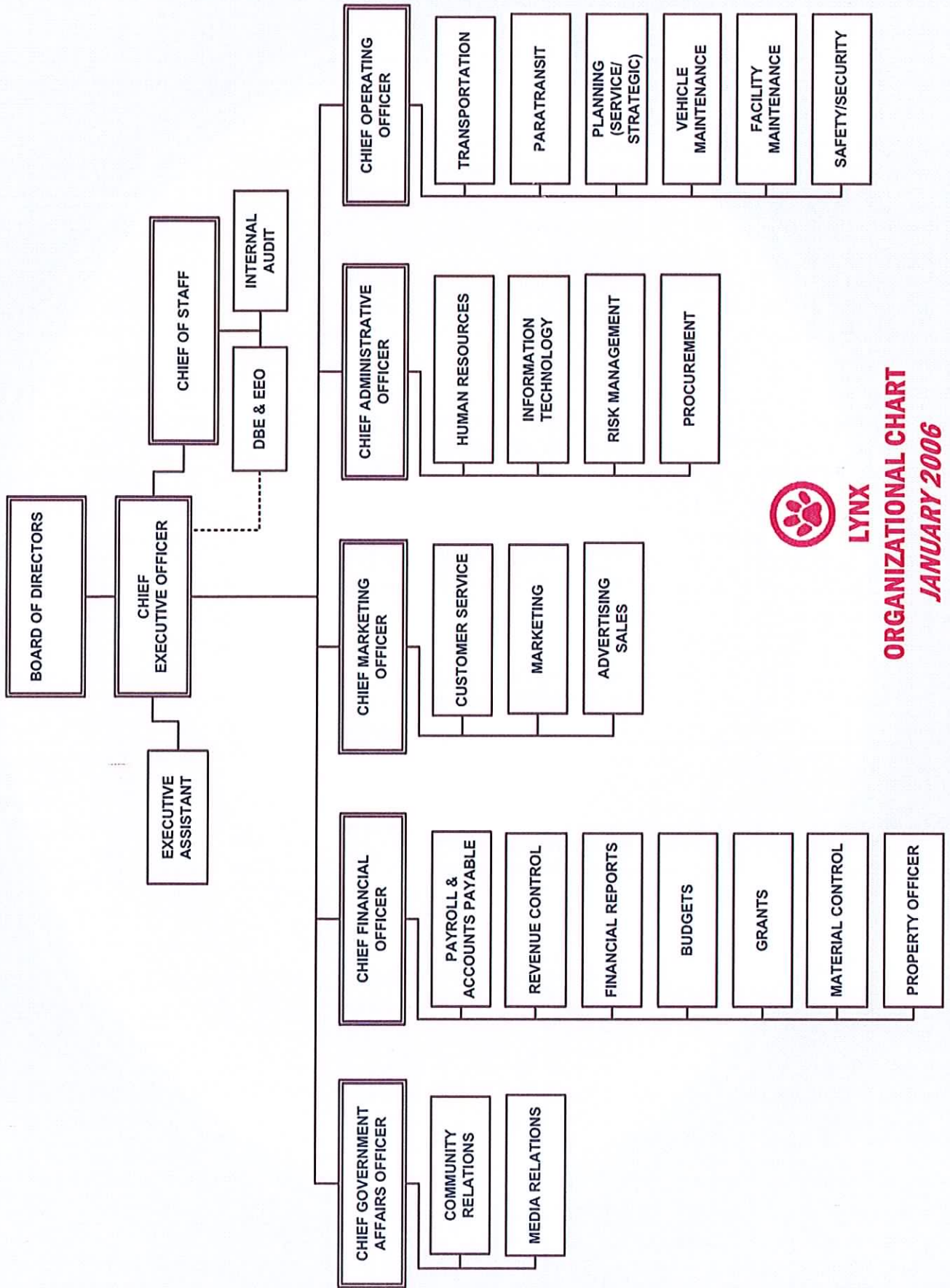
Linda S. Watson **Chief Executive Officer**

DEPARTMENT CHIEFS

Albert J. Francis II, CPA	Chief Financial Officer
Lisa Darnall	Chief Operating Officer
J. Marsh McLawhorn	Chief Government Affairs Officer
Peggy Gies	Chief Marketing Officer
Edward Johnson	Chief of Staff

FINANCE DIVISION

Blanche W. Sherman, CPA	Manager of Finance
Starlin Rolle, CPA	Supervisor of Financial Reporting
Sandy Moss	Supervisor of Payroll and Accounts Payable
Linda Maxwell	Supervisor of Revenue Control
Ikishia Smallwood	Senior Accountant
Denise Callihan	Accountant
Deatra Gilmore	Accountant
Nancy Navarro	Grant Accountant
Blanca Matute	Senior Accounting Technician
Kathy Dowell	Fiscal Assistant
Barbara Bateman	Accounting Technician II
Sonia Torres	Accounting Technician III
Fred Rice	Accounting Technician III
Keith Atkins	Fare Collection Clerk



LYNX
ORGANIZATIONAL CHART
JANUARY 2006

The LYNX Transmittal Letter, pages 1 through 15 will be included in the final document.

Certificate of Achievement for Excellence in Financial Reporting

Presented to

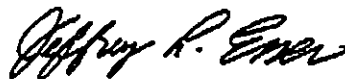
Central Florida
Regional Transportation
Authority

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended
September 30, 2005

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.



President



Executive Director

Report of Independent Certified Public Accountants

To the Board of Directors
Central Florida Regional Transportation Authority:

We have audited the accompanying balance sheet of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") as of September 30, 2006, and the related statement of revenues, expenses and changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the Authority's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Authority as of September 30, 2006, and the results of its operations and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated March 6, 2007 on our consideration of the Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in conjunction with this report in considering the results of our audit.

The Management's Discussion and Analysis and the required supplementary information, as listed in the table of contents, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied limited procedures, which consist principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the financial statements of the Authority taken as a whole. The introductory section, schedule of local financial assistance and statistical tables are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedules of expenditures of federal awards and state financial assistance are also presented for the purpose of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations* and Chapter 10.550, *Rules of the Auditor General*, and are not a required part of the basic financial statements. The schedules of expenditures of federal awards and state financial assistance have been subjected to the auditing procedures applied in our audit of the financial statements and, in our opinion, are fairly stated in all material respects when considered in relation to the financial statements taken as a whole. The introductory section, schedule of local financial assistance and statistical tables have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.

Orlando, Florida
March 6, 2007

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Authority's comprehensive annual financial report presents management's analysis of the Authority's financial performance during the Fiscal Year that ended on September 30, 2006. Please read it in conjunction with the financial statements, which follow this section.

Financial Highlights

- Customer fares increased 10% due to an increase in ridership by 2.3% and additional revenue as a result of the increase to fare rates effective March 2005.
- Interest income increased by 170% due to increases in cash balances related to loan proceeds and maximizing the use of all available funds, plus higher interest rates.
- Purchased Transportation Services decreased by 10% due to a 15% decrease in trips provided year-over-year. The trip reduction is related to the creation of the new HMO transportation system.

Overview of the Financial Statements

The Financial Statements consist of two parts: Management's Discussion and Analysis and the Financial Statements. The Financial Statements also include notes and required supplementary information that explain in more detail some of the information in the Financial Statements.

Required Financial Statements

The Financial Statements of the Authority report information about the Authority using accounting methods similar to those used by private sector companies. These statements offer short-term and long-term financial information about its activities. The Balance Sheet includes all of the Authority's assets and liabilities and provides information about the nature and amounts of investments in resources (assets) and the obligations to Authority creditors (liabilities). The assets and liabilities are presented in a classified format, which distinguishes between current and long-term assets and liabilities. It also provides the basis for computing rate of return, evaluation of the capital structure of the Authority and assessing the liquidity and financial flexibility of the Authority. All of the current year's revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Net Assets. This statement measures the success of the Authority's operations over the past year and can be used to determine whether the Authority has successfully recovered all its costs through its customer fares, contract services, and operating subsidies, as well as its profitability, and credit worthiness. The final required financial statement is the Statement of Cash Flows. The primary purpose of this statement is to provide information about the Authority's cash receipts and cash payments during the reporting period. The statement reports cash receipts, cash payments, and net changes in cash resulting from operating, investing, and financing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in the cash balance during the reporting period.

Financial Analysis of the Authority

Our analysis of the Authority begins below with the Financial Statements. One of the most important questions asked about the Authority's finances is "Is the Authority as a whole better off or worse off as a result of the year's activities?" The Balance Sheet and the Statement of Revenues, Expenses, and Changes in Net Assets report information about the Authority's activities in a way that will help answer this question. These two statements report the net assets of the Authority and changes in them. You can

think of the Authority's net assets---the difference between assets and liabilities---as one way to measure financial health or financial position. Over time, increases or decreases in the Authority's net assets are one indicator of whether its financial health is improving or deteriorating. However, you will need to consider other non-financial factors such as changes in economic conditions, population growth, regulation and new or changed government legislation.

Net Assets

To begin our analysis, a summary of the Authority's Balance Sheets is presented in Table A-1.

Table A-1

Condensed Statement of Net Assets (Balance Sheets) (In millions of dollars)

	FY 2006	September 30, FY 2005	FY 2004
Assets:			
Current and other assets	\$ 49.7	\$ 39.9	\$ 34.8
Capital assets	111.2	90.2	68.6
Total assets	\$160.9	\$130.1	\$103.4
Liabilities:			
Current liabilities	\$ 28.9	\$ 22.7	\$ 20.7
Other liabilities	19.4	17.5	13.3
Total liabilities	\$ 48.3	\$ 40.2	\$ 34.0
Net assets:			
Invested in capital assets, net of related debt	\$ 98.0	\$ 80.2	\$ 59.9
Restricted	3.1	-	-
Unrestricted	11.5	9.7	9.5
Total net assets	\$ 112.6	\$ 89.9	\$ 69.4

The Balance Sheets show the change in assets, liabilities, and the resulting net assets. Net assets may serve, over time, as a useful indicator of a government's overall financial position. As can be seen from the Table A-1, net assets increased \$22.7 million to \$112.6 million in Fiscal 2006 from \$89.9 million in Fiscal 2005. A perusal of the table reveals that Net Assets Invested in Capital Assets, Net of Related Debt, Restricted, and Unrestricted increased \$17.8, \$3.1, and \$1.8 million, respectively in Fiscal Year 2006.

Table A-2
Condensed Statement of Revenues, Expenses, and Changes in Net Assets (In millions of dollars)

	FY 2006	September 30, FY 2005	FY 2004
Operating Revenues:			
Customer fares	\$ 18.9	\$ 17.2	\$ 14.8
Contract services	14.9	15.9	14.7
Advertising revenue	1.7	1.7	1.5
Other income	.5	.4	.4
Total operating revenue	36.0	35.2	31.4
Non-operating Revenues (Expenses), net:			
Federal	14.0	11.9	11.2
State	9.5	9.6	10.0
Local	30.3	29.3	26.9
Interest and other income	1.1	.2	-
Total non-operating revenue	54.9	51.0	48.1
Total Revenues	90.9	86.2	79.5
Depreciation Expense, including write-offs	9.1	8.7	7.7
Operating Expenses:			
Salaries and wages	33.5	32.2	30.8
Fringe benefits	18.0	17.6	16.0
Purchased transportation Services	12.5	13.8	13.6
Materials and supplies	14.2	11.4	8.0
Professional services	6.1	7.0	6.6
Lease and miscellaneous	1.7	1.9	1.7
Casualty and liability insurance	1.5	1.0	1.2
Utilities, taxes, and licenses	1.6	1.2	.9
Total operating expenses	89.1	86.1	78.8
Total Expenses	98.3	94.8	86.5
Loss before Capital Contributions	(7.3)	(8.6)	(7.0)
Capital Contributions	30.0	29.1	18.0
Change in Net Assets	22.7	20.5	11.0
Beginning Net Assets	89.9	69.4	58.4
Ending Net Assets	\$112.6	\$ 89.9	\$ 69.4

The Statements of Revenues, Expenses, and Changes in Net Assets provide answers as to the nature and source of changes in Net Assets. As can be seen in Table A-2, the \$22.7 million increase in net assets is due to the excess of Capital Contributions of \$30.0 million over Loss before Contributions of \$ (7.3) million.

The changes in Operating Revenues results from an increase in fare revenue due to the fare increase and a significant increase in interest income derived from higher cash balances. The increase in Non-Operating Revenue and Capital Contributions is due to an increase in grant funded operating expenses and increases in local contributions for capital assets additions related to a major capital project, LYNX Operating Center (LOC). The increase in Operating Expenses is due to the significant increase in fuel prices, utilities, legal fees, insurance premiums, and Actuarial adjustments related to reserves for outstanding claims.

Capital Assets

At the end of Fiscal Year 2006, the Authority had a broad range of Land, Buildings and Shelters, Revenue Vehicles, Equipment, and Leasehold Improvements. During the year the Authority completed several shelters and some small capital improvement projects. Construction of the Lynx Operating Center continued during the year and, as shown in Table A-3 below, costs of \$12.3 million were incurred this fiscal year. Additional information can be found in Note 1 of this report.

Table A-3
Capital Assets (In millions of dollars)

	September 30,		
	FY 2006	FY 2005	FY 2004
Land	\$ 8.6	\$ 8.6	\$ 8.6
Buildings and Shelters	39.9	39.5	14.6
Revenue Vehicles	77.8	68.8	62.1
Equipment	15.4	14.5	11.6
Leasehold Improvements	1.8	1.7	1.8
Subtotal	\$ 143.4	\$ 133.1	\$ 98.7
Less Accumulated Depreciation	67.8	63.6	63.5
	75.6	69.5	35.2
Construction in Progress:			
LYNX Central Station	.3	.2	25.0
LYNX Operating Center	30.2	17.9	6.6
Bus Shelters	.5	.3	.4
Facility Capital Improvements	1.2	1.1	.8
Other Miscellaneous Projects	3.4	1.2	.6
Subtotal	35.6	20.7	33.4
Net Capital Assets	\$ 111.2	\$ 90.2	\$ 68.6

Long-Term Obligations

On August 16, 2001, the Authority entered into a State Infrastructure Bank Loan Agreement (SIB #1), allowing draws of up to \$7,958,991 for the construction of the LYNX Central Station. The loan matures in 2011. On June 9, 2004, the Authority entered into another SIB Loan (SIB #2), allowing draws of up to \$7,600,000 for the construction of the New Operating Base Facility. This loan matures in 2016. On August 14, 2006, the Authority entered into another SIB Loan (SIB #3), allowing draws of up to \$7,140,000 for the acquisition of rolling stock, including paratransit vehicles. During Fiscal Year 2006 the allowable amount, \$7,140,000, of SIB # 3 was drawn, this loan matures in 2013. Additional information can be found in Notes 5 and 6 of this report.

Economic Factors and Next Year's Budget and Rates

The Authority's Board of Directors and Management considered many factors when setting the Fiscal Year 2006 budget and contract services hourly rates. These factors include the expected demand of the Authority's Funding Partners, which in turn consider such factors as anticipated population growth of the three counties and the economy of the region as a whole.

FINANCIAL STATEMENTS

This page intentionally left blank

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
BALANCE SHEETS
SEPTEMBER 30, 2006 AND 2005

ASSETS	2006	2005
CURRENT ASSETS:		
Cash and cash equivalents	\$ 5,620,701	\$ 6,072,564
Receivables:		
Local, trade and operating assistance	3,208,873	5,591,960
Federal grants	20,303,437	16,753,368
State grants	4,787,566	2,439,869
Inventory	1,194,187	1,177,939
State fuel tax refund	370,256	166,762
Prepaid expenses and other assets	220,051	159,410
Restricted cash and cash equivalents	<u>3,985,225</u>	<u>892,503</u>
Total current assets	<u>39,690,296</u>	<u>33,254,375</u>
NONCURRENT ASSETS:		
Restricted cash and cash equivalents	<u>9,029,216</u>	<u>5,648,107</u>
Property and equipment:		
Land	8,571,465	8,571,465
Buildings and shelters	39,867,549	39,457,783
Revenue vehicles	77,794,040	68,847,917
Equipment	15,395,119	14,496,256
Leasehold improvements	<u>1,767,888</u>	<u>1,705,204</u>
Total property and equipment	143,396,061	133,078,625
Less accumulated depreciation	(67,797,646)	(63,587,983)
Construction work in progress	<u>35,644,114</u>	<u>20,740,002</u>
Net property and equipment	<u>111,242,529</u>	<u>90,230,644</u>
Other assets	<u>926,468</u>	<u>1,017,079</u>
Total noncurrent assets	<u>121,198,213</u>	<u>96,895,830</u>
TOTAL ASSETS	<u>\$ 160,888,509</u>	<u>\$ 130,150,205</u>

See notes to financial statements.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
BALANCE SHEETS
SEPTEMBER 30, 2006 AND 2005

LIABILITIES AND NET ASSETS	2006	2005
CURRENT LIABILITIES:		
Accounts payable	\$ 17,934,783	\$ 16,098,226
Accrued salaries and related taxes	1,818,115	1,665,503
Accrued compensated absences	2,954,076	2,713,035
Accrued self-insurance liability, current	1,209,079	1,171,339
Leases payable, current	45,011	52,514
Loans payable, current	3,978,907	-
Deferred operating revenue	55,711	118,614
Deferred capital	867,225	892,503
Total current liabilities	28,862,907	22,711,734
NONCURRENT LIABILITIES:		
Leases payable, long-term	-	45,012
Loans payable	17,698,991	15,558,991
Accrued self-insurance liability, long-term	1,754,567	1,905,497
Total noncurrent liabilities	19,453,558	17,509,500
Total liabilities	48,316,465	40,221,234
NET ASSETS:		
Invested in capital assets, net of related debt	98,001,452	80,222,234
Restricted	3,118,000	-
Unrestricted	11,452,592	9,706,737
Total net assets	112,572,044	89,928,971
TOTAL LIABILITIES AND NET ASSETS	\$ 160,888,509	\$ 130,150,205

See notes to financial statements.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS
YEARS ENDED SEPTEMBER 30, 2006 AND 2005

	2006	2005
OPERATING REVENUES		
Customer fares	\$ 18,869,220	\$ 17,184,248
Contract services:		
Local financial assistance	8,071,527	7,577,194
Other contractual services	6,829,912	8,337,296
Advertising	1,701,006	1,668,250
Other income	531,211	449,470
	36,002,876	35,216,458
OPERATING EXPENSES:		
Salaries and Wages	33,506,205	32,208,624
Fringe benefits	18,039,021	17,634,422
Purchased transportation services	12,494,760	13,794,677
Materials and supplies	14,172,373	11,415,254
Professional services	6,093,323	6,959,415
Lease and miscellaneous	1,664,188	1,877,238
Casualty and liability insurance	1,544,569	968,759
Utilities	985,019	872,616
Taxes and licenses	634,691	339,789
	89,134,149	86,070,794
OPERATING EXPENSES IN EXCESS OF OPERATING REVENUES BEFORE DEPRECIATION AND AMORTIZATION	(53,131,273)	(50,854,336)
DEPRECIATION AND AMORTIZATION	(9,165,255)	(8,723,167)
OPERATING LOSS	(62,296,528)	(59,577,503)
NONOPERATING REVENUES AND EXPENSES:		
Operating assistance grants:		
Federal	700,000	700,000
State of Florida	7,951,687	7,644,314
Local	30,271,428	29,270,387
Planning and other assistance grants:		
Federal	13,305,747	11,186,551
State of Florida	1,534,078	1,999,911
Local matching	-	7,216
Interest expense	(2,314)	(4,759)
Interest and other income (expenses)	1,159,337	146,960
	54,919,963	50,950,580
LOSS BEFORE CAPITAL CONTRIBUTIONS	(7,376,565)	(8,626,923)
Capital contributions	30,019,638	29,161,528
Changes in net assets	22,643,073	20,534,605
NET ASSETS AT BEGINNING OF YEAR	89,928,971	69,394,366
NET ASSETS AT END OF YEAR	\$ 112,572,044	\$ 89,928,971

See notes to financial statements.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENTS OF CASH FLOWS
YEARS ENDED SEPTEMBER 30, 2006 AND 2005

	2006	2005
CASH FLOWS FROM OPERATING ACTIVITIES:		
Cash received from customers	\$ 18,869,220	\$ 17,184,248
Cash received for contract services	17,666,394	16,086,097
Cash paid to employees	(38,243,273)	(36,247,531)
Cash paid to suppliers	(48,558,660)	(46,618,341)
Cash received from advertising and miscellaneous	<u>1,653,408</u>	<u>1,400,049</u>
Net cash used in operating activities	<u>(48,612,911)</u>	<u>(48,195,478)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Proceeds from assistance grants	<u>49,634,436</u>	<u>48,807,883</u>
Net cash provided by noncapital financing activities	<u>49,634,436</u>	<u>48,807,883</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Construction and acquisition of property and equipment	(29,994,006)	(30,890,582)
Proceeds from the issuance of loans	7,140,000	3,944,535
Principal paid on capital leases	(1,073,608)	(118,486)
Interest paid on capital leases	(2,314)	(4,759)
Capital assistance grants	<u>28,161,529</u>	<u>27,463,462</u>
Net cash (used in) provided by capital and related financing activities	<u>4,231,601</u>	<u>394,170</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Interest income and other non-operating income	<u>768,842</u>	<u>284,748</u>
Net cash provided by investing activities	<u>768,842</u>	<u>284,748</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS	6,021,968	1,291,323
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>12,613,174</u>	<u>11,321,851</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 18,635,142</u>	<u>\$ 12,613,174</u>
 RECONCILIATION OF OPERATING LOSS TO NET CASH USED IN OPERATING ACTIVITIES:		
Operating Loss	\$ (62,296,528)	\$ (59,577,503)
Adjustments to reconcile operating loss to net cash used in operating activities:		
Depreciation and Amortization	9,165,255	8,723,167
Changes in operating assets and liabilities:		
Local, Trade, and Operating Assistance Receivable	2,591,115	(2,233)
Inventory	(16,248)	(118,263)
State fuel tax refund receivable	(203,494)	47,762
Prepaid expenses and other assets	29,970	615,963
Accounts payable	1,836,556	1,408,725
Accrued salaries and related taxes	152,612	241,457
Accrued compensated absences	241,041	40,611
Accrued self-insurance liability	<u>(113,190)</u>	<u>424,836</u>
Net cash used in operating activities	<u>\$ (48,612,911)</u>	<u>\$ (48,195,478)</u>
 NONCASH INVESTING AND FINANCING ACTIVITIES:		
Equipment financed through leases payable:	<u>\$ -</u>	<u>\$ 140,840</u>

See notes to financial statements.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY

NOTES TO FINANCIAL STATEMENTS YEARS ENDED SEPTEMBER 30, 2006 AND 2005

1. SIGNIFICANT ACCOUNTING POLICIES

Organization - The Central Florida Regional Transportation Authority (the Authority) was created in 1989 pursuant to Section 343.63, *Florida Statutes*. This same legislation was amended in 1993, allowing the Authority to assume the operations of the entity formerly known as Central Florida Commuter Rail Authority and providing an opportunity to merge with the local transportation provider, Orange-Seminole-Osceola Transportation Authority (OSOTA) d/b/a LYNX, thereby, creating a one-stop public transportation entity. The Authority continues to use LYNX as its doing business as name and serves as the focal point in developing all modes of public transportation in the Central Florida region. Through formal action by both the Authority and OSOTA Board of Directors, the merger of the two organizations was ratified March 1994 and became effective October 1, 1994. The Authority provides public transportation services to the general public in the Orlando, Florida metropolitan area--Orange County, Seminole County, and Osceola County.

Reporting Entity - The Authority is a stand-alone governmental unit.

Basis of Accounting – The Authority accounts for its activities through the use of an enterprise fund. Enterprise funds are used to account for activities similar to those found in the private sector, where the determination of a change in financial position is necessary or useful for sound financial administration (business-type activities). Because the Authority has only business-type activities, it is considered to be a special-purpose government for financial reporting under Governmental Accounting Standards Board (GASB) No. 34 *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments (GASB 34)*. Accordingly, the Authority only presents fund financial statements as defined in GASB 34. The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis, revenues are recognized when earned and expenses when incurred. The Authority's property and equipment acquisitions and operations are subsidized by the Federal Transit Administration, the Florida Department of Transportation, and local governments. Capital grants for the acquisition of property and equipment (reimbursement type grants) are recorded as grant receivables and credited to capital contributions when the related qualified expenditures are incurred. Unrestricted net assets consist of state and local government operating subsidies received in excess of net expenses.

The Authority has elected not to apply Financial Accounting Standards Board Statements and Interpretations issued after November 30, 1989, as permitted by GASB No. 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities that use Proprietary Fund Accounting*.

Adoption of Governmental Accounting Standards – The following have been reviewed by the Authority:

GASB Statement No. 42, *Accounting and Financial Reporting for Impairment of Capital Assets and for Insurance Recoveries*, was issued November 2003 and is effective for the Authority's fiscal year ending September 30, 2006. The Authority has adopted this statement and has determined that there is no impact on its financial statements.

GASB Statement No. 43, *Financial Reporting for Post-employment Benefit Plans Other Than Pension Plans*, was issued April 2004 and is effective for the Authority's fiscal year ending September 30, 2008. The Authority has not determined the impact of adopting this statement.

GASB Statement No. 44, *Economic Condition Reporting*, was issued June 2004 and is effective for the Authority's fiscal year ending September 30, 2006. The impact of adopting this statement was to modify the presentation of some of the existing schedules and to add new schedules relating to net assets within the statistical section of the Authority's Comprehensive Annual Financial Report.

GASB Statement No. 45, *Accounting and Financial Reporting for Post-employment Benefit Plans Other Than Pension Plans*, was issued August 2004 and is effective for the Authority's fiscal year ending September 30, 2008. The Authority has not determined the impact of adopting this statement.

GASB Statement No. 46, *Net Assets Restricted by Enabling Legislation* – an amendment of GASB Statement No. 34, was issued December 2004 and is effective for the Authority's fiscal year ending September 30, 2006. The impact of adopting this statement in 2006 was to enhance disclosures concerning the amount of net assets that are restricted by enabling legislation.

GASB Statement No. 47, *Accounting for Termination Benefits*, was issued June 2005 and is effective for the Authority's fiscal year ending September 30, 2006. The Authority has adopted this statement and has determined that there is no impact to its financial statements.

Cash and Cash Equivalents - For purposes of the statements of cash flows, the Authority considers all investments with a maturity of three months or less when purchased to be cash equivalents. All cash and cash equivalents are insured by the Federal Deposit Insurance Corporation or are considered insured by the State of Florida collateral pool. The State of Florida collateral pool is a multiple financial institution pool with the ability to assess its members for collateral shortfalls if a member institution fails.

The Authority's policy allows for investments in the Local Governmental Surplus Funds Investment Pool (the "Pool"), a 2a7- like pool that has the characteristics of a money market fund, which is administered by the State Board of Administration of Florida. The Pool includes direct obligations of the United States government or its agencies and instrumentalities, interest bearing time deposits or saving accounts, mortgage-backed securities, collateralized mortgage obligations, bankers acceptance, commercial paper, repurchase agreements, and shares in common-law trust established under *Florida Statutes* Section 163.01. The Pool allocates investment earnings to participants monthly, based on a prorated dollar days participation of each account in the pool.

The Authority held investments throughout fiscal years 2006 and 2005 in the Pool and in overnight Repurchase Agreements, both of which are considered cash and cash equivalents for financial reporting purposes. The Authority presents all investments at fair value, with the exception of investments in the Pool, which are presented at share value, \$1 per share (approximately equal to fair value), as of September 30, 2006 and 2005, as follows:

	September 30,	
	2006	2005
Pool Investments	\$ 21,519,996	\$ 10,830,716
Bank Deposits/(Float in SBA)	(3,950,488)	370,453
Repurchase Agreements	1,065,634	1,412,005
	<u>\$18,635,142</u>	<u>\$ 12,613,174</u>

Pool investments do not have a credit quality risk rating. The above investments in repurchase agreements are issued by SunTrust Capital Markets, Inc. It is the policy of the Authority to diversify its investment portfolios so as to protect against issuer defaults, market price changes, technical complications leading to temporary lack of liquidity, or other risks resulting from an over concentration of assets in a specific maturity, a specific issuer, a specific geographical distribution, or a specific class of securities.

Receivables - Local, Trade, Operating Assistance – Includes receivables from customers, Local Funding Partners and Medicaid Assistance. As of September 30, 2006 and 2005, the Authority had receivables, net of allowances, as follows:

	September 30,	
	2006	2005
Customers	\$1,035,408	\$ 981,337
Local Funding Partners	670,622	536,802
Medicaid Assistance	1,502,843	4,073,821
	\$ 3,208,873	\$ 5,591,960

Inventory - Inventory, consisting of minor repair parts and fuel, is valued at the lower of cost or market. Cost is determined using the first-in, first-out method.

State Fuel Tax Refund - Represents claims refundable from the State of Florida Department of Revenue for fuel tax.

Restricted Assets – When both restricted and unrestricted resources are available for use, the Authority’s policy is to use restricted resources first, and then unrestricted resources, as they are needed. Restricted assets include \$13,014,441 and \$6,540,610 of cash and cash equivalents for the FlexBus Project, Planning projects, LCS renovations, Shelters, CAD/AVL, LYNX Operating Center, bus procurement, and various capital projects as of September 30, 2006 and 2005, respectively.

Property and Equipment - Property and equipment in the amount of \$300 or more is recorded at historical cost and depreciated over the following estimated useful lives using the straight-line method:

	<u>Years</u>
Buildings and shelters	3 - 30
Revenue vehicles	5 - 9
Equipment	3 - 12
Leasehold improvements (shorter of useful lives or lease term)	5 - 10

The remaining construction work in process primarily relates to design and engineering costs of an LYNX Central Station Improvements, LYNX Operating Center construction, Bus Shelters, South Street Facility Improvements, CAD/AVL, and other projects; such work in process is not subject to depreciation until the projects are capitalized once they are available for use.

Capital asset activity for the year ended September 30, 2006 was as follows:

Property and Equipment:	Beginning Balance	Additions	Reclass/ Disposals	Ending Balance
Depreciable Assets				
Buildings and Shelters	\$ 39,457,783	\$419,400	\$ (9,634)	\$ 39,867,549
Leasehold Improvements	1,705,204	63,078	(394)	1,767,888
Other Vehicles	3,149,741	749,317	(369,097)	3,529,961
Revenue Vehicles	65,698,176	12,630,797	(4,064,894)	74,264,079
Furniture, Fixtures & Equipment	14,496,256	1,450,360	(551,497)	15,395,119
Non-Depreciable Assets				
Land	8,571,465			8,571,465
Construction in Progress	20,740,002	16,532,944	(1,628,832)	35,644,114
Totals at Historical Cost	153,818,627	31,845,896	(6,624,348)	179,040,175
Less accumulated depreciation for:				
Buildings and Shelters	(10,474,006)	(1,637,857)	9,634	(12,102,229)
Leasehold Improvements	(1,373,018)	(168,439)	243	(1,541,214)
Other Vehicles	(2,359,726)	(286,095)	369,065	(2,276,756)
Revenue Vehicles	(41,592,056)	(5,357,233)	4,029,037	(42,920,252)
Furniture, Fixtures & Equipment	(7,789,177)	(1,715,631)	547,613	(8,957,195)
Total Accumulated Depreciation	(63,587,983)	(9,165,255)	4,955,592	(67,797,646)
Capital assets, net	\$ 90,230,644	\$ 22,680,641	\$ (1,668,756)	\$111,242,529

Capital asset activity for the year ended September 30, 2005 was as follows:

Property and Equipment:	Beginning Balance	Additions	Reclass/ Disposals	Ending Balance
Depreciable Assets				
Buildings and Shelters	\$ 14,558,655	\$ 26,854,788	\$ (1,955,660)	\$ 39,457,783
Leasehold Improvements	1,802,285	-	(97,081)	1,705,204
Other Vehicles	3,354,31	477,115	(681,686)	3,149,741
Revenue Vehicles	58,813,928	12,388,537	(5,504,289)	65,698,176
Furniture, Fixtures & Equipment	11,578,226	3,680,746	(762,716)	14,496,256
Non-Depreciable Assets				
Land	8,571,465	-		8,571,465
Construction in Progress	33,401,920	17,084,668	(29,746,586)	20,740,002
Totals at Historical Cost	132,080,791	60,485,854	(38,748,018)	153,818,627
Less accumulated depreciation for:				
Buildings and Shelters	(10,514,528)	(1,659,869)	1,700,391	(10,474,006)
Leasehold Improvements	(1,254,635)	(182,987)	64,604	(1,373,018)
Other Vehicles	(2,838,723)	(202,689)	681,686	(2,359,726)
Revenue Vehicles	(41,885,258)	(5,194,289)	5,487,491	(41,592,056)
Furniture, Fixtures & Equipment	(7,019,225)	(1,483,333)	713,381	(7,789,177)
Total Accumulated Depreciation	(63,512,369)	(8,723,167)	8,647,553	(63,587,983)
Capital assets, net	\$ 68,568,422	\$ 51,762,687	\$(30,100,465)	\$ 90,230,644

Other Assets - Other assets consist of prepaid pension funding of \$926,468 and \$1,017,079 as of September 30, 2006 and 2005, respectively.

Accounts Payable - Accounts payables are recorded as expenses at the time services are rendered and the Authority receives items. As of September 30, 2006 and 2005, the Authority had accounts payable as follows:

	September 30,	
	2006	2005
Trade	\$ 8,914,172	\$ 5,636,968
Commitments (Consultants/Construction)	6,453,225	8,400,410
Retainage	1,604,238	994,252
Other	963,148	1,066,596
	<u>\$17,934,783</u>	<u>\$16,098,226</u>

Accrued Compensated Absences - The Authority recognizes the accrual of compensated absences in accordance with GASB No. 16, *Accounting for Compensated Absences*, accruing vacation pay benefits as earned and sick pay benefits as vested by its employees.

Accrued Self-Insurance Liability - The Authority has a self-insurance program for public liability claims and workers compensation. Estimated claims are accrued in the year expenses are incurred to the extent payment is probable and subject to reasonable estimation.

Net Assets – Net Assets represents net assets invested in capital assets, net of related debt, and unrestricted earnings.

Customer Fares - Customer fares are recorded as revenue at the time services are performed and revenues pass through the fare box.

Contract Services - Contract services are recorded as revenue when services are provided, consisting primarily of bus and shuttle services to area cities and counties.

Use of Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Operating Revenues – Transactions reported as operating revenues are those that arise from the activities of primary ongoing operations. Those include: Customer Fares, Contract Services, Advertising and Other Operating Income.

Non-Operating Revenues – Transactions reported in the non-operating revenue category include those that do not arise from the activities of primary ongoing operations. These include Federal, State and Local Operating, Planning and other grant assistance as well as interest income and the gain on the sales of fixed assets. Deferred revenue is recorded when funds are provided for a specific purpose and are not earned.

Operating Expenses – Transactions reported as operating expenses are those that arise from the activities of primary ongoing operations. Those include: Salaries and Wages, Fringe Benefits, Purchase Transportation Services, Materials and Supplies, Professional Services, Leases and Miscellaneous, Casualty and Liability Insurance, Utilities, Taxes, and Licenses.

Non-Operating Expenses – Transactions reported in the non-operating expense category include those that do not arise from the activities of primary ongoing operations. These include interest expense for leases and loans as well as the loss on the sales of fixed assets.

Reclassifications – Certain 2005 balances have been reclassified to conform to the financial statement presentation used in 2006.

2. PENSION PLANS

State Plan -

Plan Description

Employees of the Authority who are not represented by the Amalgamated Transit Union (the “Union”) are participants in the Florida Retirement System (FRS), a cost-sharing multiple-employer public employee retirement system (PERS) administered by the Florida Department of Administration. Employees not filling regular established positions but working as temporary employees are not covered by the FRS.

The Authority participated in the regular FRS class of membership, with a contribution rate of 9.85% and 7.83% in effect during the State’s fiscal years ended June 30, 2006 and 2005, respectively (contribution rates equal actuarially determined rates). Employees do not contribute.

Benefits are established by Chapter 121, *Florida Statutes*, and Chapter 22B, *Florida Administrative Code*. Amendments to the law can be made only by an act of the Florida Legislature. Benefits are computed on the basis of age, average final compensation, and service credit. Members are also eligible for in-line-of duty or regular disability benefits, if permanently disabled and unable to work. Regular class employees who retire at or after age 62 with 6 years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 1.6% of their final average compensation for each year of credited service. Vested employees with less than 30 years of service may retire before age 62 and receive reduced retirement benefits. A post-employment health insurance subsidy is also provided to eligible retirement employees through the FRS in accordance with *Florida Statutes*.

Section 121.031 (3), *Florida Statutes* requires that an actuarial valuation of FRS be performed biannually. The conclusions of the valuation and historical trend data are included in the annual report of the FRS. Further information about the progress made by the FRS in accumulating sufficient assets to pay benefits when due, including 10-year historical trend information is included in the State of Florida Comprehensive Annual Financial Report and various publications available from the Florida Department of Administration.

Funding Policy

The Authority’s contributions to the FRS were equal to the required contribution for each fiscal year. Contributions for fiscal years ended September 30, 2004 through 2006 approximated the following:

<u>Fiscal Year</u>	<u>Contributions</u>
2006	\$ 33,000
2005	\$ 28,000
2004	\$ 37,000

The Authority has historically contributed amounts equal to the required contributions for the FRS and, therefore, does not have a pension asset or liability as determined in accordance with GASB No. 27.

*Union Plan -***Plan Description**

Substantially all Union employees of the Authority are participants in the Amalgamated Transit Union Local 1596 Pension Plan (the "Union Plan"), a defined benefit, single-employer public employee retirement system, formed April 22, 1986 by agreement between the Authority and the Union. All Authority Union employees are eligible to participate in the Union Plan as of their hire date. Employees who have reached the age of 62 are entitled to a retirement union benefit, payable monthly for life, equal to 2.13% of their average compensation for each unit of benefit credit. Average compensation is the average of the highest sixty consecutive calendar months preceding retirement or termination. Participants are credited with units of benefit credit for hours of service worked in a plan year. Benefits fully vest upon reaching 10 years of vested service. Vested employees who retire on or after age 62 will receive full benefits. Participants who have reached age 58 and have 20 years of service are entitled to an unreduced pension benefit. The monthly payment is reduced by 0.56% for each month for the first three years the early retirement date precedes the unreduced early retirement date for participants with 20 or more years of services. In addition, the monthly payment is reduced by 0.56% for each month, up to a maximum of 60 months; the early retirement date precedes the normal retirement date for participants with less than 20 years of service. Participants' benefits are established by the Trustees of the Union Plan.

Available historical information showing the Union Plan's progress in accumulating sufficient assets to pay benefits when due is presented in the Union Plan's financial statements. The Union Plan's financial statements may be obtained by writing the Union Plan Trustees.

Funding Policy

The Authority and Union employees are obligated to contribute to the Union Plan in accordance with requirements of the Union Collective Bargaining Agreement; regular contribution rates are not actuarially determined. Union Plan members are required to contribute 5.25% of earnings; the Authority is required to contribute 9.75% of Union Plan members' earnings. Employees may elect to enhance their future benefits by up to .25% by contributing an additional 2.5% of earnings. Shared contributions are the amount by which the required contribution rate exceeds the regular contribution rates, which is shared as 35% employee and 65% employer in the subsequent year.

Annual Pension Cost and Net Pension Asset

The Authority's latest available annual pension costs are for fiscal years 2005 and 2004 and net pension asset at September 30, 2005 and 2004 for the Union Plan were as follows:

	September 30,	
	2005	2004
Annual required contribution	\$ 3,056,186	\$ 2,879,779
Interest on net pension (asset)/obligation	5,270	(26,560)
Adjustment to annual required contribution	(6,909)	37,219
Annual pension cost	3,054,547	2,890,438
Contributions made	(2,840,518)	(2,488,178)
Decrease (Increase) in net pension asset	214,029	402,260
Net pension (asset)/obligation beginning of year	70,265	(331,995)
Net pension (asset)/obligation end of year	\$ 284,294	\$ 70,265

The annual required contribution for fiscal year 2006 was determined as part of the October 1, 2005 actuarial valuation using the entry age actuarial cost method. The actuarial assumptions included (a) 7.5% investment rate of return (net of administrative expenses) and (b) projected salary increases ranging from 5.00% to 11.00% per year, dependent on years of service. Both (a) and (b) included an inflation component of 3.5%. The assumptions did not include postretirement benefit increases, which are funded by the Authority when granted. The actuarial value of assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over a five-year period. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on a closed basis. The remaining amortization period at September 30, 2005 was 30 years.

Three-Year Trend			
Fiscal Year Ended	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Asset
9/30/05	\$ 3,054,547	93.0%	\$ 284,294
9/30/04	\$ 2,890,438	86.1%	\$ 70,265
9/30/03	\$ 2,588,885	92.5%	\$ (331,995)

Employee 401(a) Pension Plan - The Authority maintains a single-employer, defined contribution pension plan, Central Florida Regional Transportation Authority Money Purchase Plan (the "Plan"), administered by Nationwide for employees who are not represented by the Union, effective October 1, 1994. The Plan is a tax-qualified plan pursuant to section 401(a) of the Internal Revenue Code. All full-time administrative employees not represented by the Union are eligible for participation in the plan, with the exception of employees hired before October 1, 1994 who opted to stay in the FRS and supervisors represented by Union 1749.

The Plan provisions provide for the Authority to contribute 12% of employee earnings; employees are not required to make contributions. All plan amendments are administered and authorized by the Plan's trustees. At the Plan's inception, employees who switched from the FRS were automatically 100% vested and all other employees are 100% vested after five years of employment with the Authority or other public service or transportation agencies. All employees may withdraw vested balances upon the normal retirement age of 65. The Plan permits withdrawals for retirement, termination, and disability but does not allow participants to borrow against their accounts.

The payroll for Authority employees covered by the plan for the years ended September 30, 2006 and 2005 was approximately \$9,007,178 and \$9,696,740, respectively. The Authority's contribution to the plan for the years ended September 30, 2006 and 2005 amounted to approximately \$1,067,640 and \$1,167,075, respectively, representing 12% of covered payroll.

3. POST-EMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS

In addition to the pension benefits described in Note 2, effective October 1, 1999, the Authority entered into a contractual agreement with Local 1596 of the Amalgamated Transit Union to provide postretirement health care benefits for those employees who, in accordance with Article 28 of the Amalgamated Transit Union Local 1596 Pension Plan, have at least ten (10) years vesting and retire between the ages of 62 and 67 or until they are eligible for Medicare benefits (whichever occurs first). Benefit provisions and contribution obligations have been established by the Authority's Board. Eligibility for retirement health care benefits will be determined by the years of credited services. The Authority will contribute on a pay-as-you-go basis a

percentage of the cost equal to Core Coverage (High Co-Pay, Employee Only) in accordance with the following schedule:

<u>Years of Service</u>	<u>Contribution Rate</u>
10-14	60% of Hi Co-Pay, HMO
15-19	75% of Hi Co-Pay, HMO
20+	100% of Hi Co-Pay, HMO

Employees who elect to continue their health care coverage upon retirement are responsible for the employee and employer share over and above the previously stated contributions. Dependent coverage is available at the retiree's expense provided the retiree elects to continue health care coverage. The Authority incurred \$32,242 and \$27,998 in expenses for post-retirement health care benefits for the years ended September 30, 2006 and 2005, respectively. The number of employees eligible for this program was ten for fiscal years ended September 30, 2006 and 2005.

4. ACCRUED SELF-INSURANCE LIABILITY

The Authority has been self-insured since 1986 for personal injury coverage related to its transit coaches and since 1991 for workers compensation coverage; all other risks of loss are covered through the purchase of commercial insurance. The Authority has sovereign immunity with respect to personal injury claims, which limits its liability to \$100,000 for each claim and \$200,000 for each accident. Settled claims have not exceeded commercial coverage in any of the past three fiscal years.

The amounts recorded as accrued self-insurance liability at September 30, 2006 and 2005, the current portion of which represents an estimate of payments required in the next fiscal year, are at present value based on estimates derived through actuarial determinations discounted at range of 4% for the fiscal years 2006 and 2005. Such estimates are subject to change based on circumstances surrounding each claim. Changes in the balances of accrued self-insurance liability, including incurred but not reported claims (IBNR), were as follows during the years ended September 30:

	September 30,	
	2006	2005
Accrued self-insurance liability, beginning of year	\$3,076,836	\$2,652,000
Insured claims (including IBNR's)	1,544,569	968,759
Claim payments	(1,657,759)	(543,923)
Accrued self-insurance liability, end of year	<u>\$2,963,646</u>	<u>\$3,076,836</u>

The estimated amounts due in one year are \$1,209,079 and \$1,171,339 for the years ended September 30, 2006 and 2005, respectively.

5. COMMITMENTS

Operating Leases - The Authority has entered into non-cancelable lease commitments for administrative and maintenance facilities. Annual lease payments increase each year according to the terms included in the lease agreement. The following are minimum future lease obligations for the years ending September 30:

2007	\$ 729,376
2008	484,520
Total	<u>\$1,213,896</u>

Total lease expense amounted to approximately \$959,740 and \$913,944 during the years ended September 30, 2006 and 2005, respectively.

Capital Leases –The Authority leases certain vehicles under capital leases. Lease #2 includes three 2003 F-350 Super duty Trucks; and Lease #3 includes three 2005 F-350 Trucks and a 2005 Ford Ranger Truck. At September 30, 2006 and 2005, \$446,866 of leased asset cost was included in property and equipment. Amortization of assets under capital lease is included in depreciation expense. Leases payable activity for the year ended September 30, 2006 and 2005 was as follows:

**Leases Payable
September 30, 2006**

Leases Payable	Beginning Balance	Additions	Payments	Ending Balance	Amounts Due Within One Year
Lease #2	\$ 9,359	\$ -	\$ 9,359	\$ -	\$ -
Lease #3	88,167	-	43,155	45,012	45,012
Total	\$ 97,526	\$ -	\$ 52,514	\$ 45,012	\$ 45,012

**Leases Payable
September 30, 2005**

Leases Payable	Beginning Balance	Additions	Payments	Ending Balance	Amounts Due Within One Year
Lease #1	\$ 35,120	\$ -	\$ 35,120	\$ -	\$ -
Lease #2	45,779	-	36,420	9,359	9,359
Lease #3	-	135,113	46,946	88,167	43,155
Total	\$ 80,899	\$ 135,113	\$ 118,486	\$ 97,526	\$ 52,514

Future minimum payments and the present value of the minimum payments applicable to capital leases are as follows for the years ending after September 30, 2006:

Year	Present Value of Minimum Lease Payments	Amount Representing Interest	Total Minimum Lease
2007	\$ 46,947	\$ 1,935	\$ 45,012
Total	\$ 46,947	\$ 1,935	\$ 45,012

6. LOANS PAYABLE

On August 16, 2001, the Authority entered into a State Infrastructure Bank Loan Agreement (SIB #1), allowing draws of up to \$7,958,991 for the construction of the LYNX Central Station. The loan matures in 2011, is non-interest bearing until October 1, 2006 and bears an interest rate of 5%, thereafter. On June 9, 2004, the Authority entered into another SIB Loan (SIB #2), allowing draws of up to \$7,600,000 for the construction of the New Operating Base Facility. This loan matures in 2016, is non-interest bearing until October 1, 2007, and bears an interest rate of 2%, thereafter. During FY2005, the remaining balance of SIB #2

in the amount of \$3,809,422 was executed. On August 14, 2006, the Authority entered into another SIB Loan (SIB #3), allowing draws of up to \$7,140,000 for the acquisition of rolling stock, including paratransit vehicles. The allowable amount, \$7,140,000, of SIB #3 was executed in FY 2006. This loan matures in 2013, is non-interest bearing until October 1, 2008, and bears an interest rate of 1%, thereafter. Loans payable activity for the years ended September 30, 2006 and 2005 was as follows:

**Loans Payable
September 30, 2006**

	Beginning Balance	Additions	Payments	Ending Balance	Amounts Due Within One Year
SIB #1	\$ 7,958,991	\$ -	\$ 1,021,093	\$ 6,937,898	\$ 3,978,907
SIB #2	7,600,000	-	-	7,600,000	-
SIB #3	-	7,140,000	-	7,140,000	-
Total	\$ 15,558,991	\$ 7,140,000	\$ 1,021,093	\$ 21,677,898	\$ 3,978,907

**Loans Payable
September 30, 2005**

	Beginning Balance	Additions	Payments	Ending Balance	Amounts Due Within One Year
SIB #1	\$ 7,958,991	\$ -	\$ -	\$ 7,958,991	\$ -
SIB #2	3,790,578	3,809,422	-	7,600,000	-
Total	\$ 11,749,569	\$ 3,809,422	\$ -	\$ 15,558,991	\$ -

Pursuant to the State Infrastructure Bank Loan Agreement, the Authority committed to use its Federal Transit Administration 5307 grant funds as the source to fund the payment obligations of the loan. Repayment to be made in fiscal years 2007 through 2017, as follows:

Fiscal Year	Principal	Interest	Total
2007	\$ 3,978,907	\$ -	\$ 3,978,907
2008	1,702,635	147,950	1,850,585
2009	3,081,718	239,702	3,321,420
2010	3,084,747	236,673	3,321,420
2011	2,356,814	160,239	2,517,053
2012 - 2016	6,659,852	356,454	7,016,306
2017	813,225	16,265	829,490
Totals	\$ 21,677,898	\$ 1,157,283	\$ 22,835,181

7. LITIGATION

The Authority is contingently liable with respect to lawsuits and other claims incidental to the ordinary course of its operation, most of which are covered by the self-insurance program discussed in Note 4. In the opinion of management, any adjustments that would result from the settlement of lawsuits and other claims would not be significant.

REQUIRED SUPPLEMENTARY INFORMATION

UNION PENSION PLAN

Schedule of Funding Progress

	Valuation Dates, October 1		
	2005	2004	2003
Actuarial Value of assets	\$ 46,196,086	\$ 40,999,932	\$ 36,833,440
Actuarial accrued liability	<u>51,048,014</u>	<u>45,896,856</u>	<u>41,132,531</u>
Unfunded actuarial liability	\$ 4,851,928	\$ 4,896,924	\$ 4,299,091
Funded Ratio	90.50%	89.33%	89.55%
Annual covered payroll	\$ 27,436,034	\$ 26,286,514	\$ 24,991,350
Unfunded actuarial liability as a percent of annual covered payroll	18.63%	18.63%	17.20%

Actuarial and Benefit Changes

Changes in benefit provisions for the Union Pension Plan during the fiscal years 2003, 2004, and 2005 were as follows:

There were no changes in actuarial assumptions or methods in connection with the October 1, 2003 actuarial valuation. Effective October 1, 2004, the Board of Trustees adopted several economic and demographic assumption changes based on the Five Year Experience Studied issued November 2004. The combined changes caused the employer contribution to change from \$3,060,496 to \$3,056,186. Also, effective October 1, 2004, required employer contributions in excess of 9.75% of payroll will be shared between employer (65%) and employees (35%) beginning October 1, 2005.

Effective November 4, 2004, amendment No. 4 allows a spouse to waive the joint and survivor form of annuity. Also, effective November 9, 2004, amendment No. 5 provides for an additional level of enhanced benefits. Members elect to receive an additional .25% of final average compensation for service during which they contribute an additional 2.5% of pay member contribution. This enhanced benefit is in addition to the previous enhanced benefit available. There is no impact on the plan; the increased member contribution supports the increased benefits.

Effective May 10, 2005, amendment No. 6 makes changes in the administration of disability pension benefits. The implementation of the amendment is still pending the State's authorization.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
SUPPLEMENTAL SCHEDULE OF REVENUES AND EXPENSES
BUDGET VS ACTUAL (BUDGET BASIS)
YEAR ENDED SEPTEMBER 30, 2006

	Budget	Actual (Budget Basis)	Variance Favorable/ (Unfavorable)
OPERATING REVENUES			
Customer fares	\$ 17,966,868	\$ 18,869,220	902,352
Contract services:			
Local financial assistance	8,066,034	8,071,527	5,493
Other contractual services	8,412,662	6,829,912	(1,582,750)
Advertising -On Buses	950,000	1,296,036	346,036
Advertising -In Kind	560,000	404,970	(155,030)
Other income	<u>556,348</u>	<u>531,211</u>	<u>(25,137)</u>
Total operating revenues	<u>36,511,912</u>	<u>36,002,876</u>	<u>(509,036)</u>
OPERATING EXPENSES:			
Transportation	32,558,358	32,686,266	(127,908)
Maintenance and Operations	44,872,826	42,719,485	2,153,341
General and Administrative	<u>13,907,340</u>	<u>13,728,398</u>	<u>178,942</u>
Total operating expenses before depreciation	<u>91,338,524</u> a,b	<u>89,134,149</u>	<u>2,204,375</u>
OPERATING GAIN/(LOSS)	(54,826,612)	(53,131,273)	1,695,339
NONOPERATING REVENUES/(EXPENSES):			
Federal	11,886,551 a	14,005,747	2,119,196
State of Florida	9,644,225 a,b	9,485,765	(158,460)
Local	29,277,603 b	30,271,428	993,825
Interest Income	264,108	768,842	504,734
Interest Expense	<u>(15,991)</u>	<u>(2,314)</u>	<u>13,677</u>
Total nonoperating revenues/(expenses), net	<u>51,056,496</u> a,b	<u>54,529,468</u>	<u>3,472,972</u>
Increase/(Decrease) in Net Assets - Budget Basis	\$ <u><u>(3,770,116)</u></u>	1,398,195	\$ <u><u>5,168,311</u></u>
BASIS DIFFERENCES:			
Depreciation		(9,165,255)	
Other income (expenses)		390,495	
Capital Contribution		<u>30,019,638</u>	
Increase in Net Assets - GAAP Basis		\$ <u><u>22,643,073</u></u>	

STATISTICAL INFORMATION

This section contains statistical tables reflecting various supplemental financial data concerning the Authority's operations. Where applicable, a 10-year history has been depicted to disclose trends in financial operations and other finance-related matters. These tables have been included as a part of this report for information purposes only, and, therefore, have not been subjected to audit by the Authority's independent auditors.

LYNX

Miscellaneous Statistics
For the year end September 30, 2006
(Unaudited)

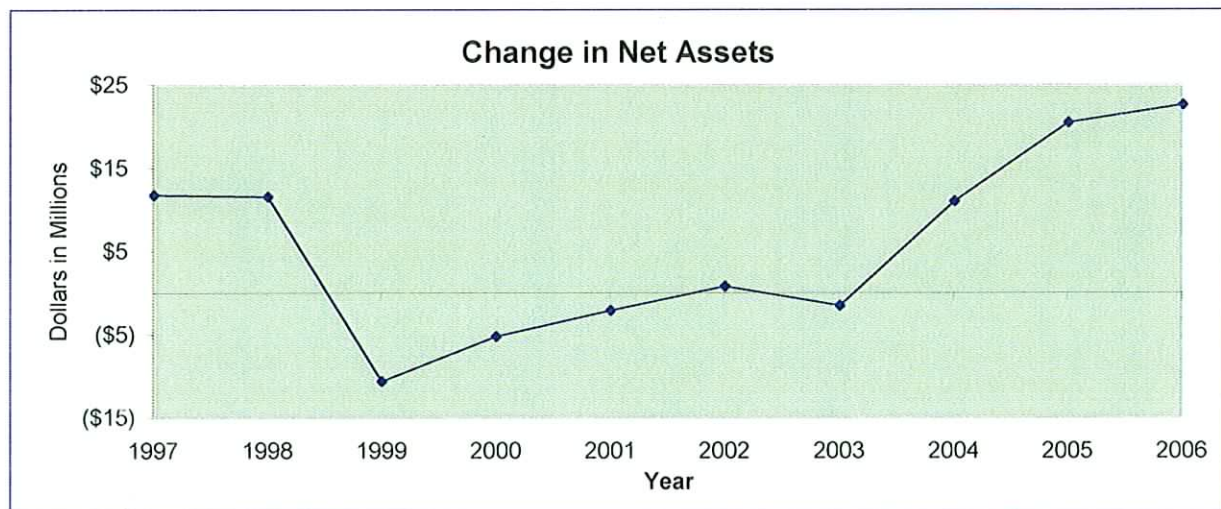
Form of Government	Local Government (Independent Special District)
Number of Directors	Five (5) Voting
Area Population	1,680,349
Counties Served	Orange, Seminole and Osceola
Number of Service Routes	63
Peak Vehicle Requirement	199
Hours of Operation	4:45 A.M. to 3:05 A.M.
Average Daily Passengers	77,862
Vehicle Miles Operated	14,726,834
Vehicle Hours Operated	1,033,796

LYNX

Revenue, Expenses and Change in Net Assets Last Ten Years Dollars in Millions

(Unaudited)

	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Operating Revenue:										
Customer Fares	\$ 8.5	\$ 9.5	\$ 11.3	\$ 13.1	\$ 13.7	\$ 12.3	\$ 13.9	\$ 14.8	\$ 17.2	\$ 18.9
Other	10.1	9.9	10.8	12.9	14.4	15.0	17.1	16.6	18.0	17.1
Total Operating Revenue	18.6	19.4	22.1	26.0	28.1	27.3	31.0	31.4	35.2	36.0
Operating Expenses:										
Administration, Transportation, and Maintenance	44.7	48.4	51.9	61.0	64.5	77.9	82.3	78.8	86.1	89.1
Depreciation	6.4	11.1	8.0	8.5	8.9	8.9	9.0	7.7	8.7	9.2
Write-off of Assets (Note 1)	-	-	41.8	6.0	-	-	-	-	-	-
Total Operation Expenses	51.1	59.5	101.7	75.5	73.4	86.8	91.3	86.5	94.8	98.3
Operating Loss	(32.5)	(40.1)	(79.6)	(49.5)	(45.3)	(59.5)	(60.3)	(55.1)	(59.6)	(62.3)
Non-Operating Revenue (Expenses):										
Operating Assistance	22.6	24.2	21.8	24.7	26.5	30.7	33.7	35.1	37.6	38.9
Planning and Other Income (Expenses)	3.5	4.7	7.9	10.3	9.9	16.5	17.2	13.0	13.3	16.0
Capital Contributions	18.2	22.8	39.3	9.3	6.8	13.1	7.9	18.0	29.2	30.0
Total Non-Operating Revenue (Expenses)	44.3	51.7	69.0	44.3	43.2	60.3	58.8	66.1	80.1	84.9
Change in Net Assets	\$ 11.8	\$ 11.6	\$ (10.6)	\$ (5.2)	\$ (2.1)	\$ 0.8	\$ (1.5)	\$ 11.0	\$ 20.5	\$ 22.6

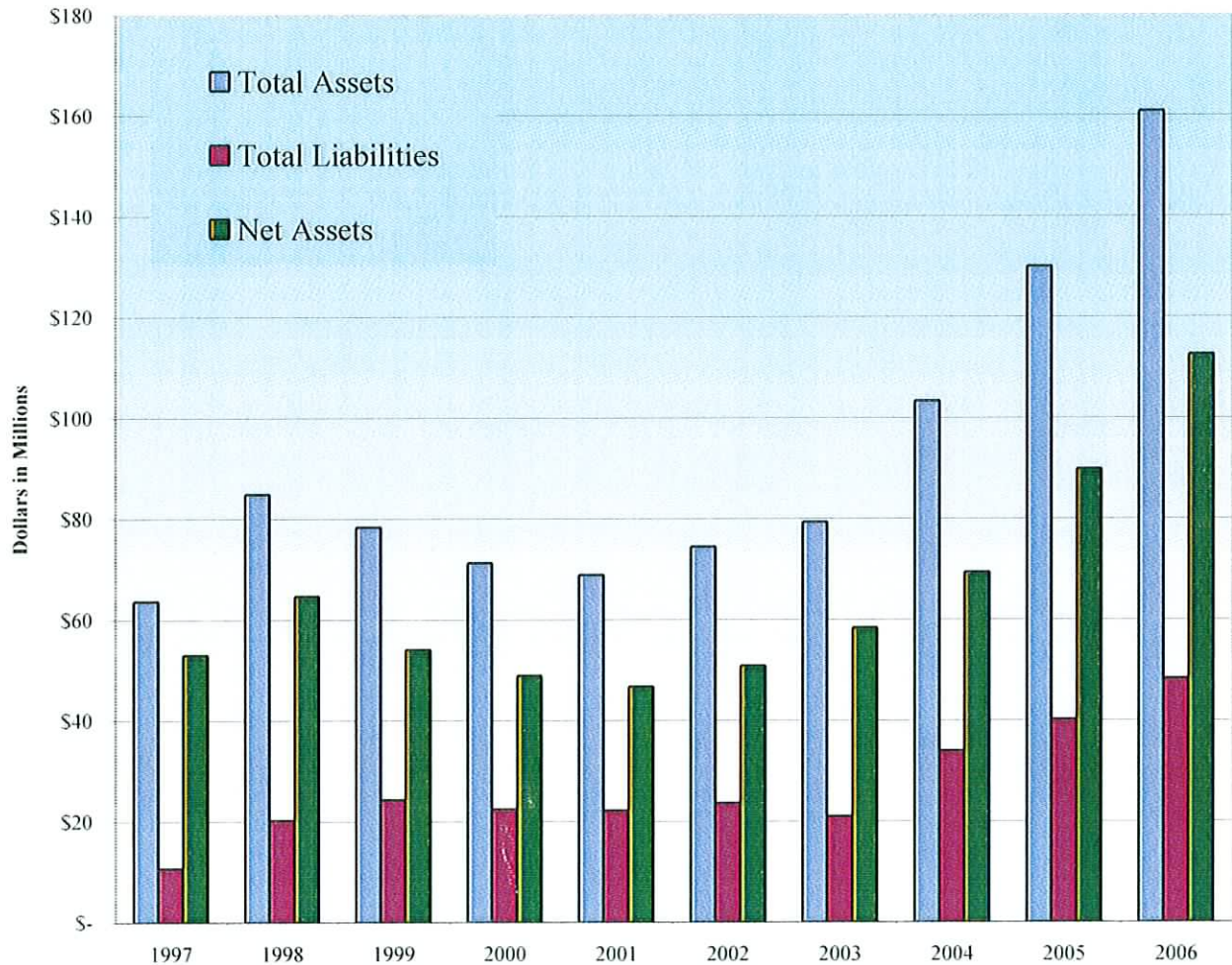


Source: Financial Statements

Note 1: In FY1999 and FY2000, the Authority wrote-off assets pertaining to the Light Rail capital project.

LYNX
 Condensed Summary of Net Assets
 Last Ten Years
 Dollars in Millions
 (Unaudited)

Year	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
Total Assets	63.7	84.9	78.4	71.3	68.9	74.5	79.4	103.4	130.1	160.9
Total Liabilities	10.7	20.2	24.3	22.4	22.2	23.6	21.0	34.0	40.2	48.3
Ending Net Assets	53.0	64.7	54.1	48.9	46.7	50.9	58.4	69.4	89.9	112.6



LYNX

Total Debt Last Ten Years

(Unaudited)

Year	Total Debt	Ridership	Debt per Rider	Median Income	Debt per Income
1997	-	-	-	-	-
1998	-	-	-	-	-
1999	-	-	-	-	-
2000	-	-	-	-	-
2001	-	-	-	-	-
2002	\$1,000,000	20,546,821	\$0.05	\$41,773	\$24
2003	\$6,000,000	21,589,997	\$0.28	\$41,773	\$144
2004	\$11,749,569	22,677,846	\$0.52	\$43,159	\$272
2005	\$15,558,991	24,030,234	\$0.65	\$44,984	\$346
2006	\$21,677,898	24,570,957	\$0.88	\$47,445	\$457

Source: Financial Statements
NTD REPORT
Orlando Economic Development Commission

LYNX

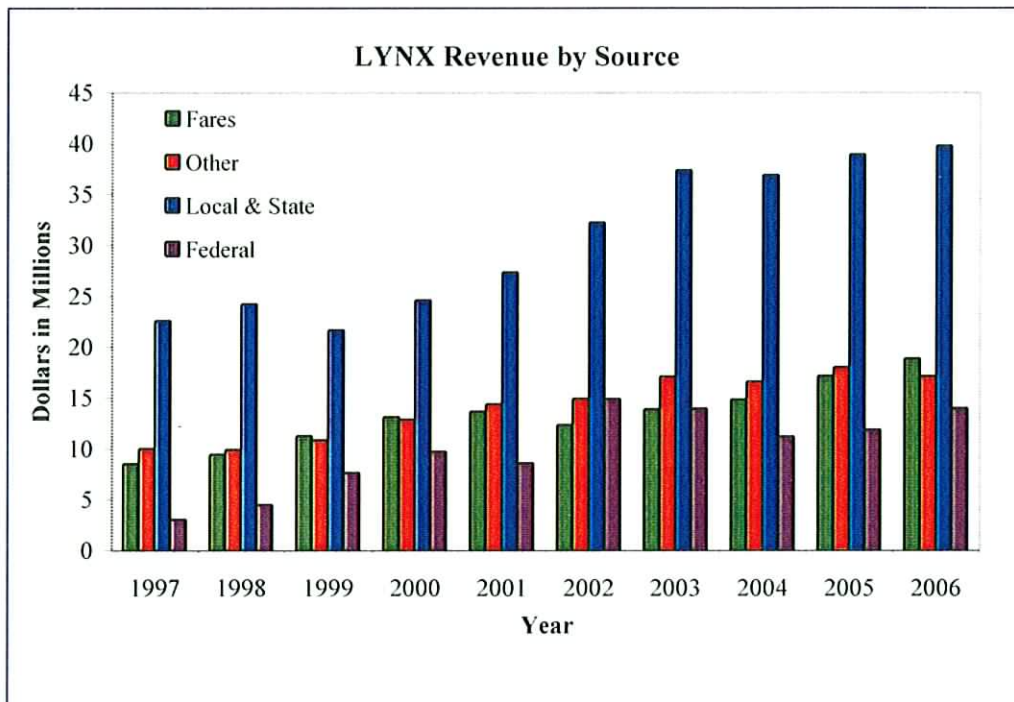
REVENUE BY SOURCE

Last Ten Years

Dollars in Millions

(Unaudited)

Fiscal Year	OPERATING AND OTHER						Total Revenue
	MISCELLANEOUS REVENUE			OPERATING ASSISTANCE			
	Fares	Other	Total	Local & State	Federal	Total	
1997	8.545	10.018	18.563	22.595	3.071	25.666	44.229
1998	9.465	9.938	19.403	24.244	4.515	28.759	48.162
1999	11.270	10.857	22.127	21.665	7.648	29.313	51.440
2000	13.144	12.894	26.038	24.623	9.740	34.363	60.401
2001	13.675	14.405	28.080	27.340	8.595	35.935	64.015
2002	12.352	14.952	27.304	32.233	14.905	47.138	74.442
2003	13.902	17.099	31.001	37.369	13.974	51.343	82.344
2004	14.832	16.593	31.425	36.912	11.216	48.128	79.553
2005	17.184	18.032	35.216	38.921	11.887	50.808	86.024
2006	18.869	17.134	36.003	39.757	14.006	53.763	89.766



Source: Financial Statements

**REVENUES BY SOURCE
LAST TEN FISCAL YEARS**

(Unaudited)

FISCAL YEAR	OPERATING AND OTHER MISCELLANEOUS REVENUE			OPERATING ASSISTANCE			TOTAL REVENUE
	FARES	OTHER	TOTAL	LOCAL & STATE	FEDERAL	TOTAL	
INDUSTRY							
1997	38.7%	16.9%	55.6%	41.1%	3.3%	44.4%	100.0%
1998	37.8%	17.5%	55.3%	41.1%	3.6%	44.7%	100.0%
1999	37.3%	16.4%	53.7%	42.4%	3.9%	46.3%	100.0%
2000	36.1%	17.4%	53.5%	42.4%	4.1%	46.5%	100.0%
2001	35.2%	14.1%	49.3%	46.2%	4.5%	50.7%	100.0%
2002	32.5%	17.3%	49.8%	45.3%	4.9%	50.2%	100.0%
2003	32.6%	18.1%	50.7%	43.6%	5.7%	49.3%	100.0%
2004	32.9%	16.7%	49.6%	43.4%	7.0%	50.4%	100.0%
2005	*	*	0.0%	*	*	0.0%	0.0%
2006	*	*	0.0%	*	*	0.0%	0.0%
LYNX							
1997	19.3%	22.7%	42.0%	51.1%	6.9%	58.0%	100.0%
1998	19.7%	20.6%	40.3%	50.3%	9.4%	59.7%	100.0%
1999	21.9%	21.1%	43.0%	42.1%	14.9%	57.0%	100.0%
2000	21.8%	21.3%	43.1%	40.8%	16.1%	56.9%	100.0%
2001	21.4%	22.5%	43.9%	42.7%	13.4%	56.1%	100.0%
2002	16.6%	20.1%	36.7%	43.3%	20.0%	63.3%	100.0%
2003	16.9%	20.8%	37.6%	45.4%	17.0%	62.4%	100.0%
2004	18.6%	20.9%	39.5%	46.4%	14.1%	60.5%	100.0%
2005	20.0%	21.0%	40.9%	45.2%	13.8%	59.1%	100.0%
2006	21.0%	19.1%	40.1%	47.8%	12.1%	59.9%	100.0%

Source: Financial Statements

APTA 2006 Transportation Fact Book

* Not available

LYNX
FARE STRUCTURE
YEAR ENDED SEPTEMBER 30, 2006

(Unaudited)

Cash Fare/Single Ride	\$ 1.50
Transfer	Free
Elderly and Handicapped/Single Ride	\$ 0.75
Students	\$ 0.75
Daily Pass	\$ 3.50
Elderly and Handicapped Daily Pass	\$ 1.75
Student Daily Pass	\$ 1.75
Children (6 years and under with an adult)	Free
TICKETS	
Xpress Link Single Ride	\$ 2.50
Xpress Link Seniors/Students	\$ 1.00
Votran	\$ 2.00
Votran Discount	\$ 1.00
PASSPORTS	
7 Day Pass	\$ 12.00
AdvantAge Pass 7 Day (Elderly and Handicapped)	\$ 6.00
K.I.S. Pass 7 Day	\$ 6.00
30 Day	\$ 38.00
AdvantAge Pass 30 Day(Elderly and Handicapped)	\$ 18.00
K.I.S. Pass 30 Day	\$ 18.00

SOURCE: LYNX Fare Structure Policy

LYNX
 Fare Trends
 Last Ten Years
 (Unaudited)

Fiscal Year	CASH FARE				PASSES			
	Single Fare	Discount Single	1 Day Fare	Discount 1 Day	7 Day Pass	Discount 7 Day	30 Day Pass	Discount 30 Day
1997	0.85	0.25			7.00		30.00	12.00
1998	0.85	0.25			7.00		30.00	12.00
1999	1.00	0.25			10.00		35.00	12.00
2000	1.00	0.25			10.00		35.00	12.00
2001	1.00	0.25			10.00		35.00	12.00
2002	1.00	0.50			10.00		35.00	12.00
2003	1.25	0.50	3.00	1.50	10.00	5.00	36.00	15.00
2004	1.25	0.50	3.00	1.50	10.00	5.00	36.00	15.00
2005	1.50	0.75	3.50	1.75	12.00	6.00	38.00	18.00
2006	1.50	0.75	3.50	1.75	12.00	6.00	38.00	18.00

Discounted Fares Include:

Students
 Elderly and Handicapped

Discounted Passes Include:

KIS
 Advantage
 IQ

Does Not Include Xpress Link 200

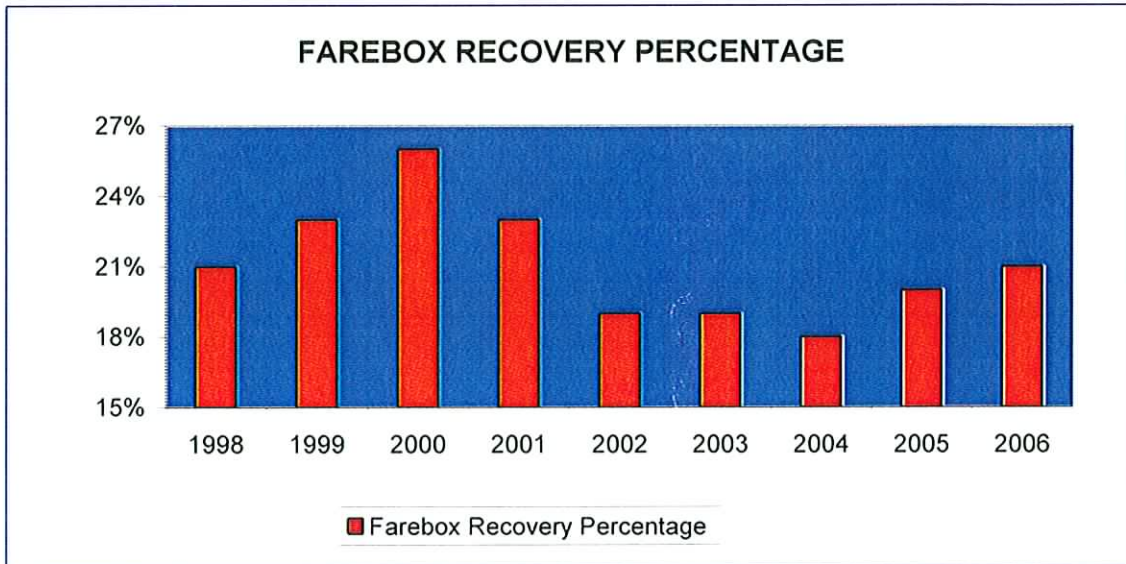
LYNX

FAREBOX RECOVERY PERCENTAGE

Last Nine Years

(Unaudited)

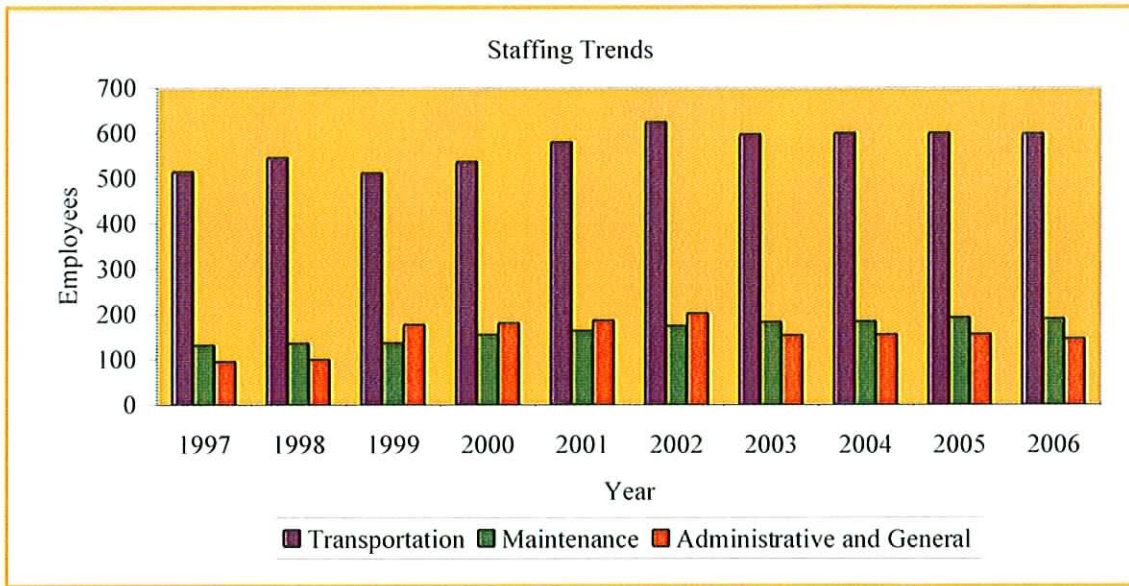
Fiscal Year	Percentage
1998	21%
1999	23%
2000	26%
2001	23%
2002	19%
2003	19%
2004	18%
2005	20%
2006	21%



LYNX

Staffing Trends Last Ten Years (Unaudited)

Year	Transportation	Maintenance	Administrative and General	Total
1997	515	132	96	743
1998	546	136	100	782
1999	512	137	177	826
2000	537	155	181	873
2001	580	164	186	930
2002	624	174	202	1,000
2003	597	183	154	934
2004	600	184	155	939
2005	600	193	156	949
2006	599	190	146	935



Source: Annual Budgets

LYNX
 Top Ten Employers
 Service Area Employers
 Current Year and Nine years Ago

(Unaudited)

Company	2006			1997		
	Number of Full Time Employees	Rank	Percentage of Total Employment	Number of Full Time Employees	Rank	Percentage of Total Employment
Walt Disney World Company	56,800	1	5.99%	40,000	1	5.60%
Orange County Publix Schools	24,063	2	2.54%	22,000	2	3.11%
Florida Hospital	19,220	3	2.03%	11,597	3	1.64%
Univeral Orlando	12,500	4	1.32%	6,000	8	0.85%
Orlando Regional Healthcare	11,093	5	1.17%	8,100	5	1.15%
University of Central Florida	8,946	6	0.94%	4,655	11	0.66%
Central Florida Investments	8,300	7	0.87%	-		
Orange County Government	7,426	8	0.78%	8,608	4	1.22%
Darden Restaurants Inc.	7,361	9	0.78%	-		
Seminole County Publix Schools	7,000	10	0.74%	6,456	6	0.91%
Winn Dixie Super Markets				6,270	7	0.89%
AT & T				5,000	9	0.71%
Columbia / HCA Healthcare				4,682	10	0.66%
Other Employers	786,138		82.85%	583,811		82.55%
Region Total	948,847		100.00%	707,179		100.00%

Source: Metro Orlando Economic Development Commission
 Economic Development Commission of Mid-Florida, Inc

Service Area Includes Orange, Seminole and Osceola Counties

LYNX

Employment Percentage by Industry Service Region Last Ten Years (Unaudited)

Year	Manufacturing	Construction	Transportation	Finance	Government	Retail	Service	Total
1996	6.4%	5.6%	5.3%	6.3%	10.9%	25.5%	40.0%	100.0%
1997	6.3%	5.8%	5.3%	6.2%	10.6%	25.5%	40.3%	100.0%
1998	6.2%	6.0%	5.3%	6.0%	10.4%	25.3%	40.8%	100.0%
1999	5.9%	6.1%	5.2%	6.1%	10.2%	25.2%	41.3%	100.0%
2000	5.6%	6.1%	5.5%	6.0%	10.1%	24.5%	42.2%	100.0%
2001	5.3%	6.1%	5.6%	5.9%	10.5%	23.6%	43.0%	100.0%
2002	4.9%	6.3%	5.3%	6.0%	11.1%	23.4%	43.0%	100.0%
2003	4.5%	6.6%	5.1%	6.2%	11.2%	23.8%	42.6%	100.0%
2004	4.4%	7.0%	4.9%	6.0%	11.0%	24.3%	42.4%	100.0%
2005	4.3%	7.6%	4.3%	6.0%	10.8%	22.8%	44.2%	100.0%

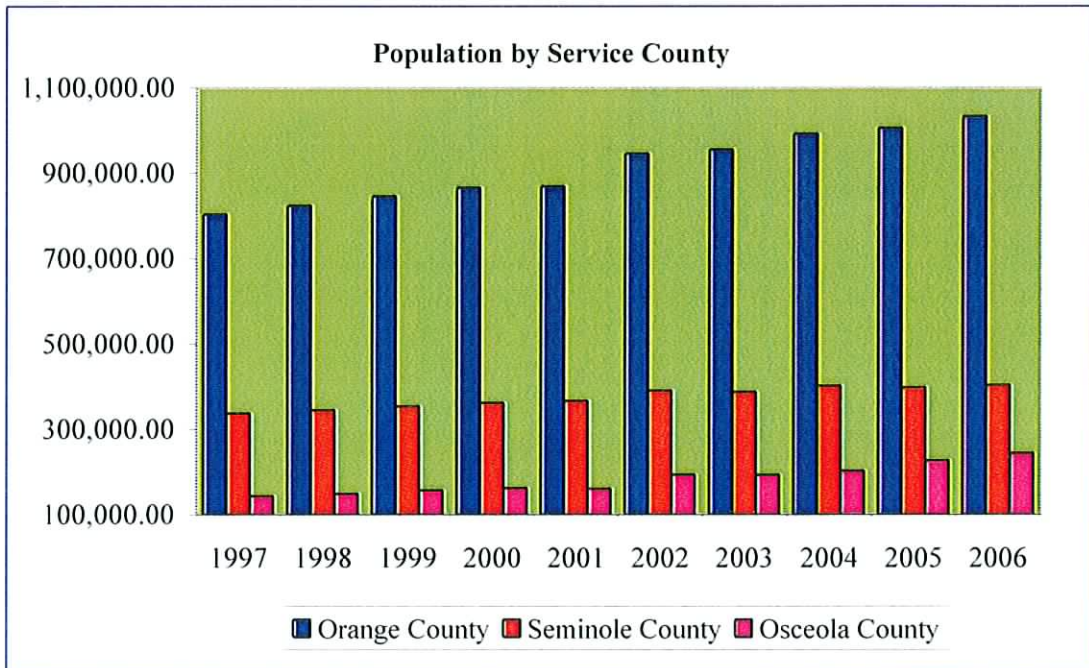
Source: Florida Research and Economic Database

* 2006 not available

LYNX

Population by Service County Last Ten Years (Unaudited)

Year	Orange County	Seminole County	Osceola County	Region Total
1997	803,614	337,498	143,828	1,284,940
1998	824,095	345,166	148,712	1,317,973
1999	846,328	354,148	157,376	1,357,852
2000	866,145	362,073	162,268	1,390,486
2001	869,483	366,866	160,846	1,397,195
2002	945,747	391,096	193,665	1,530,508
2003	955,865	387,626	193,355	1,536,846
2004	992,400	401,680	202,580	1,596,660
2005	1,006,134	398,569	226,787	1,631,490
2006	1,033,047	403,335	243,967	1,680,349



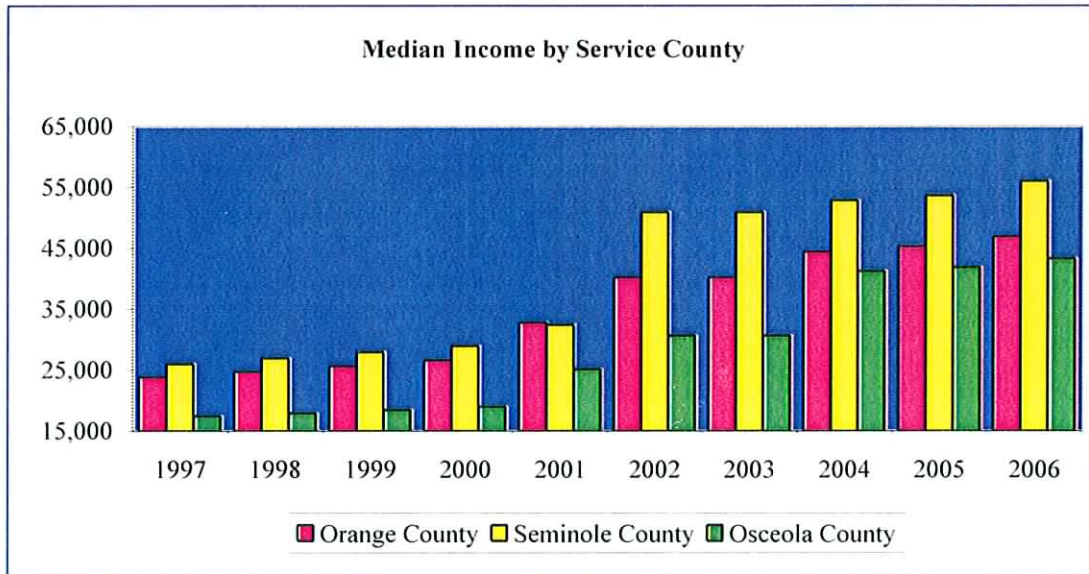
Source: Metro Orlando Economic Development Commission

LYNX

Median Income by Service County Last Ten Years

(Unaudited)

Year	Orange County	Seminole County	Osceola County	Region Total
1997	23,898	26,068	17,476	23,749
1998	24,782	27,006	17,965	24,595
1999	25,699	27,978	18,468	25,455
2000	26,650	28,985	18,985	27,530
2001	32,864	32,500	25,168	31,882
2002	40,241	50,960	30,699	41,773
2003	40,241	50,960	30,699	41,773
2004	44,456	52,881	41,250	43,159
2005	45,330	53,675	41,872	44,984
2006	46,963	56,072	43,336	47,445



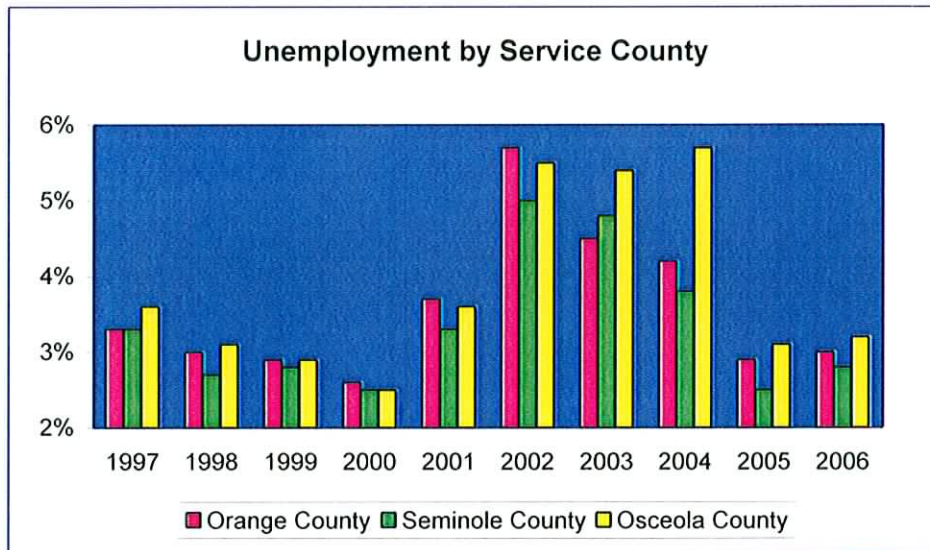
Source: Metro Orlando Economic Development Commission

LYNX

Unemployment by Service County Last Ten Years

(Unaudited)

Year	Orange County	Seminole County	Osceola County	Region Total
1997	3.3%	3.3%	3.6%	3.4%
1998	3.0%	2.7%	3.1%	3.0%
1999	2.9%	2.8%	2.9%	2.9%
2000	2.6%	2.5%	2.5%	2.6%
2001	3.7%	3.3%	3.6%	3.5%
2002	5.7%	5.0%	5.5%	5.6%
2003	4.5%	4.8%	5.4%	4.5%
2004	4.2%	3.8%	5.7%	4.2%
2005	2.9%	2.5%	3.1%	3.0%
2006	3.0%	2.8%	3.2%	3.1%



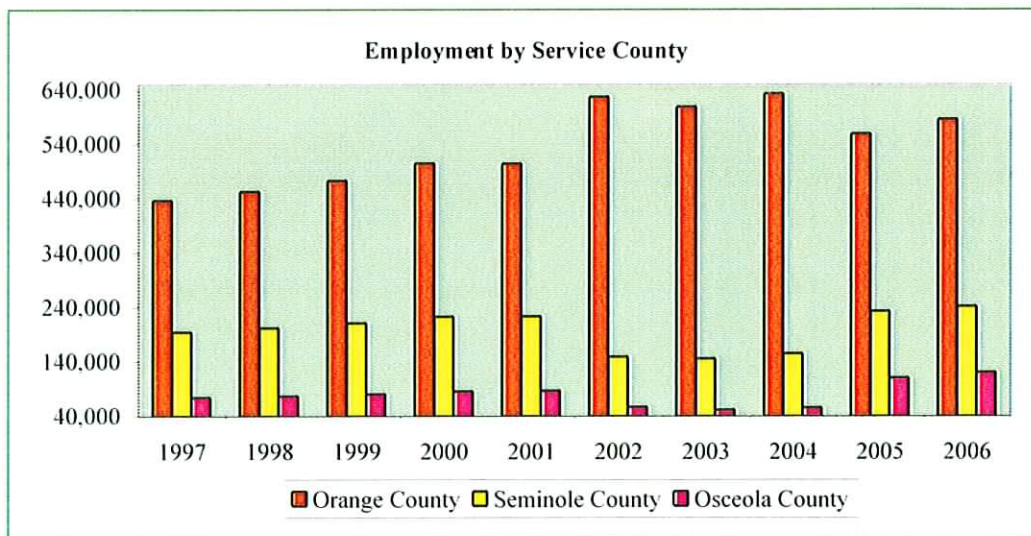
Source: Metro Orlando Economic Development Commission

LYNX

Employment by Service County Last Ten Years

(Unaudited)

Year	Orange County	Seminole County	Osceola County	Region Total
1997	437,254	195,413	74,512	707,179
1998	453,282	202,577	77,243	733,102
1999	473,767	211,731	80,734	766,232
2000	505,491	223,689	85,889	815,069
2001	504,650	224,308	87,414	816,372
2002	627,291	149,671	57,134	834,096
2003	609,330	146,296	51,819	807,445
2004	633,500	155,845	55,856	845,201
2005	559,852	233,747	110,867	904,466
2006	586,102	242,061	120,684	948,847



Source: Metro Orlando Economic Development Commission

GENERAL STATISTICAL TRENDS LAST TEN FISCAL YEARS

(Unaudited)

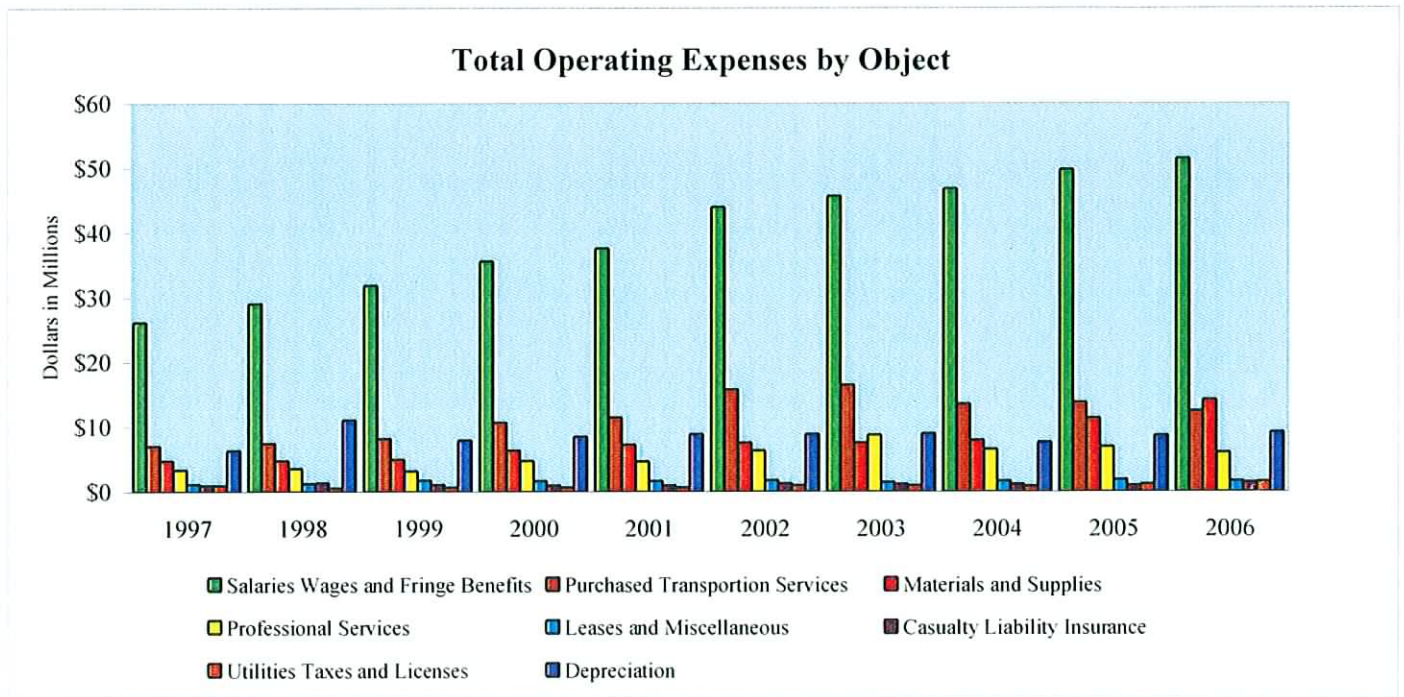
FISCAL YEAR	RIDERSHIP	NUMBER OF VEHICLES PEAK	ACTUAL VEHICLE MILES	ACTUAL VEHICLE HOURS
1997	17,115,679	205	10,853,740	738,729
1998	18,594,142	208	11,183,803	761,808
1999	19,833,211	219	11,361,921	778,407
2000	20,735,614	218	11,932,931	834,856
2001	21,289,997	236	12,595,793	884,178
2002	20,546,821	244	13,625,743	957,688
2003	21,894,985	236	14,083,287	985,669
2004	22,677,846	230	14,081,562	987,450
2005	24,030,234	237	14,478,451	1,013,865
2006	24,570,957	240	14,726,834	1,033,796

SOURCES: NTD REPORT (MotorBus)

NUMBER OF VEHICLES EXCLUDE VEHICLES NOT IN SERVICE AT THE END OF THE YEAR.

LYNX
Operating Expenses by Object
Last Ten Years
Dollars in Millions
(Unaudited)

Year	Salaries Wages and Benefits	Purchased Transportation Services	Materials and Supplies	Professional Services	Leases and Miscellaneous	Casualty Liability Insurance	Utilities Taxes Licenses	Depr	Total Expenses
1997	26.2	7.1	4.8	3.4	1.2	1.0	1.0	6.4	51.1
1998	29.1	7.5	4.8	3.6	1.3	1.4	0.6	11.1	59.4
1999	31.9	8.2	5.0	3.2	1.8	1.1	0.7	8.0	59.9
2000	35.6	10.7	6.4	4.8	1.7	1.0	0.7	8.5	69.4
2001	37.6	11.5	7.3	4.7	1.7	1.0	0.7	8.9	73.4
2002	44.0	15.8	7.6	6.4	1.8	1.3	1.0	8.9	86.8
2003	45.7	16.5	7.6	8.8	1.5	1.2	1.0	9.0	91.3
2004	46.8	13.6	8.0	6.6	1.7	1.2	0.9	7.7	86.5
2005	49.8	13.8	11.4	7.0	1.9	1.0	1.2	8.7	94.8
2006	51.5	12.5	14.2	6.1	1.7	1.5	1.6	9.2	98.3



Source: Financial Statements

LYNX

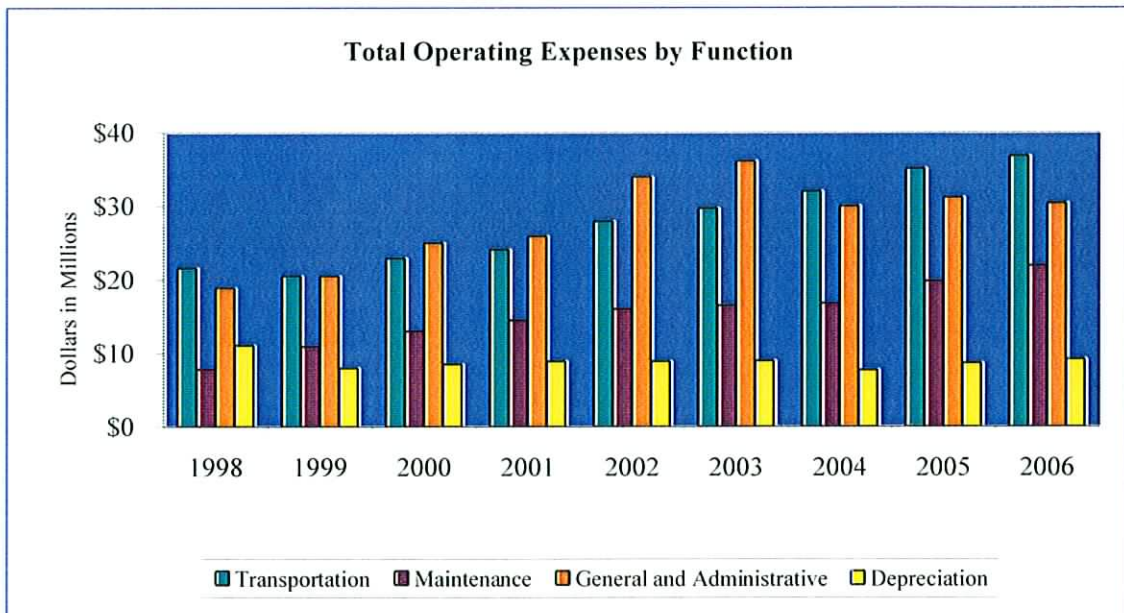
Operating Expenses by Function

Last Nine Years

Dollars in Millions

(Unaudited)

Year	Transportation	Maintenance	General and Administrative	Depreciation	Total Operating Expenses
1998	21.6	7.8	18.9	11.1	59.4
1999	20.5	10.9	20.5	8.0	59.9
2000	22.9	13.0	25.0	8.5	69.4
2001	24.1	14.5	25.9	8.9	73.4
2002	27.9	16.0	34.0	8.9	86.8
2003	29.7	16.5	36.1	9.0	91.3
2004	32.0	16.8	30.0	7.7	86.5
2005	35.1	19.8	31.2	8.7	94.8
2006	36.8	21.9	30.4	9.2	98.3



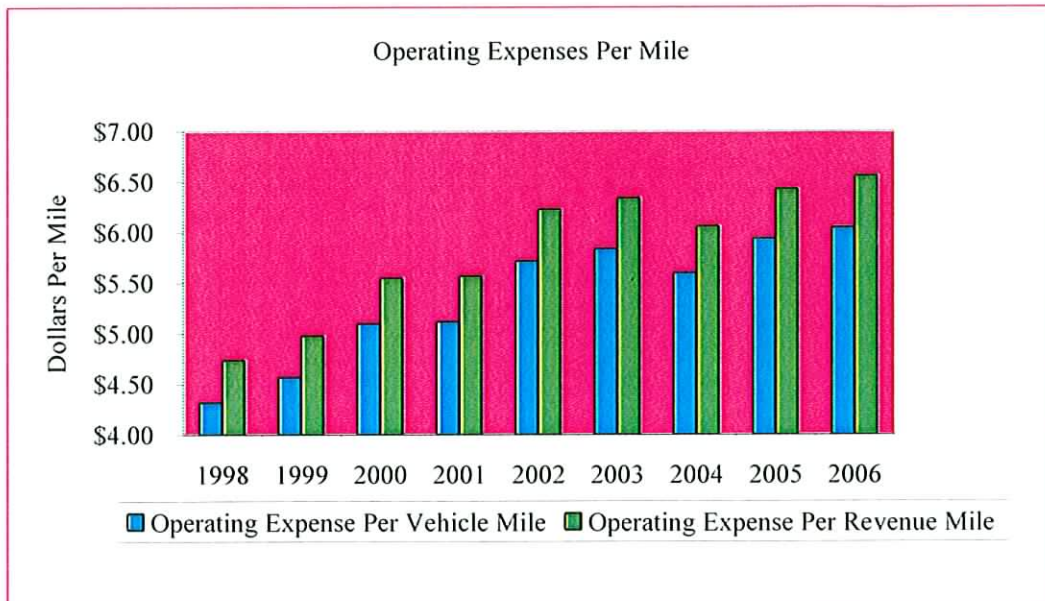
Source: Financial Statements

LYNX

Operating Expenses Per Mile Last Nine Fiscal Years

(Unaudited)

Fiscal Year	Vehicle Miles	Revenue Miles	Operating Expense Per Vehicle Mile	Operating Expense Per Revenue Mile
1998	11,183,803	10,195,961	4.32	4.74
1999	11,361,921	10,431,623	4.57	4.98
2000	11,932,931	10,967,378	5.10	5.55
2001	12,595,793	11,576,926	5.12	5.57
2002	13,625,743	12,504,319	5.72	6.23
2003	14,083,287	12,986,576	5.84	6.34
2004	14,081,298	13,006,713	5.60	6.06
2005	14,488,566	13,398,280	5.94	6.43
2006	14,726,834	13,593,266	6.05	6.56



Source: Financial Statements
National Transportation Database

LYNX
Risk Management
Insurance Policies - Fiscal Year 2006

(Unaudited)

Agent & Ins Co	Policy	Premium	Limits	Per Occurrence	Deductible	
Public Risk Insurance Agency						
Preferred Government Insurance Trust	Property/Inland Marine					
	Buildings & Contents/Inland Marine	\$189,537	\$44,717,916		\$5,000/\$1,000	
	Named Windstorm				\$25,000 or 2%	
	Flood Sublimit		\$2,000,000		\$5,000	
	Earthquake		\$1,000,000		\$5,000	
	Equipment Breakdown					
	TRIA	\$1,200				
	Total Crime Premium	\$1,000				
	Employee Dishonesty			\$250,000	\$250,000	\$1,000
	Money & Security Inside			\$50,000		\$1,000
	Money & Security Outside			\$50,000		\$1,000
	Forgery or Alteration			\$100,000		\$1,000
	Computer Fraud			\$250,000		\$1,000
	Directors & Officers/Employment Practices & Terrorism					
	Each Wrongful Act Other Than an Employment Practice Violation	\$25,301		\$2,000,000		\$50,000
	Each Employment Practice Violation					\$100,000
	PD Liability combined	\$500				
	Garage Keepers			\$1,000,000		\$5,000
	Auto Physical Damage	\$114,894				
	Van Pool Comprehensive			Actual Cash Value		\$1,000
	Van Pool Special Perils			Actual Cash Value		\$1,000
	Per Van Pool Vehicle			Actual Cash Value		\$1,000
	Van Pool Vehicle Collision			Actual Cash Value		\$1,000
	Support Vehicle Comprehensive			Actual Cash Value		\$1,000
	Support Vehicle Special Perils			Actual Cash Value		\$1,000
	Per Support Vehicle			Actual Cash Value		\$1,000
	Support Vehicle Collision			Actual Cash Value		\$1,000
	Buses Comprehensive			Actual Cash Value		\$10,000
	Buses Special Perils			Actual Cash Value		\$10,000
	Per Bus			Actual Cash Value		\$10,000
	Bus Collision			Actual Cash Value		\$10,000
	Access Lynx Comprehensive			Actual Cash Value		\$1,000
	Access Lynx Special Perils			Actual Cash Value		\$1,000
Per Access Lynx Vehicle			Actual Cash Value		\$1,000	
Access Lynx Vehicle Collision			Actual Cash Value		\$1,000	
Road Rangers Comprehensive			Actual Cash Value		\$250	
Road Rangers Special Perils			Actual Cash Value			
Per Road Ranger Vehicle			Actual Cash Value			
Road Ranger Vehicle Collision			Actual Cash Value		\$500	
Wages Comprehensive			Actual Cash Value		\$250	
Wages Special Perils			Actual Cash Value			
Per Wages Vehicle			Actual Cash Value			
Wages Vehicle Collision			Actual Cash Value		\$500	

LYNX

Risk Management

Insurance Policies - Fiscal Year 2006

(Unaudited)

Agent & Ins Co	Policy	Premium	Limits	Per Occurrence	Deductible
Public Risk Insurance Agency					
Preferred Government Insurance Trust	Road Rangers/Wages	\$25,979			\$0
	Liability		\$300,000		
	PIP		\$100,000		
	Med Pay		\$5,000		
	UM		\$50,000		
U.S. Specialty	Fiduciary	\$5,675	\$2,000,000		
AIG - Commerce & Industry Ins Co.	Storage Tank TP Liability & Corrective Action	\$2,944			
	1200 W South Street		\$2,000,000	\$1,000,000	\$5,000
	1925 Princeton		\$2,000,000	\$1,000,000	\$5,000
	Certified Acts of Terrorism				
Cigna Group	Group Travel Accident (Felonious Assault)	\$3,738	\$100,000		\$0
	aggregate		\$500,000		
Preferred Governmental Insurance Liability	Excess Liability				
	General Liability	\$24,636	\$2,000,000	\$1,000,000	\$200,000
	Automotive Liability		\$2,000,000	\$1,000,000	\$200,000
	Excess Workers' Compensation				\$350,000
	Excess Workers' Compensation	\$226,906			
	Bus operators		\$1,000,000		\$350,000
	Maintenance		\$1,000,000		\$350,000
	Clerical		\$1,000,000		\$350,000
Total Premiums		\$622,310			

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED SEPTEMBER 30, 2006

FEDERAL GRANTOR/PROGRAM TITLE	Federal CFDA Number	Project Number	Program or Award Amount	September 30, 2005 Receivable	Receipts	Expenditures	September 30, 2006 Receivable
U.S. Department of Transportation							
CDBG	14.228	12-0051	25,000	-	-	900	900
			25,000	-	-	900	900
Federal Transit - Section 3:							
Capital assistance	20.500	FL03-0165	\$ 16,263,713	\$ 227,685	\$ (419,199)	\$ 203,870	\$ 12,356
Capital assistance	20.500	FL03-0220-P	3,120,930	(1)	-	1,226	1,225
Capital assistance	20.500	FL03-0220-F	1,522,430	1,414,434	(1,522,430)	107,996	-
Capital assistance	20.500	FL03-0206	4,100,000	-	-	-	-
Capital assistance	20.500	FL03-0254	5,034,467	125,489	(125,489)	-	-
Passed through the City of Orlando	20.500	FL03-0126	11,144,100	20,265	-	-	20,265
			41,185,640	1,787,872	(2,067,118)	313,092	33,846
Federal Transit - Section 5:							
Capital assistance	20.507	FL90-X316	10,018,827	(36,872)	-	36,872	-
Capital assistance	20.507	FL90-X361	15,806,171	2,818,463	(2,818,763)	300	-
Capital assistance	20.507	FL90-X397	16,026,868	859,931	(3,334,249)	2,474,318	-
Capital assistance	20.507	FL90-X411	17,870,785	293,810	(1,844,928)	4,357,456	2,806,338
Capital assistance	20.507	FL90-X469	21,675,665	502,319	(1,122,763)	948,448	328,004
Capital assistance	20.507	FL90-X454	21,329,471	1,106	(446,479)	477,997	32,624
Capital assistance	20.507	FL90-X501	21,062,972	656,890	(1,278,077)	2,613,345	1,992,158
Capital assistance	20.507	FL90-X530	20,736,622	7,335,160	(8,047,452)	773,351	61,059
Capital assistance	20.507	FL90-X552	18,146,704	-	(4,500,644)	15,329,268	10,828,624
Capital assistance	20.507	FL90-X567	5,754,610	-	(2,119,204)	5,402,447	3,283,243
			168,428,695	12,430,807	(25,512,559)	32,413,802	19,332,050
Federal Transit - Section 8:							
Passed through the Metroplan Orlando	20.505	FL80-X014	145,418	40,278	(40,278)	-	-
	20.505	FL80-X013	132,356	1	-	(1)	-
	20.505	FL80-X015	145,192	-	(101,964)	145,492	43,528
	20.505	FL80-X011	121,962	-	-	-	-
	20.505	FL80-X010	98,238	-	-	-	-
	20.505	FL80-X009	93,107	-	-	-	-
			736,273	40,279	(142,242)	145,491	43,528

(Continued)

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED SEPTEMBER 30, 2006

FEDERAL GRANTOR/PROGRAM TITLE	Federal CFDA Number	Project Number	Program or Award Amount	September 30, 2005 Receivable	Receipts	Expenditures	September 30, 2006 Receivable
Federal Transit: Section 18:							
Passed through Florida Department of Transportation: Planning assistance							
	20.509	AM731	215,968	-	-	228,949	228,949
			215,968	-	-	228,949	228,949
	20.XXX	FL15-X001	2,388,660	2,388,660	(2,388,660)	-	-
			2,388,660	2,388,660	(2,388,660)	-	-
Federal Transit: Section 26							
Planning assistance							
	20.514	FL26-0003	400,000	-	-	-	-
	20.514	FL26-0010	1,247,913	-	(119,147)	540,875	421,728
	20.514	FL26-7008	750,000	-	-	-	-
	20.514	FL26-7011	2,330,000	(3)	-	3	15,825
	20.514	FL26-7024	50,000	15,476	(4,678)	5,027	76,144
	20.514	FL26-7035	197,000	-	-	76,144	150,000
	20.514	FL26-7101	150,000	-	-	150,000	150,000
			5,124,913	15,473	(123,825)	772,049	663,697
	20.516	FL57-X001	314,866	-	-	467	467
	20.516	FL37-X017	198,134	-	-	-	-
			513,000	-	-	467	467
FEMA - Public Assistance Disaster Relief Funding							
	97.036	DR1539FL	89,017	-	3,669	(3,669)	-
	97.036	DR1548FL	48,820	48,821	(47,536)	(1,285)	-
	97.036	DR1561FL	41,456	41,456	(40,524)	(932)	-
			179,293	90,277	(84,391)	(5,886)	-
TOTAL FEDERAL FINANCIAL ASSISTANCE				\$ 218,797,442	\$ (30,318,795)	\$ 33,868,864	\$ 20,303,437
NONOPERATING REVENUE PORTION						14,005,747	
CONTRIBUTED CAPITAL						\$ 19,863,117	

See Notes to Schedules of Expenditures of Federal Awards and Local and State Financial Assistance

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
 SCHEDULE OF LOCAL FINANCIAL ASSISTANCE
 YEAR ENDED SEPTEMBER 30, 2006

GRANT NUMBER/ SOURCE	Program or Award Amount	September 30, 2005 Deferral (Receivable)	Transfers/ Receipts	Expenditures	September 30, 2006 Deferral (Receivable)
LOCAL MATCHING GRANTS:					
N/A, AK605	\$ 1,700,130	\$ -	\$ -	\$ -	\$ -
N/A, AO209	2,697,834	-	-	-	-
N/A, ANQ30	2,324,442	-	-	-	-
N/A, AA252, 5817939, 77000-3882	7,124,000	-	(17,500)	(17,500)	-
N/A, AL165	341,778	-	-	-	-
N/A, AL790	147,954	-	-	-	-
N/A, ANN05	57,650	-	5,765	5,765	-
N/A, ANM39	147,954	-	139,641	139,641	-
N/A, AN937	3,874	-	-	-	-
N/A, ANM29	147,954	-	107,350	107,350	-
N/A, AO209	269,783	-	65,311	65,311	-
N/A, AO345	60,000	-	6,000	6,000	-
N/A, AJ973	2,000,000	-	122,924	122,924	-
N/A, AJ974	785,000	-	-	-	-
N/A, FL26-7035	197,000	-	9,660	9,660	-
Seminole County (LYNX Operating Center)	-	-	-	400,000	(400,000)
Orange County (LYNX Operating Center)	-	-	3,118,000	-	3,118,000
Other Local Capital	-	-	6,061,407	6,061,407	-
Total matching grants	\$ 18,005,353	\$ -	\$ 9,618,558	\$ 6,900,558	\$ 2,718,000
Nonoperating revenue portion				-	
Customer fares and operating assistance				456,651	
SIB Loan				4,379,782	
Contributed capital portion				<u>\$ 2,064,125</u>	
LOCAL GRANTS AND CONTRACT SERVICES:					
Operating assistance:					
Orange County operating		\$ -	\$ 24,160,396	\$ 24,160,396	\$ -
City of Orlando		-	4,268,545	4,268,545	-
Seminole County		-	1,035,976	1,035,976	-
Osceola County		-	604,061	604,061	-
City of Kissimmee		-	162,945	162,945	-
City of St. Cloud		-	39,505	39,505	-
City of Sanford		-	-	-	-
City of Altamonte Springs		-	-	-	-
Total operating assistance		\$ -	\$ 30,271,428	\$ 30,271,428	\$ -
Contract services:					
Seminole County		\$ -	\$ 2,444,782	\$ 2,444,782	\$ -
Osceola County		-	3,317,094	3,317,094	-
City of Orlando (LYMMO)		(478,132)	1,640,003	1,379,762	(217,891)
City of Kissimmee		-	257,055	257,055	-
City of Altamonte Springs		-	130,000	130,000	-
City of St. Cloud		-	91,991	91,991	-
City of Sanford		-	100,000	100,000	-
Shingle Creek		-	-	24,306	(24,306)
Votran		-	98,112	126,537	(28,425)
Workforce Central Florida		-	200,000	200,000	-
Total Local Financial Assistance		(478,132)	8,279,037	8,071,527	(270,622)
Other Contractual Services		-	3,906,177	6,829,912	(2,923,735)
Total contract services		\$ (478,132)	\$ 12,185,214	\$ 14,901,439	\$ (3,194,357)

See notes to Schedules of Expenditures of Federal Awards and Local and State Financial Assistance

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
SCHEDULE OF STATE FINANCIAL ASSISTANCE
YEAR ENDED SEPTEMBER 30, 2006

STATE GRANTOR PROGRAM TITLE, CONTRACT NO., WPI NO., JOB NO.	CSFA Number	Program or Award Amount	September 30, 2005 Receivable	Receipts/ Adjustments	Expenditures	September 30, 2006 Receivable
Florida Department of Transportation						
FL03-X126	N/A	\$ 11,144,100	\$ 10,133	\$ (10,133)	\$ -	\$ -
N/A, AE660, 5140031, 09005-1403	N/A	200,000	232	(232)	-	-
N/A, AA252, 5817939, 77000-3882	55.014	7,124,000	397,556	(2,198,973)	3,940,010	2,138,593
N/A, AM009	55.014	1,250,000	(4,993)	(208,738)	287,730	73,999
N/A, AJ861	55.012	1,051,000	5,680	(5,680)	-	-
N/A, AF792, 5834343, 75098-3817	55.014	8,854,000	271,166	(273,466)	2,300	-
N/A, AL748	55.014	450,000	-	-	-	-
N/A, AL322	55.014	2,906,272	379	(379)	-	-
N/A ANN05	55.014	57,650	-	(51,885)	51,885	-
N/A AO345	55.014	60,000	-	(54,000)	54,000	-
N/A AO209	55.001	674,458	-	-	587,802	587,802
N/A, AL790	55.007	402,422	-	-	-	-
N/A, AM743	55.010	7,644,314	-	(7,951,687)	7,951,687	-
N/A, AI561	55.007	777,910	(3,453)	3,453	-	-
N/A, ANN139	55.007	262,779	62,396	(134,046)	139,641	67,991
N/A, ANN129	55.012	210,000	30,714	(128,280)	107,350	9,784
N/A, AN937	55.007	34,959	31,463	-	-	31,463
N/A, AJ973	N/A	2,000,000	-	(49,915)	122,924	73,009
		<u>45,103,864</u>	<u>801,273</u>	<u>(11,063,961)</u>	<u>13,245,329</u>	<u>2,982,641</u>
Florida Transportation Disadvantaged Commission						
N/A, ANQ30	55.001	2,324,442	738,724	(1,890,811)	1,152,087	-
N/A AO209	55.001	674,458	-	(205,524)	1,625,666	1,420,142
N/A, AL983	55.001	2,278,705	504	(504)	-	-
N/A, AK605	55.001	1,700,130	500	(500)	-	-
		<u>6,977,735</u>	<u>739,728</u>	<u>(2,097,339)</u>	<u>2,777,753</u>	<u>1,420,142</u>
Central Florida Jobs & Education Partnership, Inc.						
CFJEP, Wages Contract	N/A	595,000	5,096	(5,096)	-	-
		<u>595,000</u>	<u>5,096</u>	<u>(5,096)</u>	<u>-</u>	<u>-</u>
TOTAL STATE FINANCIAL ASSISTANCE		\$ 52,676,599	\$ 1,546,097	\$ (13,166,396)	\$ 16,023,082	\$ 4,402,783
Other State Contracts						
PA-C,G,E % - Hurricane Charley, Frances, Jeanne	52.600308	302,752	302,752	(5,888)	(296,864)	-
N/A, BD999	N/A	3,124,000	587,340	(1,752,520)	1,562,000	396,820
N/A, BD403	N/A	1,968,210	3,680	(3,680)	-	-
TOTAL STATE FINANCIAL ASSISTANCE AND OTHER STATE CONTRACTS		\$ 58,071,561	\$ 2,439,869	\$ (14,928,484)	17,288,218	\$ 4,799,603
ADJUSTMENTS: WAGES PASSES						(12,037)
ADJUSTED TOTAL STATE FINANCIAL ASSISTANCE AND OTHER STATE CONTRACTS						\$ 4,787,566
CONTRACT SERVICES PORTION					2,777,753	
NONOPERATING REVENUE PORTION					9,485,765	
CONTRIBUTED CAPITAL PORTION					\$ 5,024,700	

**NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS AND
LOCAL AND STATE FINANCIAL ASSISTANCE
YEAR ENDED SEPTEMBER 30, 2006**

1. The Schedules of Expenditures of Federal Awards and Local and State Financial Assistance are prepared on the accrual basis of accounting.
2. All grants subject to the Florida Single Audit Act are included in the Schedule of State Financial Assistance.
3. The Authority utilized state toll revenue credits received from the Florida Department of Transportation under the following awards to satisfy federal and state matching requirements:

<u>Grant</u>	<u>Award Amount</u>	<u>Toll Revenue Credits Applied during Fiscal 2006</u>
FL-03-0165	\$ 16,263,713	\$ 50,968
FL-03-0206	4,100,000	-
FL-03-0254	5,034,467	-
FL-90-X361	15,806,171	75
FL-90-X397	16,026,868	618,580
FL-90-X411	17,870,785	1,089,364
FL-90-X454	21,329,471	119,499
FL-90-X469	21,675,665	237,112
FL-90-X501	21,062,972	398,063
FL-90-X530	20,736,622	193,338
FL-90-X552	18,146,704	3,832,317
FL-90-X567	5,754,610	1,350,612
Total	<u>\$ 183,808,048</u>	<u>\$ 7,889,928</u>

4. Contract services presented on the Schedule of Local Financial Assistance include only those services provided to local governmental units.
5. As of September 30, 2006 the Authority has three State Infrastructure Bank Loans outstanding from the Florida Department of Transportation. All of these loans qualify as State Financial Assistance under CSFA #55.020. They are identified as follows: Loan #AK345 with an outstanding balance of \$6,937,898, Loan #ANK61 with an outstanding balance of \$7,600,000 and Loan #AOI70 (received during this year) with an outstanding balance of \$7,140,000.

**Report of Independent Certified Public Accountants on
Internal Control Over Financial Reporting and on
Compliance and Other Matters Based on an Audit Performed
in Accordance with *Government Auditing Standards***

To the Board of Directors of
Central Florida Regional Transportation Authority:

We have audited the financial statements of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority"), as of and for the year ended September 30, 2006, and have issued our report thereon dated March 6, 2007. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America.

Internal Control over Financial Reporting

In planning and performing our audit, we considered the Authority's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting, which we have reported to management of the Authority in a separate letter dated March 6, 2007.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported herein under *Government Auditing Standards*.

This report is intended solely for the information and use of the Board of Directors, management, and applicable federal and state agencies, and is not intended to be and should not be used by anyone other than these specified parties.

Orlando, Florida
March 6, 2007

**Report of Independent Certified Public Accountants on Compliance and Internal Control
over Compliance Applicable to each Major Federal Awards
Program and State Financial Assistance Project**

To the Board of Directors
Central Florida Regional Transportation Authority:

Compliance

We have audited the compliance of Central Florida Regional Transportation Authority d/b/a LYNX (the "Authority") with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement*, and the requirements described in the Executive Office of the Governor's State Projects Compliance Supplement, that are applicable to each of its major federal awards programs and state financial assistance projects for the year ended September 30, 2006. The Authority's major federal awards programs and state financial assistance projects are identified in the summary of auditors' results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal awards programs and state financial assistance projects is the responsibility of the Authority's management. Our responsibility is to express an opinion on the Authority's compliance based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*; and Chapter 10.550, Rules of the Auditor General. Those standards, OMB Circular A-133, and Chapter 10.550, Rules of the Auditor General, require that we plan and perform the audit to obtain reasonable assurance about whether non-compliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal awards program or state financial assistance project occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the Authority's compliance with those requirements.

In our opinion, the Authority complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal awards programs and state financial assistance projects for the year ended September 30, 2006.

Internal Control over Compliance

The management of the Authority is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal awards programs and state financial assistance projects. In planning and performing our audit, we considered the Authority's internal control over compliance with requirements that could have a direct and material effect on a major federal awards program or state financial assistance project to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that non-compliance with applicable requirements of laws, regulations, contracts, and grants caused by error or fraud that would be material in relation to a major federal awards program or state financial assistance project being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of the Board of Directors, management and applicable state and federal agencies, and is not intended to be and should not be used by anyone other than these specified parties.

Orlando, Florida
March 6, 2007

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY

Schedule of Findings and Questioned Costs -
Federal Awards Programs and State Financial Assistance Projects
for the year ended September 30, 2006

PART I - SUMMARY OF AUDITORS' RESULTS

1. The Independent Auditors' Report on the financial statements expresses an unqualified opinion.
2. No reportable conditions relating to the audit of the financial statements are reported in the Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
3. No instances of noncompliance material to the financial statements were disclosed during the audit.
4. No reportable conditions relating to the audit of major federal or state financial assistance projects are reported in the Independent Auditors' Report on Compliance and Internal Control over Compliance Applicable to each Major Federal Awards each Major Federal Awards Program and State Financial Assistance Project expresses an unqualified opinion.
5. The Independent Auditors' Report on Compliance for each Major Federal Awards Program and State Financial Assistance Project expresses an unqualified opinion.
6. There were no audit findings relative to major federal awards programs.
7. There were no audit findings relative to major state financial assistance projects.
8. The programs/projects tested as major programs/projects included the following:

<u>Federal Programs</u>	<u>Federal CFDA No.</u>
Federal Transit Cluster	20.500/507
<u>State Projects</u>	<u>State CSFA No.</u>
Transportation Disadvantaged Commission	55.001
Public Transit Block Grant	55.010

9. The threshold for distinguishing Type A and Type B programs/projects was \$985,610 for major federal awards programs and \$480,692 for major state financial assistance projects.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY

**Schedule of Prior Audit Findings –
Federal Awards Programs and State Financial Assistance Projects
for the year ended September 30, 2006**

PART I - SUMMARY OF AUDITORS' RESULTS (CONTINUED)

10. The Authority qualified as a low-risk auditee for federal Single Audit purposes, as that term is defined in OMB Circular A-133.

PART II - FINDINGS – FINANCIAL STATEMENTS

This section identifies the reportable conditions, material weaknesses, and instances of noncompliance related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

None reported.

PART III - FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARDS PROGRAMS

There are no findings or questioned costs reported.

PART IV - FINDINGS AND QUESTIONED COSTS – MAJOR STATE FINANCIAL ASSISTANCE PROJECTS

There are no findings or questioned costs reported.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY

**Schedule of Prior Audit Findings ~
Federal Awards Programs and State Financial Assistance Projects
for the year ended September 30, 2006**

The Authority had no prior year findings related to the testing of its federal awards programs or state financial assistance projects.

Action Agenda Item #7.B

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 3036

Item Name: Authorization to procure paratransit vehicles and amend the budget accordingly

Date: 3/29/2007

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to procure paratransit vehicles and amend the budget accordingly.

BACKGROUND:

Due to changes made last year by the Florida Legislature in the administration of Florida Department of Transportation (FDOT) grants, any grant administered by FDOT cannot be extended beyond the initial grant expiration date. In prior years, our Transportation Disadvantaged (TD) Trip Grant (an FDOT grant) consistently had a three- to six-month funding overlap.

With the new grant administration rules, TD grants must coincide with the State fiscal year (June to July). With this change, LYNX and many other Community Transportation Coordinators (CTCs) throughout the state that operate on an October/September fiscal year have a 12-month grant allocation which must be utilized within a 9-month period.

When it was determined that LYNX would not be able to utilize the entire grant amount to provide TD trips within the reduced time frame, LYNX requested our Local Coordinating Board (LCB) convert up to 25% (\$704,073) of our TD trip grant (\$2,816,290) to capital vehicle purchases – which was unanimously approved. (Note, dollar amounts indicated are 100% – the grant is 90% with a required 10% local match. Local match is collected through passenger fares.) Without the conversion of these grant funds to capital, they would be returned and our service area would lose the use of those dollars.

Staff requests to procure as many paratransit vehicles and associated Mobile Data Terminal and Automatic Vehicle Location equipment as possible within the constraints of available funding

from the converted grant dollars and required local match. These vehicles would then be leased to MV Transportation at no cost, in exchange for a reduced vehicle expense to LYNX in MV's fixed costs reimbursement. MV would use the vehicles to provide paratransit services, including future feeder, deviated circulator, and/or point-route deviation services.

FISCAL IMPACT:

LYNX' FY2007 amended capital budget will increase by \$633,666, as a result of the 25% capital conversion of TD funds from operating to capital. In addition, LYNX will need to secure the 10% local match required for TD funds or use LYNX reserves.

Work Session Item #8.A

To: LYNX Board of Directors

From: Linda Watson
CHIEF EXECUTIVE OFFICER
Edward Johnson
(Technical Contact)

Phone: 407.841.2279 ext: 3017

Item Name: Presentation on the LYNX Board of Directors' Strategic Plan and Staff Business Plan

Date: 3/29/2007

BACKGROUND:

On February 22, 2007, the LYNX Board of Directors conducted a strategic planning session to layout the Fiscal Year 2007/08 goals and objectives, which the minutes from that meeting are attached for your review. Ms. Marilyn Crotty who facilitated the meeting took the Board through a visioning process identifying what they thought the agency would look like in 2030. The Board also identified internal and external factors that will have an impact on the agency over the next ten years as well as conducted a SWOT analysis (strengths, weaknesses, opportunities and threats). The session concluded with the Board developing five overall goals that included: funding, human resources, service provision, internal and external communication, and improving organizational efficiency.

Subsequent to the Board's strategic planning session, on March 8, 2007 staff met with Marilyn Crotty to expand the Board's recommended goal areas into goal statements and develop objectives that would meet those goals. The expanded goal statements now read as follows:

- To secure the level of funding required to provide a world-class multi-modal transportation system
- To provide a quality work environment that encourages professional growth and employee retention
- To improve and expand regional transportation services throughout Central Florida
- To enhance interactive communication and education among employees, partners, and the public
- To increase efficiencies by improving processes and procedures

At the March 29, 2007 Board of Directors meeting, Linda Watson will review with the Board, LYNX' vision/mission statement and the Board of Directors' FY2007-2008 goals. Additionally,

Ms. Watson will provide the Board with an update on the staff's recommended objectives to meet those goals. It is the intent of Ms. Watson to garner the Board's buy-in to the expanded goal statements and objectives and seek approval to further develop the agency's business plan, which the Board will adopt at a subsequent meeting.

Goal #1: To secure the level of funding required to provide a world-class multi-modal transportation system

Objective #1: The Executive, Government Relations and Finance Departments will develop a viable plan in accordance with State legislation to conduct a winnable referendum that will secure a dedicated funding mechanism for LYNX by November 2008.

Objective #2: The Executive and Finance Department will develop and implement a feasible strategic plan that is in accordance with the LYNX Board of Directors' vision to protect existing funding sources by May 2007.

Objective #3: The Executive and Finance Department will identify and pursue a variety of funding sources to further enhance the service needs of Central Florida by December 2007.

Goal #2: To improve and expand regional transportation services throughout Central Florida

Objective #1: The Operations and Planning Department will improve on-time performance up to 90-percent system-wide by December 2007.

Objective #2: The Operations and Planning Department will implement new services as recommended by the FY2006 Comprehensive Operations Analysis (COA) each quarter in FY2007/2008 pending available funding.

Objective #3: The Operations and Planning Department will participate in the planning of expansion for the City of Orlando's Downtown Circulator in December 2010.

Objective #4: The Paratransit and Planning Divisions will implement innovative coordinated human service transportation by February 2008.

Objective #5: The Business Relations Division will put in service sixteen new active vanpool vehicles no later than January 2008 pending available funding.

Objective #6: The Operations and Planning Department along with the Information Technology Division will adopt appropriate technology to enhance service provision by March 2008 pending available funding.

Objective #7: The Strategic and Service Planning Division will construct sixty (60) bus shelters and one superstop by September 2008.

Goal #3: To enhance interactive communication and education among employees, partners, and the public

Objective #1: The Planning and Marketing Divisions will produce maps and visual tools for display at bus shelters that will clearly communicate passenger information, routes and schedules. These materials will be designed to attract new customers and increase ridership. Implementation by September 2007 pending available funding.

Objective #2: The Community Affairs Division in Coordination with Government Affairs Department will expand public education by establishing a grassroots communication plan to build the case for dedicated funding by August 2007.

Objective #3: The Human Resources Division will revamp new hire orientation to more effectively educate staff on how LYNX receives funding; the role our Board plays in governing and funding LYNX; and why customer service/relations are vital to LYNX achieving our goal of a dedicated source of funding. Implementation by September 2007.

Objective #4: The Customer Relations Division will revamp and enhance the LYNX customer concern process by improving the quality and timeliness of responses to customer concerns and compliments. The Divisions will improve the documentation and tracking of customer concerns to establish service data and trends by July 2007.

Objective #5: The Chief Executive Officer and Chief Officers will create and draft a uniform message in harmony with current vision and goals to be implemented agency-wide by the Marketing, Human Resources and Customer Service Divisions by August 2007.

Objective #6: The Marketing Division in coordination with Government and Community Affairs Division will create and implement an expanded customer outreach program aimed at boosting image and increasing support for a dedicated funding source for transit by January 2008.

Objective #7: The Community Affairs Division in Coordination with Government Affairs Department will develop and implement a community/business relations plan that expands LYNX' public education program to chambers of commerce, local businesses, grassroots organizations and elected officials by August 2007.

Objective #8: The Executive and Planning Divisions will prepare and present Board and Community information in map and graphic format for a clear snapshot view of information to improve overall communication. Implementation by May 2007.

Goal #4: To increase efficiencies by improving processes and procedures

Objective #1: The Purchasing and Contracts Division will finalize and implement policies and procedures for purchasing and contract administration and educate employee by September 2007.

Objective #2: The Maintenance Division will develop and implement a process for collecting extended warranties on small parts and components by October 2007.

Objective #3: The Human Resources Division will review and improve the recruitment process by December 2007.

Objective #4: The Human Resources Division will coordinate the organizational overall policy and procedure process by August 2007.

Objective #5: The Executive Department will establish a service excellence team to ensure that the highest level of customer service (internally and externally) is incorporated into the culture of the agency by June 2007.

Objective #6: The Maintenance and Material Control Divisions will improve the process of inventory control to eliminate entry duplication and improve internal control by March 2008.

Goal #5: To provide a quality work environment that encourages professional growth and employee retention

Objective #1: The Human Resources Division will develop training and development programs to improve employee performance to enhance quality of work by January 2008.

Objective #2: The Human Resources Division will establish incentives, recognition programs and goal oriented evaluations to retain high performing and valuable employees by February 2008.

Objective #3: The Human Resources Division will establish a succession planning program and identify key positions that pose a risk to the agency if left vacant for a significant amount of time by January 2008.

Objective #4: The Human Resources Division will conduct an employee survey to determine the baseline of employee opinion of the organization by July 2007.

Objective #5: The Human Resources Division along with the Equal Employment Opportunity Officer will develop a program to ensure maximum employee retention by September 2007.

Objective #6: The Human Resources Division will review benefits and salaries for recruitment and retention of employees with a recommendation to the Board of Directors by May 2007.

Work Session Item #8.B

To: LYNX Board of Directors

From: **James McLawhorn**
CHIEF GOVERNMENT AFFAIRS OFFICER
Ryan Houck
(Technical Contact)
Bryan Stutts
(Technical Contact)
Pamela Durkin
(Technical Contact)

Presented By: Ryan Houck, Community Relations Liaison

Phone: 407.841.2279 ext: 3064

Item Name: Presentation on the Community Advocacy & Service Engagement Project (CASE)

Date: 3/29/2007

Ryan Houck, LYNX' Community Relations Project Manager, will provide an overview of the Community Advocacy & Service Engagement (CASE) Project. The CASE (Community Advocacy & Service Engagement) Project is designed to accomplish two critical objectives. First, it will raise community awareness by educating groups and individuals on the issue of transportation. Second, it will solicit input from community participants on improving and expanding service. The Project will connect community participation efforts with ongoing transportation planning projects.

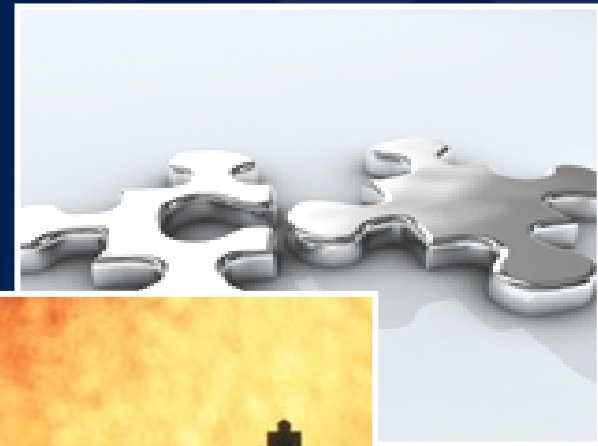
The CASE project is funded largely by a \$140,000 FTA grant designed to develop successful public participation models. Its fiscal impact is confined to minor expenses and staff time. Because the objectives of the CASE Project coalesce with LYNX' Community Relations Plan, little time will actually be spent outside the confines of regular business. Instead, the CASE Project will serve largely to augment existing projects and enhance the effectiveness of outreach.

Bettering our Community



Community Action & Service Engagement (CASE) Project

Ryan A. Houck



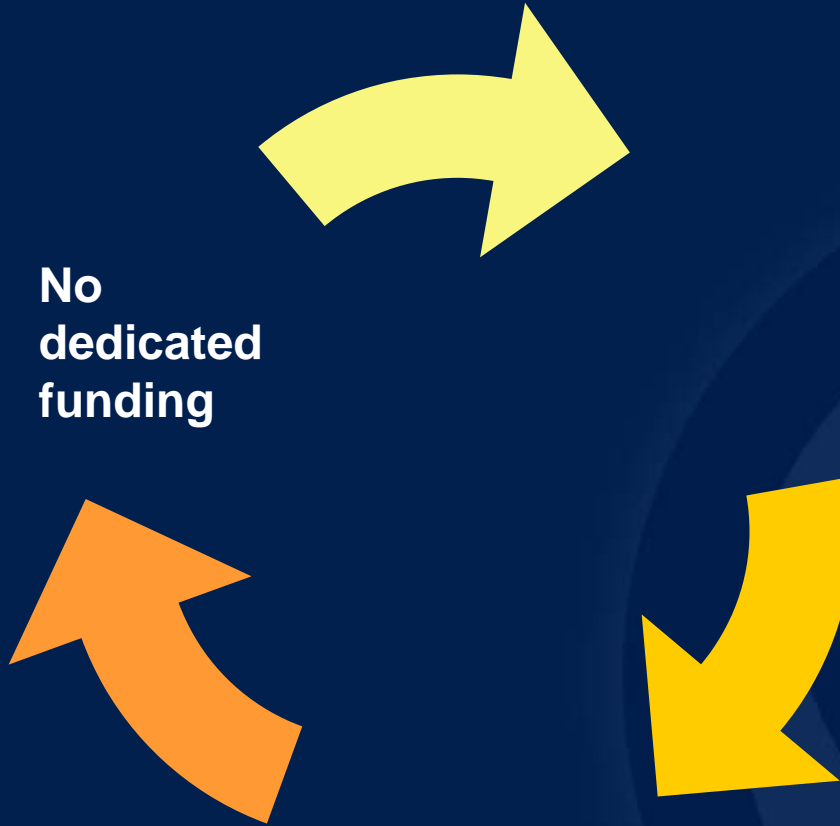
What is purpose of the grant?

- Identify and change our region's most common transportation misconceptions
- Organize 5 transportation forums to educate, engage and solicit community feedback
- Using community feedback, generate a Community Transportation movement



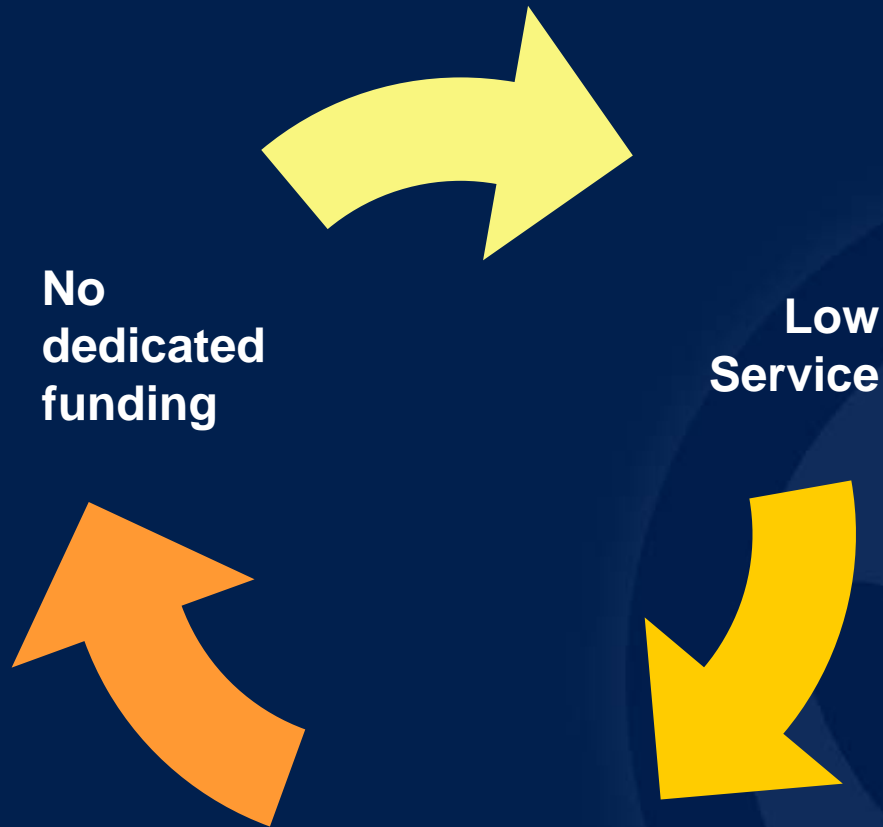
What people perceive...

No
dedicated
funding



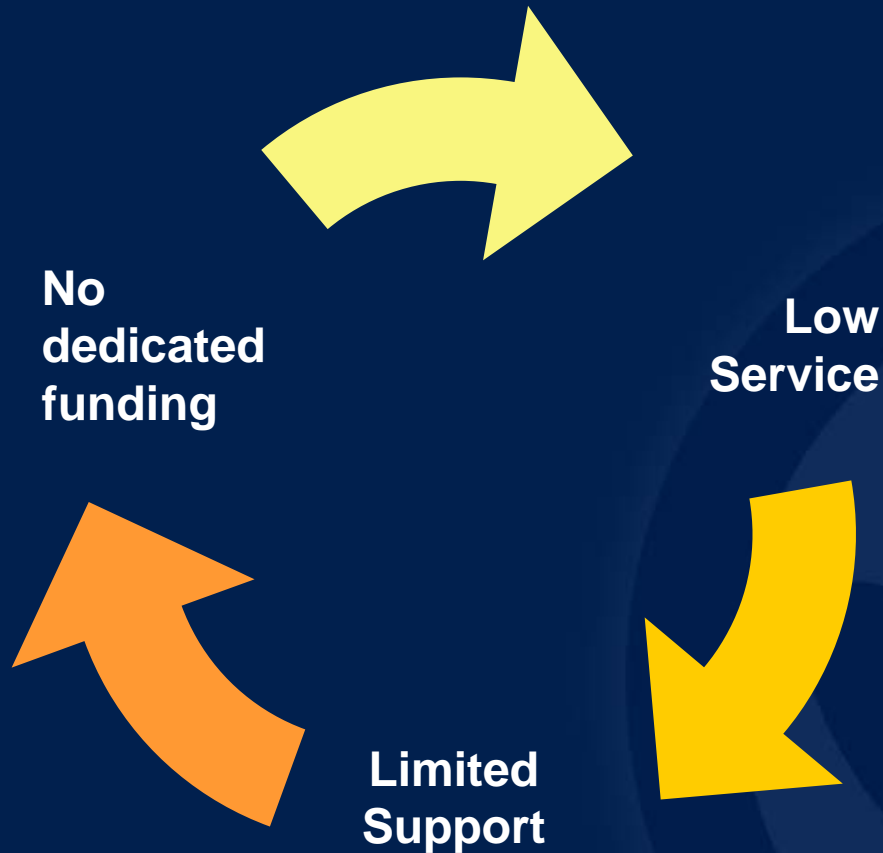
Eventually becomes reality.

What people perceive...



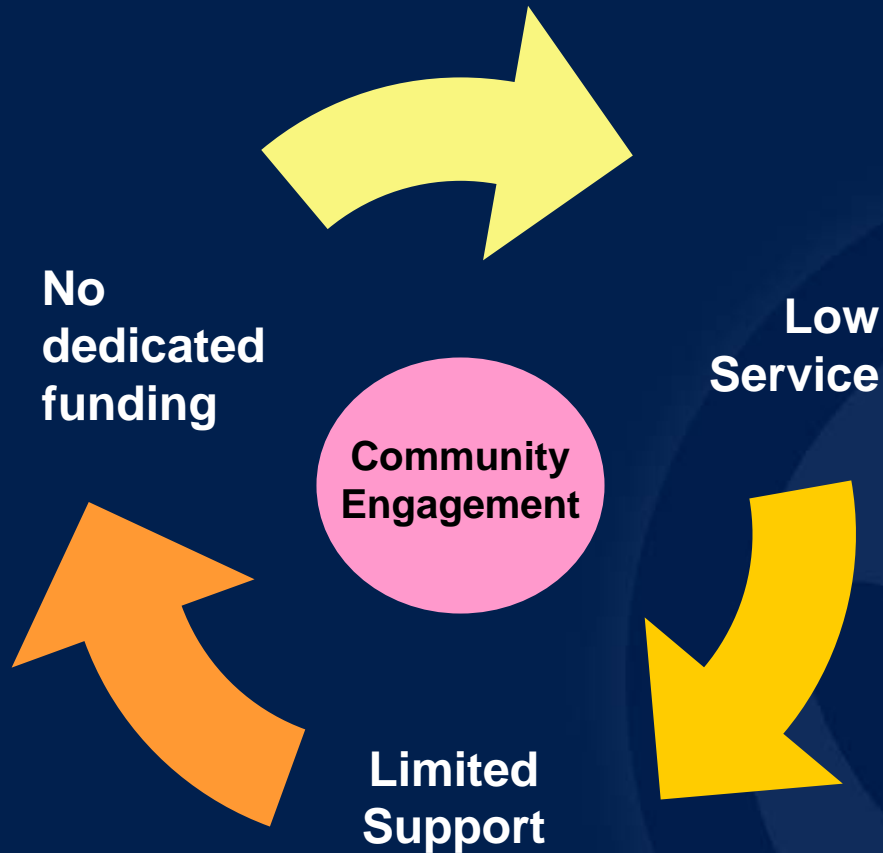
Eventually becomes reality.

What people perceive...



Eventually becomes reality.

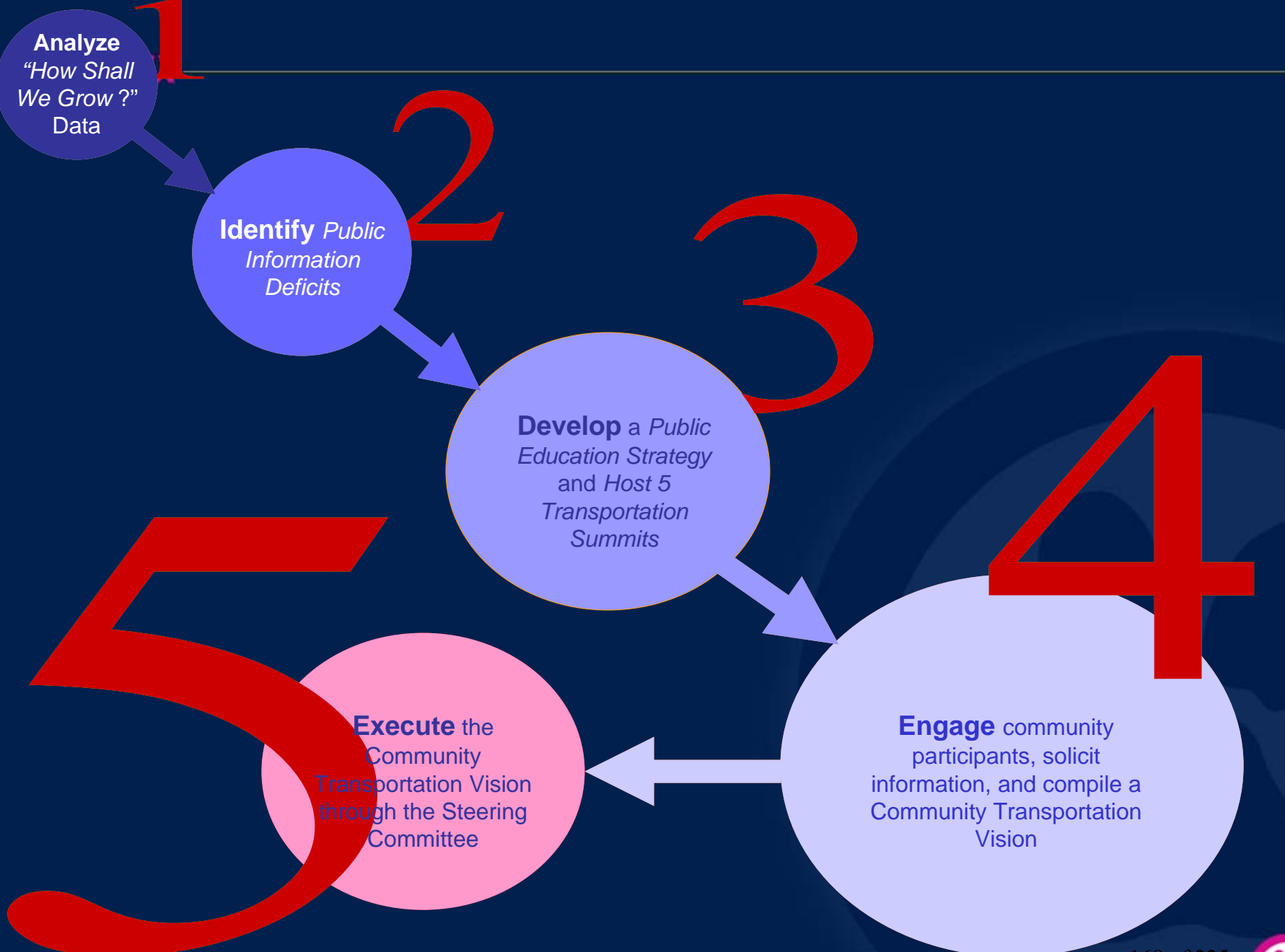
But we can transform the cycle.



But we can transform the cycle.



It's a 5 step process...



Analyze
"How Shall We Grow?"
Data

Identify *Public Information Deficits*

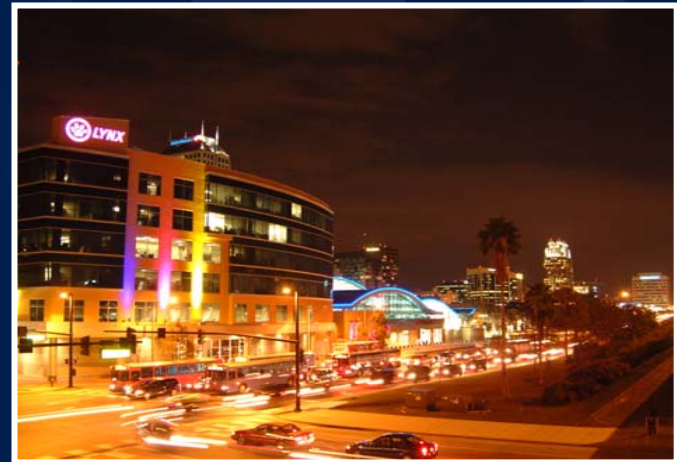
Develop a *Public Education Strategy* and Host 5 *Transportation Summits*

Engage community participants, solicit information, and compile a **Community Transportation Vision**

Execute the **Community Transportation Vision** through the **Steering Committee**



WE MAKE A REAL DIFFERENCE...



Information Item A: Change orders for the LOC

To: LYNX Board Of Directors

From: **Bert Francis**
 CHIEF FINANCIAL OFFICER
Rick Wilson
 (Technical Contact)
Blanche Sherman
 (Technical Contact)
Kathy Dowell
 (Technical Contact)

Phone: 407.841.2279 ext: 3047

Item Name: Change orders for the LOC

Date: 3/29/2007

Change Order Number	AMOUNT	DESCRIPTION
87	\$ 166,752	This ADDITIVE change order is to provide funds to delete concrete sealer for Building A and A Expansion, provide epoxy floor system in Building A and A Expansion, and change epoxy floor system in Buildings B, C1 and C2 to Crawford Laboratories System.
88	\$ 217,199	This ADDITIVE change order is to provide funds to furnish and install communications and data conduit increases for structured cabling systems - LYNX drawings dated February 6, 2006.
89	\$ 55,396	This UNILATERAL change order is to provide funds for the Building B roof top A/C structural changes - 8" reinforced roof slab.
90	\$ 16,744	This ADDITIVE change order is to provide funds to furnish and install expansion joints at Building A and A Expansion.
91	\$ 8,678	This ADDITIVE change order is to provide funds to provide electrical service connection to the sanitary lift station.
92	\$ 25,134	This ADDITIVE change order is to provide funds to provide fill and re-contour side slopes at ponds #3 and #4, extend 30" RCP and new mitered end section.
93	\$ 5,096	This ADDITIVE change order is to provide funds to provide additional curb and wheel stops at Building B parking lot.

LYNX Board Agenda

94	\$ 4,555	This ADDITIVE change order is to provide funds for revisions to Building B per EarthTech letter #122 and drawings dated July 12, 2006.
95	\$ 9,146	This ADDITIVE change order is to provide funds to install isolation joints at Building E and C structural columns.
96	\$ 56,171	This ADDITIVE change order is to provide funds to provide additional fire alarm devices and equipment as required by the city of Orlando Building Department, as shown on Florida Fire & Sound, Inc. drawings for Building A and B dated 06/09/05 with revision #1 dated 03/28/06 and revision #2 dated 06/23/06.
97	\$ 3,720	This ADDITIVE change order is to increase funds to furnish and install two chain link fence gates at two retention ponds.
98	\$ 44,549	This ADDITIVE change order is to increase funds to provide additional concrete joint sealer.
99	\$ 42,923	This ADDITIVE change order is to provide funds for the price increase to provide fascia panels and structural steel at Buildings C1, C2, and D.
100	\$ 3,506	This ADDITIVE change order is to provide funds for the price increase to provide 8" concrete slabs in lieu of 6" concrete at Building B for the roof top A/C units.
101	\$ 1,326	This ADDITIVE change order is to provide funds to furnish and install hose bibs at the Building C Pre-wash facility.
102	\$ 19,601	This ADDITIVE change order is to provide funds to repair concrete cracks in the bus parking areas, approximately 1700 lineal feet.
103	\$ 748	This ADDITIVE change order is to increase funds to provide 4' by 6' pedestrian gate in the chain link fence at Building B.
104	\$ 31,527	This ADDITIVE change order is to increase funds to construct a 2 hour shaft wall to provide fire rating to the 2nd floor of Building A.
Reallocation	(\$ 89,000)	This change order serves to reallocate \$89,000 that was added to the project budget in July 2006 to facilitate additional proposed change orders. This item was originally proposed as an increase in the bus wash design but was subsequently rejected. This transfers \$89,000 from the Unearned Collage Contract Line into the Contingency Line.
105	\$9,668	This ADDITIVE change order is to provide funds to increase the head clearance at 6 stairwell landings in building "A".

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #87
February 22, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #87</u>	<u>Revised Budget</u>
Collage Contract	\$ 16,854,766	\$ 166,752	\$ 17,021,518
Collage Contract (Unearned)	810,875		810,875
Collage Owner Direct Purchases	6,565,345	-	6,565,345
Subtotal Collage Contract + Direct Purchases	<u>24,230,986</u>	<u>166,752</u>	<u>24,397,738</u>
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>534,667</u>	<u>(166,752)</u>	<u>367,915</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (166,752)

Description of Change:

This ADDITIVE change order is to provide funds to delete concrete sealer for Building A and A Expansion, provide epoxy floor system in Building A and A Expansion, change epoxy floor system in Buildings B, C1 and C2 to Crawford Laboratories System. Change Order #87 was approved at the February 22, 2007 Board Meeting.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #88
February 22, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #88</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,021,518	\$ 217,199	\$ 17,238,717
Collage Contract (Unearned)	810,875		810,875
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,397,738	217,199	24,614,937
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>367,915</u>	<u>(217,199)</u>	<u>150,716</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ 217,199</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (217,199)

Description of Change:

This ADDITIVE change order is to provide funds to furnish and install communications and data conduit increases for structured cabling systems - LYNX drawings dated February 6, 2006. Change Order #88 was approved at the February 22, 2007 Board Meeting.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #89
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #89</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,238,717	\$ 55,396	\$ 17,294,113
Collage Contract (Unearned)	810,875	(55,396)	755,479
Collage Owner Direct Purchases	6,565,345	-	6,565,345
Subtotal Collage Contract + Direct Purchases	<u>24,614,937</u>	<u>-</u>	<u>24,614,937</u>
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>150,716</u>	<u>-</u>	<u>150,716</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget: \$ -

Change in Contingency: Decrease \$ -

Description of Change:

This UNILATERAL change order is to provide funds for the Building "B" roof top A/C structural changes - 8 inch reinforced roof slab.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #90
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #90</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,294,113	\$ 16,744	\$ 17,310,857
Collage Contract (Unearned)	755,479		755,479
Collage Owner Direct Purchases	6,565,345	-	6,565,345
Subtotal Collage Contract + Direct Purchases	<u>24,614,937</u>	<u>16,744</u>	<u>24,631,681</u>
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>150,716</u>	<u>(16,744)</u>	<u>133,972</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (16,744)

Description of Change:

This ADDITIVE change order is to provide funds to furnish and install expansion joints at Building "A" and "A" Expansion.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #91
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #91</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,310,857	\$ 8,678	\$ 17,319,535
Collage Contract (Unearned)	755,479		755,479
Collage Owner Direct Purchases	6,565,345	-	6,565,345
Subtotal Collage Contract + Direct Purchases	<u>24,631,681</u>	<u>8,678</u>	<u>24,640,359</u>
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>133,972</u>	<u>(8,678)</u>	<u>125,294</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (8,678)

Description of Change:

This ADDITIVE change order is to provide funds to provide electrical service connection to the sanitary lift station.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #92
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #92</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,319,535	\$ 25,134	\$ 17,344,669
Collage Contract (Unearned)	755,479		755,479
Collage Owner Direct Purchases	6,565,345	-	6,565,345
Subtotal Collage Contract + Direct Purchases	<u>24,640,359</u>	<u>25,134</u>	<u>24,665,493</u>
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>125,294</u>	<u>(25,134)</u>	<u>100,160</u>
TOTALS	<u>\$ 36,359,000</u>	<u>\$ -</u>	<u>\$ 36,359,000</u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (25,134)

Description of Change:

This ADDITIVE change order is to provide funds to provide fill and re-contour side slopes at ponds #3 and #4, extend 30" RCP and new mitered end section.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #93
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #93</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,344,669	\$ 5,096	\$ 17,349,765
Collage Contract (Unearned)	755,479		755,479
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,665,493	5,096	24,670,589
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>100,160</u>	<u>(5,096)</u>	<u>95,064</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (5,096)

Description of Change:

This ADDITIVE change order is to provide funds to provide additional curb and wheel stops at Building B parking lot.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #94
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #94</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,349,765	\$ 4,555	\$ 17,354,320
Collage Contract (Unearned)	755,479		755,479
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,670,589	4,555	24,675,144
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>95,064</u>	<u>(4,555)</u>	<u>90,509</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (4,555)

Description of Change:

This ADDITIVE change order is to provide funds to modify Building "B" floor plans (i.e. wall and partition changes resulting in changes to A/C, Heating System ductwork, grill & diffuser locations) requested by LYNX.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #95
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #95</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,354,320	\$ 9,146	\$ 17,363,466
Collage Contract (Unearned)	755,479		755,479
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,675,144	9,146	24,684,290
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>90,509</u>	<u>(9,146)</u>	<u>81,363</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (9,146)

Description of Change:

This ADDITIVE change order is to provide funds to install isolation joints at Building E and C structural columns.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #96
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #96</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,363,466	\$ 56,171	\$ 17,419,637
Collage Contract (Unearned)	755,479	(56,171)	699,308
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,684,290	-	24,684,290
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>81,363</u>		<u>81,363</u>
TOTALS	<u>\$ 36,359,000</u>	<u>\$ -</u>	<u>\$ 36,359,000</u>

SUMMARY:

Change in Total Budget: \$ -

Change in Contingency: Decrease \$ -

Description of Change:

This ADDITIVE change order is to provide funds to provide additional fire alarm devices and equipment as required by the city of Orlando Building Department, as shown on Florida Fire & Sound, Inc. drawings for Building A and B dated 06/09/05 with revision #1 dated 03/28/06 and revision #2 dated 06/23/06.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #97
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #97</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,419,637	\$ 3,720	\$ 17,423,357
Collage Contract (Unearned)	699,308		699,308
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,684,290	3,720	24,688,010
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>81,363</u>	<u>(3,720)</u>	<u>77,643</u>
TOTALS	<u>\$ 36,359,000</u>	<u>\$ -</u>	<u>\$ 36,359,000</u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (3,720)

Description of Change:

This ADDITIVE change order is to increase funds to furnish and install two chain link fence gates at two retention ponds.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #98
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #98</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,423,357	\$ 44,549	\$ 17,467,906
Collage Contract (Unearned)	699,308	(44,549)	654,759
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,688,010	-	24,688,010
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>77,643</u>		<u>77,643</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget: \$ -

Change in Contingency: Decrease \$ -

Description of Change:

This ADDITIVE change order is to increase funds to provide additional concrete joint sealer at added concrete paving longitudinal and transverse joints.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #99
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #99</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,467,906	\$ 42,923	\$ 17,510,829
Collage Contract (Unearned)	654,759	(42,923)	611,836
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,688,010	-	24,688,010
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>77,643</u>		<u>77,643</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget: \$ -

Change in Contingency: Decrease \$ -

Description of Change:

This ADDITIVE change order is to provide funds for the price increase to provide fascia panels and structural steel at Buildings C1, C2, and D.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #100
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #100</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,510,829	\$ 3,506	\$ 17,514,335
Collage Contract (Unearned)	611,836	(3,506)	608,330
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,688,010	-	24,688,010
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>77,643</u>	<u>-</u>	<u>77,643</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget: \$ -

Change in Contingency: Decrease \$ -

Description of Change:

This ADDITIVE change order is to provide funds for the price increase to provide 8" concrete slabs in lieu of 6" concrete at Building B for the roof top A/C units.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #101
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #101</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,514,335	\$ 1,326	\$ 17,515,661
Collage Contract (Unearned)	608,330		608,330
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,688,010	1,326	24,689,336
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>77,643</u>	<u>(1,326)</u>	<u>76,317</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (1,326)

Description of Change:

This ADDITIVE change order is to provide funds to furnish and install hose bibs at the Building C Pre-wash facility.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #102
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #102</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,515,661	\$ 19,601	\$ 17,535,262
Collage Contract (Unearned)	608,330		608,330
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,689,336	19,601	24,708,937
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>76,317</u>	<u>(19,601)</u>	<u>56,716</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (19,601)

Description of Change:

This ADDITIVE change order is to provide funds to repair concrete cracks in the bus parking areas, approximately 1700 lineal feet.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #103
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #103</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,535,262	\$ 748	\$ 17,536,010
Collage Contract (Unearned)	608,330		608,330
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,708,937	748	24,709,685
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>56,716</u>	<u>(748)</u>	<u>55,968</u>
TOTALS	<u>\$ 36,359,000</u>	<u>\$ -</u>	<u>\$ 36,359,000</u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (748)

Description of Change:

This ADDITIVE change order is to increase funds to provide 4' by 6' pedestrian gate in the chain link fence at Building B.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #104
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #104</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,536,010	\$ 31,527	\$ 17,567,537
Collage Contract (Unearned)	608,330		608,330
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,709,685	31,527	24,741,212
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>55,968</u>	<u>(31,527)</u>	<u>24,441</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (31,527)

Description of Change:

This ADDITIVE change order is to increase funds to construct 2 hour shaft wall to provide fire rating to the 2nd floor of Building A.

LYNX OPERATIONS CENTER
Revised Budget Including Change Order #105
March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #105</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,567,537	\$ 9,668	\$ 17,577,205
Collage Contract (Unearned)	608,330		608,330
Collage Owner Direct Purchases	<u>6,565,345</u>	<u>-</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,741,212	9,668	24,750,880
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>24,441</u>	<u>(9,668)</u>	<u>14,773</u>
TOTALS	<u><u>\$ 36,359,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 36,359,000</u></u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ (9,668)

Description of Change:

This ADDITIVE change order is to provide funds to increase the head clearance at 6 stairwell landings in building "A".

LYNX OPERATIONS CENTER

Budget Reallocation

Through Change Order #105

March 29, 2007

<u>Cost Category</u>	<u>Budget prior to Reallocation</u>	<u>Reallocation</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,577,205	\$ -	\$ 17,577,205
Collage Contract (Unearned)	608,330	(89,000)	519,330
Collage Owner Direct Purchases	6,565,345	-	6,565,345
Subtotal Collage Contract + Direct Purchases	<u>24,750,880</u>	<u>(89,000)</u>	<u>24,661,880</u>
NuTech Contract (Systems)	393,000		393,000
Network Integration, Inc. Contract (Systems)	107,969		107,969
GFI Genfare (Equipment)	126,350		126,350
Rotary Lift (Equipment)	1,296,142		1,296,142
High Density Storage (Equipment)	216,645		216,645
LYNX Lane	\$ 1,151,500		\$ 1,151,500
Hazardous Waste Removal - Earth Tech	369,996		369,996
Specialties	180,000		180,000
Equipment	285,858		285,858
Systems	85,066		85,066
Furnishings	209,262		209,262
Program Management	1,525,465		1,525,465
Permitting	537,356		537,356
Design Services	3,320,164		3,320,164
Construction Management	1,378,813		1,378,813
LYNX Oversight	409,761		409,761
Contingency	<u>14,773</u>	<u>89,000</u>	<u>103,773</u>
TOTALS	<u>\$ 36,359,000</u>	<u>\$ -</u>	<u>\$ 36,359,000</u>

SUMMARY:

Change in Total Budget:		\$ -
Change in Contingency:	Increase	\$ 89,000
Description of Change:		

This change order serves to reallocate \$89,000 that was added to the project budget in July 2006 to facilitate additional proposed change orders. This item was originally proposed as an increase in the bus wash design but was subsequently rejected. This transfers \$89,000 from Unearned Collage Contract Line into the Contingency Line.

Information Item B: Development Review Information (DRI) Report

To: LYNX Board of Directors

From: **Lisa Darnall**
CHIEF OPERATING OFFICER
Jennifer Stults
(Technical Contact)
Timothy May
(Technical Contact)
Doug Jamison
(Technical Contact)

Phone: 407.841.2279 ext: 3036

Item Name: Status Report on the Transit Components with Developments of Regional Impact

Date: 3/29/2007

PBS&J has completed the backlog of projects. LYNX staff will review and comment on any current or future projects. We are working with the Regional Planning Council, and the City or County issuing the Development Order (DO).

Staff has met with or commented and reviewed the following:

Cagan Crossings – (Lake County)

- The expansion of Link #55 now directly serves this project.

Northpoint – (Lake Mary/Seminole County)

- This developer will meet its transit obligation by purchasing 2 vanpool vans. Our respective legal staffs have negotiated a Memorandum of Understanding (MOU) to serve as the funding agreement with the developer on purchasing the vehicles and paying for maintenance costs to the vehicles for four years.

Winter Garden Village at Fowlers Grove – (Winter Garden/Orange County)

- The developer has filed the two agreements signed with LYNX for a shelter and two years of service funding. LYNX's obligation will be to apply for Service Development Grants, using the developer contribution as local match.

Tranquility Development of Regional Impact (DRI) – (Osceola County)

- Recommendations include supporting an extension to Link #26 to include the development, pull out bays, rideshare, bus stops and shelters, park and ride spaces with accessibility to these amenities for all.

SR 15/600 (US 17/92) Project Development and Environment Study - Shepard Road to Lake Mary Boulevard (Winter Springs, Longwood, Sanford, and Lake Mary /Seminole County)

- This project spans approximately 3.62 miles of roadway.
- LYNX continues to coordinate with FDOT and FDOT's consultant on this project to identify potential locations for bus stops, shelters, and pull-out bays where possible.
- A Project Advisory Group meeting was held on January 25, 2007 in Lake Mary. LYNX Planning staff was involved in the meeting and comments have been forwarded.

New Project Summaries:

Puente Romano Resort Pre-Application Summary (Osceola County)

- Puente Romano DRI is located in Osceola County, north of Highway 192, south of Osceola Parkway, east of Sherberth Road, and west of Reedy Creek Blvd.
- 2000 room hotel resort project comprised of approximately 93.9 acres.
- Link #55 provides service along U.S. 192 and Links #301 and 303 serve north of Osceola Parkway. While these routes do not run along side of the project, they are close enough to consider a new route or existing route(s) extension.
- Recommendations such as rideshare, bus shelters, bus pull out bays, commuter parking spaces, all with sufficient signage and lighting, notification of commuter choice programs sponsored by LYNX, as well as equitable funding for new or existing route expansions have been forwarded to the developer.

Florida Hospital Health Village Pre-Application Conference (PAC) (City of Orlando)

Staff attended a Pre-Application Conference (PAC) site meeting at Florida Hospital on January 26, 2007. A transportation methodology meeting was held after the site visit.

- This project is located within the current Florida Hospital DRI and sits on approximately 200 acres.
- The proposed development includes two major land uses, Hospital/Medical and Mixed Use.
- The proposed development will upgrade existing public facilities and infrastructure via improved roadway connectivity and multi-modal transit stops to include bus, LYMMO expansion, and commuter rail.
- The project is proposing a 15% transit modal split which was questioned by LYNX staff as well as FDOT staff. The developer will revisit this issue.
- The project is proposing an internal circulator, but was not clear on who would operate the service and whether it would be open to the public.
- LYNX staff has requested bus stops, shelters, additional bus service, as well as adequate directional signage.
- The developer has sent a meeting summary and staff is currently preparing comments.

Information Item C: Other

To:	LYNX Board of Directors
From:	Lisa Darnall CHIEF OPERATING OFFICER Helen Miles (Technical Contact) William Hearndon (Technical Contact) Blanche Sherman (Technical Contact)
Phone:	407.841.2279 ext: 3036
Item Name:	Transportation Disadvantaged Fare Increase
Date:	3/29/2007

In December 2004, LYNX did an extensive public involvement process related to fare increases for two ACCESS LYNX programs – Americans with Disabilities Act (ADA) and Transportation Disadvantaged (TD).

Because of our customers’ comments and the amount of the proposed increase, both the LYNX Board of Directors and the TD Local Coordinating Board (LCB) voted to phase in the increases. The LYNX Board opted to implement the ADA fare increase in two stages, while the TD LCB chose to implement the TD fare increases in three stages. This year’s increase only affects TD fares and is outlined in the chart below.

	ACCESS LYNX Approved Fare Increases		
	March 2005	April 2006	April 2007
ADA (within 3/4 mile)	\$2.50	\$3.00	\$3.00
Premium ADA Service	\$3.50	\$5.00	\$5.00
TD (0-4.99 Miles)	\$1.50	\$2.00	\$2.50
TD (5-9.99 Miles)	\$2.50	\$3.00	\$3.50
TD (10+ Miles)	\$3.50	\$4.00	\$4.50

LYNX Board Agenda

Medicaid	\$1.00	\$1.00	\$1.00
----------	--------	--------	--------

These fare increases are necessary for LYNX to meet our grant match requirements and the increased costs associated with operating the programs, including fuel, labor, and insurance.

The third and final stage of the approved fare increases will become effective on April 1, 2007.

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: 3047

Item Name: Monthly Financial Reports - December 2006

Date: 3/29/2007

Please find attached the monthly financial reports for the three months ending December 31, 2006. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the three months ending December 31, 2006 indicates total revenue earned in the amount of \$24,740,884 and total expenses incurred in the amount of \$21,882,909 resulting in a net operating profit of \$2,857,975.

In addition:

- Fixed route and Van Pool services resulted in an operating profit of \$1,979,858 for the first three months of operations.
- Paratransit services resulted in an operating profit of \$878,117 for the first three months of operations.

The fixed route positive results relate to lower than anticipated cost for LYNX' fixed route services due to *cyclical* trends. Interest income and miscellaneous revenues are higher than anticipated contributing to the positive results for the first two months of the fiscal year. Also, personnel costs are under budget due to the existence of several vacant positions. In addition, expenses relating to professional services are not being accrued on a monthly basis and as such the amounts reported reflect only actual payments year-to-date. These expenses as well as other operating expenses will be incurred as planned as the year progresses and the positive results may decrease.

In regard to the paratransit operations, the positive results are due to lower than anticipated trip levels and related costs year-to-date. The trip levels are down due to the creation of the new HMO transportation systems. We are closely monitoring the trip levels in order to ensure consistency with planned operating expenses. Also, LYNX' staff continues to oversee the operations of this program daily to ensure that the provider is in compliance with the required service performance standards and other contract obligations.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF DECEMBER 2006 AND THE THREE MONTHS ENDED DECEMBER 31, 2006
(UNAUDITED)

	Year to Date			Month of December		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 4,948,375	\$ 4,674,040	94%	\$ 1,649,455	\$ 1,524,772	92%
Contract Services:						
Local Financial Assistance	2,345,670	2,131,035	91%	781,890	709,783	91%
Other Contractual Services	2,040,147	2,040,174	100%	680,047	678,437	100%
Advertising	575,000	560,469	97%	191,666	185,887	97%
Other Operating Income	115,486	159,873	138%	38,494	71,525	186%
Total Operating Revenues	10,024,678	9,565,591	95%	3,341,552	3,170,404	95%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	178,750	178,750	100%	59,584	59,584	100%
State of Florida	2,046,422	2,046,573	100%	682,140	682,141	100%
Local	10,848,324	9,983,728	92%	3,616,108	3,327,912	92%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	2,593,047	2,265,318	87%	864,349	717,931	83%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	766,470	413,204	54%	255,490	153,941	60%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	195,750	-	0%	65,250	-	0%
Interest Income	134,751	287,720	214%	44,917	96,488	215%
Gain / (Loss) on Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	16,763,514	15,175,293	91%	5,587,838	5,037,997	90%
Fund Balance	-	-	0%	-	-	0%
Total Revenues	26,788,192	24,740,884	92%	8,929,390	8,208,401	92%
OPERATING EXPENSES						
Salaries and Wages	9,275,229	8,756,968	94%	3,091,745	2,946,381	95%
Fringe Benefits	5,037,085	4,420,009	88%	1,679,031	1,579,888	94%
Purchased Transportation Services	4,123,543	3,335,655	81%	1,374,513	1,095,589	80%
Fuel	2,967,355	2,256,341	76%	989,117	755,770	76%
Other Materials and Supplies	1,375,059	1,048,218	76%	458,351	323,296	71%
Professional Services	978,544	183,368	19%	326,182	82,005	25%
Other Services	1,297,498	883,954	68%	432,500	282,114	65%
Lease and Miscellaneous Expenses	450,861	370,857	82%	150,287	116,848	78%
Casualty and Liability Insurance	414,833	302,504	73%	138,279	125,662	91%
Utilities	240,251	182,199	76%	80,083	36,192	45%
Taxes and Licenses	124,094	105,526	85%	41,364	30,020	73%
Interest Expense	47,355	37,310	79%	15,785	12,330	78%
Total Operating Expenses	26,331,707	21,882,909	83%	8,777,237	7,386,095	84%
OPERATING GAIN / (LOSS)	\$ 456,485	\$ 2,857,975	626%	\$ 152,153	\$ 822,306	540%

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
FIXED-ROUTE AND VANPOOL SEGMENT
STATEMENT OF REVENUE AND EXPENSES
FOR THE MONTH OF DECEMBER 2006 AND THE THREE MONTHS ENDED DECEMBER 31, 2006
(UNAUDITED)**

	Year to Date			Month of December		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 4,643,296	\$ 4,425,523	95%	\$ 1,547,764	\$ 1,446,988	93%
Contract Services:						
Local Financial Assistance	2,345,670	2,131,035	91%	781,890	709,783	91%
Other Contractual Services	52,484	14,961	29%	17,494	3,684	0%
Advertising	575,000	560,469	97%	191,666	185,887	97%
Other Income	115,486	159,873	138%	38,494	71,525	186%
Total Operating Revenues	7,731,936	7,291,861	94%	2,577,308	2,417,867	94%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	178,750	178,750	100%	59,584	59,584	100%
State of Florida	2,046,422	2,046,573	100%	682,140	682,141	100%
Local	8,854,995	7,990,395	90%	2,951,665	2,663,465	90%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	2,168,047	1,840,318	85%	722,683	576,264	80%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	766,470	413,204	54%	255,490	153,941	60%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	195,750	-	0%	65,250	-	0%
Interest Income	134,751	287,720	214%	44,917	96,488	215%
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	14,345,185	12,756,960	89%	4,781,729	4,231,883	89%
Total Revenues	22,077,121	20,048,821	91%	7,359,037	6,649,750	90%
OPERATING EXPENSES						
Salaries and Wages	9,188,826	8,688,777	95%	3,062,942	2,925,811	96%
Fringe Benefits	4,985,651	4,374,360	88%	1,661,887	1,563,873	94%
Purchased Transportation Services	1,000	642	64%	334	642	192%
Fuel	2,553,208	1,919,864	75%	851,072	635,825	75%
Other Materials and Supplies	1,344,579	1,043,711	78%	448,193	321,136	72%
Professional Services	921,406	173,457	19%	307,136	72,951	24%
Other Services	1,295,848	883,954	68%	431,946	282,114	65%
Lease and Miscellaneous Expenses	447,234	369,386	83%	149,079	116,658	78%
Casualty and Liability Insurance	414,833	302,504	73%	138,277	125,662	91%
Utilities	223,907	170,157	76%	74,635	28,861	39%
Taxes and Licenses	109,898	104,841	95%	36,630	29,816	81%
Interest Expense	47,355	37,310	79%	15,785	12,330	78%
Total Operating Expenses	21,533,745	18,068,963	84%	7,177,916	6,115,679	85%
OPERATING GAIN / (LOSS)	\$ 543,376	\$ 1,979,858	364%	\$ 181,121	\$ 198 of 225 534,071	295%

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
STATEMENT OF REVENUE AND EXPENSES
FOR THE MONTH OF DECEMBER 2006 AND THE THREE MONTHS ENDED DECEMBER 31, 2006
(UNAUDITED)**

	Year to Date			Month of December		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 305,079	\$ 248,517	81%	\$ 101,691	\$ 77,784	76%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	1,987,663	2,025,213	102%	662,553	674,753	102%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
Total Operating Revenues	<u>2,292,742</u>	<u>2,273,730</u>	<u>99%</u>	<u>764,244</u>	<u>752,537</u>	<u>98%</u>
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	1,993,329	1,993,333	100%	664,443	664,447	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	425,000	425,000	100%	141,666	141,667	100%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	-	-	0%	-	-	0%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>2,418,329</u>	<u>2,418,333</u>	<u>100%</u>	<u>806,109</u>	<u>806,114</u>	<u>100%</u>
Total Revenues	<u>4,711,071</u>	<u>4,692,063</u>	<u>100%</u>	<u>1,570,353</u>	<u>1,558,651</u>	<u>99%</u>
OPERATING EXPENSES						
Salaries and Wages	86,403	68,191	79%	28,801	20,570	71%
Fringe Benefits	51,434	45,650	89%	17,148	16,015	93%
Purchased Transportation Services	4,122,543	3,335,013	81%	1,374,181	1,094,947	80%
Fuel	414,147	336,477	N/A	138,049	119,945	N/A
Other Materials and Supplies	30,480	4,507	15%	10,160	2,160	21%
Professional Services	57,138	9,910	17%	19,046	9,054	48%
Other Services	1,650	-	N/A	550	-	N/A
Lease and Miscellaneous Expenses	3,627	1,470	41%	1,209	190	16%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Taxes and Utilities	16,344	12,042	74%	5,448	7,331	135%
Interest Expense	14,196	686	N/A	4,732	204	N/A
Total Operating Expenses	<u>4,797,962</u>	<u>3,813,946</u>	<u>79%</u>	<u>1,599,324</u>	<u>1,270,416</u>	<u>79%</u>
OPERATING GAIN / (LOSS)	<u>\$ (86,891)</u>	<u>\$ 878,117</u>	<u>1111%</u>	<u>\$ (28,971)</u>	<u>\$ 288,235</u>	<u>1095%</u>

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: 3047
Item Name:	Monthly Financial Reports - January 2007
Date:	3/29/2007

Please find attached the monthly financial reports for the four months ending January 31, 2007. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the four months ending January 31, 2007 indicates total revenue earned in the amount of \$33,132,928 and total expenses incurred in the amount of \$29,572,071 resulting in a net operating profit of \$3,560,857.

In addition:

- Fixed route and Van Pool services resulted in an operating profit of \$2,343,881 for the first four months of operations.
- Paratransit services resulted in an operating profit of \$1,216,976 for the first four months of operations.

The fixed route positive results relate to lower than anticipated cost for LYNX' fixed route services due to *cyclical* trends. Interest income and miscellaneous revenues are higher than anticipated contributing to the positive results for the first two months of the fiscal year. Also, personnel costs are under budget due to the existence of several vacant positions. In addition, expenses relating to professional services are not being accrued on a monthly basis and as such the amounts reported reflect only actual payments year-to-date. These expenses as well as other operating expenses will be incurred as planned as the year progresses and the positive results may decrease.

In regard to the paratransit operations, the positive results are due to lower than anticipated trip levels and related costs year-to-date. The trip levels are down due to the creation of the new HMO transportation system. In addition, the purchased transportation costs is lower than anticipated by approximately \$700,000 due to slow submission of current year invoices. We are closely monitoring the trip levels in order to ensure consistency with planned operating expenses. Also, LYNX' staff continues to oversee the operations of this program daily to ensure that the provider is in compliance with the required service performance standards and other contract obligations.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF JANUARY 2007 AND THE FOUR MONTHS ENDED JANUARY 31, 2007
(UNAUDITED)

	Year to Date			Month of January		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 6,597,834	\$ 6,247,779	95%	\$ 1,649,459	\$ 1,573,739	95%
Contract Services:						
Local Financial Assistance	3,127,560	2,878,713	92%	781,890	747,678	96%
Other Contractual Services	2,720,196	2,743,003	101%	680,049	702,829	103%
Advertising	766,667	715,808	93%	191,667	155,339	81%
Other Operating Income	153,981	198,470	129%	38,495	38,597	100%
Total Operating Revenues	13,366,238	12,783,773	96%	3,341,560	3,218,182	96%
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	238,333	238,333	100%	59,583	59,583	100%
State of Florida	2,728,563	2,728,714	100%	682,141	682,141	100%
Local	14,464,432	13,311,634	92%	3,616,108	3,327,906	92%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	3,457,396	3,028,917	88%	864,349	763,599	88%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	1,021,960	667,309	65%	255,490	254,105	99%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	261,000	-	0%	65,250	-	0%
Interest Income	179,668	374,248	208%	44,917	86,528	193%
Gain / (Loss) on Sale of Assets	-	-	N/A	-	-	N/A
Total Nonoperating Revenues	22,351,352	20,349,155	91%	5,587,838	5,173,862	93%
Fund Balance	-	-	0%	-	-	0%
Total Revenues	35,717,590	33,132,928	93%	8,929,398	8,392,044	94%
OPERATING EXPENSES						
Salaries and Wages	12,366,972	11,767,095	95%	3,091,743	3,010,127	97%
Fringe Benefits	6,716,110	6,105,144	91%	1,679,025	1,685,135	100%
Purchased Transportation Services	5,498,058	4,356,833	79%	1,374,515	1,021,178	74%
Fuel	3,956,475	2,965,673	75%	989,120	709,332	72%
Other Materials and Supplies	1,833,416	1,415,065	77%	458,357	366,847	80%
Professional Services	1,304,725	390,807	30%	326,181	207,439	64%
Other Services	1,729,999	1,200,989	69%	432,501	317,035	73%
Lease and Miscellaneous Expenses	601,148	489,984	82%	150,287	119,127	79%
Casualty and Liability Insurance	553,109	406,935	74%	138,276	104,431	76%
Utilities	320,335	288,088	90%	80,084	105,889	132%
Taxes and Licenses	165,459	135,818	82%	41,365	30,292	73%
Interest Expense	63,140	49,640	79%	15,785	12,330	78%
Total Operating Expenses	35,108,946	29,572,071	84%	8,777,239	7,689,162	88%
OPERATING GAIN / (LOSS)	\$ 608,644	\$ 3,560,857	585%	\$ 152,159	\$ 702,882	462%

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
FIXED-ROUTE AND VANPOOL SEGMENT
STATEMENT OF REVENUE AND EXPENSES
FOR THE MONTH OF JANUARY 2007 AND THE FOUR MONTHS ENDED JANUARY 31, 2007
(UNAUDITED)

	Year to Date			Month of January		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 6,191,062	\$ 5,920,906	96%	\$ 1,547,766	\$ 1,495,383	97%
Contract Services:						
Local Financial Assistance	3,127,560	2,878,713	92%	781,890	747,678	96%
Other Contractual Services	69,979	40,765	58%	17,495	25,804	0%
Advertising	766,667	715,808	93%	191,667	155,339	81%
Other Income	153,981	198,470	129%	38,495	38,597	100%
	<u>10,309,249</u>	<u>9,754,662</u>	<u>95%</u>	<u>2,577,313</u>	<u>2,462,801</u>	<u>96%</u>
Total Operating Revenues						
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	238,333	238,333	100%	59,583	59,583	100%
State of Florida	2,728,563	2,728,714	100%	682,141	682,141	100%
Local	11,806,660	10,653,859	90%	2,951,665	2,663,464	90%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	2,890,729	2,462,250	85%	722,682	621,932	86%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	1,021,960	667,309	65%	255,490	254,105	99%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	261,000	-	0%	65,250	-	0%
Interest Income	179,668	374,248	208%	44,917	86,528	193%
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
	<u>19,126,913</u>	<u>17,124,713</u>	<u>90%</u>	<u>4,781,728</u>	<u>4,367,753</u>	<u>91%</u>
Total Nonoperating Revenues						
	<u>29,436,162</u>	<u>26,879,375</u>	<u>91%</u>	<u>7,359,041</u>	<u>6,830,554</u>	<u>93%</u>
Total Revenues						
OPERATING EXPENSES						
Salaries and Wages	12,251,768	11,674,428	95%	3,062,942	2,985,651	97%
Fringe Benefits	6,647,529	6,041,086	91%	1,661,878	1,666,726	100%
Purchased Transportation Services	1,333	642	48%	333	-	0%
Fuel	3,404,277	2,525,840	74%	851,069	605,976	71%
Other Materials and Supplies	1,792,777	1,408,093	79%	448,198	364,382	81%
Professional Services	1,228,542	337,993	28%	307,136	164,536	54%
Other Services	1,727,799	1,200,989	70%	431,951	317,035	73%
Lease and Miscellaneous Expenses	596,313	488,474	82%	149,079	119,088	80%
Casualty and Liability Insurance	553,109	406,935	74%	138,276	104,431	76%
Utilities	298,543	271,677	91%	74,636	101,520	136%
Taxes and Licenses	146,534	129,697	89%	36,636	24,856	68%
Interest Expense	63,140	49,640	79%	15,785	12,330	78%
	<u>28,711,664</u>	<u>24,535,494</u>	<u>85%</u>	<u>7,177,919</u>	<u>6,466,531</u>	<u>90%</u>
Total Operating Expenses						
OPERATING GAIN / (LOSS)	<u>\$ 724,498</u>	<u>\$ 2,343,881</u>	<u>324%</u>	<u>\$ 181,122</u>	<u>\$ 202 of 225 364,023</u>	<u>201%</u>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
STATEMENT OF REVENUE AND EXPENSES
FOR THE MONTH OF JANUARY 2007 AND THE FOUR MONTHS ENDED JANUARY 31, 2007
(UNAUDITED)**

	Year to Date			Month of January		
	Budget	Actual	%	Budget	Actual	%
OPERATING REVENUES						
Customer Fares	\$ 406,772	\$ 326,873	80%	\$ 101,693	\$ 78,356	77%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	2,650,217	2,702,238	102%	662,554	677,025	102%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
Total Operating Revenues	<u>3,056,989</u>	<u>3,029,111</u>	<u>99%</u>	<u>764,247</u>	<u>755,381</u>	<u>99%</u>
NONOPERATING REVENUES						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	2,657,772	2,657,775	100%	664,443	664,442	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	566,667	566,667	100%	141,667	141,667	100%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	-	-	0%	-	-	0%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
Total Nonoperating Revenues	<u>3,224,439</u>	<u>3,224,442</u>	<u>100%</u>	<u>806,110</u>	<u>806,109</u>	<u>100%</u>
Total Revenues	<u>6,281,428</u>	<u>6,253,553</u>	<u>100%</u>	<u>1,570,357</u>	<u>1,561,490</u>	<u>99%</u>
OPERATING EXPENSES						
Salaries and Wages	115,204	92,667	80%	28,801	24,476	85%
Fringe Benefits	68,581	64,059	93%	17,147	18,409	107%
Purchased Transportation Services	5,496,725	4,356,191	79%	1,374,182	1,021,178	74%
Fuel	552,198	439,833	N/A	138,051	103,356	N/A
Other Materials and Supplies	40,639	6,972	17%	10,159	2,465	24%
Professional Services	76,183	52,813	69%	19,045	42,903	225%
Other Services	2,200	-	N/A	550	-	N/A
Lease and Miscellaneous Expenses	4,835	1,509	31%	1,208	39	3%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Taxes and Utilities	21,792	16,411	75%	5,448	4,369	80%
Interest Expense	18,925	6,122	N/A	4,729	5,436	N/A
Total Operating Expenses	<u>6,397,282</u>	<u>5,036,577</u>	<u>79%</u>	<u>1,599,320</u>	<u>1,222,631</u>	<u>76%</u>
OPERATING GAIN / (LOSS)	<u>\$ (115,854)</u>	<u>\$ 1,216,976</u>	<u>1150%</u>	<u>\$ (28,963)</u>	<u>\$ 338,859</u>	<u>1270%</u>

Monthly Report C: Employee Travel Report

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 3017

Item Name: Monthly Employee Travel Report

Date: 3/29/2007

EMPLOYEE/ DEPARTMENT	DESTINATION	PURPOSE	DATE Departure and Return	COMPANY COST
William Zielonka Operations	Tallahassee, FL	SEOC review	02/28-03/01/07	219
William Hearndon Access Lynx	Tallahassee, FL	TD meeting	03/11-03/14/07	645
Rodney Walls Safety & Security	Tampa, FL	Trans. Safety Institute's Threat	03/14/07	6
Moises Reina Operations	Jacksonville, FL	FL State Roadeo	03/15-03/18/07	407
Gail Stewart Operations	Jacksonville, FL	FL State Roadeo	03/15-03/18/07	407
Fred Rice Finance	St Petersburg, FL	Ceridian Users Group meeting	03/16/07	119
David Burnett Operations	Jacksonville, FL	FL State Roadeo	03/16-03/18/07	253
Lisa Darnall Operations	China, South Korea & Japan	Int'l Transit Studies Program	03/16-03/31/07	-
Joe Cheney Operations	Jacksonville, FL	FL State Mega Bus Roadeo	03/17/07	9
Doug Jamison Planning	Washington, DC	MORE-TMCC Enhanced Human Svc	03/17-03/20/07	805
William Hearndon Access Lynx	Washington, DC	APTA United WE Ride/Mobility Svc	03/18-03/20/07	1,280

LYNX Board Agenda

Patricia Bryant Grant	Washington, DC	United We Ride/MSAA Kick off	03/19-03/20/07	505
Joe Cheney Operations	Palm Springs, CA	2007 Maximus Users Conference	03/24-03/29/07	2,385
			Total	7,040

Monthly Report D: Planning Division Report

To: LYNX Board of Directors

From: **Lisa Darnall**
CHIEF OPERATING OFFICER
Jennifer Stults
(Technical Contact)
Doug Jamison
(Technical Contact)
Mira Bourova
(Technical Contact)

Phone: 407.841.2279 ext: 3036

Item Name: Planning Report

Date: 3/29/2007

Bus Stops

LYNX provided information about our current Bus Stop program, signage and numbering standards to Cincinnati Transit Authority. Staff began locating new stops for service changes effective April 29, 2007.

Comprehensive Operations Analysis (COA)

Staff and consultant continue work on annual implementation bundles that will be included in annual plans within the Transit Development Plan. Once the implementation plan is finalized, mapping will begin. Staff has met again and commented on Commuter Rail scenarios as they relate to COA implementation, and continue to work with LYNX and FDOT on Transportation Regional Incentive Program (TRIP) funds for buses.

Coordination

Staff provided additional follow-up materials to METROPLAN ORLANDO for their Certification Review with FDOT, FTA, and FHWA.

Staff continues to monitor road closures during I-4/S.R. 408 construction as it impacts LYNX routing and is coordinating with appropriate entities.

Staff has coordinated with the City of Winter Park on bus stop and trash issues.

FlexBus

LYNX has executed the extension of the Joint Participation Agreement (JPA) with the Florida Department of Transportation (FDOT). This extends the project management and availability of Transportation Outreach Program (TOPS) funds of FlexBus by FDOT to May 1, 2007. Roadway

plans have been completed for three intersections with the remaining four plans to be completed by the end of March 2007. Intelligent Transportation Systems (ITS) design documents are in draft form with finalization to be completed by May 2007.

Geography Network

The main page and the five web applications currently available on LYNX Geography Network had been loaded on a desktop 797 times between February 1 and February 28, 2007. Up to date Park and Ride and Pass Partners information have been added to the applications.

Geographic Information Systems (GIS)

GIS staff completed updating the bus route geo-database for each bus route, per pattern and direction. The dataset is following the same street base map as Trapeze FX scheduling system and its accuracy is essential for geographic analyses of the provided transit service. Updated GIS data layers were sent to Orange County GIS and LYNX route and bus stop information is updated on InfoMAP.

Mira Bourova and Rik Smith presented on “Network Analyst Extension Application in Transit Planning” at Central Florida GIS users Group meeting on February 15. The presentation was focused on adding demographic and proximity characteristics to a street network dataset and finding different route schemas for targeted transit service.

Job Access and Reverse Commute/New Freedom Program (JARC/NFP)

Staff continues to meet internally to implement services related to these programs. In addition, external meetings have occurred with Disney, a funding partner on the JARC program, which has allowed LYNX to leverage additional Federal funds to provide more workforce trips. The first services to be implemented under the JARC program will be Links 50, 56, 301, 302, 303, and 304 in April 2007.

Presentations

Planning has been requested to serve as a representative of both transit and medium-sized cities on a statewide Transit-Oriented Development task force. This group is an outgrowth of the work that was done in conjunction with FDOT and local governments last year on Model Proportionate Share, and the changes the new growth management legislation brought. LYNX will be hosting a meeting of this group in April.

Requests

Staff responded to the following requests:

- 15 requests for information related to facilities – park & ride lots, shelters, bus stops, and related amenities
- 3 Customer Concerns
- 9 service-related requests
- 31 requests for general information, including ridership, surveys, info for GAO, and more

Service

Changes effective April 29, 2007 and proposed changes for July/August 2007:

Staff is now evaluating proposed service changes planned for April and July/August 2007 to address on-time performance. For April, Planning is re-timing schedules for Links 4, 7, 8, 10, 11, 18, 26, 37, 42, 43, 52, 50, 55 and 57. The new buses funded by Orange County will permit these schedule adjustments without lengthening headways.

With the award of a new Service Development Grant from the Florida Department of Transportation (FDOT) LYNX will be able to improve service along Colonial Drive on what is now the Link 30 to operate every half-hour, rather than the current hourly service. Staff is evaluating options to combine this service with Links 28, 29, 48 and 49, as proposed in the Comprehensive Operations Analysis (COA) to create two high frequency corridors along Colonial Drive. One corridor will travel east of LYNX Central Station (LCS) and the second one will traveling west of the LCS. These services are under evaluation for a July/August 2007 service change.

As part of the changes being considered for the July/August 2007 service change, LYNX is also reviewing a restructured service pattern at the Florida Mall in an effort to significantly improve on-time performance. Some schedule changes to routes serving Florida Mall will take effect with the April 29, 2007 service changes. In July/August 2007, LYNX will be looking at streamlining the routing to consolidate service at the Florida Mall Super Stop.

Effective April 29, 2007, LYNX will implement several changes to the bus routes radiating from the Apopka SuperStop. These changes are based on the COA and will improve on-time performance, while meeting the needs of new development.

Link 17 will be streamlined to operate along Orange Blossom Trail between downtown Orlando and Apopka. The southern portion of Link 44 will shift from using Clarcona Road to using Hiawassee Road, providing service to the new high school currently nearing completion. Local service within Apopka will be provided by the new Link 405, which will add service north of the Apopka SuperStop along Park Avenue to Welch Road. Link 405 will also circulate through south Apopka. LYNX held a public workshop on these proposed changes at the Apopka Community Center in January 2007. During the public comment period, which ended January 26, 2007, one comment was received about the Link 44's shift from Clarcona Road to Hiawassee Road. The remaining comments were all positive for the proposed changes. In addition, LYNX received two comments requesting service be extended to the new 64-unit apartment complex now under construction on Marden Road. However, such an extension would require the implementation of another new route, which is not feasible with our current level of service.

Also being implemented with the April 29, 2007 schedule changes will be the new Link 414, the UCF-Waterford Lakes "Trailblazer". Service on the Link 414 will operate every 30-minutes on Mondays through Saturdays along Alafaya Trail between the UCF SuperStop and Waterford Lakes Town Center.

The first of new service being developed in partnership with Walt Disney World (WDW) will also begin on April 29, 2007. Due to WDW matching funds, LYNX will be able to utilize Federal Job Access and Reverse Commute (JARC) grant funding to expand the 3-D network and

add new night trips to serve second shift employees as proposed in the COA. Links 301, 302, 303 and 304 will now offer a new daily afternoon arrival onto WDW, and a new nightly 12:30 a.m. departure from WDW. LYNX will also make a route modification to the Link 50 to serve Hotel Plaza Boulevard to relieve congestion on the 3-D service. To accommodate this change the Link 50 will no longer travel beyond the Disney Transportation and Ticket Center on Disney property. Instead, the Link 56 will add an earlier morning trip and two later evening trips to serve the Transportation and Ticket Center, Disney University, and Magic Kingdom Cast Bus Station. Passengers will be able to use a coordinated connection at the Transportation and Ticket Center to transfer between the Link 50 and Link 56. Disney Cast Members will now be able to reach the Magic Kingdom Cast Bus Station in time to make 7:00 a.m. work starts, which LYNX bus schedules' previously did not permit.

Shelters and Related Passenger Amenities

LYNX and the City of Casselberry staffs met to discuss preliminary plans to include additional shelters in the planned redevelopment of the Community Revitalization Area along US 17-92. City staff is working with adjacent property owners to facilitate the installation of at least four shelter sites. Shelters are being removed along US 17-92 from the Seminole County and Orange County border to Lake of The Woods Boulevard, due to pending road reconstruction. Seminole County intends for these LYNX shelters to be replaced by Signal Outdoor Advertising shelters. Spencer Fabrications, Inc. has begun to complete the initial shelters of the LYNX order for forty-one units. LYNX is working with Barracuda Builders to issue the first work order under their contract for the installation of these units.

Staff reviewed all thirty-nine (39) bus stops located in the Winter Park Community Reinvestment Area (CRA), at the City's request, to identify locations for potential future shelter installations. One SuperStop location was identified and nine stops were recommended for shelter installations in partnership with Winter Park. These recommendations were forwarded to the City.

Transportation Management Coordination Center (TMCC)

LYNX staff attended the Federal Transit Administration (FTA) kick-off meeting for the TMCC project in Washington, D.C. on March 19 & 20, 2007. They were joined by Richard Solimano from Citrus Connection in Lake County. The kick-off meeting included a powerpoint presentation by each grantee, including LYNX. Staff is working with Technology Solutions Providers (TSP) to finalize the scope of work for the TMCC Phase I, Design and Study project. Two or more of the eight Phase I sites will be chosen by FTA to continue to a Phase II implementation of their designs. This project is a LYNX Intelligent Transportation System (ITS) technology-related effort in compliance with the Federal United We Ride/Mobility Services for All Americans program.

Transportation Regional Incentive Program (TRIP)

LYNX has learned through METROPLAN ORLANDO that the Florida Department of Transportation would like to compress the schedule on TRIP applications, with a new due date of May 1 instead of September 1. METROPLAN has expressed some concern over the possibility of meeting this deadline for local agencies to work through their respective budget processes, Boards, and through the METROPLAN Committees and Boards for regional prioritization.

Monthly Report E: Ridership Report

To: LYNX Board of Directors

From: **Lisa Darnall**
CHIEF OPERATING OFFICER
Jennifer Stults
(Technical Contact)
William Hearndon
(Technical Contact)
Terry Jordan
(Technical Contact)

Phone: 407.841.2279 ext: 3036

Item Name: Ridership Report

Date: 3/29/2007

January 2007 FINAL

All Services (Fixed Route, Special Shuttles, Access LYNX and VanPlan) – Comparison to Prior Year

	January 2006	January 2007	Percentage +/-
Total Monthly	2,043,024	2,236,464	9.5%
Average Weekday	76,410	83,619	9.4%
Annual Ridership	8,368,646	8,510,517	1.7%
Number of Weekdays	22	22	0.0%

January 2007 experienced a system wide ridership total of 2,236,464, showing an increase of 9.5% from the 2,043,024 boardings recorded in January 2006. Average weekday boardings are up by 9.4% (7,209 additional riders) from the previous year. Special Shuttles for January 2007 include three events that consistently produce significant ridership: the Capital One Bowl Game, the 2007 Monster Jam Event and Eatonville's Zora Neale Hurston Festival, which raised the total for this category to 19,220. While not enough to impact system wide annual overall percentage comparisons, these events do skew monthly comparisons within this category, as special shuttle ridership during the average month is less than 500 passengers.

Fixed Route – Comparison to Prior Year

	January 2006	January 2007	Percentage +/-
Total Monthly	1,961,065	2,155,035	9.9%
Average Weekday	74,076	81,069	9.4%
Annual Ridership	8,088,061	8,246,176	2.0%
Number of Weekdays	22	22	0.0%

Fixed route ridership for January 2007 totaled 2,155,035, reflecting an increase of 9.9% when compared to the 1,961,065 passengers carried in January 2006.

Fixed Route – Comparison to Prior Month

	December 2006	January 2007	Percentage +/-
Total Monthly	1,991,847	2,155,035	8.2%
Average Weekday	77,669	81,069	4.4%
Number of Weekdays	20	22	10.0%

Comparisons of January 2007 to the prior month's boardings (December 2006) reflect an increase of 8.2% (163,188 riders). January 2007 also saw an increase of 4.4% in the average number of passengers riding per weekday (3,400) when compared to the average weekday ridership for December 2006 of 77,669. This reflects Lynx's typical pattern of ridership rebound following the holidays and school vacations.

Individual Fixed Route Comparison to Prior Year

Comparisons of individual route ridership during January 2007 show one route to have experienced a decline in ridership greater than 10% when compared to January 2006.

Route Decreases Greater Than 10%

- Link 200 – Volusia Express (-22.8%)

In contrast, January 2007 produced 30 routes with increases of 10% or greater when compared to January 2006. Link 55 experienced the most significant increase of 55.2%; this is thought to be primarily due to the extension of service to the Four Corners Wal-Mart. The Link 204 Clermont Express service was implemented December 10th, 2006 and thus has no prior year comparison for January 2007. However, average weekday ridership on the 204 has increased by 84.6% from December 2006.

Route Increases Greater Than 10%

- Link 55 – West U.S. 192/Orange Lake (+55.2%)
- Link 40 – Americana/Universal Orlando (+55.0%)
- Link 24 – Millenia (+34.2%)
- Link 56 – West U.S. 192/Magic Kingdom (+31.1%)
- Link 27 – Plant St./Oakland (+25.0%)
- Link 45 – Lake Mary (+23.7%)
- Link 37 – Park Promenade Plaza/Florida Mall (+20.7%)
- Link 12 – Buenaventura Lks/Boggy Ck (+18.9%)
- Link 54 – Old Winter Garden Rd. (+17.7%)
- Link 42 – International Dr./OIA (+17.7%)
- Link 3 – Lake Margaret (+17.1%)
- Link 33 – Midway/Sanford Airport (+17.1%)
- Link 7 – S. Orange Ave./Florida Mall (+16.2%)
- Link 10 – East U.S. 192/St. Cloud (+15.6%)
- Link 18 – S. Orange Ave./Kissimmee (+15.5%)
- Link 26 – Pleasant Hill Rd./Poinciana (+15.4%)
- Link 2 – Colonialtown (+15.3%)
- Link 43 – Central Florida Pkwy. (+14.5%)
- Link 46 – W. S.R. 46/Seminole Towne Ctr. (+14.4%)
- Link 47 – Oviedo (+13.0%)
- Link 8 – W. Oak Ridge Rd./Int'l Dr. (+12.9%)
- Link 31 – Lymmo (+12.7%)
- Link 50 – Downtown Orlando/Magic Kingdom (+12.4%)
- Link 300-305 – Downtown Disney Direct (+11.9%)
- Link 51 – Conway/OIA (+11.8%)
- Link 6 – Dixie Belle (+11.6%)
- Link 4 – South U.S. 441/Kissimmee (+11.4%)
- Link 28 – E. Colonial Dr./Azalea Park (+10.0%)
- Link 34 – Sanford/Goldsboro (+10.0%)
- Link 29 – E. Colonial Dr./Goldenrod (+10.0%)

Paratransit

There were 53,958 trips booked in January 2007. Of the 53,958 trips scheduled to operate, 10,604 (19.65%) were cancelled and 1,069 (1.98%) were classified as “no-shows.” The number of billable trips provided by Paratransit Operations in January 2007 was 42,105 (78.03% of the total trips booked), with an additional 3,036 trips provided to Personal Care Attendants/Escorts/Companions.

The total number of billable trips provided by the coordinated system for the fiscal year to date is 166,034 with an additional 12,429 trips provided to Personal Care Attendants/Escorts/Companions. These trips were provided to customers who are elderly, transportation disadvantaged, or disabled.

In fiscal year 2007, we have budgeted 45,276 billable trips per month. We are under our budgeted billable trip level by approximately 7% in January 2007. Year-to-date, we are under our budgeted billable trip level by approximately 8%.

A rolling 13-month report is provided to compare service today to service a year ago. The final column shows percentage of change from January 2006 to January 2007.

LYNX MONTHLY RIDERSHIP JANUARY 2007 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	104,537	102,808	100,230	102,502									410,077
VOTRAN 100%	1,390	1,185	916	843									4,334
All Other Links	2,012,423	1,877,646	1,890,701	2,051,690									7,832,460
Total Fixed Route	2,117,655	1,981,639	1,991,847	2,155,035									8,246,176
Special Shuttles	238	93	170	19,222									19,723
Access LYNX	45,336	44,859	43,911	45,141									179,247
VanPlan	17,579	16,548	14,178	17,066									65,371
TOTAL	2,180,808	2,043,139	2,050,106	2,236,464									8,510,517

% Change From Fiscal Year 2006 TO Fiscal Year 2007

<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	5.9%	5.4%	4.1%	12.7%									6.9%
VOTRAN 100%	7.7%	5.7%	4.9%	-22.8%									-1.0%
All Other Links	3.9%	-2.2%	-4.3%	9.7%									1.7%
Total Fixed Route	4.0%	-1.8%	-3.9%	9.9%									2.0%
Special Shuttles		-99.1%	-99.0%	-22.9%									-62.8%
Access LYNX	1.4%	-1.1%	2.7%	5.6%									2.1%
VanPlan	40.9%	34.4%	9.2%	19.6%									25.6%
TOTAL	4.2%	-2.1%	-4.4%	9.5%									1.7%

Fiscal Year 2006

<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	98,726	97,582	96,276	90,962	93,232	104,808	96,949	102,166	101,618	97,651	111,862	103,823	1,195,655
VOTRAN 100%	1,291	1,121	873	1,092	905	1,401	1,181	1,384	1,449	1,374	1,430	1,205	14,706
All Other Links	1,937,622	1,920,566	1,975,403	1,869,830	1,834,244	2,026,533	1,904,243	1,986,650	1,943,254	1,906,376	2,092,485	1,974,421	23,371,625
Total Fixed Route	2,036,671	2,018,428	2,071,897	1,961,065	1,927,702	2,131,691	2,001,487	2,089,162	2,045,234	2,004,370	2,204,705	2,078,545	24,570,957
Special Shuttles	0	10,513	17,536	24,932	84	56	136	519	47	21	37	68	53,949
Access LYNX	44,703	45,345	42,751	42,756	40,178	45,846	40,846	44,621	44,222	41,905	46,551	44,800	524,524
VanPlan	12,478	12,312	12,988	14,271	14,192	16,524	14,474	16,042	15,432	15,200	17,818	15,156	176,887
TOTAL	2,093,852	2,086,598	2,145,172	2,043,024	1,982,156	2,194,117	2,056,943	2,150,344	2,104,935	2,061,496	2,269,111	2,138,569	25,326,317

Due to changes in NTD reporting requirements, all Votran comparisons now reflect 100% of ridership.
Previous to FY 2007, LYNX was only reporting 25% of Link 200.

LYNX AVERAGE DAILY JANUARY 2007 FINAL

<i>Service Mode</i>	<i>Day</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>YEARLY AVG</i>
LYMMO	Wkday	3,822	4,339	4,348	4,154									4,166
	Sat	1,112	1,847	1,824	1,634									1,604
	Sun	753	862	691	917									806
VOTRAN 100%	Wkday	63	54	46	51									54
All Other Links	Wkday	76,466	73,964	73,310	76,915									75,164
	Sat	50,102	47,340	52,073	53,614									50,782
	Sun	28,401	26,676	26,948	29,097									27,781
Total Fixed Route	Wkday	80,304	78,316	77,669	81,069									79,340
	Sat	51,214	49,187	53,897	55,248									52,387
	Sun	29,154	27,538	27,639	30,014									28,586
Access LYNX	Wkday	1,893	1,794	1,739	1,780									1,801
	Sat	727	764	801	778									767
	Sun	367	468	527	339									425
VanPlan	Wkday	762	711	613	770									714
	Sat	151	135	138	91									129
	Sun	143	90	98	51									96
TOTAL <i>LYNX</i> <i>SERVICES</i>	Wkday	82,959	80,821	80,021	83,619									81,855
	Sat	52,092	50,086	54,836	56,117									53,283
	Sun	29,664	28,096	28,264	30,404									29,107

Draft

% Change From Fiscal Year 2006 TO Fiscal Year 2007

<i>Service Mode</i>	<i>Day</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>YEAR</i>
LYMMO	Wkday	-8.5%	3.9%	40.7%	11.7%									0.3%
	Sat	-24.3%	18.2%	103.8%	17.8%									25.7%
	Sun	2.0%	19.9%	2.2%	28.6%									2.7%
VOTRAN 100%	Wkday	3.0%	-3.8%	15.6%	-1.7%									-7.3%
All Other Links	Wkday	4.3%	-1.7%	15.0%	9.3%									2.0%
	Sat	0.9%	-6.3%	23.4%	8.3%									1.2%
	Sun	-4.4%	-3.3%	16.0%	18.1%									-1.4%
Total Fixed Route	Wkday	3.7%	-1.4%	16.2%	9.4%									1.9%
	Sat	0.2%	-5.6%	25.0%	8.6%									1.8%
	Sun	-4.3%	-2.7%	15.6%	18.4%									-1.3%
Access LYNX	Wkday	0.7%	-3.7%	0.7%	2.1%									-1.5%
	Sat	-2.0%	-0.7%	9.4%	6.3%									2.8%
	Sun	20.1%	38.8%	78.2%	19.9%									34.8%
VanPlan	Wkday	40.1%	35.2%	12.3%	30.3%									25.0%
	Sat	9.4%	2.3%	10.4%	-44.5%									-13.6%
	Sun	98.6%	8.4%	18.1%	-58.0%									-24.8%
TOTAL <i>LYNX</i> <i>SERVICES</i>	Wkday	3.8%	-1.2%	15.8%	9.4%									2.0%
	Sat	0.2%	-5.5%	24.7%	8.4%									1.8%
	Sun	-3.8%	-2.2%	16.4%	18.1%									-1.0%

Fiscal Year 2006

<i>Service Mode</i>	<i>Day</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>AVG DAILY FOR YEAR</i>
LYMMO	Wkday	4,176	4,178	3,091	3,720	4,264	4,145	4,298	4,254	4,256	4,251	4,523	4,689	4,154
	Sat	1,469	1,562	895	1,387	1,181	1,497	1,377	1,116	1,228	1,259	1,135	1,206	1,276
	Sun	738	719	676	713	809	870	820	823	770	851	824	802	785
VOTRAN 100%	Wkday	61	56	40	52	45	61	59	63	63	69	64	60	58
All Other Links	Wkday	73,284	75,246	63,736	70,343	76,485	74,297	75,654	74,303	73,742	72,684	76,360	78,195	73,694
	Sat	49,640	50,522	42,215	49,487	49,154	50,882	50,612	51,230	50,768	53,188	53,321	51,109	50,177
	Sun	29,711	27,589	23,225	24,635	26,926	28,457	27,562	29,344	29,372	31,235	30,133	29,928	28,176
Total Fixed Route	Wkday	77,475	79,438	66,837	74,076	80,760	78,457	79,967	78,573	78,014	76,952	80,899	82,899	77,862
	Sat	51,109	52,084	43,110	50,874	50,335	52,379	51,989	52,346	51,996	54,447	54,456	52,315	51,453
	Sun	30,449	28,308	23,901	25,348	27,735	29,327	28,382	30,167	30,142	32,086	30,957	30,730	28,961
Access LYNX	Wkday	1,879	1,863	1,726	1,743	1,806	2,121	1,775	1,754	1,819	1,742	1,835	1,877	1,828
	Sat	741	770	732	732	720	776	728	738	754	742	763	760	746
	Sun	306	337	296	283	282	340	321	333	317	307	322	343	316
VanPlan	Wkday	544	526	546	591	567	594	573	574	559	577	610	596	571
	Sat	138	132	125	164	151	166	157	184	147	156	144	124	149
	Sun	72	83	83	122	143	147	135	169	144	147	179	101	127
TOTAL <i>LYNX</i> <i>SERVICES</i>	Wkday	79,898	81,827	69,109	76,410	83,133	81,172	82,315	80,901	80,392	79,271	83,344	85,372	80,262
	Sat	51,988	52,986	43,967	51,770	51,206	53,321	52,874	53,268	52,897	55,345	55,363	53,199	52,349
	Sun	30,827	28,728	24,280	25,753	28,160	29,814	28,838	30,669	30,603	32,540	31,458	31,174	29,404

Due to changes in NTD reporting requirements, all Votran comparisons now reflect 100% of ridership.
 Previous to FY 2007, LYNX was only reporting 25% of Link 200. 215 of 225

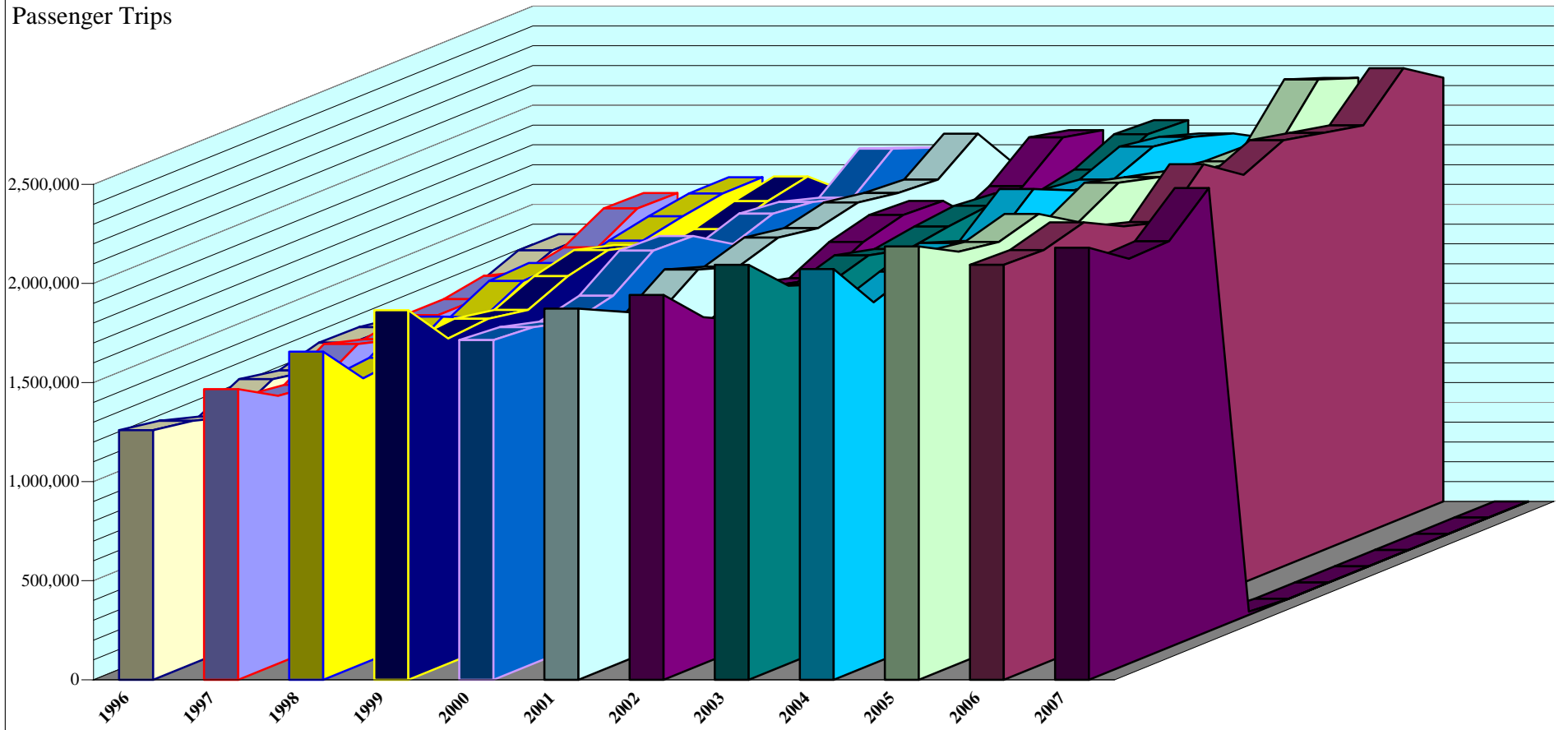
ROUTE RIDERSHIP REPORT

Link No	Route	FY 2006 Average Monthly Ridership	Dec-2006	% Change from Dec 06 to Jan 07	Jan-2007	% Change From Previous Year	Change Jan 2007 From FY 2006 Average Monthly Ridership
1	N Orange Ave./Altamonte Mall	17,469	15,759	4.9%	16,538	5.0%	-5.3%
2	Colonialtown	3,604	4,307	-14.1%	3,698	15.3%	2.6%
3	Lake Margaret	17,641	16,729	18.1%	19,749	17.1%	11.9%
4	South U.S. 441/Kissimmee	145,446	146,598	5.4%	154,461	11.4%	6.2%
5	Lake George/Fort Gatlin	4,743	3,718	30.4%	4,849	-7.6%	2.2%
6	Dixie Belle	16,591	15,817	6.4%	16,826	11.6%	1.4%
7	S. Orange Ave./Florida Mall	24,339	25,956	-1.0%	25,685	16.2%	5.5%
8	W. Oak Ridge Rd./Int'l Dr.	159,501	154,178	8.8%	167,675	12.9%	5.1%
9	N. Orange Ave./Rosemont	30,389	28,222	11.2%	31,387	-1.4%	3.3%
10	East U.S. 192/St. Cloud	19,996	20,576	16.2%	23,910	15.6%	19.6%
11	S. Orange Ave./OIA	33,633	34,160	2.0%	34,847	5.4%	3.6%
12	Buenaventura Lks/Boggy Ck	7,150	6,698	16.4%	7,799	18.9%	9.1%
13	University of Central Florida	32,961	29,979	13.7%	34,089	8.2%	3.4%
14	Princeton Street/Plymouth Apts.	5,906	5,693	9.8%	6,252	9.6%	5.9%
15	Curry Ford Rd./V.C.C. East	47,878	41,642	13.0%	47,076	1.2%	-1.7%
16	College Park/The Meadows	10,076	9,101	20.5%	10,963	6.6%	8.8%
17	North U.S. 441/Apopka	52,533	52,071	3.1%	53,674	-0.5%	2.2%
18	S. Orange Ave./Kissimmee	35,465	34,279	12.8%	38,658	15.5%	9.0%
19	Richmond Heights	29,411	28,220	13.6%	32,061	1.1%	9.0%
20	Malibu/Pine Hills	67,682	61,929	13.1%	70,034	-1.6%	3.5%
200	Volusia Express	1,225	916	-8.0%	843	-22.8%	-31.2%
204	Clermont Express	N/A	364	189.6%	1,054	N/A	N/A
21	Carver Shores/Tangelo Park	82,910	76,866	11.0%	85,302	3.7%	2.9%
22	Richmond Estates	26,883	24,603	17.6%	28,936	0.2%	7.6%
23	Winter Park/Forest City	26,274	24,267	5.8%	25,666	-4.8%	-2.3%
24	Millenia	9,663	10,855	18.6%	12,873	34.2%	33.2%
25	Silver Star Rd.	71,884	69,268	5.4%	72,998	4.1%	1.5%
26	Pleasant Hill Rd./Poinciana	15,658	15,705	4.9%	16,480	15.4%	5.2%
27	Plant St./Oakland	7,161	7,481	2.8%	7,693	25.0%	7.4%
28	E. Colonial Dr./Azalea Park	43,586	42,461	6.5%	45,216	10.0%	3.7%
29	E. Colonial Dr./Goldenrod	41,211	41,233	2.6%	42,301	10.0%	2.6%
30	Colonial Dr. Crosstown	50,240	50,747	4.3%	52,953	9.0%	5.4%
300-305	Downtown Disney Direct	17,554	16,627	12.7%	18,741	11.9%	6.8%
31	Lymmo	97,823	100,230	2.3%	102,502	12.7%	4.8%
32	Union Park/Bithlo	4,604	4,550	5.5%	4,801	8.7%	4.3%
33	Midway/Sanford Airport	2,284	2,592	1.5%	2,632	17.1%	15.2%
34	Sanford/Goldsboro	7,900	7,665	11.4%	8,539	10.0%	8.1%
36	Lake Richmond	23,852	21,852	11.2%	24,293	-4.5%	1.8%
37	Park Promenade Plaza/Florida Mall	62,827	67,272	9.3%	73,504	20.7%	17.0%
38	Downtown Orlando/Int'l Dr.	15,033	14,928	9.4%	16,329	6.7%	8.6%
39	U.S. 17-92/Sanford	60,891	57,814	15.8%	66,925	7.1%	9.9%
40	Americana/Universal Orlando	34,710	39,893	14.3%	45,598	55.0%	31.4%
41	S.R. 436 Crosstown	124,447	117,084	8.0%	126,496	0.8%	1.6%
42	International Dr./OIA	79,991	81,616	6.0%	86,485	17.7%	8.1%
43	Central Florida Pkwy.	13,146	12,204	12.6%	13,736	14.5%	4.5%
44	Clarcona/Zellwood	17,985	16,975	5.4%	17,888	-5.1%	-0.5%
45	Lake Mary	4,329	4,771	22.1%	5,826	23.7%	34.6%
46	W. S.R. 46/Seminole Towne Ctr.	13,662	13,696	6.9%	14,643	14.4%	7.2%
47	Oviedo	4,267	4,314	-5.5%	4,078	13.0%	-4.4%
48	W. Colonial Dr./Park Promenade	48,997	48,281	7.4%	51,850	5.7%	5.8%
49	W. Colonial Dr./Pine Hills	50,091	46,307	15.6%	53,528	3.0%	6.9%
50	Downtown Orlando/Magic Kingdom	40,376	37,836	-2.5%	36,903	12.4%	-8.6%
51	Conway/OIA	33,708	31,961	14.1%	36,454	11.8%	8.1%
52	Pine Castle/Tradeport	5,573	5,275	5.9%	5,587	8.3%	0.3%
53	Story Rd./Tildenville	9,016	9,045	3.2%	9,336	8.3%	3.5%
54	Old Winter Garden Rd.	14,034	14,839	0.4%	14,905	17.7%	6.2%
55	West U.S. 192/Orange Lake	32,173	37,656	15.5%	43,493	55.2%	35.2%
56	West U.S. 192/Magic Kingdom	34,876	39,447	7.1%	42,252	31.1%	21.2%
57	John Young Pkwy.	15,081	15,623	5.5%	16,486	14.8%	9.3%
58	Shingle Creek	164	1,818	20.0%	2,182	N/A	1229.8%
99	Farebox Errors	15,234	20,194	-14.1%	17,340	-5.1%	13.8%
Total		2,023,734	1,992,763	8.2%	2,155,878	9.9%	6.5%

Due to changes in NTD reporting requirements, all Votran comparisons now reflect 100% of ridership.
Previous to FY 2007, LYNX was only reporting 25% of Link 200.

LYNX Ridership Growth - All Modes

Passenger Trips



Monthly Report F: Marketing Report

To: LYNX Board of Directors

From: **Peggy Gies**
 CHIEF MARKETING OFFICER
Courtney Miller
 (Technical Contact)
Deborah King
 (Technical Contact)

Phone: 407.841.2279 ext: 3020

Item Name: Marketing Report

Date: 3/29/2007

Advertising Sales

ADVERTISING SALES	FEBRUARY 2007
Advertising Sales Revenue	\$118,808
Net Revenue to LYNX Fiscal Year to Date	\$733,497

Commuter Services

COMMUTER CHOICE TRANSPORTATION PROGRAM	
CARPOOL/VANPOOL INQUIRIES	FEBRUARY 2007
Phone	90
Internet	0
Letters	7
Matches	1
VANPOOLS	FEBRUARY 2007
Commuter Choice Vanpool Participants	850
Total Revenue Miles YTD	362,998
New Vanpools	1

Returned Vanpools	0	
Current Vans in Service	56	
Pending Vanpool Interest	Navair (1) Coleman (3)	
No. of Employers Contacted	18	
No. of Employees Contacted	428	
Employer Program Presentations	CBS Radio Workforce Central Florida Westgate Resorts Convergys	
Employee Vanpool Presentations	LOCATION	PARTICIPANTS
	Nickelodeon Family Suites	100
	Total Participants	100
Other Business Presentations/Meetings	LOCATION	PARTICIPANTS
	I-Drive Chamber Tourism Orlando	20

Bus Pass Consignment

LYNX added the following Vanpool:
Richard Clark – FCC Coleman

Bus Pass Consignment

LYNX added the following new consignor:
Retail Consignor: ACE Cash Express, 51 locations (acquired CCS Financial, 34 locations)

Commuter Services Events

I-Drive Tourism Orlando

Commuter Services hosted the Tourism Orlando class for the International Drive Chamber of Commerce. Linda Watson and Edward Johnson were able to address business leaders from the International Drive area. Participants rode the bus, were educated about LYNX family of services, Commuter Services programs, and the Business Leadership Coalition.

Vendor Day – Nickelodeon Family Suites

LYNX representatives participated in Nickelodeon Family Suites vendor fair to promote their existing fully subsidized Bus Pass program and other LYNX commuter programs. Approximately 100 employees stopped by the LYNX booth to get informed about our services.

JARC/NFP Stakeholders Planning Workshop

LYNX held the third Stakeholder meeting. This public meeting was attended by 40 individuals from varied public and private agencies. Attendees were informed of possible future projects that may come to fruition using JARC/NFP grants. Attendees also helped prioritize transportation projects for possible funding in the future.

Marketing

WEBSITE USAGE	FEBRUARY 2007
Average Hits per Day	13,804.14
Average Users per Day	1,763.75
Average Hits per User	7.82
Average Time Spent on Site	7 minutes, 48 seconds
Approximate Visits per User	1.78
Total Page Hits	386,516
Total User Visits	49,385
Total Unique IP Addresses (visits)	27,720

Marketing Activities

National Black HIV/AIDS Awareness Day

To help honor National Black HIV/AIDS Awareness Day, LYNX donated 100 single ride tickets to BioScrip Pharmacy to help transport people to the community educational symposium and free HIV testing on February 7, 2007 at the Winter Park Civic Center. According to their coordinator, 50 individuals took advantage of the round trip rides to the event.

OLAFest and Fun Friday

LYNX partnered with OLAFest once again by sponsoring Tomas Granado’s performance at Fun Friday, featuring the sounds of Norteno style music. This festival focuses on Latin American film and cultural heritage. Over 150 people danced their way around the terminal and received information about LYNX.

Orlando Downtown Art & Living Expo

A great partnership was developed with the Downtown Orlando Art & Living Expo, allowing LYNX to present the prizes for the Art Show. Chief of Staff Edward Johnson made the award presentations on the stage of the Amphitheater to a crowd of over 3,000 people on Saturday. Representatives from Customer Service, Commuter Services and Marketing were kept busy

answering questions and passing out information to the more than 2,000 visitors who stopped by our table.

3rd Annual International Kite Festival

Commissioner Mildred Fernandez sponsored the 3rd Annual International Kite Festival at Jay Blanchard Park, which was attended by more than 1,000 families. The presence of the LYNX Tampa Bay Devil Rays bus drew a crowd who waited for hours in line for face painting and information. Seventy-five children left with the “LYNX Look” across their faces. Their parents received information about fixed route, School Pool and Kids In School Programs.

Customer Service

Customer Service is provided through the call center (providing travel information), fare media sales and information, eligibility/certification section, customer relations, lost & found, LYNX customer ID programs and “How To Ride” presentations.

CALL CENTER DATA	FEBRUARY 2007
Amount of Calls	24,683
Call-Wait Time in Seconds	:24

SALES & INFORMATION DATA	FEBRUARY 2007
Customers serviced through fixed route inquiries/sales	26,201
LYNX fare media sales	\$151,616

CUSTOMER SERVICE DATA	FEBRUARY 2007
Internet Inquiries	365
“How To Ride” presentations	7

CUSTOMER RELATIONS DATA	FEBRUARY 2007
Customers assisted by telephone, fax, one-on-one	2,176
Concerns/suggestions for Fixed Route (LYNX)	211
Compliments for Fixed Route/Road Rangers	20

LYNX Board Agenda

Concerns/suggestions for Paratransit (MV)	85
Compliments for Paratransit	2

LOST & FOUND DATA	FEBRUARY 2007
Number of items recovered	566
% items returned to owners	25.9%
Advantage IDs issued	61
Kids In School (KIS) & Senior IDs issued	11

ELIGIBILITY DATA	FEBRUARY 2007
Paratransit Applications Received	531

Monthly Report G: Government Relations Report

To: LYNX Board of Directors

From: James McLawhorn
CHIEF GOVERNMENT AFFAIRS OFFICER
Bryan Stutts
(Technical Contact)

Phone: 407.841.2279 ext: 3064

Item Name: Legislative Update

Date: 3/29/2007

-
- **LEGISLATIVE SESSION BEGINS.** The 2007 Legislative session began on Tuesday, March 6 with the Senate President and House Speaker addressing their respective chambers and the Governor addressing both chambers.
 - **GOVERNOR'S STATE OF THE STATE REMARKS.** Governor Charlie Crist appealed for a bipartisan approach in dealing with a range of key issues including tax relief for homeowners, increasing teacher pay, developing alternative energy sources, creating a paper trail for elections, creating high-paying jobs and protecting the environment. Both sides of the aisle provided enthusiastic comments following the speech.
 - **SPEAKER MARCO RUBIO REMARKS.** House Speaker Rubio addressed the House by championing "bold, innovative ideas" which coincides with his 100 Ideas initiative. Priority items included lowering property taxes, eliminating the Sunshine State Standards for schools and making Florida the "silicon valley" of alternative energy.
 - **PRESIDENT KEN PRUITT REMARKS.** Senate President Pruitt focused his speech on the more bleak reality of the State's weakened economy. He stated that the Senate will have "no wish list" but that they would set the tone. The economic slump could force legislators to craft a budget with less money than the previous year for the first time in 15 years.
 - **TALLAHASSEE LEGISLATIVE VISITS.** J. Marsh McLawhorn was in Tallahassee for the start of the 2007 Legislative Session on March 6-9. J. Marsh and Lena Juarez visited with Representative Scott Randolph (D-Orlando) to follow-up on the charter county issue, XU parity and inquire about HB 869 by Representative Geraldine Thompson. They also attended the Senate Transportation Committee meeting on March 7th, where several bills of interest were presented including Senator Dan Webster's bill (SB 1454) calling for reviews of transportation authorities. The bill passed unanimously. Joe Giuliatti, Chairman of the Florida Public

Transportation Association, made a presentation to the committee about the trends, costs, economic impacts and energy consumption issues relating to public transit. LYNX was highlighted twice in his presentation for its economic multipliers in Central Florida and for its partnership with the City of Orlando for LYMMO. J. Marsh also met with several of LYNX's business partners, such as the Orlando Regional Medical Center, who were also in Tallahassee to advocate their legislative priorities.

- **LEGISLATIVE AGENDA UPDATE.**
 - **BUDGET REQUESTS.** A correction from last week's report: The Revenue Estimating Conference is expected to forecast a revenue reduction of \$500-800 million next week for FY 07-08, not \$155 million.
 - **XU FUNDING PARITY.** Representative Geraldine Thompson declined to sponsor a stand alone bill with the XU parity language since she had committed to sponsoring a bill addressing financial aid issues instead. However, HB 985 by Representative Rich Glorioso includes the XU parity language. Additionally, J. Marsh and Lena spoke with Representative Dean Cannon who indicated a strong support of the XU issue.
 - **CHARTER COUNTY SURTAX.** In the House, Representative Mike Grant (R-Port Charlotte) had agreed to sponsor the bill but was asked to use that bill slot by the Speaker for another issue. Representative Mike Davis, Chairman of the Infrastructure committee, committed to finding legislation to amend the charter county surtax issue. J. Marsh and Lena spoke with Representative Randolph about possibly offering that amendment in the future since he is a member of the House Infrastructure committee.
- **MEDICAID FUNDING/CTD BUDGET.** Because of an under enrollment in Medicaid programs, the Agency for Health Care Administration (ACHA) expects a surplus of \$1.3 million for the current fiscal year. They have approached the Commission for the Transportation Disadvantaged about returning some of its appropriated funds. ACHA representatives from the Medicaid Office will be making a presentation before the TD Commission on March 12 in Tallahassee. The Governor's proposed budget for FY 07-08 includes \$72,929,505 for TD Medicaid funding.
- **GOVERNOR'S BUDGET RECOMMENDATIONS.** The Governor's recommended budget includes \$272,045,448 for Public Transit Development/Grants, \$228,302,448 for Rail Development/Grants and \$245,458,034 for Intermodal Development/Grants. In addition to the TD Medicaid funding, the Governor recommends approximately \$40.4 million for emergency transportation funding.
- **BILLS OF INTEREST.** The bill filing deadline was March 6 at noon. The following is a summary of bills that have been newly introduced, referred to committees or presented in committee...
 - **SB1454,** which is Senator Webster's bill dealing with oversight of transportation authorities, also passed the Transportation Committee by an 8-0 vote. No companion bill has been filed in the House yet.

- Senator Gwen Margolis (D-Bay Harbor Island) introduced SB 2880. This bill would authorize a charter county to adopt a local transportation surtax by referendum and allow local governments to issue bonds secured by revenue from local option fuel taxes more than once per year. It has not yet been referred to committees.
- While there was no action in the House with HB 869 by Representative Geraldine Thompson (D-Orlando), which would require transit system drivers certain rest periods, Senator Anthony Hill (D-Jacksonville) introduced SB 2588 as a companion bill.
- Senator Carey Baker (R-Eustis) introduced SB 2804, which is a general transportation, bill encompassing several issues. Among those issues is a revision of Florida Statute 341.071, which deals with transit productivity and performance measures. The bill would require transit agencies to report farebox revenues in their annual report and make recommendations to increase the farebox recovery ratio.
- COMMITTEE MEETINGS. The Senate Transportation committee met on March 7 to hear presentations from various modes. Only the Florida Public Transit Association was able to present due to time constraints. The House Infrastructure committee met on March 8, passing a proposed committee bill to improve Florida's roadways through public sector involvement. Both the Senate and House are interested in exploring innovative financing techniques for public private partnerships.
- CITY OF WINTER PARK ELECTION. The City of Winter Park Held elections on March 13. Both commuter rail ballot questions passed.
- COMMUTER RAIL. On March 2 Federal officials pledged \$250 million to help Central Florida build commuter rail. U. S. Congressman John Mica believes this is a major boost that promises to keep the project on track. The money will pay for preliminary engineering of the 61-mile line that will eventually extend from Volusia to Osceola County.
- Washington D.C.: Linda Watson and J. Marsh McLawhorn were both in Washington D.C. for the American Public Transportation Legislative Conference held March 11-14. Among the events that took place was the opportunity for them to meet with various federal legislators including Senator Nelson, Congressman Keller and Mica as well as Congresswoman Brown.