

# LYNX Board Agenda

Board Date: 2/22/2007

Time: 10:30 AM or immediately following Audit Committee

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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 January 18, 2007 Board Minutes (pgs 4-9)

## 3. Recognition

- Recognition of Bill Zielonka as recipient of the Florida Safety Council's Leadership Award.
- Recognition of LYNX Bus Rodeo Champions: Hemo Harnanan, Pat D'Amico and Harry Mootoo for Maintenance and Moises Reina for Transportation.


## 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 Release Requests for Proposal (RFP)

- i.  Release of RFP for Provider Services for the Administrative Money Purchase Plan and Deferred Compensation Plan (pgs 10-11)

### B. Authorization to Award Contracts


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

### C. Authorization to Extend Contracts (pgs 12-13)


- i.  Bennett Lease Extension (pgs 14-17)


- Attachment 


### D. Miscellaneous

- i.  Authorization to execute the LYNX Operations Center (LOC) Change Order #88 for Installation of Communications and Data Conduit (pgs 18-20)


- Attachment 

- ii.  Authorization to increase contract funding by \$177,843 for Mentor Engineering, Inc Contract # 06-024 (pgs 21-22)

- iii.  Authorization to File a Grant Application with FTA for the "Community Advocacy & Service Engagement " (CASE)Project (pgs 23-24)

- 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

- Attachment  (pgs 25-27)


- v.  Authorization to amend the project budget for the LYNX Operations Center (LOC) and amend the proposed FY2007 Capital Budget (pgs 28-30)

- Attachment 


## 7. Action Agenda

- A.  Fiscal Year 2007 Operating and Capital Budget Amendment (pgs 31-33)

- Attachment 



- B.  Federal Legislative Priorities (pgs 34-37)

- Presentation 

- C.  Contract to Mentor Engineering, Inc. for CAD/AVL/MDT (pgs 38-41)

## 8. Information Items


(For Review Purposes Only - No action required)

- A.  Change Orders #83 through #86 (pgs 42-46)  
- Attachment 

## 9. Other Business

## 10. Monthly Reports

(For Review Purposes Only - No action required)

- A.  Monthly Financial Reports October 2006 (pgs 47-50)  
- Attachment 
- B.  Monthly Financial Reports November 2006 (pgs 51-54)  
- Attachment 
- C.  Monthly Employee Travel Report (pgs 55-56)
- D.  Planning Division Report (pgs 57-61)
- E.  Ridership Report (pgs 62-68)
- F.  Marketing Report (pgs 69-72)
- G.  Legislative Report (pgs 73-74)

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

In accordance with the Americans With Disabilities Act of 1990, persons needing a special accommodation at this meeting because of a disability or physical impairment should contact Sarah Tirado at 455 N. Garland Ave, Orlando, FL 32801 (407) 841-2279, extension 3012, not later than three business days prior to the meeting. If hearing impaired, contact LYNX at (407) 423-0787(TDD).

**LYNX**  
**Central Florida Regional Transportation Authority**  
**Monthly Board Meeting**

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

**DATE:**       **January 18, 2007**

**TIME:**       **10:30 a.m.**

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**Members in Attendance:**

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

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

LYNX Chairman Carlton Henley called the meeting to order at 10:40 a.m. Commissioner Bill Lane led the Pledge of Allegiance.

**2. Approval of Minutes**

Commissioner Fernandez requested staff add Mr. Mark Messaro, Director of Public Works to the Audit Committee Minutes on Page 5.

Commissioner Fernandez moved to approve the minutes of the December 7, 2006 Board meeting. Mayor Dyer seconded the motion. The motion passed unanimously.

**3. Recognition**

Peggy Gies, Chief Marketing Officer, recognized Robert Doane and Barbara Bateman for 25 years of service, Alonso Henao, Leo Marquis and Phillip Redden for 20 years of service and their contributions to the success of LYNX.

**4. Public Comments**

None.

**5. Chief Executive Officer's Report**

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

- A. On January 12, 2007 staff accepted the construction work done on eight new shelters. Five of the shelters are in Seminole County along Lake Mary Boulevard, Lake Emma Road and Sand Pond Road. There are three shelters in Orange County with two on Silver Star Road in Ocoee and one on West Colonial Road.

We expect to accept at least nine additional shelters on Friday. All nine will be in Orange County with half being located on the west side of the county and the other half on the east side of the county.

- B. Ms. Watson explained that she was surprised to see the ridership gains from adding new service. The Lake County park and ride facility was added based on generous funding from FDOT. There were 17 boardings that first day and within two weeks, it had doubled. There was even a bigger success story on a service extension done in Apopka. There was a slight extension to an existing route to serve a Wal-Mart and the average weekday boardings on that route immediately increased by 17%. Saturday's boardings increased by 42% and Sunday's 29%. Also, there was a public meeting held in Apopka to discuss service changes coming this April.
- C. Ms. Watson invited all to participate in the celebration and symbolic ribbon cutting for the Lake County Express on January 29<sup>th</sup> at 7:15 a.m. at the park and ride lot on Highway 27 south of Highway 50 in Clermont. An e-mail was sent out yesterday with all the details.
- D. The annual Roadeo will be held on Wednesday, February 7, 2007. The maintenance competition will be held at South Street and the driving portion will be held at the city's EOC parking lot.
- E. The March 22, 2007 Audit/Board meeting has been rescheduled to March 29, 2007 due to the Central Florida Regional Fly-In to Tallahassee scheduled for March 21 - 22.
- F. The Board Retreat will be held immediately following the February 22, 2007 Board Meeting. The purpose of the retreat is to discuss the future direction of LYNX, the business plan and issues with funding, commuter rail and the growing congestion.

Commissioner Fernandez commented that, from Orange County's standpoint in reading the big box ordinance, one of the recommendations made by the team is that developers will have to work with LYNX in order to provide more bus stops. Commissioner Fernandez mentioned that when she read the ordinance, she thought it was great; however, at the same time it is going to increase the number of riders which is very positive.

Along the lines of the retreat, Commissioner Fernandez feels that is very important in the discussion. In order to move LYNX to the next level and for it to be part of a world class city, there is a need for more shelters and perhaps signage on the shelters as well. Commissioner Fernandez explained that she receives calls from not only constituents and riders but also from tourists indicating they want to ride LYNX but have no idea what the schedules are. When they are in a shelter these people do not know what bus is coming, when and what the timeframe is. Commissioner Fernandez personally took a tour in Miami and found the signage in each shelter amazing. This is something that LYNX will have to look into if LYNX wants to move to the next level.

## **6. Consent Agenda**

### **A. Authorization to Release Requests for Proposal (RFP)**

- i. Banking Services
- B. Authorization to Award Contracts**
  - i. The ratified collective bargaining agreement between LYNX and the Amalgamated Transit Union, Local 1596
- C. Authorization to Extend Contracts**
  - i. Exercise the second option-year for General Counsel Contract #02-024 with Akerman Senterfitt
- D. Miscellaneous**
  - i. Authorization to transfer three (3) retired vanpool vans
  - ii. Authorization to dispose of 27 revenue vehicles and components
  - iii. Authorization to execute the LYNX Operations Center (LOC) Change Order #83
  - iv. Authorization to execute the LYNX Operations Center (LOC) Change Order #81
  - v. 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 #79
  - vi. Authorization to file a Grant Application with FTA for the "Model Orlando Regionally Efficient Traveler Management Coordination Center (MORE-TMCC)" project
  - vii. Authorization to execute a Joint Participation Agreement (JPA) #420497-1-84-01 with Florida Department of Transportation District V for Link 55 Extension
  - viii. The procurement of 21 transit buses from Gillig Corporation

Chairman Henley asked for explanation on 6.D. vi. Regarding the \$400,000 grant that LYNX has been invited to participate in. Chairman Henley would like to know what LYNX plans to do with the grant.

Ms. Watson explained that the staff is looking everywhere for funding to make improvements at LYNX and out of the more than 37 applications that was received by FTA, only 8 grants were awarded. LYNX is very fortunate to be in that category. It is \$400,000 federal funds. The \$283,000 of local match will be provided partly by FDOT and partly from in-kind contributions.

Jennifer Stults, Deputy Director of Planning, explained that this grant is part of the federal SAFETEA-LU to better coordinate transportation. This particular grant is discretionary and is part of the coordinated human service transportation plan.

This particular grant has an Intelligent Transportation Systems (ITS) component. It will help build the planning efforts to better coordinate transportation among many different providers. The federal government is trying to eliminate duplications of services and to help fill the gaps because they feel like they are funding so many different programs and yet some people are still not being served.

Chairman Henley asked about the statement “to serve the rural areas, to serve the underserved, and those not served. The question that came up was are we adjusting routes; are we going to add routes, or simply do a better job at what is currently being done. Ms. Stults explained that this ITS portion is focused more on the technology solutions. The service side is being addressed by the Job Access Reverse Commute New Freedom Program, and that is where more service is being added through those formula funds and planning for those services.

Ms. Watson explained that there are 60 different agencies that provide transportation services to the groups that Ms. Stults just mentioned. Part of what staff proposed in this grant was using ITS to better coordinate and communicate with all the different agencies. Through technology staff will be able to communicate better to provide service in a very large regional area. It is LYNX coordinating better with other agencies instead.

Chairman Henley asked how this can be monitored to determine success. Ms. Watson explained that there are a lot of criteria and comes with assistance in the monitoring and collecting data and writing reports, etc. There will be a very rigorous reporting process to the FTA on the results of this.

Ms. Downs asked what ITS components will come from this grant. Ms Stults explained that the basic premise is to coordinate more with the agencies outside the immediate three county service areas because often time’s people are moving in and out of multiple service areas. All of the systems would speak to each other. It will help with dispatching, trip planning, reservations, etc. It will also help establish technical specifications so that moving forward with all of the various technology projects it will help LYNX meet ITS architecture standards. All systems, as new purchases are made, will continue to be integrated and speak to each other.

Ms. Watson mentioned that the agency currently has Mobile Data Terminals (MDT) on all paratransit vehicles. This was done within the last year.

Ms. Downs stated that this is basically a study to see what the agency could buy. What is the agency buying.

Ms. Watson clarified that the agency is not buying hardware, software; the agency is developing a process. This will be a procedure or implementation plan to better coordinate with other agencies. This is more of a demonstration not a purchase or procurement.

Chairman Henley asked if the Board would see the process once staff has worked through it. He would like to see what is different from what is currently being done with the money investing in the CAD/AVL system, etc.

Ms. Watson explained that there will most likely be some funds spent on either additional temporary consultant type help or positions. Staff will need additional help to put all this together.

Ms. Watson indicated that at the next Board meeting, staff will prepare a bullet point list of the process and outcomes based on what is being put on the grant application. Ms. Stults also suggested she put together a flow chart of how all the systems relate to each other.

Ms. Downs stated that since this is a demonstration project it is demonstrating something that is different than what is currently being done. She is still unclear if LYNX is getting sample hardware or software to use as a demonstration project to see if it is better than what LYNX currently has. It is very unclear.

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

## **7. Action Agenda Items**

### **A. LYNX Security Contract Amendment to increase funds**

Lisa Darnall, Chief Operating Officer, explained that the reason staff is coming back to the Board to request an amendment to the contract with Allied Barton Security Services is because staff did not anticipate all the security services that are currently being used when this contract was awarded. Allied Barton was awarded a contract in 2003. It was a three year contract with two one-year extensions. After the initial three year contract was awarded, LYNX determined that it needed security at the LCS for a 30-day period before occupying it. Once staff moved into this building, it was determined that additional security guard services were needed on the platform level where customers actually board the buses and also in the closed circuit TV room.

In July of 2006 staff came back to the Board to exercise the first one-year extension. That one-year extension was estimated at slightly over \$669,000. In August of 2006 South Street began to experience a rise in criminal activity which caused the agency to add additional security at the South Street location 16 hours a day, 7 days a week. In September 2006 staff moved from the Princeton facility to the Bennett facility and it was discovered that the area warranted more security coverage than was needed at the Princeton facility and added another officer at Bennett 16 hours a day, 7 days a week. A temporary vaulting system was set-up at the South Street location which required armed security for 12 hours a day, 6 days a week. It was also determined that the LOC would need armed security all weekend long from 6:00 p.m. Friday night to 6:00 a.m. Monday morning and then again every evening from 6:00 p.m. to 6:00 a.m. Although Collage will reimburse LYNX for those expenses, all of these security services that have been added as part of the security contract have exceeded the amount that is on the contract.



Staff is asking for an additional \$485,681 which will cover the contract period that ends the end of July. Those monies are budgeted in the fiscal year operating budget; however, that level of funding is not in the contract with Allied Barton.

Ms. Darnall mentioned that what is unknown is whether staff will have to come back to the Board to do a budget amendment for the last two months of the fiscal year. The security contract ends the end of July and there will still be two months left in the fiscal year.

**Motion:** Commissioner Lane moved to approve all action agenda items. Commissioner Fernandez seconded the motion.

Ms. Downs asked if there were pockets of time where security personnel could be shifted from one location to another.

Ms. Darnall explained that because the contract ends in July, a comprehensive study will be done on all security needs.

The motion passed unanimously.

## **8. Other Business**

Chairman Henley mentioned that he has received communication from an employee regarding the desire to return to the FRS which was discussed in two previous meetings. This individual mentioned again that there is still a desire to go back to the FRS but that management had made no decision on it. Chairman Henley indicated that he will draft a letter to try to explain to the employees exactly what the situation is and why this Board has not taken any action because this is not a management decision. It is a Board decision to move back to the FRS and the Board was given information at the last Board meeting and as a result of that information this Board took no action to move in that direction.

Meeting adjourned at 11:40 p.m.

Consent Agenda Item #6.A. i

<b>To:</b>	<b>LYNX Board of Directors</b>
<b>From:</b>	<b>Peggy Gies</b> CHIEF MARKETING OFFICER <b>Desna Hunte</b> (Technical Contact) <b>Riccian Vidal</b> (Technical Contact)
<b>Phone:</b>	<b>407.841.2279 ext: 3020</b>
<b>Item Name:</b>	<b>Authorization to Release Requests for Proposal (RFP)</b> <b>~ Release of RFP for Provider Services for the Administrative Money Purchase Plan and Deferred Compensation Plan</b>
<b>Date:</b>	<b>2/22/2007</b>

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**ACTION REQUESTED:**

Staff is requesting authorization from the Board of Directors' to release an RFP to obtain a service provider for the Administrative Money Purchase Plan and Deferred Compensation Plan.

**BACKGROUND:**

In 1994, LYNX adopted the Money Purchase Plan and Trust for those administrative employees who qualified. The plan would be known as the Central Florida Regional Transportation Authority Money Purchase Plan. LYNX also adopted, in 1994, the Deferred Compensation Plan for all eligible LYNX employees pursuant to section 457 of the Internal Revenue Code. Nationwide Retirement Solutions has been the service provider for both plans since their inception.

Upon review of the Money Purchase Plan, the trustees of the MPP made the determination to take steps to enhance the plan's investment options and to provide more education to participants about their investment options. Burgess Chambers & Associates, the consultant hired by the MPP to monitor and review the plan funds' performance recommended adding life style investment options for participants. (Life Style funds are designed to meet the participant's objectives through a single, convenient investment vehicle based on their risk level and anticipated retirement date.) This option would provide participants with choices to select among professionally managed portfolios, based on their risk level and anticipated retirement date.

We discussed this investment option and its ability to provide it with Nationwide. Nationwide notified the trustees of its inability to implement this option based on the consultant's recommendations.

## LYNX Board Agenda

A decision was made by the trustees, based on the response from Nationwide, to consider the procurement of another service provider for the MPP and Deferred Compensation Plan for LYNX administrative employees.

**FISCAL IMPACT:**

No fiscal impact has been determined. It will be based on response from the bidders of the RFP and the fee structure proposed. LYNX does not currently pay a fee to Nationwide. Payment of expenses to Nationwide is paid from the fund.

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Consent Agenda Item #6.B. i

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 3036

**Item Name:** Authorization to award and execute a contract for Bus Tire Leasing

**Date:** 2/22/2007

**ACTION REQUESTED:**

Submissions for Invitation For Bid (IFB) #07-006 Bus Tire Leasing are due on February 19, 2007. Staff will provide the results of this bid tabulation and recommendation for award at the February 22, 2007 Board meeting.

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to award a fixed unit price contract for Bus Tire Leasing, as a result of Board approved IFB # 07-006. This contract is for an initial term of (3) years and two (2) one year options subject to annual funding availability and a determination that exercising the option is the most advantageous alternative for LYNX. Total cost for this contract to include option years is approximately \$3.4 million.

**BACKGROUND:**

The concept of leasing bus tires is considered the norm in the transit industry. Leasing tires reduces LYNX' cost and eliminates the need to own and control inventory of spare tires. The following table highlights the cost savings with associated with leasing tires:

**Cost Comparison Purchase vs Lease Tires**

	Purchase Price	Lease Rate	Lease Price	Saving/tire	Tires on Buses	Total Savings
Standard Transit Tire B305/70R22.5 Speed Rating 55mph includes \$36.76 FE Tax	\$467.76	\$0.0048/tire mile	\$316.80	\$150.96	1,092	\$164,848.32
Highway Transit Tire B305/85R22.5 Speed Rating 65mph includes \$43.00 FE Tax	\$583.00	\$0.0063/tire mile	\$415.80	\$167.20	72	\$12,038.40
Low Floor Bus Tire B275/70R22.5 Speed Rating 55 mph includes \$32.51 FE Tax	\$400.51	\$0.0048/tire mile	\$316.80	\$83.71	300	\$25,113.00
					<b>Yearly Savings</b>	<b>\$201,999.72</b>

Note: numbers are based on an average tire run out of 66,000 miles

One of the major responsibilities for the LYNX Maintenance Division is tire maintenance. This function is currently executed jointly in-house by LYNX employees and outsourced to the Goodyear Tire and Rubber Company. Tires for LYNX buses have been leased from the

Goodyear Tire and Rubber Company since December 1992. Goodyear has been the successful bidder through the last four solicitations. The current contract was established on October 2001 for 3 years with two one-year options for renewal. All options have been exercised.

In September 2006, the contract was extended for 90-days to allow time to complete bid documents. An additional Board approved 90-day extension was granted in December 2006. Because of the complexity of the IFB, potential bidders requested additional time to respond. LYNX staff believed it was in our best interests to extend the response time to February 19, 2007 in order to attract potential bidders.

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

The established DBE goal is 11.5%.

**FISCAL IMPACT:**

LYNX budgets for the cost of lease tires and tire maintenance annually. The budgeted amount for FY07 is \$662,265.

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Consent Agenda Item #6.C. i

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 3036

**Item Name:** Authorization to Extend Contracts  
~ Bennett Lease Extension

**Date:** 2/22/2007

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into a two month lease extension agreement with Bennett Truck Equipment, Inc. to serve as a temporary operations and maintenance facility during the completion of the new LYNX Operations Center (LOC).

**BACKGROUND:**

LYNX entered into a lease agreement with Dr. Phillips, Inc. in October 1995 for 6.48 acres of commercial property located at 1925 W. Princeton Street to maintain and dispatch fixed route buses. The term of the agreement was for five years and we executed an extension for an additional six years that terminated September 30, 2006.

Following discussions with Dr. Phillips to extend the lease, we were notified that an extension would not be granted and steps were taken to secure a temporary site. Approximately fifteen sites were visited to locate the most suitable property. Following the review and consultation with LYNX' consultants, Earth Tech, staff determined that the Bennett Truck Equipment, Inc. site proved to be the best property available. Additionally, the site is in close proximity to our existing facility on South Street that will need to support daily operational requirements such as fare collection retrieval, washing and fueling the Princeton Street vehicles.

The site is on 2.4 acres of land located at 3620 Old Winter Garden Road in Orlando. The term of the extended lease agreement is for a period of two months effective March 7, 2007 and terminating May 6, 2007. It is our intention to only occupy the facility for an additional two months. Under the Lease, LYNX has the right to terminate the lease on 5 days notice. It should be noted that the owner/landlord has entered into a contract to sell the land; so future extensions may be difficult if needed.

**FISCAL IMPACT:**

The cost for this activity is not to exceed \$42,560 at a rate of \$21,280 per 30-day period for two months. The additional \$42,560 is included in the FY2007 budget amendment.

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**FIRST AMENDMENT TO LEASE AGREEMENT**

**THIS FIRST AMENDMENT TO LEASE AGREEMENT** (the **“First Amendment”**) made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2007 by and between:

**BENNETT TRUCK EQUIPMENT, LLC.**, a Florida limited liability company, P. O. Box 593865, Orlando, Florida 32859-3865 (hereinafter referred to as the **“Landlord”**)

And

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

**WITNESSETH:**

**WHEREAS**, on or about September 8, 2006, the Landlord and the Tenant executed that certain Lease Agreement (the **“Initial Lease”**) dated September 9, 2006 pursuant to which the Landlord leased to the Tenant certain premises located at 3620 Old Winter Garden Road, Orlando, Florida; and

**WHEREAS**, the term of the lease expires on March 7, 2007, and the Landlord and the Tenant wish to extend the Term as set forth in this First Amendment.

**NOW, THEREFORE**, the parties do hereby agree as follows:

1. **DEFINITIONS.** Unless defined in this First Amendment, capitalized terms contained herein shall have the meanings set forth in the First Amendment.
2. **EXTENSION OF TERM.** The term of the lease is hereby extended from March 7, 2007 to May 6, 2007.
- 3.. **RATIFICATION.** Except as modified by this First Amendment the parties do hereby ratify and confirm the Lease. Hereafter, the term “lease” shall mean and include this First Amendment.

**[Signatures on Following Page]**



**IN WITNESS WHEREOF**, the parties have executed this lease at Orlando, Florida, on the date first shown above.

Signed, sealed and delivered  
In the presence of:

**BENNETT TRUCK EQUIPMENT,  
LLC, A Florida limited liability  
company**

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

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

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

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

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

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

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

As to the "Landlord"

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

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

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

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

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

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

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

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

As to the "Tenant"

Consent Agenda Item #6.D. i

**To:** LYNX Board of Directors

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

**Presented By:** Bert Francis, CFO

**Phone:** 407.841.2279 ext: 3047

**Item Name:** Miscellaneous  
~ Authorization to execute the LYNX Operations Center (LOC) Change Order #88 for Installation of Communications and Data Conduit

**Date:** 2/22/2007

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**ACTION REQUESTED:**

Staff is requesting authorization for the Chief Executive Officer (CEO) or designee to approve a change order for the installation of communications and data conduit at the LOC.

**BACKGROUND:**

When the original contract for construction of the LYNX Operations Center was designed and awarded for construction, the requirement for data and communication wiring was not defined. Consequently, a decision was made to add the communications wiring and data lines later by change order.

LYNX direct contractors are providing the cable, communications, and data systems. These contractors were instructed in their bid documents that the LYNX general contractor (Collage) was constructing the buildings at the LOC and would provide all conduits.

Collage was provided design documents for “Structured Cabling Systems” in February 2006 and requested to prepare a cost proposal for the work. Collage presented a proposal in October 2006 and the price was subsequently agreed upon in December.

Installation of the cabling systems conduit and communications and data systems continues to progress by Collage and the LYNX direct contractors.

**FISCAL IMPACT:**

This change order for \$217,198.51 will increase the value of the construction contract and is included in the proposed \$500,000 amendment to the project budget.



TO: Board of Directors and LYNX Operations Center Sub-Committee

FROM: Linda Watson  
Chief Executive Officer

SUBJECT: Change Order # 88 Approval, LYNX New Operations Center (LOC)

DATE: February 13, 2007

LYNX is doing everything possible to facilitate the completion of the LOC construction and move maintenance and operations functions from the present, mostly temporary, locations into the new LOC spaces. Several obstacles and issues remain to be resolved prior to moving into the LOC facilities. However, planning for the permanent move is continuing while these roadblocks are lifted. LYNX intends to apply for temporary certificates of occupancy to implement the earliest possible move-in date.

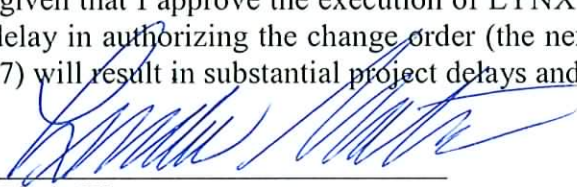
When the original contract for construction of the LYNX Operations Center was designed and awarded for construction, the requirement for data and communication wiring was not defined. Consequently, a decision was made to add the communications wiring and data lines later by change order. LYNX direct contractors are providing the cable, communications, and data systems, and Collage is providing the necessary conduit.

Consequently, it is considered in the best interest of LYNX and the project to approve Change Order #88, in the amount of \$217,198.51 so that work can proceed ASAP and prevent any delay to occupying the LOC when construction activities permit.

This change order, as provided for in the bylaws, shall be noticed to the Governing Board as a consent item at the next scheduled meeting of the Governing Board.

§4.4.5 "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 orders for use of Project Contingency not to exceed a total of 10% of the Governing Board approved contract amount up to \$150,000.00 (for any single change, claim or amendment) and 50% of the approved Project Contingency, in the aggregate. Once 50% of the Project Contingency has been utilized, only the Chief Executive Officer, with approval by the Governing Board, may authorize use of the remaining 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. 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."

Pursuant to the authority vested in me under Central Florida Regional Transportation Authority (d/b/a LYNX) Administrative Rule 4, Bylaws of the Authority, Sections 4.4.1.A and 4.4.5, notice is hereby given that I approve the execution of LYNX Operating Center Change Order #88 inasmuch as the delay in authorizing the change order (the next meeting of the Governing Board is February 22, 2007) will result in substantial project delays and additional cost to the Authority.

BY:   
Linda Watson  
Chief Executive Officer

407-841-2279  
[www.golynx.com](http://www.golynx.com)

455 North Garland Avenue  
Orlando, FL 32801-1518

Consent Agenda Item #6.D. ii

<b>To:</b>	<b>LYNX Board of Directors</b>
<b>From:</b>	<b>Lisa Darnall</b> CHIEF OPERATING OFFICER <b>William Hearndon</b> (Technical Contact) <b>Randolph Cantor</b> (Technical Contact)
<b>Phone:</b>	<b>407.841.2279 ext: 3036</b>
<b>Item Name:</b>	<b>Miscellaneous</b> ~ <b>Increase contract funding by \$177,843 for Mentor Engineering, Inc</b> <b>Contract # 06-024</b>
<b>Date:</b>	<b>2/22/2007</b>

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**ACTION REQUESTED:**

Staff requests the Board of Directors' authorization to increase contract #06-024, Mentor Engineering, Inc. for Mobile Data Terminal (MDT), Computer Aided Dispatch (CAD), and Automatic Vehicle Locator (AVL) in the amount of \$177,843.

**BACKGROUND:**

In 2003, the Federal Transit Administration (FTA) awarded LYNX and Polk County Transit Services (PCTS) a joint Rural Intelligent Transportation System (ITS) Grant. The goal of the grant was to use technology in an operational test to improve transportation options in rural areas of Osceola and Polk counties.

A joint procurement with LYNX and PCTS was completed to procure and integrate 10 MDT/CAD/AVL units for PCTS and 135 MDT/CAD/AVL units for LYNX' Paratransit program. Contract # 06-024 was signed and executed by LYNX and Mentor Engineering on June 5, 2006 totaling \$1,229,000. Mentor identified a contract shortage totaling \$300,966. This difference was the subcontractor's software licensing fees within Mentor's original proposal that was inadvertently left out of the contract.

In an effort to minimize the financial impact, Mentor reviewed their pricing and made several adjustments and provided a \$99,341 cost reduction. Additionally, during this time, LYNX reviewed the quantity of MDT/CAD/AVL units required and concluded that the quantity stipulated in the contract was overstated by 20 units. This reduction of MDT/CAD/AVL units further reduced the contract discrepancy to \$177,843.

**FISCAL IMPACT:**

Federal funds in the amount of \$177,843 are available to support the additional contract amount. Also, this amount is included in the proposed February 2007 capital budget amendment.

Consent Agenda Item #6.D. iii

**To:** LYNX Board of Directors

**From:** Bert Francis  
CHIEF FINANCIAL OFFICER  
Belinda Balleras  
(Technical Contact)  
Ryan Houck  
(Technical Contact)  
James McLawhorn

**Phone:** 407.841.2279 ext: 3047

**Item Name:** Miscellaneous  
~ Authorization to File a Grant Application with FTA for the “Community Advocacy & Service Engagement (CASE)” Project

**Date:** 2/22/2007

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**ACTION REQUESTED:**

Staff is requesting the Board of Director’s authorization for the Chief Executive Officer (CEO) or designee to submit a grant application to the Federal Transit Administration for \$140,000 in research funding to implement the (Community Advocacy and Service Engagement) CASE project, chosen by the FTA through a Request for Proposals issued in November 2006.

**BACKGROUND:**

The Federal Transit Administration (FTA) solicited proposals for applied research in the area of public participation as it relates to planning of public transportation. Successful proposals will be funded through the Public Transportation Participation Pilot Program (PTP Program), as called for under SAFETEA-LU. The purpose of the PTP Program is to support the development of innovative approaches to improving public participation in transportation planning.

**LYNX Proposal**

In response to the FTA RFP, LYNX’ staff submitted a proposal referred to as “Community Advocacy & Service Engagement” (CASE) Project. Using the extensive citizen opinions collected from the How Shall We Grow initiative, LYNX will engage a variety of citizens in multi-phased activities designed to engage public participation in establishing the policy framework and implementation plans for transportation planning, based on the “Shared Regional Vision” and ultimately the development of a community transportation vision.

LYNX proposed the CASE project to develop, implement and validate effectiveness of innovative public participation tools, strategies and grassroots coalition building efforts premised on inputs from 7,000 plus citizen opinions from the 7-county Central Florida region. The LYNX

## LYNX Board Agenda

Community Advocacy and Service Engagement (CASE) Project is designed to address the following PTP objectives:

- Mobilize diverse and broad-based community groups to identify key “public information deficits” and engage communities in dialogue on transportation and mobility
- Develop public education strategies (PES) to build awareness, visibility and support of long-term transportation options
- Develop and implement an inclusive public participation model reflective of community values and ownership.
- Build successful self-guiding coalitions providing focus and advocacy on codependent relationships between transportation and community development,
- Utilize communications technology to enhance and sustain opportunities for public involvement
- Mobilize citizens to support adequate dedicated funding for transit programs

On Feb. 2, 2006, LYNX was notified that the LYNX proposal was selected as one of 7 projects from 30 proposals received by the FTA. LYNX is excited to be the only transit agency selected for this pilot program.

FTA funding in the amount of \$140,000 will be matched with a combination of state grants and in-kind services from community partners and stakeholders in the amount of \$65,000. This grant application is a formality that is necessary to obligate the funds in FTA’s grant management system.

### **FISCAL IMPACT:**

Federal funding in the amount of \$140,000 will be included in the proposed FY 2007 budget amendment to be processed this quarter and the FY 2008 budget. This project will commence in FY 2007 and is anticipated for completion in approximately 12 months.

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Consent Agenda Item #6.D. iv

**To:** LYNX Board of Directors

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

**Presented By:** Bert Francis

**Phone:** 407.841.2279 ext: 3047

**Item Name:** Miscellaneous  
~ 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

**Date:** 2/22/2007

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**ACTION REQUESTED:**

Staff is requesting the Board of Directors' Authorization for the Chief Executive Officer (CEO) to approve the LYNX Operations Center Change Order # 87 (see memorandum dated February 10, 2007 from the CEO), in the amount of \$166,751.86. This is an additive change order to upgrade the floor sealer in LOC Buildings A, A Expansion, B, C1 and C2 to a more suitable product.

**BACKGROUND:**

In the original contract for construction of the LOC, an epoxy floor sealer was specified for concrete floor surfaces. When change order #1 was negotiated for the addition of Building A Expansion, a conventional concrete sealer was substituted for the epoxy for most of the concrete floors in an effort to reduce the cost of construction. After further assessment, LYNX has determined that the conventional sealer now specified is not the most cost effective product on a life cycle basis. This change order would upgrade the floor sealer to a 3-coat epoxy application with greater longevity, reduced maintenance costs, and improved safety.

The contractor has provided a credit for the floor system products being deleted by this change order, and will install an epoxy floor system product that meets the appropriate standards for an industrial facility such as the LOC.

**FISCAL IMPACT:**

This change order for \$166,751.86 will increase the value of the construction contract and is included in the proposed \$500,000 amendment to the project budget.

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TO: Board of Directors and LYNX Operations Center Sub-Committee

FROM: Linda Watson  
Chief Executive Officer

SUBJECT: Change Order # 87 Approval, LYNX New Operations Center (LOC)

DATE: February 10, 2007

LYNX is doing everything possible to facilitate the completion of the LOC construction and move maintenance and operations functions from the present, mostly temporary, locations into the new LOC spaces. Several obstacles and issues, which have been previously discussed with the LOC Sub-committee remains to be resolved prior to moving into the LOC facilities. However, planning for the permanent move is continuing while these roadblocks are lifted.

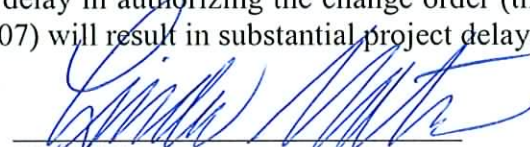
One potential delay is LYNX' objective to upgrade the currently specified concrete floor sealer to an epoxy sealer with greater longevity, reduced maintenance costs and improved safety. Change order #87, in the amount of \$166,751.86, is an additive change which would substitute a 3 application epoxy sealer product for the inferior specified product intended for installation now. The epoxy sealer will take two weeks to apply and require approximately two more weeks to cure for a total of four weeks. Furthermore, it would be impractical to try to apply the epoxy sealer after LYNX has moved in and started operations and maintenance activities.

Consequently, it is considered in the best interest of LYNX and the project to approve Change Order #87 so that work can begin ASAP and prevent any delay to occupying the LOC when construction activities permit.

This change order, as provided for in the bylaws, shall be noticed to the Governing Board as a consent item at the next scheduled meeting of the Governing Board.

§4.4.5 "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 orders for use of Project Contingency not to exceed a total of 10% of the Governing Board approved contract amount up to \$150,000.00 (for any single change, claim or amendment) and 50% of the approved Project Contingency, in the aggregate. Once 50% of the Project Contingency has been utilized, only the Chief Executive Officer, with approval by the Governing Board, may authorize use of the remaining 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. 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."

Pursuant to the authority vested in me under Central Florida Regional Transportation Authority (d/b/a LYNX) Administrative Rule 4, Bylaws of the Authority, Sections 4.4.1.A and 4.4.5, notice is hereby given that I approve the execution of LYNX Operating Center Change Order #87 inasmuch as the delay in authorizing the change order (the next meeting of the Governing Board is February 22, 2007) will result in substantial project delays and additional cost to the Authority.

BY:   
Linda Watson  
Chief Executive Officer

407-841-2279  
[www.golynx.com](http://www.golynx.com)

455 North Garland Avenue  
Orlando, FL 32801-1518

Consent Agenda Item #6.D. v

**To:** LYNX Board of Directors

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

**Presented By:** Bert Francis

**Phone:** 407.841.2279 ext: 3047

**Item Name:** Miscellaneous  
~ Authorization to amend the project budget for the LYNX Operations Center (LOC) and amend the proposed FY2007 Capital Budget

**Date:** 2/22/2007

---

**ACTION REQUESTED:**

Authorization is requested from the LYNX Board of Directors to have the Chief Executive Officer or designee amend the project budget for the LYNX Operations Center (LOC) in the amount of \$500,000 for a total project cost of \$36,359,000. In addition, we are requesting authorization to amend the proposed FY2007 Capital Budget, accordingly.

**BACKGROUND:**

The LYNX Operations Center is being constructed on approximately 24.1 acres located at the northwest corner of John Young Parkway and Princeton Street intersection. The Center will be accessed via LYNX Lane and is now scheduled for completion in the first quarter of 2007.

In early 2002, the projected project scope of work was \$35.6M. The Center was designed as an operating base for 250 buses and a maintenance facility for 450 buses.

In Spring 2002, funding limitations reduced the original project scope of \$35.6M to \$30M. The \$5.6M reduction forced LYNX to change the operating base from 250 buses to 200 buses and the maintenance facility from 450 buses to 200 buses. The largest impact was the maintenance building that eliminated heavy maintenance, paint/body shop, and central parts and receiving. Additionally, furnishings and equipment were reduced as well as two of the three canopies.

In November 2003, the construction bid estimated at \$17.9M was received for \$15M. Because the bid received was so low, LYNX was able to add back into the project scope some of the critical elements previously eliminated in the amount of \$2.9M. The portion added back

included central parts and receiving and portions of the heavy maintenance to approximately 40% of original design. Although the operating base remained at 200 buses, the maintenance facility increased from 200 to 250 buses.

In November 2003, funding became available due to the SIB loan being awarded for the local match. Various delays caused escalation cost increases for structural steel, rebar, pipe, concrete, and concrete block. At that time, there were indications that staff was aware that the current contingency may be insufficient. In December 2005, the Board authorized the amendment of the project budget to the current amount of \$33,864,000.

Since December 2005, the project experienced a large number of unforeseeable cost increases and/or change orders. Subsequently, in July 2006, the Board approved a budget revision for \$1,995,000 bringing the total project budget to \$35,859,000.

This request for additional funds is necessitated by additional change orders that have been received from the contractor during the last three months, as well as other proposed changes to the project that have been identified. (See agenda items 6A3 and 6A5)

**FISCAL IMPACT:**

In order to move forward with the project, we are requesting the budget be revised by \$500,000 from an approved budget of \$35,859,000 to a new total of \$36,359,000.

In order to fund the proposed change, we recommend using available Federal funds that were originally programmed for this project. If you recall, by leveraging Orange County's annual contribution to LYNX for the local match, state funds were fully utilized. Thus, Federal funds originally programmed for the project were not utilized until now.

Staff will continue to monitor the budget on an ongoing basis, while continuing to explore potential cost savings.

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**LYNX OPERATIONS CENTER**  
**Revised Budget**  
**February 22, 2007**

<u>Cost Category</u>	<u>Budget prior to</u> <u>Change Order</u>	<u>Change</u>	<u>Revised Budget</u>
Collage Contract	\$ 16,854,766	\$ -	\$ 16,854,766
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	24,230,986		24,230,986
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>34,667</u>	<u>500,000</u>	<u>534,667</u>
<b>TOTALS</b>	<u>\$ 35,859,000</u>	<u>\$ 500,000</u>	<u>\$ 36,359,000</u>

**SUMMARY:**

Change in Total Budget:		\$ -
Change in Contingency:	Increase	\$ 500,000

Description of Change:

Proposed increase to the project budget to fund current and future change orders.

Action Agenda Item #7.A

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 3047

**Item Name:** Miscellaneous  
~ Fiscal Year 2007 Operating and Capital Budget Amendments

**Date:** 2/22/2007

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**ACTION REQUESTED:**

Staff is seeking the Board of Director's authorization for the Chief Executive Officer (CEO) or designee to amend the FY2007 Operating and Capital Budgets by \$447,334 and \$7,173,074.

**BACKGROUND:**

LYNX staff will discuss details pertaining to the attached proposed budget amendments at the Audit Committee meeting.

**FISCAL IMPACT:**

The proposed budget amendments will be funded through available federal and state funds. LYNX will not require any additional local funds to support the proposed budget amendments.

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<b>LYNX</b>					
<b>FY2007 Budget Amendment Summary</b>					
<b>Operating Budget</b>					
	<b>Federal Funding</b>	<b>State Funding</b>	<b>Local Funding</b>	<b>Local Transfers</b>	<b>Total Funding</b>
<b>Safety/Security:</b>					
Security Services - LCS, LOC/Bennett & South Street	\$ -	\$ -	\$ 150,000	\$ -	\$ 150,000
Professional Services - Safety, Security Plans & Audits	-	-	235,000	-	235,000
<b>Finance:</b>					
Leases	-	-	54,211	-	54,211
Bus Lease (21 Expansion OT Performance)	-	-	-	828,458	828,458
<b>Human Resources:</b>					
Professional Services	-	-	20,000	-	20,000
CAO position	-	-	(65,862)	-	(65,862)
<b>Purchasing and Contracts:</b>					
Professional Services - Temporary Management Personne	-	-	25,000	-	25,000
<b>Risk Management:</b>					
LOC Insurance	-	-	83,485	-	83,485
<b>Governmental Affairs:</b>					
Public Involvement Program	140,000	-	-	-	140,000
<b>Strategic Planning:</b>					
New Freedom Program (NFP)	244,866	-	-	-	244,866
JARC Program	278,243	-	-	-	278,243
MORE-TMCC Research Study	400,000	-	-	-	400,000
FlexBus Project Carryover	-	(720,000)	-	(780,000)	(1,500,000)
COA Project Carryover	34,267	-	-	-	34,267
Commuter Rail Project Carryover	22,000	-	-	-	22,000
GIS Consultant	-	-	(100,000)	-	(100,000)
<b>Transportation:</b>					
File Cabinets - (LOC)	-	-	(1,500)	-	(1,500)
<b>Union Contract:</b>					
Salaries and Wages	-	-	366,735	-	366,735
Medical Insurance	-	-	196,787	-	196,787
<b>Operating Revenues:</b>					
Interest Income	-	-	(151,816)	-	(151,816)
Advertising Revenue	-	-	(100,000)	-	(100,000)
<b>Fuel Savings:</b>					
Diesel Fuel	-	-	(500,600)	-	(500,600)
<b>LOC Move Expenses:</b>					
LOC move one-time costs at Princeton	-	-	(211,440)	-	(211,440)
<b>Total</b>	<b>\$1,119,376</b>	<b>\$ (720,000)</b>	<b>\$ -</b>	<b>\$ 48,458</b>	<b>\$ 447,834</b>



**LYNX**  
**FY2007 Budget Amendment Summary**  
**Capital Budget**

	Federal Funding	State Funding	SIB Loan	Local Funding	Local Transfers	Total Funding
<b>Building, Structures, and Capital Improvements:</b>						
LCS Design Work for Tenant Improvements	\$ 42,603	\$ -	\$ -	\$ 24,046	\$ -	\$ 66,649
LCS Construction and Project Management	668,647	-	-	111,353	-	780,000
LOC Construction Project Carryover	653,354	812,035	704,234	1,513,000	-	3,682,623
LOC Construction Project Budget Amendment	500,000	-	-	-	-	500,000
FlexBus BRT - Project Carryover		720,000	-	-	780,000	1,500,000
<b>Rolling Stock:</b>						
Road Ranger Vehicles (4 Vehicles)		170,335	-	-	-	170,335
Van Pool Vans	61,036	-	-	-	-	61,036
Bus Purchases (35 Replacement Buses)	305,351	-	-	(135,399)	-	169,952
Bus Purchases (16 Expansion Buses TRIP/SIB - Service Development)	318,089	-	-	-	-	318,089
Bus Lease (21 Fleet Expansion for OT Performance)	-	-	-	-	(828,458)	(828,458)
<b>Furniture, Fixtures, and Equipment:</b>						
Fareboxes - 20 Spares	(37,620)	-	-	-	-	(37,620)
IT Miscellaneous Equipment	140,000	-	-	-	-	140,000
Lap Tops - Road Ranger Vehicles	-	32,000	-	-	-	32,000
Miscellaneous Support Equipment	100,000	-	-	-	-	100,000
Trapeze FX amendment (BSMT- Bus Stop Management Tool)	12,000	-	-	-	-	12,000
Trapeze Map Software	6,000	-	-	-	-	6,000
LOC File Cabinets	1,500	-	-	-	-	1,500
Paratransit CAD/AVL - Mentor Contract Amendment	177,843	-	-	-	-	177,843
Advance Travel Information Systis (ATIS) System	51,125	100,000	-	100,000	-	251,125
New Freedom Program (NFP)	70,000	-	-	-	-	70,000
<b>Total</b>	<b>\$ 3,069,928</b>	<b>\$ 1,834,370</b>	<b>\$ 704,234</b>	<b>\$ 1,613,000</b>	<b>\$ (48,458)</b>	<b>\$ 7,173,074</b>

**Action Agenda Item #7.B**

**To:** LYNX Board of Directors

**From:** James McLawhorn  
CHIEF GOVERNMENT AFFAIRS OFFICER  
Bryan Stutts  
(Technical Contact)

**Phone:** 407.841.2279 ext: 3064

**Item Name:** Federal Legislative Priorities

**Date:** 2/22/2007

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**ACTION REQUESTED:**

Approval by Board of Directors of LYNX' FY 2008 Federal Legislative Priorities.

**BACKGROUND:**

Since 1992, LYNX has received over \$100 million in Congressional earmarks. In the time since the federal transportation bill was reauthorized (SAFETEA-LU), LYNX has fared very well. However, many events have caused challenges for LYNX appropriations within the past year. Most importantly, due to the transportation bill not being passed before the end of last year's session and the subsequent change in congressional leadership, all earmarks for FY 2007 have been channeled to their respective federal agencies. Notable for LYNX is the movement of budget earmark funds to the Federal Transit Administration.

**PROPOSED 2007 FEDERAL LEGISLATIVE PRIORITIES:**

In consultation with LYNX' Federal Lobbyist and our delegation staff, the following priorities are recommended for FY08. Our priority is the procurement of buses for our aging fleet which will be communicated to our congressional delegation.

- Congressional appropriation of \$9.3 million, which will procure buses for our fleet. According to our bus replacement schedule, LYNX needs approximately \$56.8 million through 2011 for bus replacement. The schedule calls for 19 buses to be replaced in 2008 which include seven buses for maintenance of on time frequency service. Formula funds alone cannot accomplish this and a congressional appropriation is necessary.

# Federal '08 Legislative Priorities



# '08 Federal Legislative Priorities

## **Buses - \$9.3 million**

Federal earmark request per Bus Procurement guidelines

### **Maintenance Frequency:**

7 buses \$2,633,120

### **COA Expansion and Flex Bus:**

12 buses \$4,513,290

### **Flex Bus – Altamonte Springs**

6 buses \$2.1 million



# '07 Federal Legislative Earmark

## '07 Transportation Bill not passed

FTA will receive '07 monies without strings attached.

The FTA will set up criteria and will disperse the funds.

FTA will be highly dependent on Congressional input and discretion in disbursing their funds.

**LYNX will aggressively pursue these previously earmarked dollars.**



Action Agenda Item #7.C

**To:** LYNX Board of Directors

**From:** Lisa Darnall  
Chief Operating Officer  
David Burnett  
Technical Contact 1  
Adam Goldman  
Procurement

**Phone:** (407) 841-2279 ext. 3036

**Item Name:** Contract to Mentor Engineering, Inc. for CAD/AVL

**Date:** 2/22/2007

---

**ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO), or designee to execute a contract in the amount of \$1,585,970 to Mentor Engineering, Inc. for the procurement and integration of a Computer Aided Dispatch/Automatic Vehicle Location System (CAD/AVL).

**BACKGROUND:**

LYNX seeks to purchase and install CAD/AVL to increase the efficiency by which revenue and non-revenue vehicles are monitored. These improvements are needed to handle the expanded range of the service area, the increased demand on equipment and to provide real time information to our customers. This system fulfills part of the vision of LYNX' Master Plan, which includes expanding into advanced technologies.

The execution of this contract will enable LYNX to: 1) track all of our vehicles in real-time; 2) determine if a vehicle is running early or late; and, 3) determine possible alternate routes when traffic incidents occur in order to adequately serve our riding public. This need will be especially critical in light of the expansion of our fleet by the end of FY 2007. Without real-time tracking and computer-aided dispatch, it is unlikely that the use of a voice only radio communication system between the dispatcher and over two hundred thirty (230) peak hour buses on the street can adequately manage the peak service periods effectively.

CAD/AVL technology will afford LYNX operations the ability to monitor in real time the location of all fleet vehicles in the service area by use of a service area map. Replacement and supplemental vehicles can be dispatched as needed with the proposed system and passenger transfers between vehicles can be efficiently coordinated between schedules. Security of LYNX customers, personnel and property will also be enhanced through the monitoring of all vehicle operations.

The implementation of this system offers the opportunity to utilize advanced communication technology, including transmission of data and text messaging to individual vehicles, groups of vehicles, or entire routes. It enables LYNX to improve and better manage transit operational efficiencies through the integrated use of Computer Aided Dispatch and Automated Vehicle Location technologies.

Mentor Engineering Inc. is qualified to provide LYNX with a CAD/AVL system that will help LYNX to provide better customer service and more effectively manage operations by providing vehicle location, status, and other data to the dispatch center in real-time.

Mentor is the manufacturer and distributor of industry leading mobile data and vehicle tracking products. These products are backed up by the technical services and long-term support required to ensure customer satisfaction.

The proposed system includes implementation of the entire fixed route fleet and supervisory vehicles. The system includes all hardware and software for LYNX dispatch center, all vehicle on-board hardware and software, and network communications.

On December 7, 2006, the Board approved authorization to issue a Request for Proposal (RFP) #07-009 for a Computer Aided Dispatch/Automated Vehicle Location (CAD/AVL) system.

The RFP was released on December 20, 2006 with proposals due back on January 22, 2007.

At the bid opening on January 22, 2007, there were four respondents: Digital Recorders, Mentor Engineering, Inc., Orbital Transportation Management Systems, and Radio Satellite Integrators.

Proposals were evaluated by the Source Evaluation Committee (SEC):

- David Burnett, LYNX, Deputy Chief of Operations for Transportation
- Tori Iffland, LYNX, Manager of Information Technology
- Rey Quiñones, LYNX, Transportation Superintendent
- Ricky Sonny, LYNX, Program Specialist
- Eric Smith, LYNX, Service Planner

Synopsis of the Proposals:

- 1) Mentor Engineering, Inc.: The vendor had a CAD visual interface that was more user-friendly to the dispatcher. The on-board display unit was more user-friendly than the others. Mentor recently completed the installation of AVL for ACCESS LYNX Paratransit, and LYNX staff has been pleased with the results of Mentor's work to date.
- 2) Digital Recorders (DRI): There was some concern about the potential for problems concerning final software integration with this Proposer. There were also some concerns about DRI's ability to display the right kind of information concisely in the CAD environment.

- 3) Orbital Transportation Management Systems: Orbital has a great deal of experience in deploying CAD/AVL systems with 200+ fleet sizes at peak. However, they were not responsive to meeting our need to deploy CAD/AVL to the entire fleet, as they proposed fully equipping just ten (10) buses, with the expectation that we could acquire significantly more funding to cover the remaining two hundred-seventy (270) buses.
- 4) Radio Satellite Integrators, Inc (RSI): There was concern that RSI's proposal was not responsive to the CAD requirement. RSI had limited experience working transit applications especially with fixed route buses, which are dependant on CAD to make AVL a dispatching tool. It was not clear that CAD was being offered, although the AVL portion was congruent with our expectations. RSI, however, was judged to have good hardware engineering designs.

### Key Highlights of Mentor's Proposal:

Mentor's CAD/AVL system allows organizations to track buses and operations vehicles in real time on a color-coded, highly customizable map that can display as little or as much information as each dispatcher wants. It supports both vector-based and image maps, and both are pan- and zoom-enabled so that users can view varying degrees of detail, ranging from an entire city overview to a close-up of an individual bus at a particular stop. Routes are color-coded, and dispatchers can show relevant routes while hiding others. CAD/AVL includes customizable regions, which allow dispatchers to quickly focus the map on common areas.

At a glance, one can see where every vehicle is located and whether each vehicle is running behind, on schedule or ahead of schedule. Additionally, one can quickly answer customer questions about when a bus last left a particular stop or is slated to arrive. When a new incident appears, dispatchers are notified by both audible and visual cues. A vehicle is no longer schedule adherent when it is more than a predefined amount of time ahead of or behind schedule, and is no longer route adherent when it is more than a predefined distance from its assigned route. CAD/AVL monitors both schedule and route adherence and automatically generates an adherence incident whenever a vehicle becomes non-schedule or route adherent. Both the schedule and route adherence thresholds are configurable. Schedule thresholds are based on each driver's assignment type, while route thresholds are part of the route's pattern definition.

To save time, Operators have access to multiple canned messages with predefined priority levels and messages. CAD/AVL allows for text messages from dispatch to Operators. Bus Operators are notified audibly and/or visually when they receive new messages. When Operators receive priority messages, they must acknowledge they have received and read the message.

Operators are notified when they arrive at a scheduled transfer point. Operators are also notified when all vehicles have stopped at the transfer point and enough time has passed for customers to make their transfers. Buses can be held at the transfer point until all buses have arrived or defined time thresholds have elapsed.



In the event LYNX is able to secure additional funding, add-ons to the Mentor CAD/AVL system are possible. These add-ons could include integration to APC's (automatic passenger counters), fareboxes, wheelchair lift counters, on-board announcements, engine monitoring system, real-time arrival system, and additional emergency alarms.

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

This contract has a DBE goal of 11.5%.

**FISCAL IMPACT:**

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, \$1,656,916 (\$828,458 local and \$828,458 FDOT) is available for procurement of this project.

The contract award to Mentor Engineering Inc. is for \$1,585,970. LYNX would need to secure additional local matching funds for any additional add-ons related to this project. There is an estimated \$40,320 recurring annual operating cost for airtime fees that are not included in the project cost. Additionally, LYNX may purchase an extended hardware warranty for an estimated \$44,590, which would not occur until the second year of the project. This additional cost has been taken into account and would be included in the LYNX annual operating budget each year.

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**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)

**Phone:** 407.841.2279 ext: 3047

**Item Name:** Change Orders #83 through #86

**Date:** 2/22/2007

Change Order Number	AMOUNT	DESCRIPTION
83	\$ 252,559	This additive change order is to provide funding for a "Compensable Time Extension, Building B Roof Top A/C Structural Changes, 143 Calendar Days."
84	\$ (228,497)	This DEDUCTIVE change order is to increase the existing PO to provide funds to purchase concrete materials through the ODP process.
85	\$(254)	This DEDUCTIVE change order is to correct a mistake that was made on additive change order #59. Change Order #59 restored contract funds that were previously deducted for ODP's but were not used. In restoring the funds bond monies were incorrectly restored. Per agreement between Collage & LYNX bonds are no longer to be paid.
86	\$(21,456)	Recover Sales Tax from Change Orders #61, #78, #80 and #82.

**LYNX OPERATIONS CENTER**  
**Revised Budget Including Change Order #83**  
**February 22, 2007**

<u>Cost Category</u>	<u>Budget prior to Change Order</u>	<u>Change Order #83</u>	<u>Revised Budget</u>
Collage Contract	\$ 16,830,958	\$ 252,559	\$ 17,083,517
Collage Contract (Unearned)	810,875		810,875
Collage Owner Direct Purchases	<u>6,371,261</u>	<u>-</u>	<u>6,371,261</u>
Subtotal Collage Contract + Direct Purchases	24,013,094	252,559	24,265,653
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	300,863	(15,005)	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>237,554</u>	<u>(237,554)</u>	<u>-</u>
<b>TOTALS</b>	<u>\$ 35,859,000</u>	<u>\$ -</u>	<u>\$ 35,859,000</u>

**SUMMARY:**

Change in Total Budget:		\$ -
Change in Contingency:	Decrease	\$ 237,554

Description of Change:

This additive change order is to provide funding for a "Compensable Time Extension, Building B Roof Top A/C Structural Changes, 143 Calendar Days."

**LYNX OPERATIONS CENTER**  
**Revised Budget Including Change Order #84**  
**February 22, 2007**

<u>Cost Category</u>	<u>Budget prior to</u> <u>Change Order</u>	<u>Change Order</u> <u>#84</u>	<u>Revised Budget</u>
Collage Contract	\$ 17,083,517	\$ (228,497)	\$ 16,855,020
Collage Contract (Unearned)	810,875		810,875
Collage Owner Direct Purchases	<u>6,371,261</u>	<u>215,540</u>	<u>6,586,801</u>
Subtotal Collage Contract + Direct Purchases	24,265,653		24,252,696
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>-</u>	<u>12,957</u>	<u>12,957</u>
TOTALS	<u>\$ 35,859,000</u>	<u>\$ 12,957</u>	<u>\$ 35,859,000</u>

**SUMMARY:**

Change in Total Budget:		\$ -
Change in Contingency:	Increase	\$ 12,957

Description of Change:

This DEDUCTIVE change order is to increase the existing PO to provide funds to purchase concrete materials through the ODP process.

**LYNX OPERATIONS CENTER**  
**Revised Budget Including Change Order #85**  
**February 22, 2007**

<u>Cost Category</u>	<u>Budget prior to</u> <u>Change Order</u>	<u>Change Order</u> <u>#85</u>	<u>Revised Budget</u>
Collage Contract	\$ 16,855,020	\$ (254)	\$ 16,854,766
Collage Contract (Unearned)	810,875		810,875
Collage Owner Direct Purchases	<u>6,586,801</u>	<u>-</u>	<u>6,586,801</u>
Subtotal Collage Contract + Direct Purchases	24,252,696	(254)	24,252,442
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>12,957</u>	<u>254</u>	<u>13,211</u>
TOTALS	<u>\$ 35,859,000</u>	<u>\$ -</u>	<u>\$ 35,859,000</u>

**SUMMARY:**

Change in Total Budget:		\$ -
Change in Contingency:	Increase	\$ 254

Description of Change:

This DEDUCTIVE change order is to correct a mistake that was made on additive change order #59. Change Order #59 restored contract funds that were previously deducted for ODP's but were not used. In restoring the funds bond monies were incorrectly restored. Per agreement between Collage & LYNX bonds are no longer to be paid.

**LYNX OPERATIONS CENTER**  
**Revised Budget Including Change Order #86**  
**February 22, 2007**

<u>Cost Category</u>	<u>Budget prior to</u> <u>Change Order</u>	<u>Change Order</u> <u>#86</u>	<u>Revised Budget</u>
Collage Contract	\$ 16,854,766	\$ -	\$ 16,854,766
Collage Contract (Unearned)	810,875		810,875
Collage Owner Direct Purchases	<u>6,586,801</u>	<u>(21,456)</u>	<u>6,565,345</u>
Subtotal Collage Contract + Direct Purchases	24,252,442	(21,456)	24,230,986
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>13,211</u>	<u>21,456</u>	<u>34,667</u>
TOTALS	<u>\$ 35,859,000</u>	<u>\$ -</u>	<u>\$ 35,859,000</u>

**SUMMARY:**

Change in Total Budget:		\$ -
Change in Contingency:	Increase	\$ 21,456

Description of Change:

	<u>Change Order #</u>	<u>Amount</u>
Recover Sales Tax from Change Orders:	61	\$ 13,525.00
	78	4,104.10
	80	1,014.43
	<u>82</u>	<u>2,812.72</u>
Total:		\$ 21,456.25

Monthly Report A: Finance Report

**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 October 2006

**Date:** 2/22/2007

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Please find attached the monthly financial reports for the one month ending October 31, 2006. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the one month ending October 31, 2006 indicates total revenue earned in the amount of \$8,102,165 and total expenses incurred in the amount of \$7,026,351 resulting in a net operating profit of \$1,075,814.

In addition:

- Fixed route and Van Pool services resulted in an operating profit of \$869,467 for the first month of operations.
- Paratransit services resulted in an operating profit of \$206,347 for the first month of operations.

The fixed route positive results relate to lower than anticipated cost for LYNX' fixed route services due to *cyclical* trends. Customer fares are slightly higher than expected due to increases in ridership. 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 OCTOBER 2006**  
**(UNAUDITED)**

	Year to Date			Month of October		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 1,649,460	\$ 1,679,089	102%	\$ 1,649,460	\$ 1,679,089	102%
Contract Services:						
Local Financial Assistance	781,890	711,853	91%	781,890	711,853	91%
Other Contractual Services	680,050	620,393	91%	680,050	620,393	91%
Advertising	191,667	127,050	66%	191,667	127,050	66%
Other Operating Income	38,496	41,540	108%	38,496	41,540	108%
<b>Total Operating Revenues</b>	<b>3,341,563</b>	<b>3,179,925</b>	<b>95%</b>	<b>3,341,563</b>	<b>3,179,925</b>	<b>95%</b>
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	59,583	59,583	100%	59,583	59,583	100%
State of Florida	682,141	682,291	100%	682,141	682,291	100%
Local	3,616,108	3,327,908	92%	3,616,108	3,327,908	92%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	864,349	755,864	87%	864,349	755,864	87%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	255,490	25	0%	255,490	25	0%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	65,250	-	0%	65,250	-	0%
Interest Income	44,917	96,569	215%	44,917	96,569	215%
Gain / (Loss) on Sale of Assets	-	-	N/A	-	-	N/A
<b>Total Nonoperating Revenues</b>	<b>5,587,838</b>	<b>4,922,240</b>	<b>88%</b>	<b>5,587,838</b>	<b>4,922,240</b>	<b>88%</b>
Fund Balance	-	-	0%	-	-	0%
<b>Total Revenues</b>	<b>8,929,401</b>	<b>8,102,165</b>	<b>91%</b>	<b>8,929,401</b>	<b>8,102,165</b>	<b>91%</b>
<b>OPERATING EXPENSES</b>						
Salaries and Wages	3,091,742	2,979,262	96%	3,091,742	2,979,262	96%
Fringe Benefits	1,679,027	1,285,566	77%	1,679,027	1,285,566	77%
Purchased Transportation Services	1,374,515	1,105,792	80%	1,374,515	1,105,792	80%
Fuel	989,119	776,485	79%	989,119	776,485	79%
Other Materials and Supplies	458,354	399,586	87%	458,354	399,586	87%
Professional Services	326,181	20,772	6%	326,181	20,772	6%
Other Services	432,499	159,348	37%	432,499	159,348	37%
Lease and Miscellaneous Expenses	150,287	121,830	81%	150,287	121,830	81%
Casualty and Liability Insurance	138,277	69,915	51%	138,277	69,915	51%
Utilities	80,084	61,787	77%	80,084	61,787	77%
Taxes and Licenses	41,365	33,518	81%	41,365	33,518	81%
Interest Expense	15,785	12,490	79%	15,785	12,490	79%
<b>Total Operating Expenses</b>	<b>8,777,234</b>	<b>7,026,351</b>	<b>80%</b>	<b>8,777,234</b>	<b>7,026,351</b>	<b>80%</b>
<b>OPERATING GAIN / (LOSS)</b>	<b>\$ 152,167</b>	<b>\$ 1,075,814</b>	<b>707%</b>	<b>\$ 152,167</b>	<b>\$ 1,075,814</b>	<b>707%</b>



**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
FIXED-ROUTE AND VANPOOL SEGMENT  
STATEMENT OF REVENUE AND EXPENSES  
FOR THE MONTH OF OCTOBER 2006  
(UNAUDITED)**

	Year to Date			Month of October		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 1,547,766	\$ 1,593,512	103%	\$ 1,547,766	\$ 1,593,512	103%
Contract Services:						
Local Financial Assistance	781,890	711,853	91%	781,890	711,853	91%
Other Contractual Services	17,495	-	0%	17,495	-	0%
Advertising	191,667	127,050	66%	191,667	127,050	66%
Other Income	38,496	41,540	108%	38,496	41,540	108%
	<u>2,577,314</u>	<u>2,473,955</u>	<u>96%</u>	<u>2,577,314</u>	<u>2,473,955</u>	<u>96%</u>
Total Operating Revenues						
	<u>2,577,314</u>	<u>2,473,955</u>	<u>96%</u>	<u>2,577,314</u>	<u>2,473,955</u>	<u>96%</u>
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	59,583	59,583	100%	59,583	59,583	100%
State of Florida	682,141	682,291	100%	682,141	682,291	100%
Local	2,951,665	2,663,465	90%	2,951,665	2,663,465	90%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	722,682	631,864	87%	722,682	631,864	87%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	255,490	25	0%	255,490	25	0%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	65,250	-	0%	65,250	-	0%
Interest Income	44,917	96,569	215%	44,917	96,569	215%
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
	<u>4,781,728</u>	<u>4,133,797</u>	<u>86%</u>	<u>4,781,728</u>	<u>4,133,797</u>	<u>86%</u>
Total Nonoperating Revenues						
	<u>4,781,728</u>	<u>4,133,797</u>	<u>86%</u>	<u>4,781,728</u>	<u>4,133,797</u>	<u>86%</u>
	<u>7,359,042</u>	<u>6,607,752</u>	<u>90%</u>	<u>7,359,042</u>	<u>6,607,752</u>	<u>90%</u>
Total Revenues						
	<u>7,359,042</u>	<u>6,607,752</u>	<u>90%</u>	<u>7,359,042</u>	<u>6,607,752</u>	<u>90%</u>
<b>OPERATING EXPENSES</b>						
Salaries and Wages	3,062,943	2,954,597	96%	3,062,943	2,954,597	96%
Fringe Benefits	1,661,882	1,273,028	77%	1,661,882	1,273,028	77%
Purchased Transportation Services	333	-	0%	333	-	0%
Fuel	851,068	665,207	78%	851,068	665,207	78%
Other Materials and Supplies	448,193	397,239	89%	448,193	397,239	89%
Professional Services	307,135	20,772	7%	307,135	20,772	7%
Other Services	431,951	130,182	30%	431,951	130,182	30%
Lease and Miscellaneous Expenses	149,077	121,633	82%	149,077	121,633	82%
Casualty and Liability Insurance	138,278	69,915	51%	138,278	69,915	51%
Utilities	74,636	61,410	82%	74,636	61,410	82%
Taxes and Licenses	36,634	31,812	87%	36,634	31,812	87%
Interest Expense	15,785	12,490	79%	15,785	12,490	79%
	<u>7,177,915</u>	<u>5,738,285</u>	<u>80%</u>	<u>7,177,915</u>	<u>5,738,285</u>	<u>80%</u>
Total Operating Expenses						
	<u>7,177,915</u>	<u>5,738,285</u>	<u>80%</u>	<u>7,177,915</u>	<u>5,738,285</u>	<u>80%</u>
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ 181,127</u>	<u>\$ 869,467</u>	<u>480%</u>	<u>\$ 181,127</u>	<u>\$ 869,467</u>	<u>480%</u>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
PARATRANSIT SEGMENT  
STATEMENT OF REVENUE AND EXPENSES  
FOR THE MONTH OF OCTOBER 2006  
(UNAUDITED)**

	Year to Date			Month of October		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 101,694	\$ 85,577	84%	\$ 101,694	\$ 85,577	84%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	662,555	620,393	94%	662,555	620,393	94%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
	<u>764,249</u>	<u>705,970</u>	<u>92%</u>	<u>764,249</u>	<u>705,970</u>	<u>92%</u>
Total Operating Revenues						
	<u>764,249</u>	<u>705,970</u>	<u>92%</u>	<u>764,249</u>	<u>705,970</u>	<u>92%</u>
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	664,443	664,443	100%	664,443	664,443	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	141,667	124,000	88%	141,667	124,000	88%
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%
	<u>806,110</u>	<u>788,443</u>	<u>98%</u>	<u>806,110</u>	<u>788,443</u>	<u>98%</u>
Total Nonoperating Revenues						
	<u>806,110</u>	<u>788,443</u>	<u>98%</u>	<u>806,110</u>	<u>788,443</u>	<u>98%</u>
	<u>1,570,359</u>	<u>1,494,413</u>	<u>95%</u>	<u>1,570,359</u>	<u>1,494,413</u>	<u>95%</u>
Total Revenues						
	<u>1,570,359</u>	<u>1,494,413</u>	<u>95%</u>	<u>1,570,359</u>	<u>1,494,413</u>	<u>95%</u>
<b>OPERATING EXPENSES</b>						
Salaries and Wages	28,801	24,664	86%	28,801	24,664	86%
Fringe Benefits	17,143	12,538	73%	17,143	12,538	73%
Purchased Transportation Services	1,374,181	1,105,792	80%	1,374,181	1,105,792	80%
Fuel	138,049	111,279	N/A	138,049	111,279	N/A
Other Materials and Supplies	10,160	2,347	23%	10,160	2,347	23%
Professional Services	19,046	-	0%	19,046	-	0%
Other Services	550	29,166	N/A	550	29,166	N/A
Lease and Miscellaneous Expenses	1,209	196	16%	1,209	196	16%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Taxes and Utilities	5,448	377	7%	5,448	377	7%
Interest Expense	4,732	1,707	N/A	4,732	1,707	N/A
	<u>1,599,319</u>	<u>1,288,066</u>	<u>81%</u>	<u>1,599,319</u>	<u>1,288,066</u>	<u>81%</u>
Total Operating Expenses						
	<u>1,599,319</u>	<u>1,288,066</u>	<u>81%</u>	<u>1,599,319</u>	<u>1,288,066</u>	<u>81%</u>
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (28,960)</u>	<u>\$ 206,347</u>	<u>813%</u>	<u>\$ (28,960)</u>	<u>\$ 206,347</u>	<u>813%</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 Report

**Date:** 2/22/2007

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Please find attached the monthly financial reports for the two months ending November 30, 2006. LYNX' Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the two months ending November 30, 2006 indicates total revenue earned in the amount of \$16,532,483 and total expenses incurred in the amount of \$14,496,814 resulting in a net operating profit of \$2,035,669.

In addition:

- Fixed route and Van Pool services resulted in an operating profit of \$1,445,787 for the first two months of operations.
- Paratransit services resulted in an operating profit of \$589,882 for the first two 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 NOVEMBER 2006 AND THE TWO MONTHS ENDED NOVEMBER 30, 2006**  
**(UNAUDITED)**

	Year to Date			Month of November		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 3,298,920	\$ 3,149,268	95%	\$ 1,649,460	\$ 1,470,179	89%
Contract Services:						
Local Financial Assistance	1,563,780	1,421,252	91%	781,890	709,399	91%
Other Contractual Services	1,360,100	1,361,737	100%	680,050	741,344	109%
Advertising	383,334	374,582	98%	191,667	247,532	129%
Other Operating Income	76,992	88,348	115%	38,496	46,808	122%
	<u>6,683,126</u>	<u>6,395,187</u>	<u>96%</u>	<u>3,341,563</u>	<u>3,215,262</u>	<u>96%</u>
Total Operating Revenues						
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	119,167	119,166	100%	59,583	59,583	100%
State of Florida	1,364,282	1,364,432	100%	682,141	682,141	100%
Local	7,232,216	6,655,816	92%	3,616,108	3,327,908	92%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	1,728,699	1,547,387	90%	864,349	791,523	92%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	510,980	259,263	51%	255,490	259,238	101%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	130,500	-	0%	65,250	-	0%
Interest Income	89,833	191,232	213%	44,917	94,663	211%
Gain / (Loss) on Sale of Assets	-	-	N/A	-	-	N/A
	<u>11,175,676</u>	<u>10,137,296</u>	<u>91%</u>	<u>5,587,838</u>	<u>5,215,056</u>	<u>93%</u>
Total Nonoperating Revenues						
Fund Balance	-	-	0%	-	-	0%
	<u>17,858,802</u>	<u>16,532,483</u>	<u>93%</u>	<u>8,929,401</u>	<u>8,430,318</u>	<u>94%</u>
Total Revenues						
<b>OPERATING EXPENSES</b>						
Salaries and Wages	6,183,484	5,810,587	94%	3,091,742	2,831,325	92%
Fringe Benefits	3,358,053	2,840,121	85%	1,679,027	1,554,555	93%
Purchased Transportation Services	2,749,029	2,240,066	81%	1,374,515	1,134,274	83%
Fuel	1,978,237	1,500,571	76%	989,119	724,086	73%
Other Materials and Supplies	916,707	724,922	79%	458,354	325,336	71%
Professional Services	652,363	101,363	16%	326,181	80,591	25%
Other Services	864,999	601,840	70%	432,499	442,492	102%
Lease and Miscellaneous Expenses	300,574	254,009	85%	150,287	132,179	88%
Casualty and Liability Insurance	276,554	176,842	64%	138,277	106,927	77%
Utilities	160,168	146,007	91%	80,084	84,220	105%
Taxes and Licenses	82,730	75,506	91%	41,365	41,988	102%
Interest Expense	31,570	24,980	79%	15,785	12,490	79%
	<u>17,554,467</u>	<u>14,496,814</u>	<u>83%</u>	<u>8,777,234</u>	<u>7,470,463</u>	<u>85%</u>
Total Operating Expenses						
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ 304,335</u>	<u>\$ 2,035,669</u>	<u>669%</u>	<u>\$ 152,167</u>	<u>\$ 959,855</u>	<u>631%</u>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
FIXED-ROUTE AND VANPOOL SEGMENT  
STATEMENT OF REVENUE AND EXPENSES  
FOR THE MONTH OF NOVEMBER 2006 AND THE TWO MONTHS ENDED NOVEMBER 30, 2006  
(UNAUDITED)**

	Year to Date			Month of November		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 3,095,532	\$ 2,978,535	96%	\$ 1,547,766	\$ 1,385,023	89%
Contract Services:						
Local Financial Assistance	1,563,780	1,421,252	91%	781,890	709,399	91%
Other Contractual Services	34,990	11,277	32%	17,495	11,277	0%
Advertising	383,334	374,582	98%	191,667	247,532	129%
Other Income	76,992	88,348	115%	38,496	46,808	122%
	<u>5,154,628</u>	<u>4,873,994</u>	<u>95%</u>	<u>2,577,314</u>	<u>2,400,039</u>	<u>93%</u>
Total Operating Revenues						
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	119,166	119,166	100%	59,583	59,583	100%
State of Florida	1,364,282	1,364,432	100%	682,141	682,141	100%
Local	5,903,330	5,326,930	90%	2,951,665	2,663,465	90%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	1,445,364	1,264,054	87%	722,682	632,190	87%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	510,980	259,263	51%	255,490	259,238	101%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	130,500	-	0%	65,250	-	0%
Interest Income	89,834	191,232	213%	44,917	94,663	211%
Gain / (Loss) on the Sale of Assets	-	-	N/A	-	-	N/A
	<u>9,563,456</u>	<u>8,525,077</u>	<u>89%</u>	<u>4,781,728</u>	<u>4,391,280</u>	<u>92%</u>
Total Nonoperating Revenues						
	<u>14,718,084</u>	<u>13,399,071</u>	<u>91%</u>	<u>7,359,042</u>	<u>6,791,319</u>	<u>92%</u>
Total Revenues						
<b>OPERATING EXPENSES</b>						
Salaries and Wages	6,125,884	5,762,966	94%	3,062,941	2,808,369	92%
Fringe Benefits	3,323,764	2,810,487	85%	1,661,882	1,537,459	93%
Purchased Transportation Services	666	-	0%	333	-	0%
Fuel	1,702,136	1,284,039	75%	851,068	618,832	73%
Other Materials and Supplies	896,386	722,575	81%	448,193	325,336	73%
Professional Services	614,270	100,506	16%	307,135	79,734	26%
Other Services	863,902	601,840	70%	431,951	471,658	109%
Lease and Miscellaneous Expenses	298,155	252,728	85%	149,078	131,095	88%
Casualty and Liability Insurance	276,556	176,842	64%	138,278	106,927	77%
Utilities	149,272	141,296	95%	74,636	79,886	107%
Taxes and Licenses	73,268	75,025	102%	36,634	43,213	118%
Interest Expense	31,570	24,980	79%	15,785	12,490	79%
	<u>14,355,829</u>	<u>11,953,284</u>	<u>83%</u>	<u>7,177,914</u>	<u>6,214,999</u>	<u>87%</u>
Total Operating Expenses						
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ 362,255</u>	<u>\$ 1,445,787</u>	<u>399%</u>	<u>\$ 181,128</u>	<u>\$ 576,320</u>	<u>318%</u>

**CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**PARATRANSIT SEGMENT**  
**STATEMENT OF REVENUE AND EXPENSES**  
**FOR THE MONTH OF NOVEMBER 2006 AND THE TWO MONTHS ENDED NOVEMBER 30, 2006**  
**(UNAUDITED)**

	Year to Date			Month of November		
	Budget	Actual	%	Budget	Actual	%
<b>OPERATING REVENUES</b>						
Customer Fares	\$ 203,388	\$ 170,733	84%	\$ 101,694	\$ 85,156	84%
Contract Services:						
Local Financial Assistance	-	-	0%	-	-	0%
Other Contractual Services	1,325,110	1,350,460	102%	662,555	730,067	110%
Advertising	-	-	0%	-	-	0%
Other Operating Income	-	-	0%	-	-	0%
<b>Total Operating Revenues</b>	<u>1,528,498</u>	<u>1,521,193</u>	<u>100%</u>	<u>764,249</u>	<u>815,223</u>	<u>107%</u>
<b>NONOPERATING REVENUES</b>						
Operating assistance grants:						
Federal	-	-	0%	-	-	0%
State of Florida	-	-	0%	-	-	0%
Local	1,328,886	1,328,886	100%	664,443	664,443	100%
Planning and other assistance grants:						
Federal - Commuter Rail Project	-	-	0%	-	-	0%
Federal - Other	283,334	283,333	100%	141,667	159,333	112%
State of Florida - Commuter Rail Project	-	-	0%	-	-	0%
State of Florida - BRT Circulator Project	-	-	0%	-	-	0%
State of Florida - Other	-	-	0%	-	-	0%
Local Matching - BRT Circulator Project	-	-	0%	-	-	0%
Local Matching - Other	-	-	0%	-	-	0%
Interest Income	-	-	0%	-	-	0%
Gain / (Loss) on the Sale of Assets	-	-	0%	-	-	0%
<b>Total Nonoperating Revenues</b>	<u>1,612,220</u>	<u>1,612,219</u>	<u>100%</u>	<u>806,110</u>	<u>823,776</u>	<u>102%</u>
<b>Total Revenues</b>	<u>3,140,718</u>	<u>3,133,412</u>	<u>100%</u>	<u>1,570,359</u>	<u>1,638,999</u>	<u>104%</u>
<b>OPERATING EXPENSES</b>						
Salaries and Wages	57,602	47,621	83%	28,801	22,957	80%
Fringe Benefits	34,286	29,635	86%	17,143	17,097	100%
Purchased Transportation Services	2,748,362	2,240,066	82%	1,374,181	1,134,274	83%
Fuel	276,098	216,532	N/A	138,049	105,253	N/A
Other Materials and Supplies	20,320	2,347	12%	10,160	-	0%
Professional Services	38,092	856	2%	19,046	856	4%
Other Services	1,100	-	N/A	550	(29,166)	N/A
Lease and Miscellaneous Expenses	2,418	1,280	53%	1,209	1,084	90%
Casualty and Liability Insurance	-	-	0%	-	-	0%
Taxes and Utilities	10,896	4,711	43%	5,448	4,334	80%
Interest Expense	9,464	482	N/A	4,732	(1,225)	N/A
<b>Total Operating Expenses</b>	<u>3,198,638</u>	<u>2,543,530</u>	<u>80%</u>	<u>1,599,319</u>	<u>1,255,464</u>	<u>78%</u>
<b>OPERATING GAIN / (LOSS)</b>	<u>\$ (57,920)</u>	<u>\$ 589,882</u>	<u>1118%</u>	<u>\$ (28,960)</u>	<u>\$ 383,535</u>	<u>1424%</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:** 2/22/2007

EMPLOYEE/ DEPARTMENT	DESTINATION	PURPOSE	DATE Departure and Return	COMPANY COST
Linda Watson Executive	Tallahassee, FL	Gov. Charlie Chrit's Inauguration	01/01-01/02/07	171
Mildred Fernandez Executive	Dallas, TX	TRE Equipment Maint. Facility DART dispatch room & Light Rail	01/10-01/11/07	564
Linda Watson Executive	Naples, FL	APTA BMBG Meeting Presentations	01/10-01/12/07	650
Robert Doane Operations	Tampa, FL	Facilitate Fatigue Awareness Class	01-15-01/1707	-
William Hearndon Access Lynx	Jacksonville, FL	Florida Comm. For the Transportation Disadvantaged mtg	01/16-01/17/07	297
Linda Watson Executive	Hammock Beach, FL	Orlando Chamber Leadership Retreat	01/19-01/21/07	1,560
Robert Doane Operations	San Diego, CA	Instructor's Course for Bus Operator training	01/21-01/26/07	-
Linda Watson Executive	Washington, DC	TRB Annual meeting	01/22-01/25/07	-
James McLawhorn Gov't Affairs Dept	Washington, DC	Legislative trip	01/22-01/26/07	1,775
Gail Stewart Operations	Jacksonville, FL	State Rodeo Planning meeting	01/23-01/24/07	138

# LYNX Board Agenda

Randall Killgore Operations	Jacksonville, FL	State Rodeo Planning meeting	01/23-01/24/07	138
Fredrick Meusel Operations	Orlando, FL	Sports Specific training & Rehab	01/29/07	-
Lisa Darnall Operations	Tampa, FL	Florida Operations Network meeting at CUTR	02/14/07	-
Courtney Miller Marketing	Las Vegas, NV	Attend American Public Transportation Assoc. 2007	02/24-02/28/07	1,694
			<b>TOTAL</b>	<b>6,987</b>



**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 Division Report

**Date:** 2/22/2007

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**Comprehensive Operations Analysis (COA)**

Planning staff and consultant have met with LYNX senior staff to review COA annual service implementation options. The options include services of transit emphasis corridors (TECs), express and neighborhood routes, and ancillary facilities such as Superstops, park and ride lots and a 3<sup>rd</sup> operating base. Staff and the consultant are now creating annual service implementation bundles that can be included within LYNX's tri-annual bus operator bidding and service change cycles. Additionally, staff and consultant have developed scenarios for COA implementation as it relates to the Commuter Rail feeder bus assumptions. This scenario was developed to coincide with the proposed Transportation Regional Incentive Program (TRIP) award for buses.

**CAD/AVL**

Planning staff serves on the selection committee for this project. Staff has provided comments on the Request for Proposal, responses to proposers' questions, and participated in all related meetings and research efforts.

**Coordination**

Planning staff attended and assisted with the coordination of the ribbon cutting ceremony for the Clermont Express Park and Ride Facility on January 29, 2007.

Staff helped develop responses to METROPLAN ORLANDO's Certification Review with FDOT, FTA, and FHWA. Staff is also providing follow-up data requested by those agencies.

## **Developments of Regional Impact (DRIs) and Project Development & Environment (PD&E) Studies**

Staff has commented on the following projects:

- Eagle Creek
- Florida Hospital Orlando - Health Village
- Friars Cove
- Puente Romano
- Tranquility

Staff attended meetings on the following projects:

- Florida Hospital Orlando – Health Village Pre-Application Summary
- U. S. Highway 17/92 - Shepard Road to Lake Mary Blvd. - Project Advisory Group (PAG)

## **FlexBus**

Staff has coordinated comments on four operations manuals for this project. These manuals affect multiple departments at LYNX and would serve as guidance documents for future provision of service on this Bus Rapid Transit project. Additionally, staff from multiple departments met with project consultants to review the manuals, address any comments, and further develop and update the project.

## **Geography Network**

954 hits in January.

## **Geographic Information Systems (GIS)**

GIS staff worked with Trapeze and LYNX IT staff to complete the base map data update for Trapeze FX application. The layers updated are street center line and all of the polygon data layers. A project for updating GIS database with base map dataset for the tri-county area was completed. LYNX's GIS data was provided to Ontira Communications for implementing and testing the Automated Transportation Information System trip planner software.

## **Grants**

LYNX was awarded \$400,000 for United We Ride/Mobility Services for All Americans to develop plans and an Intelligent Transportation Systems architecture for this program, which relates to the Job Access and Reverse Commute/New Freedom Program as part of the larger federal SAFETEA-LU legislation to develop a Coordinated Human Services Transportation Plan. Staff will be attending a kick-off workshop with the Federal Transit Administration in Washington, DC in March with other grantees and should be able to provide the Board with additional information afterwards.

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

LYNX staff held the third Stakeholders meeting on February 8, 2007. This workshop covered upcoming project opportunities for FY2007 funding, as well as reviewed previous meeting topics and introduced Stakeholders to the consultant developing the Coordinated Human Services Transportation Plan.

**Presentations**

Staff hosted a public workshop at the John H. Bridges Community Center in Apopka on January 17, 2007. The workshop was an informational session to gather input on the proposed service improvements to Link #17, Link #44 and the new Link #405. The workshop was well attended by the public with 8 comments submitted. There was a great deal of support from the public for LYNX and what LYNX does for the community. The workshop began at 5:00 p.m. and concluded at 7:30 p.m. The public comment period on these changes was open through January 26, 2007.

Staff attended and summarized the Commuter Rail public hearings in Orange, Seminole and Osceola counties.

Staff hosted a kick off meeting for the 2008-2017 Transit Development Plan (TDP). FDOT has changed the rule from a 5 year plan to a 10 year plan. This rule was changed in December, 2006 and is effective February 20, 2007.

**Requests**

Staff responded to the following requests:

4 requests for information related to shelters and amenities

11 Customer Concerns

15 requests for general information

**Service**

LYNX staff has worked with the University of Central Florida (UCF) to design a new Saturday night service between the UCF campus and downtown Orlando. The Link 209 will begin service on February 10, 2007 as an express for UCF students wishing to reach the night-life of downtown Orlando. Service will operate every 20 minutes between 10:00 p.m. and 3:00 a.m.

Staff is now evaluating proposed service changes planned for April and July 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.

Planning has developed a series of route alternatives based on the COA radiating from the Apopka Superstop that will improve on-time performance and meet 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 Hiwassee Road, providing service to the new high school currently under construction. 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 on January 17, 2007. While LYNX received one comment concerned about the Link 44's shift from Clarcona Road to Hiawassee Road, the remainder of the comments are positive. These changes will be implemented on April 29, 2007. LYNX also received two comments requesting that service be extended to a 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 resources.

Planning updated service options that can be funded through new Federal Job Access and Reverse Commute (JARC) and New Freedom Program (NFP) grants based on the final budgeted service costs for fiscal year 2007. For NFP, the proposal is to develop one of three potential new flex-route services in areas with significant populations of persons with disabilities and low-income households that do not have the overall density to support fixed-route service. For JARC, LYNX is partnering with Walt Disney World Resorts to expand the 3-D network and add new night trips to serve second shift employees as proposed in our Comprehensive Operations Analysis (COA). After reviewing a number of alternatives, 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 50 and 56. Disney cast members will now be able to reach the Magic Kingdom Cast Bus Station in time to make 7 a.m. work starts, which LYNX bus schedules did not previously permit. These changes will become effective on April 29, 2007.

With the award of a new Service Development Grant from the Florida Department of Transportation and the local match from Orange County, 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, with one traveling east of LYNX Central Station (LCS) and one traveling west of LCS. These services are under evaluation for a July 29, 2007 service change.

Planning provided a revised alternative for a flex-route service that would connect Florida Hospital East with Waterford Lakes Town Center. This alternative would provide service with two vehicles every 30-minutes during weekday peak hours, and every 60-minutes with one vehicle on weekdays during the mid-day. This service could connect to the new Link 414 Alafaya Circulator that will begin service in April 2007. The flex-route service could use a paratransit-style vehicle to provide curb-to-curb service between area residences and businesses to a central stop near Waterford Lakes to connect with the Link 414.

**Shelters and Related Passenger Amenities**

Twenty-three shelters sites have been installed and completed in the last three months in Edgewood, Lake Mary, Ocoee, Orange County, and Orlando. Forty-one additional structures have been ordered from the manufacturer and will start to be available in late February 2007. Staff has reviewed over 250 sites throughout our service area with over 150 sites on the list for potential installations. (The remaining 100 sites were eliminated due to physical site restrictions preventing installations.) Sites have been ranked for potential installation according to recorded ridership trends including number of boardings and also usage by senior citizens and disabled individuals.

**Transportation Regional Incentive Program (TRIP)**

Staff has held additional meetings with the Florida Department of Transportation to continue negotiations on the TRIP award of 12 buses for Commuter Rail for FY09. FDOT is amenable to allowing LYNX to re-apply for 34 buses needed to implement additional bus service needed for Commuter Rail as identified in operations plans for full build. Planning staff has identified necessary service improvements as they relate to Comprehensive Operations Analysis implementation.

## 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:** 2/22/2007

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### December 2006 FINAL

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

	December 2005	December 2006	Percentage +/-
Total Monthly	2,145,172	2,050,106	-4.4%
Average Weekday	69,109	80,021	15.8%
Annual Ridership	6,325,622	6,274,053	-0.8%

December 2006 experienced a system-wide ridership total of 2,050,106, showing a decrease of 4.4% from the 2,145,172 boardings recorded in December 2005. Average weekday boardings are up by 15.8% (10,912 additional riders) from the previous year. The decreases in total monthly and annual ridership are attributable to the loss of two weekdays in December 2006 compared to December 2005.

#### Fixed Route – Comparison to Prior Year

	December 2005	December 2006	Percentage +/-
Total Monthly	2,071,897	1,991,847	-3.9%
Average Weekday	66,837	77,669	16.2%
Annual Ridership	6,126,996	6,091,141	-0.6%

Fixed route ridership for December 2006 totaled 1,991,847, reflecting a decrease of 3.9% when compared to the 2,071,897 passengers carried in December 2005. The decreases in total monthly and annual ridership are attributable to the loss of two weekdays in December 2006 compared to December 2005.

**Fixed Route – Comparison to Prior Month**

	<b>November 2006</b>	<b>December 2006</b>	<b>Percentage +/-</b>
Total Monthly	1,981,639	1,991,847	0.5%
Average Weekday	78,316	77,669	-0.8%
Number of Weekdays	21	20	-4.8%

Comparisons of December 2006 to the prior month's boardings (November 2006) reflect an increase of 0.5% (10,208 riders). December 2006 also saw a decrease of 0.8% in the average number of passengers riding per weekday (647) when compared to the average weekday ridership for November 2006 of 78,316.

**Individual Fixed Route Comparison to Prior Year**

Due to a temporary failure of the LYNX fixed route probing function used to capture passenger ridership data, ridership recorded for December 2005 was incomplete. The probe was operational only intermittently for ten days during the last two weeks of December 2005, seven of which were weekday service. As a result, reported ridership counts for December 2005 represent the allocation of ridership previously classified by the GFI ridership reporting system as “unknown.” Individual fixed route comparisons are unobtainable.

**Paratransit**

**October**

There were 53,186 trips booked in October 2006. Of the 53,186 trips scheduled to operate, 9,856 (18.53%) were cancelled and 1,194 (2.24%) were classified as “no-shows.” The number of billable trips provided by Paratransit Operations in October 2006 was 42,136 (79.22% of the total trips booked), with an additional 3,200 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 42,136 with an additional 3,200 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 6.9% in October 2006. Year-to-date, we are under our budgeted billable trip level by approximately 6.9%

**November**

There were 54,038 trips booked in November 2006. Of the 54,038 trips scheduled to operate, 11,120 (20.58%) were cancelled and 1,178 (2.18%) were classified as “no-shows.” The number of billable trips provided by Paratransit Operations in November 2006 was 41,740 (77.24% of the total trips booked), with an additional 3,119 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 83,876 with an additional 6,319 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 7.8% in November 2006. Year-to-date, we are under our budgeted billable trip level by approximately 7.4%

### **December**

There were 52,457 trips booked in December 2006. Of the 52,457 trips scheduled to operate, 10,373 (19.77%) were cancelled and 1,247 (2.38%) were classified as “no-shows.” The number of billable trips provided by Paratransit Operations in December 2006 was 40,837 (77.85% of the total trips booked), with an additional 3,074 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 124,713 with an additional 9,393 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 9.8% in December 2006. Year-to-date, we are under our budgeted billable trip level by approximately 8.18%



## LYNX MONTHLY RIDERSHIP DECEMBER 2006 FINAL

Service Mode	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL YEAR
LYMMO	104,537	102,808	100,230										307,575
VOTRAN 100%	1,390	1,185	916										3,491
All Other Links	2,012,423	1,878,535	1,891,388										5,782,345
Total Fixed Route	2,117,655	1,981,639	1,991,847										6,091,141
Special Shuttles	238	93	170										501
Access LYNX	45,336	44,859	43,911										134,106
VanPlan	17,579	16,548	14,178										48,305
<b>TOTAL</b>	<b>2,180,808</b>	<b>2,043,139</b>	<b>2,050,106</b>										<b>6,274,053</b>
													<b>Final</b>

### % Change From Fiscal Year 2006 TO Fiscal Year 2007

Service Mode	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL YEAR
LYMMO	5.9%	5.4%	4.1%										5.1%
VOTRAN 100%	7.7%	5.7%	4.9%										6.3%
All Other Links	3.9%	-2.2%	-4.3%										-0.9%
Total Fixed Route	4.0%	-1.8%	-3.9%										-0.6%
Special Shuttles		-99.1%	-99.0%										-98.2%
Access LYNX	1.4%	-1.1%	2.7%										1.0%
VanPlan	40.9%	34.4%	9.2%										27.9%
<b>TOTAL</b>	<b>4.2%</b>	<b>-2.1%</b>	<b>-4.4%</b>										<b>-0.8%</b>

### Fiscal Year 2006

Service Mode	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL YEAR
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
<b>TOTAL</b>	<b>2,093,852</b>	<b>2,086,598</b>	<b>2,145,172</b>	<b>2,043,024</b>	<b>1,982,156</b>	<b>2,194,117</b>	<b>2,056,943</b>	<b>2,150,344</b>	<b>2,104,935</b>	<b>2,061,496</b>	<b>2,269,111</b>	<b>2,138,569</b>	<b>25,326,317</b>

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 DECEMBER 2006 FINAL**

Service Mode	Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YEARLY AVG
LYMMO	Wkday	3,822	4,339	4,348										4,170
	Sat	1,112	1,847	1,824										1,594
	Sun	753	862	691										769
VOTRAN 100%	Wkday	63	54	46										54
All Other Links	Wkday	76,466	73,964	73,310										74,580
	Sat	50,102	47,340	52,073										49,838
	Sun	28,401	26,676	26,948										27,342
Total Fixed Route	Wkday	80,304	78,316	77,669										78,763
	Sat	51,214	49,187	53,897										51,433
	Sun	29,154	27,538	27,639										28,110
Access LYNX	Wkday	1,893	1,794	1,739										1,808
	Sat	727	764	801										764
	Sun	367	468	527										454
VanPlan	Wkday	762	711	613										695
	Sat	151	135	138										141
	Sun	143	90	98										110
<b>TOTAL</b> <b>LYNX</b> <b>SERVICES</b>	Wkday	<b>82,959</b>	<b>80,821</b>	<b>80,021</b>										<b>81,267</b>
	Sat	<b>52,092</b>	<b>50,086</b>	<b>54,836</b>										<b>52,338</b>
	Sun	<b>29,664</b>	<b>28,096</b>	<b>28,264</b>										<b>28,675</b>

**Final**

**% Change From Fiscal Year 2006 TO Fiscal Year 2007**

Service Mode	Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YEAR
LYMMO	Wkday	-8.5%	3.9%	40.7%										0.4%
	Sat	-24.3%	18.2%	103.8%										24.9%
	Sun	2.0%	19.9%	2.2%										-2.0%
VOTRAN 100%	Wkday	3.0%	-3.8%	15.6%										-6.0%
All Other Links	Wkday	4.3%	-1.7%	15.0%										1.2%
	Sat	0.9%	-6.3%	23.4%										-0.7%
	Sun	-4.4%	-3.3%	16.0%										-3.0%
Total Fixed Route	Wkday	3.7%	-1.4%	16.2%										1.2%
	Sat	0.2%	-5.6%	25.0%										0.0%
	Sun	-4.3%	-2.7%	15.6%										-2.9%
Access LYNX	Wkday	0.7%	-3.7%	0.7%										-1.1%
	Sat	-2.0%	-0.7%	9.4%										2.4%
	Sun	20.1%	38.8%	78.2%										43.9%
VanPlan	Wkday	40.1%	35.2%	12.3%										21.7%
	Sat	9.4%	2.3%	10.4%										-5.1%
	Sun	98.6%	8.4%	18.1%										-13.2%
<b>TOTAL</b> <b>LYNX</b> <b>SERVICES</b>	Wkday	<b>3.8%</b>	<b>-1.2%</b>	<b>15.8%</b>										<b>1.3%</b>
	Sat	<b>0.2%</b>	<b>-5.5%</b>	<b>24.7%</b>										<b>0.0%</b>
	Sun	<b>-3.8%</b>	<b>-2.2%</b>	<b>16.4%</b>										<b>-2.5%</b>

**Fiscal Year 2006**

Service Mode	Day	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	AVG DAILY FOR YEAR
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
<b>TOTAL</b> <b>LYNX</b> <b>SERVICES</b>	Wkday	<b>79,898</b>	<b>81,827</b>	<b>69,109</b>	<b>76,410</b>	<b>83,133</b>	<b>81,172</b>	<b>82,315</b>	<b>80,901</b>	<b>80,392</b>	<b>79,271</b>	<b>83,344</b>	<b>85,372</b>	<b>80,262</b>
	Sat	<b>51,988</b>	<b>52,986</b>	<b>43,967</b>	<b>51,770</b>	<b>51,206</b>	<b>53,321</b>	<b>52,874</b>	<b>53,268</b>	<b>52,897</b>	<b>55,345</b>	<b>55,363</b>	<b>53,199</b>	<b>52,349</b>
	Sun	<b>30,827</b>	<b>28,728</b>	<b>24,280</b>	<b>25,753</b>	<b>28,160</b>	<b>29,814</b>	<b>28,838</b>	<b>30,669</b>	<b>30,603</b>	<b>32,540</b>	<b>31,458</b>	<b>31,174</b>	<b>29,404</b>

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

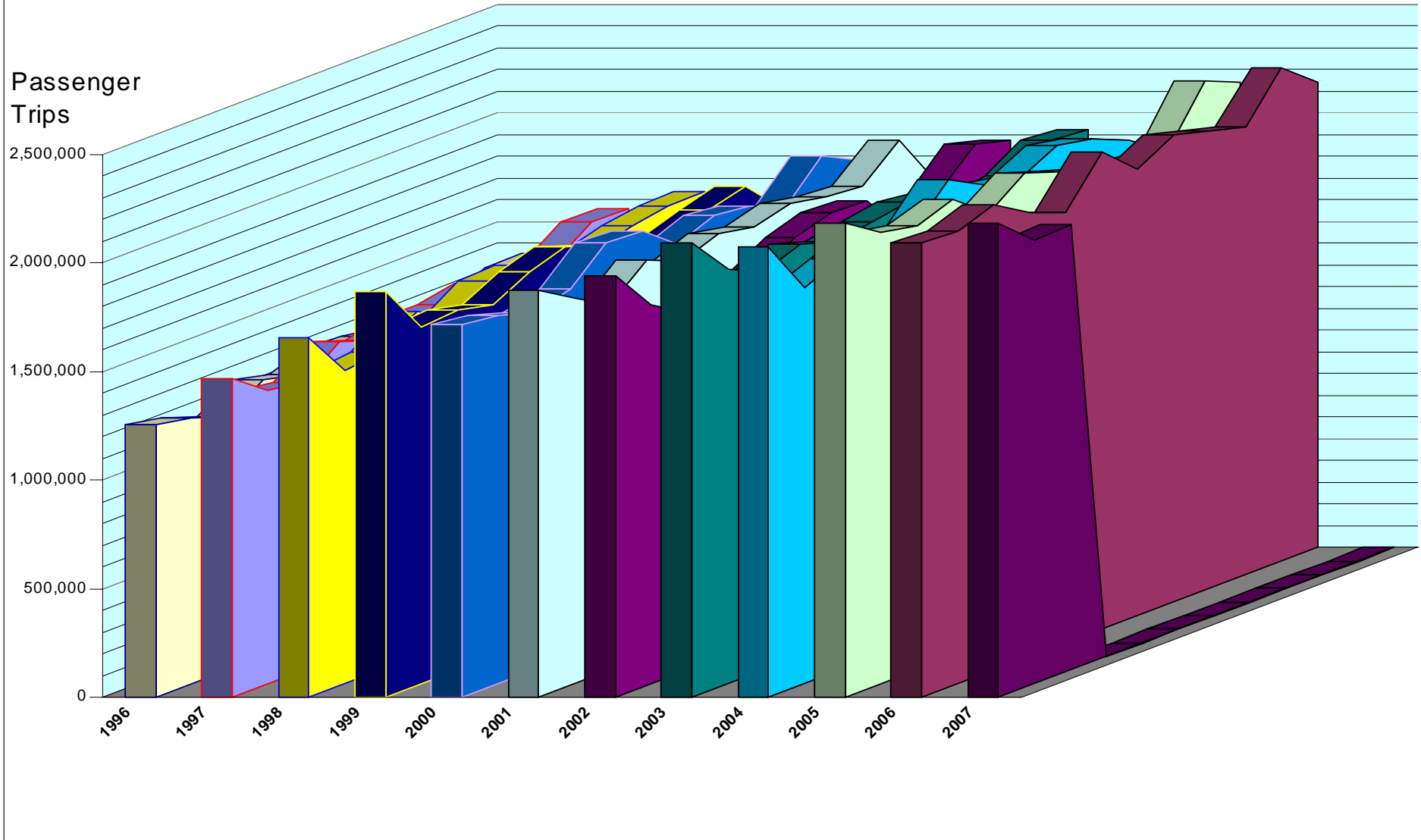
ROUTE RIDERSHIP REPORT

Link No	Route	FY 2006 Average Monthly Ridership	Nov-2006	% Change from Nov 06 to Dec 06	Dec-2006	% Change From Previous Year	Change Dec 2006 From FY 2006 Average Monthly Ridership
1	N Orange Ave./Altamonte Mall	17,469	16,609	-5.1%	15,759	-4.3%	-9.8%
2	Colonialtown	3,604	4,007	7.5%	4,307	6.5%	19.5%
3	Lake Margaret	17,641	16,712	0.1%	16,729	10.8%	-5.2%
4	South U.S. 441/Kissimmee	145,446	142,881	2.6%	146,598	22.4%	0.8%
5	Lake George/Fort Gatlin	4,743	5,015	-25.9%	3,718	-16.0%	-21.6%
6	Dixie Belle	16,591	16,294	-2.9%	15,817	8.4%	-4.7%
7	S. Orange Ave./Florida Mall	24,339	24,952	4.0%	25,956	27.9%	6.6%
8	W. Oak Ridge Rd./Int'l Dr.	159,501	153,716	0.3%	154,178	16.7%	-3.3%
9	N. Orange Ave./Rosemont	30,389	30,036	-6.0%	28,222	-0.6%	-7.1%
10	East U.S. 192/St. Cloud	19,996	20,952	-1.8%	20,576	17.2%	2.9%
11	S. Orange Ave./OIA	33,633	33,311	2.5%	34,160	19.6%	1.6%
12	Buenaventura Lks/Boggy Ck	7,150	7,906	-15.3%	6,698	14.4%	-6.3%
13	University of Central Florida	32,961	33,044	-9.3%	29,979	9.0%	-9.0%
14	Princeton Street/Plymouth Apts.	5,906	5,925	-3.9%	5,693	-5.0%	-3.6%
15	Curry Ford Rd./V.C.C. East	47,878	46,579	-10.6%	41,642	-0.5%	-13.0%
16	College Park/The Meadows	10,076	10,366	-12.2%	9,101	0.6%	-9.7%
17	North U.S. 441/Apopka	52,533	51,541	1.0%	52,071	-1.0%	-0.9%
18	S. Orange Ave./Kissimmee	35,465	36,394	-5.8%	34,279	15.1%	-3.3%
19	Richmond Heights	29,411	30,321	-6.9%	28,220	-2.2%	-4.0%
20	Malibu/Pine Hills	67,682	66,142	-6.4%	61,929	-4.9%	-8.5%
200	Volusia Express	1,225	1,185	-22.7%	916	4.9%	-25.2%
204	Clermont Express	0	0	0.0%	364	#DIV/0!	0.0%
21	Carver Shores/Tangelo Park	82,910	75,511	1.8%	76,866	-1.3%	-7.3%
22	Richmond Estates	26,883	27,137	-9.3%	24,603	-5.7%	-8.5%
23	Winter Park/Forest City	26,274	24,368	-0.4%	24,267	-4.9%	-7.6%
24	Millenia	9,663	9,988	8.7%	10,855	7.6%	12.3%
25	Silver Star Rd.	71,884	71,573	-3.2%	69,268	10.7%	-3.6%
26	Pleasant Hill Rd./Poinciana	15,658	15,658	0.3%	15,705	22.1%	0.3%
27	Plant St./Oakland	7,161	7,726	-3.2%	7,481	32.9%	4.5%
28	E. Colonial Dr./Azalea Park	43,586	42,910	-1.0%	42,461	12.3%	-2.6%
29	E. Colonial Dr./Goldenrod	41,211	40,633	1.5%	41,233	16.0%	0.1%
30	Colonial Dr. Crosstown	50,240	48,626	4.4%	50,747	18.4%	1.0%
300-305	Downtown Disney Direct	17,554	16,572	0.3%	16,627	-2.8%	-5.3%
31	Lymmo	97,823	102,808	-2.5%	100,230	34.5%	2.5%
32	Union Park/Bithlo	4,604	4,798	-5.2%	4,550	27.1%	-1.2%
33	Midway/Sanford Airport	2,284	2,750	-5.7%	2,592	26.6%	13.5%
34	Sanford/Goldsboro	7,900	8,089	-5.2%	7,665	0.1%	-3.0%
36	Lake Richmond	23,852	22,556	-3.1%	21,852	-0.3%	-8.4%
37	Park Promenade Plaza/Florida Mall	62,827	61,446	9.5%	67,272	29.7%	7.1%
38	Downtown Orlando/Int'l Dr.	15,033	15,445	-3.3%	14,928	33.6%	-0.7%
39	U.S. 17-92/Sanford	60,891	61,497	-6.0%	57,814	1.5%	-5.1%
40	Americana/Universal Orlando	34,710	33,795	18.0%	39,893	50.9%	14.9%
41	S.R. 436 Crosstown	124,447	120,207	-2.6%	117,084	-6.0%	-5.9%
42	International Dr./OIA	79,991	75,042	8.8%	81,616	22.0%	2.0%
43	Central Florida Pkwy.	13,146	11,953	2.1%	12,204	11.7%	-7.2%
44	Clarcona/Zellwood	17,985	17,560	-3.3%	16,975	-6.3%	-5.6%
45	Lake Mary	4,329	4,097	16.5%	4,771	22.3%	10.2%
46	W. S.R. 46/Seminole Towne Ctr.	13,662	13,131	4.3%	13,696	10.5%	0.3%
47	Oviedo	4,267	4,404	-2.0%	4,314	19.2%	1.1%
48	W. Colonial Dr./Park Promenade	48,997	46,579	3.7%	48,281	0.0%	-1.5%
49	W. Colonial Dr./Pine Hills	50,091	48,883	-5.3%	46,307	-1.6%	-7.6%
50	Downtown Orlando/Magic Kingdom	40,376	34,184	10.7%	37,836	11.0%	-6.3%
51	Conway/OIA	33,708	31,861	0.3%	31,961	7.0%	-5.2%
52	Pine Castle/Tradeport	5,573	5,722	-7.8%	5,275	6.4%	-5.3%
53	Story Rd./Tildenville	9,016	9,271	-2.4%	9,045	15.3%	0.3%
54	Old Winter Garden Rd.	14,034	14,672	1.1%	14,839	26.2%	5.7%
55	West U.S. 192/Orange Lake	32,173	32,150	17.1%	37,656	67.7%	17.0%
56	West U.S. 192/Magic Kingdom	34,876	32,404	21.7%	39,447	31.9%	13.1%
57	John Young Pkwy.	15,081	14,417	8.4%	15,623	24.7%	3.6%
58	Shingle Creek	164	1,979	-8.1%	1,818	#DIV/0!	1008.0%
99	Farebox Errors	15,234	16,534	22.1%	20,194	20.8%	32.6%
<b>Total</b>		<b>2,023,734</b>	<b>1,982,824</b>	<b>0.5%</b>	<b>1,992,763</b>	<b>11.7%</b>	<b>-1.5%</b>

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.

Due to a temporary failure of the LYNX fixed route probing function used to capture passenger ridership data, ridership recorded for December 2005 was incomplete. The probe was operational only intermittently for ten days during the last two weeks of December 2005, seven of which were weekday service. As a result, reported ridership counts for December 2005 represent the allocation of ridership previously classified by the GFI ridership reporting system as "unknown."

### LYNX Ridership Growth - All Modes



Monthly Report F: Marketing Report

**To:** LYNX Board of Directors

**From:** **Peggy Gies**  
 CHIEF MARKETING OFFICER  
**Raul Balda**  
 (Technical Contact)  
**Courtney Miller**  
 (Technical Contact)  
**Deborah King**  
 (Technical / Project Lead Title 3)

**Phone:** 407.841.2279 ext: 3020

**Item Name:** Marketing Report

**Date:** 2/22/2007

**Advertising Sales**

ADVERTISING SALES	JANUARY 2007
Advertising Sales Revenue	\$171,138
Net Revenue to LYNX Fiscal Year to Date	\$614,689

**Commuter Services**

COMMUTER CHOICE TRANSPORTATION PROGRAM	
CARPOOL/VANPOOL INQUIRIES	JANUARY 2007
Phone	94
Internet	27
Letters	32
Matches	10
VANPOOLS	JANUARY 2007
Commuter Choice Vanpool Participants	664
Total Revenue Miles YTD	271,399
New Vanpools	1
Returned Vanpools	1

# LYNX Board Agenda

Current Vans in Service	55	
Pending Vanpool Interest	Navair (1) Coleman (3)	
No. of Employers Contacted	13	
No. of Employees/Individuals Contacted	27,132	
Employer Program Presentations	Polytechnic Institute Guardian Care Nursing Ace Rubber Stamp & Sign	
Employee Vanpool Presentations	LOCATION	PARTICIPANTS
	VA Medical Center	100
	<b>Total Participants</b>	<b>100</b>
Other Business Presentations/Meetings	LOCATION	PARTICIPANTS
	CFEC Job Fair	1,700

## Vanpools

LYNX added the following Vanpool:

Robin Cuffie – FCC Coleman

## Commuter Services Events

### Greater Orlando Business Leadership Network

LYNX hosted twenty-five members of the Greater Orlando Business Leadership Network (GOBLN), an organization whose purpose is to advocate for the employment of individuals with disabilities. The recently formed GOBLN is focusing on enlisting local businesses to become members of the organizations. LYNX was represented by Commuter Services, Marketing and Human Resources. LYNX Chief-of-Staff, Edward Johnson welcomed our visitors on behalf of Linda Watson and our Board of Directors.

### Central Florida Employment Council

Members of the commuter services staff attended the CFEC Mayor's Job Fair to promote LYNX commuter service programs. We provided attendees with information about vanpool, carpool, tax breaks for commuters and fixed route bus service. We also spoke with employers about LYNX commuter assistance and employer bus pass programs.

## Marketing

WEBSITE USAGE	JANUARY 2007
Average Hits per Day	44,875
Average Users per Day	2,638.87
Average Hits per User	17.01
Average Time Spent on Site	9 minutes, 31 seconds
Approximate Visits per User	2.51
Total Page Hits	473,916
Total Visiting Users	81,805
Total Unique IP Addresses (visits)	32,572

**Marketing Activities**

January

Fun Friday went back to school - more specifically, back to college and featured the big band sound of the University of Central Florida Jazz Band. The band showed that a love of music spans across generations as they serenaded the crowd with songs from the roots of AfroCuban and American selections from the 1940's and 1950's. Fun Friday also found some new fans: Rosemont Community Center brought senior citizens on a field trip down to LYNX Central Station to enjoy the music. They assured us they would be back and would tell all their friends!

The Zora Neale Hurston Festival in Eatonville gave us another opportunity to show community support with shuttle service, face painting and an opportunity to spread the good news about transit and how it can help move people within the Central Florida area. On Saturday afternoon, Linda Watson appeared in the program with Congresswoman Corrine Brown. Our booth was visited by more than 800 people over the course of the event!

LYNX celebrated the official grand opening of the new Clermont Express. We were joined by South Lake County Chamber Ambassadors, representatives of FDOT and Metroplan Orlando as they welcomed the new service.

**Customer Service**

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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	JANUARY 2007
Number of Calls	28,281
Call-Wait Time in Seconds	:36

SALES & INFORMATION DATA	JANUARY 2007
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# LYNX Board Agenda

Customers serviced through fixed route inquiries/sales	28,701
LYNX fare media sales	\$152,616

<b>CUSTOMER SERVICE DATA</b>	<b>JANUARY 2007</b>
Internet Inquiries	548
“How To Ride” presentations	10

<b>CUSTOMER RELATIONS DATA</b>	<b>JANUARY 2007</b>
Customers assisted by telephone, fax, one-on-one	2,379
Concerns/Suggestions for Fixed Route (LYNX)	267
Compliments for Fixed Route/Road Rangers	46
Concerns/Suggestions for Paratransit (MV)	111
Compliments for Paratransit	5

<b>LOST &amp; FOUND DATA</b>	<b>JANUARY 2007</b>
Number of items recovered	644
% items returned to owners	20.9%
Advantage IDs issued	82
Kids In School & Senior IDs issued	10

<b>ELIGIBILITY DATA</b>	<b>JANUARY 2007</b>
Paratransit Applications Received	485



**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 Report

**Date:** 2/22/2007

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**STATE LEGISLATIVE UPDATE**

Following is a summary of the events and items of interest which took place in January.

**FDOT SECRETARY.** Governor Crist appointed Stephanie Kopelousos to serve as the interim Secretary of Transportation until the Florida Transportation Committee (FTC) makes its final nominee recommendations to the Governor.

**SPECIAL SESSION.** The Legislature convened on January 16<sup>th</sup> in a special session to address property insurance reform. Among the items becoming law on June 1<sup>st</sup> are: the expansion of the Florida Hurricane Catastrophe Fund to provide less expensive reinsurance; allowance of Citizens Property Insurance Corporation to compete directly with private insurers; additional consumer protection against rate increases; delay in payment of claims and dropping policyholders; and restrictions on insurance companies with Florida subsidiaries.

- **LEGISLATIVE AGENDA UPDATE**

- BUDGET REQUESTS.** The budget request of \$400,000 for LYNX's transfer station program was filed by Senator Paula Dockery (tracking number 1197) and Representative John Quinones (tracking number 1320) by the January 12<sup>th</sup> deadline.

- XU FUNDING PARITY.** Chairman Carey Baker announced that all three interim reports would be introduced as proposed Senate Transportation Committee bills this session. The transit interim report includes the recommendation to use XU funds as a local match for TRIP funding. In the House, it is likely that Representative Rich Glorioso will be sponsoring a transportation bill that will include the XU language. As an added measure, we had Senator Constantine and Representative Randolph also file the XU language in a separate bill.

-CHARTER COUNTY SURTAX. Senator J.D. Alexander agreed to sponsor it on the Senate side. The proposed language would apply to 12 of the 67 Florida counties, and would include Orange, Osceola and Seminole counties. LYNX' Lobbyist is working with Polk County on this issue, who most likely will be leading the effort.

TRANSPORTATION DISADVANTAGED FUNDING. The CTD is currently seeking bill sponsors in the Senate and House to file legislation that would remove the current exemptions on motor vehicle registrations. This would generate an additional \$9 million for the TD Trust Fund.

LOCAL BALLOT INITIATIVE. The City of Winter Park approved a ballot initiative dealing with commuter rail that is scheduled for the March 13<sup>th</sup> regular City election. The ballot will include questions as to whether a commuter rail stop can be placed on City-owned land, whether the stop can be paid for with City funds and whether City money can be spent on operations of the commuter rail line.