

# LYNX Board Agenda

Meeting Date: 05/23/2024  
Meeting Time: 1:00 PM

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

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

## 1. Call to Order

## 2. Approval of Minutes

-  Board of Directors Meeting Minutes 4.25.24

Pg 3

## 3. Public Comments



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

## 4. Chief Executive Officer's Report







## 5. Oversight Committee Report

## 6. Consent Agenda


### A. Request for Proposal (RFP)

- i.  Authorization to Release a Request for Proposal (RFP) for Fire Alarm System Monitoring, Inspection and Repair and Methane Detection System Inspection and Repair Services Pg 8
- ii.  Authorization to Release a Request for Proposal (RFP) for Vanpool Management Services Pg 10



### B. Miscellaneous

- i.  Authorization to Purchase One (1) Battery Electric Bus to Pilot in Fixed Route Service for a Not to Exceed Amount of \$1,160,000 Pg 12
- ii.  Authorization to Purchase up to Fifteen (15) Replacement Vehicles and Twenty (20) Expansion Vehicles for ACCESS LYNX Paratransit Services with a Not to Exceed Amount of \$4,600,000 Pg 14
- iii.  Authorization to Enter into a Contract for Legal Services-General Counsel Pg 16
- iv.  Authorization to Enter into a Grant Agreement with the American Heart Association in an Amount Not to Exceed \$42,000 Pg 17
- v.  Authorization to Solicit FY2025-2026 Project Applications for the Federal Transit Administration (FTA), Section 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities Pg 19
- vi.  Authorization to Submit Grant Applications to the Federal Transit Administration for the Fiscal Year 2024 Apportionments \$63,456,333; to Sub-allocate FY2024 Orlando Urbanized Area Funding to Lake County Transit Services \$767,844 and Florida Department of Transportation \$18,771,571 Pg 21





## 7. Action Agenda

- A.  Authorization to Submit a Grant Application to the Florida Department of Transportation (FDOT) for the FY2025 Intermodal Development Funding Program Grant in the Amount of \$2,900,000 and Execute Resolution 24-003 Pg 25






-Attachments 

- B.  Approval to Amend the FY2024 Operating and Capital Budgets Pg 29
- C.  Authorization to Implement June 23rd, 2024 Service Changes Pg 34

## 8. Information Items

- A.  Notification of Settlement Agreements Pursuant to Administrative Rule 6 Pg 37
- B.  Notification of Sole Source Procurements Pursuant to Administrative Rule 4 Pg 39  
-Attachments  

## 9. Monthly Reports

- A.  Communications Report - April 2024 Pg 44
- B.  Monthly Financial Report - February 2024 Pg 52  
-Attachments 
- C.  Ridership Report - March 2024 Pg 54  
-Attachments 

## 10. Other Business

## 11. Adjourned

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

In accordance with the Americans With Disabilities Act of 1990, persons needing a special accommodation at this meeting because of a disability or physical impairment should contact Benjamin Gonzalez at 455 N. Garland Ave, Orlando, FL 32801 (407) 254-6038, not later than three business days prior to the meeting. If hearing impaired, contact LYNX at (407) 423-0787(TDD).

**LYNX**  
**Central Florida Regional Transportation Authority**  
**Board of Directors' Meeting Minutes**

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

**DATE:**       **April 25, 2024**

**TIME:**       **1:00 p.m.**

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**Members in Attendance:**

Viviana Janer, Commissioner, Osceola County BoCC, Chair

Buddy Dyer, Mayor, City of Orlando, Vice-Chair

John Tyler, Secretary, Florida Department of Transportation – District 5, Secretary

Jerry Demings, Mayor, Orange County

Amy Lockhart, Commissioner, Seminole County BoCC

**1. Call to Order**

Chair Janer called the meeting to order at 1:01 p.m.

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

**2. Approval of Minutes**

Secretary Tyler moved to approve the Board of Directors meeting minutes of March 28, 2024. Seconded by Commissioner Lockhart. The minutes were unanimously approved as presented.

**3. Public Comments**

Joanne Counelis – Lake Mary, FL

Ms. Counelis would like to see buses running twenty-four hours a day on holidays, weekends, and evenings so that no one gets stranded.

Margo Wright – Orlando, FL

Ms. Wright voiced her concerns about the connections at the Colonial Plaza SuperStop. She cannot depend on bus route #6 and would like more connections to downtown.

A comment was received via email and was distributed to the Board members.

#### **4. Chief Executive Officer's Report**

Tiffany Homler Hawkins, Chief Executive Officer, stated that the service change that started on Sunday has been successful. Some of the service changes included a new route – Link 311. Four other routes changed to thirty-minute service on Sundays, and comparing the ridership, it has increased from eleven percent to thirty-four percent. This is a testament to the Orange County Accelerated Transportation Safety Plan.

Legislature bills have been signed, including SB 1380 was related to the Commission for the Transportation Disadvantaged. This bill reorganizes the commission and the membership and there is a bill that included technology that did not pass, but LYNX is anticipating the passage at the next session. House Bill 287 states that no more than twenty percent of state transportation trust funds can go to public transit, but there are exceptions such as if it is a bus rapid transit project. House Bill 1301 will require metrics to be posted on the website along with the line-item budget, in the interest of more transparency of public transit agencies. This will be brought before the Board, so that there are no surprises on the website.

LYNX is supporting the Orlando Magic, with a banner hung on the building.

A few weeks ago, LYNX was honored to be joined by the Assistant Administrator of the Transportation Security Administration. A Baseline Security Enhancement program was completed last year, and the Safety and Security team, along with the Cyber Security team were awarded the Gold Standard by the TSA. LYNX was the only transit agency in the state to receive the award, and only five were awarded in the nation.

#### **5. Oversight Committee Report**

Commissioner Janer, Chair of the Oversight Committee provided her report on the Oversight Committee meeting that met earlier. She stated that the committee approved the minutes from the March 28, 2024, Oversight meeting.

Amanda Clavijo, Chair of the Finance & Audit Committee, gave a report on the April 18, 2024 Finance & Audit Committee. The Finance Committee recommends approval of all Consent Agenda items.

The Oversight Committee recommends approval of all Consent Agenda and Action items.

The Committee received presentations on an updated FY2025 Budget, which was authorized to be presented to the Funding partners, Reserve analysis, and an update on the Paratransit program.

## 6. Consent Agenda:

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

### A. Request for Proposal (RFP)

- i. Authorization to Issue a Request for Proposal (RFP) for Professional Services for the I-Drive Transit Project

### B. Miscellaneous

- i. Authorization to Submit Trip and Equipment Grant Application to the Florida Commission for the Transportation Disadvantaged in the Overall Amount of \$3,529,938 and Adoption of Resolution #24-004
- ii. Authorization to Execute a Change Order with Denovo Ventures, LLC for Implementation and Licenses for a Recruiting Module for the ERP Project in the Amount of \$107,732 Increasing the Not to Exceed Amount to \$4,989,505
- iii. Authorization to Modify Sole Source Agreement #22-S014 with Trapeze Software Group, Inc. for PASS Upgrade with Trapeze Cloud Managed Services to Provide Polygon Update Support and Increase the Not to Exceed (NTE) by \$37,065 for a Total Contract Amount of \$579,475
- iv. Authorization for Chief Executive Officer to Sign on Behalf of LYNX the Amendment to the Interlocal Agreement for Creation of the Orlando Urban Area Metropolitan Planning Organization d/b/a MetroPlan Orlando

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

## 7. Work Session

### A. SunRail Update

Commissioner Janer recognized Tiffany Homler Hawkins, Chief Executive Officer. Ms. Homler Hawkins stated that this was important to bring to the LYNX Board, so that when looking through the meeting minutes, others can see that this was a process and this did not happen overnight. Ms. Homler Hawkins then introduced Tawny Olore, Osceola County, to make the presentation.

Ms. Olore stated that in the March CFCRC meeting, the SunRail Operations Phasing Agreement was approved and signed by DOT. This set the transition into two phases. The first phase is to have the financial transition completed by December 2024, while FDOT continues to operate the system.

Phase two is the transition of operations, and this will happen within the next three years. This includes a Term Sheet with LYNX within the first year, a contract within the second year, and LYNX hires operations personnel within the third year which is

four to six months prior to operations transition. Contractor WSP provided a staffing analysis that includes nine new staff positions at LYNX.

Commissioner Lockhart asked if an outside agency needs to evaluate LYNX to see where efficiencies exist. Ms. Homler Hawkins stated that LYNX has anticipated the transition since 2011. LYNX has been working with DOT to make sure that the financial systems are compatible, including a new ERP system. Commissioner Lockhart would like an outside agency to look at the agency with an unbiased fresh look. Commissioner Janer stated that WSP has been evaluating the transition, and LYNX has been involved for the last three years. She is unsure that a second evaluation is necessary. Mayor Dyer stated that an evaluation should occur six months to a year after the transition occurs. Mayor Demings agrees with Mayor Dyer, stating that WSP is an independent consultant. He also stated that LYNX has hired staff that has both bus and train operations experience. Commissioner Lockhart clarified her stance that the outside evaluation should take place during phase two of the transition. Commissioner Janer stated that there is consensus to have an evaluation performed after the transition has occurred and thanked Commissioner Lockhart for her comments. Secretary Tyler stated that a natural phenomenon will take place that will have LYNX staff asking questions to understand the system, and possibly suggest more efficient ways to move forward.

## **8. Information Items**

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

- A. Notification of Settlement Agreements Pursuant to Administrative Rule 6
- B. Notification of Sole Source Procurements Pursuant to Administrative Rule 4

## **9. Monthly Reports**

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

- A. Communications Report – March 2024
- B. Monthly Financial Report – January 2024
- C. Ridership Report – February 2024

## **10. Other Business**

No other business was discussed.

## **11. Adjourned:**

The meeting adjourned at 1:23 p.m.

**Certification of Minutes:**

I certify that the foregoing minutes of the April 25, 2024, LYNX Board of Director's meeting are true and correct, approved by the Board of Directors.

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Assistant

# LYNX Board Agenda

## Consent Agenda Item #6.A. i

**To:** LYNX Board of Directors

**From:** Elvis Dovalles  
Director Of Maintenance  
Jafari Bowden  
Technical Contact  
Ricky Gonzalez  
Technical Contact

**Phone:** 407.841.2279 ext: 6239

**Item Name:** Authorization to Release a Request for Proposal (RFP) for Fire Alarm System Monitoring, Inspection and Repair and Methane Detection System Inspection and Repair Services

**Date:** 05/23/2024

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for Fire Alarm System Monitoring, Inspection and Repair Services and Methane Detection System Inspection and Repair Services.

### **BACKGROUND:**

All owned and leased LYNX facilities are equipped with fire alarm systems that must be inspected, maintained, and repaired in accordance with National Fire Protection Association (NFPA) requirements by licensed contractors to ensure the safety of all users of the facilities.

Of the 292 buses of LYNX's fleet, 204 are fueled by compressed natural gas (CNG). The LYNX Operations Center (LOC) Maintenance Facility is equipped with a methane detection system to provide warning of CNG leaks. The methane detection system must be inspected and repaired to ensure the safety of all the users of the facility.

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

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



# LYNX Board Agenda

## **FISCAL IMPACT:**

The FY2024 Approved Operating Budget includes \$90,000 for Fire Alarm System Monitoring, Inspection and Repair Services and Methane Detection System Inspection and Repair Services.

# LYNX Board Agenda

## Consent Agenda Item #6.A. ii

**To:** LYNX Board of Directors

**From:** Matthew Friedman  
Director Of Marketing Communications  
Matthew Friedman  
Technical Contact

**Phone:** 407.841.2279 ext: 6206

**Item Name:** Authorization to Release a Request for Proposal (RFP) for Vanpool Management Services

**Date:** 05/23/2024

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue a Request for Proposal (RFP) for Vanpool management services.

### **BACKGROUND:**

The LYNX Vanpool program was developed 30 years ago to provide additional commuter options for the Central Florida community to get to work. The Vanpool program offers individuals who live and work in the same area an affordable rideshare transportation option. LYNX is the program administrator while the services are currently managed day to day by Commute with Enterprise.

The Vanpool program consists of rideshare matching process, assisting employers with the implementation of commuter programs and formation of Vanpool groups as well as maintaining ridership and Vanpool participation.

The last RFP was released in December 2019 and Commute with Enterprise was the only responder to the RFP. Contract 20-C37 was an initial three (3) year contract with two (2) one (1) year options. The current contract will expire December 31, 2024.

The agency would like to release an RFP in order to procure a new contract for fleet management, maintenance and insurance coverage.

# LYNX Board Agenda

Currently the Vanpool program has one hundred and seventeen (117) vans. The program is popular and has good growth potential.

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

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

## **FISCAL IMPACT:**

The FY2024 Approved Operating Budget includes \$360,000 for anticipated expenses.

# LYNX Board Agenda

## Consent Agenda Item #6.B. i

**To:** LYNX Board of Directors

**From:** Elvis Dovalles  
Director Of Maintenance  
Elvis Dovalles  
Technical Contact

**Phone:** 407.841.2279 ext: 6239

**Item Name:** Authorization to Purchase One (1) Battery Electric Bus to Pilot in Fixed Route Service for a Not to Exceed Amount of \$1,160,000

**Date:** 05/23/2024

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to purchase one (1) 40' Low Floor, Battery Electric Bus from the State of Florida Battery Electric Bus Purchase Schedule (PSTA) Contract #C22-MT-001 for a Not to Exceed amount of \$1,160,000.

### **BACKGROUND:**

LYNX operates fourteen (14) battery electric buses (BEB) on the LYMMO service. The design specifications for the LYMMO electric buses were specific to short routes with dedicated guideways. As such, the buses were purchased in a thirty-five-foot, four battery configuration. LYNX is requesting board authorization to purchase one (1) forty-foot, six battery electric bus as a pilot to test the feasibility of operating battery electric buses on all other routes serviced.

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

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

# LYNX Board Agenda

## **FISCAL IMPACT:**

The FY2024 Proposed Amended Capital Budget includes \$1,158,619 for one (1) Fixed Route Electric Vehicle. This purchase is 100% federal funded.

# LYNX Board Agenda

## Consent Agenda Item #6.B. ii

**To:** LYNX Board of Directors

**From:** Norman Hickling  
Director Of Mobility Services  
Benjamin Gonzalez  
Technical Contact

**Phone:** 407.841.2279 ext: 6169

**Item Name:** Authorization to Purchase up to Fifteen (15) Replacement Vehicles and Twenty (20) Expansion Vehicles for ACCESS LYNX Paratransit Services with a Not to Exceed Amount of \$4,600,000

**Date:** 05/23/2024

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to purchase a total of Fifteen (15) Ford E450 7.3L Turtle Top Odyssey Cutaway Vehicles, replacing similar vehicles ready for surplus, and Twenty (20) Ford Transit Vans to support fleet expansion. The proposed vehicle procurements have been budgeted in the FY2024 Capital Asset Budget with a Not to Exceed (NTE) amount of \$4,600,000.

### **BACKGROUND:**

The requested Turtle Top vehicles will be replacement vehicles in the ACCESS LYNX fleet that have outlived their useful life in both age and mileage. The vehicles will be purchased through the Florida Department of Transportation's Transit Research Inspection Procurement Services (TRIPS) program utilizing the TRIPS-22-CA-MB-LF-ABG contract. The replacement vehicles will lower maintenance costs and enhance the quality of service provided to ACCESS LYNX customers.

The requested Ford Transit Vans will allow for fleet expansion necessary to meet increased ACCESS LYNX paratransit service demand. The vehicles will be purchased through the Florida Department of Transportation's Transit Research Inspection Procurement Services (TRIPS) program utilizing the TRIPS-22-CA-MB-LF-FTS contract. The TRIPS program allows transit agencies to procure vehicles at the lowest price possible.

# LYNX Board Agenda

All the vehicles will be outfitted with appropriate lifts, seating, and securement systems to be ADA compliant. Additionally, each vehicle will be outfitted with Safe Fleet Seon 4 camera system paid for by separate grant funding.

<b>Paratransit Vehicles</b>	<b>Quantity</b>	<b>Cost/Vehicle</b>	<b>Total</b>
Turtle Top Odyssey - Ford E450 7.3L	15	\$154,489	\$2,317,335
Ford Transit Vans	20	\$106,442	\$2,128,840
Safe Fleet Seon cameras, 4 camera system per unit. Grant	35	*\$3702.00	*\$129,570
<b>Paratransit Vehicle Cost</b>			<b>\$4,575,745</b>

\*Procurement funded through separate FTA Grant entitled "Procurement, Installation & Maintenance Surveillance Cameras

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

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

## **FISCAL IMPACT:**

The FY2024 Proposed Amended Capital Budget includes \$4,575,745 for the purchase of paratransit vehicles funded 80% Federal, 10% State and 10% local funds. The camera system on the vehicles is 100% federal funds.

# LYNX Board Agenda

## Consent Agenda Item #6.B. iii

**To:** LYNX Board of Directors

**From:** Tiffany Homler Hawkins  
Chief Executive Officer  
Tiffany Homler Hawkins  
Technical Contact

**Phone:** 407.841.2279 ext: 6064

**Item Name:** Authorization to Enter into a Contract for Legal Services-General Counsel

**Date:** 05/23/2024

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute a contract with Akerman, LLP for General Counsel legal services for a term of three (3) years with two (2) one (1) year renewal options in a not to exceed amount of \$750,000.

### **BACKGROUND:**

At the March 28, 2024, Board of Directors meeting, the Board of Directors delegated to the Chairman the authority to negotiate a contract with Akerman, LLP for General Counsel Legal Services and to waive the competitive solicitation process provided for in LYNX Administrative Rule 4, Procurement and Contract Administration.

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

A DBE participation goal is not applicable for this activity.

### **FISCAL IMPACT:**

The Approved FY2024 Operating Budget includes \$300,000 for legal expenses related to general counsel services.



# LYNX Board Agenda

## Consent Agenda Item #6.B. iv

**To:** LYNX Board of Directors

**From:** James Boyle  
Interim Chief Planning And Development Officer  
Prahallad Vijayvargiya  
Technical Contact  
Sara Holtzman  
Technical Contact

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Authorization to Enter into a Grant Agreement with the American Heart Association in an Amount Not to Exceed \$42,000

**Date:** 05/23/2024

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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 Grant Agreement with the American Heart Association (AHA) for LYNX's participation in AHA's Cardiac Emergency Response Plan (CERP) adoption and the procurement of fifteen (15) Automated External Defibrillators (AEDs), in an amount not to exceed \$42,000.

### **BACKGROUND:**

The American Heart Association (AHA) was founded in 1924 with the goal of lowering the risks of heart disease and a mission of becoming a relentless force for a world of longer, healthier lives. AHA's Cardiac Emergency Response Plan (CERP) is a written document that establishes the specific steps to reduce death from cardiac arrest in any setting. When a person has cardiac arrest, survival depends on immediately receiving CPR from someone nearby.

On April 30, 2024, the American Heart Association selected LYNX to receive grant funding for the organization's participation in AHA's CERP implementation and the procurement of fifteen (15) AEDs that will be installed in the LYMMO line buses serving the downtown Orlando corridor. LYNX is expected to procure the equipment no later than December 31, 2024. AHA's Grant Agreement covers the period of May 1, 2024, through December 31, 2024. The use of AHA's grant funds follow all applicable United States, state, and local laws, as well as in compliance with the laws of any location or authority in which the project takes place, including applicable anti-terrorist financing and asset-control laws, statutes, and executive orders.

# LYNX Board Agenda

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

A DBE participation goal is not applicable for this activity.

## **FISCAL IMPACT:**

There is no fiscal impact for LYNX for this American Heart Association (AHA) project. LYNX was awarded a grant for this project.

# LYNX Board Agenda

## Consent Agenda Item #6.B. v

**To:** LYNX Board of Directors

**From:** James Boyle  
Interim Chief Planning And Development Officer  
Prahallad Vijayvargiya  
Technical Contact

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Authorization to Solicit FY2025-2026 Project Applications for the Federal Transit Administration (FTA), Section 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities

**Date:** 05/23/2024

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to conduct the competitive process to select projects and sub-recipients for the Federal Transit Administration (FTA) Enhanced Mobility of Seniors and Individuals with Disabilities, Section 5310 Program.

### **BACKGROUND:**

The Governor of the State of Florida appointed LYNX as the designated recipient for Section 5310 funds, under MAP-21 (continues under the Infrastructure Investment and Jobs Act aka "IIJ" Act), for the Census defined urbanized portion of Orlando and Kissimmee. As the designated recipient of 5310 funds for the urbanized areas of Orlando and Kissimmee, Florida, LYNX has the responsibility to develop a program of projects, including soliciting projects from non-profit organizations and other eligible entities under Section 5310 that serve seniors and individuals with disabilities. The Section 5310 program is intended to enhance mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services.

# LYNX Board Agenda

Eligible activities under IIIJ Act include:

1. Public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
2. Public transportation projects that exceed the requirements of the ADA.
3. Public transportation projects that improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary paratransit service.
4. Alternatives to public transportation that assist seniors and individuals with disabilities.

LYNX Mobility Management completed the Transportation Disadvantaged Service Plan (TDSP) Major Update for FY 2023-2028, a requirement by the State of Florida Commission for the Transportation Disadvantaged (CTD) and was approved by MetroPlan Orlando's Local Coordinating Board (LCB) on May 11, 2023. Included in the TDSP is the 5310 locally developed and coordinated public transit-human services transportation plan for FTA's Section 5310.

LYNX staff intends to competitively solicit project applications from non-profit organizations and other 5310 eligible entities to select sub-recipients. LYNX has successfully worked with non-profit agencies that have current coordination agreements to strive towards a common goal of providing cost-effective and efficient transportation services for seniors and individuals with disabilities. The 5310 trips provided directly by human service agencies to their respective clients are cost effective and reduce the need to provide paratransit trips to eligible riders.

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

A DBE participation goal is not applicable for this activity.

## **FISCAL IMPACT:**

LYNX staff will include the Section 5310 project award in future operating and capital budgets as appropriate.

# LYNX Board Agenda

## Consent Agenda Item #6.B. vi

**To:** LYNX Board of Directors

**From:** James Boyle  
Interim Chief Planning And Development Officer  
Prahallad Vijayvargiya  
Technical Contact

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Authorization to Submit Grant Applications to the Federal Transit Administration for the Fiscal Year 2024 Apportionments \$63,456,333; to Sub-allocate FY2024 Orlando Urbanized Area Funding to Lake County Transit Services \$767,844 and Florida Department of Transportation \$18,771,571

**Date:** 05/23/2024

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit grant applications to the Federal Transit Administration (FTA) for the FY2024 FTA apportionments of \$63,456,333 and to execute Grant Agreements with the FTA.

In addition, staff is requesting the Board of Directors' authorization for the sub-allocation of the Orlando urban area funding to the Lake County Transit Services and the Florida Department of Transportation (FDOT) SunRail from the FTA's FY2024, 5307 formula apportionment in the amounts of \$767,844 and \$14,005,224, respectively. Also, the FTA's FY2024, 5337 formula apportionment in the amounts of \$4,766,347 to the Florida Department of Transportation (FDOT) for SunRail.

### **BACKGROUND:**

On April 4, 2024, the Federal Transit Administration (FTA) released the full FY2024 annual apportionments on various FTA funding programs.

# LYNX Board Agenda

Board authorization is requested to apply for these funding programs.

Urbanized Area Formula Program	\$ 47,284,712
State of Good Repair Fixed-Guideway	524,633
Bus/Bus Facilities Program	3,607,212
Enhanced Mobility for Seniors and Individuals with Disabilities	2,689,776
Community Projects	2,350,000
Surface Transportation Program	7,000,000
Total	<b>\$ 63,456,333</b>

The sub-allocation to Lake County is in the amount of \$767,844. The sub-allocation for FDOT's SunRail is in the amount of \$ \$14,005,224 & \$4,766,347. These amounts are determined based on the final FY2024 full year FTA apportionments.

This request for Board authorization includes the execution of any Supplemental Agreements as part of respective grant applications by Lake County and FDOT to FTA. This will allow Lake County Transit Services and FDOT to be direct 5307 & 5337 grant recipients, eligible to receive and dispense FTA's 5307 & 5337 sub-allocated funds.

Congress establishes the legal authority to commence and continue FTA programs through authorizing legislation covering several years. The federal public transportation law, Infrastructure Investment and Jobs Act (IIJA) (Pub. L. 117-58) signed by President Biden on November 15, 2021, and effective on October 1, 2021. In addition, formula and discretionary programs for FY 2024 based on the Consolidated Appropriations Act, 2024 (Pub. L. 118-42, March 9, 2024). It also contains information on how FTA plans to administer its transit programs in FY 2024 and how funds appropriated and allocated prior to FY 2024 will be treated.

The following summarizes the funding programs and the FY2024 apportionments:

## **Urbanized Area Formula Program - Section 5307:**

This program provides grants to Urbanized Areas (UZA) for public transportation capital, planning, job access and reverse commute projects, as well as operating expenses in certain circumstances. These funds constitute a core investment in the enhancement and revitalization of public transportation systems in urbanized areas throughout the nation that depend on public transportation to improve mobility and reduce congestion.

Under the IIJ Act a special rule allows recipients in urbanized areas with populations of 200,000 or above and those that operate 100 or fewer buses in fixed route service or demand response, excluding ADA complementary paratransit, during peak hours, to receive a grant for operating assistance subject to a maximum amount per system, in accordance with "Section 5307 Operating Assistance Special Rule Operator Caps". FTA identified the transit systems and their maximum operating assistance amounts for FY 2024 based on the percent of the apportionment attributable to an operator, calculated from vehicle revenue hours reported in their FY2022 and FY 2023, due to the COVID 19 pandemic's impact on ridership nationwide, FTA used the service data from each NTD report that had the highest vehicle revenue miles from either 2019 or the most recent year reported.

# LYNX ard Agenda

In the FY2024 FTA apportionments released on April 4, 2024, the Orlando 5307 funds of \$53,336,707 included the apportionment attributable to Lake County in the amount of \$767,844 and commuter rail (FDOT) in the amount of \$14,005,224. The net LYNX 5307 funding is in the amount of \$38,563,639 for Orlando and \$8,721,073 for Kissimmee, combined \$47,284,712.

Due to the cycle and timing on the release of Federal apportionments and the grant application process, the annual LYNX's 5307 apportionment is typically budgeted by LYNX over multiple years.

## **State of Good Repair (SGR) - Section 5337:**

SGR replaced the fixed-guideway modernization formula program funds of \$5,290,980, included the apportionment attributable to commuter rail (FDOT) in the amount of \$4,766,347. The net LYNX 5337 funding is in the amount of \$524,633 for Orlando. Projects are limited to replacement and rehabilitation, or capital projects required to maintain public transportation systems in a state of good repair. LYNX will be working with the City of Orlando staff to upgrade the Orange LYMMO in a state of good repair and to provide amenities and technology enhancements compatible with the Lime and Grapefruit LYMMO expansions.

## **Bus/Bus Facilities Program – Section 5339:**

Provides capital funding of \$3,607,212 to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities.

This program replaced the Section 5309 Bus and Bus Facilities Program, which allocated funds through a competitive project selection process or earmarking. LYNX will program section 5339 funds for revenue vehicles.

## **Enhanced Mobility for Seniors/Individuals with Disabilities- Section 5310:**

This program is intended to enhance mobility for seniors and persons with disabilities by providing funds of \$2,689,776 for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services. 55% Funds will be used as Traditional capital which will require 20% local match and 45% funds for nontraditional operating which will require in-kind match.

Eligible activities include:

- 1) Public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
- 2) Public transportation projects that exceed the requirements of the ADA.
- 3) Public transportation projects that improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary paratransit.
- 4) Alternatives to public transportation that assist seniors and individuals with disabilities.

# LYNX Board Agenda

## **Community Project Funding/Congressionally Directed Spending:**

LYNX had three Congressionally Directed Spending projects (earmarks) in the House version of the FY2024 Transportation-HUD bill. Congress passes the FY2024 Consolidated Appropriations Act. 2024 (H.R. 4366 / Public Law 118-42, March 9, 2024):

- \$850,000 for the LYNX Central Station Bus Terminal Retrofit (Bus Bay Reconstruction) (requested by Congressman Frost)
- \$500,000 for the LYNX Solar Technology for Bus Shelters and Shelter Refacing (requested by Congressman Frost)
- \$1,000,000 for LYNX's Bus Pull Outs and Safety Enhancements (requested by Congressman Soto).

## **Surface Transportation Program (STP):**

The STP provides funding of \$7,000,000 that may be used by States and localities for a wide range of projects to preserve and improve the conditions and performance of surface transportation, including highway, transit, intercity bus, bicycle, and pedestrian projects.

The USDOT funding for the Federal Highway Administration includes Surface Transportation Program (STP) funds that are eligible to be transferred to FTA for transit purposes. The regional STP funds are allocated by MetroPlan Orlando for transit enhancements, bicycle and pedestrian improvements and highway projects. STP funds are programmed annually by MetroPlan Orlando in the Transportation Improvement Program (TIP) and are incorporated in the state adopted State Transportation Improvement Program (STIP).

LYNX will program the FY2024 STP funding for revenue vehicles and passenger amenities.

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

A DBE participation goal is not applicable for this activity.

## **FISCAL IMPACT:**

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



# LYNX Board Agenda

## Action Item #7.A

**To:** LYNX Board of Directors

**From:** **James Boyle**  
Interim Chief Planning And Development Officer  
**Prahallad Vijayvargiya**  
Technical Contact  
**Myles O'Keefe**  
Technical Contact

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Authorization to Submit a Grant Application to the Florida Department of Transportation (FDOT) for the FY2025 Intermodal Development Funding Program Grant in the Amount of \$2,900,000 and Execute Resolution 24-003

**Date:** 05/23/2024

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit a SFY2025 Intermodal Development Funding Program Grant Application to the Florida Department of Transportation (FDOT) in the amount of approximately \$2,900,000 and the execution of Resolution 24-003, attached hereto, for the reconstruction of bus bays at LYNX Central Station to accommodate 60-foot articulated buses.

### **BACKGROUND:**

The Florida Department of Transportation (FDOT) is soliciting applications for SFY2025 Intermodal Development Funding Program. The discretionary program provides funding for projects that best promote intermodal or multimodal movement of people. The opportunity was developed in alignment with Florida Statute Section 341.053, that establishes the initiative to provide improved access to intermodal or multimodal transportation facilities and the construction of multimodal terminals.

The Intermodal Funding application is due on May 31, 2024. The proposed project, if awarded, will be programmed in the FDOT Work Program in SFY2025. The maximum period for project funding is three (3) Fiscal Years. Capital projects are eligible for 100% state funding under the Intermodal Development Funding Program, for regionally significant projects.

# LYNX Board Agenda

LYNX proposes to submit the following project for Intermodal Development Funding Program:

- LYNX Central Station (LCS) Bus Terminal Retrofit (Bus Bay Reconstruction). This project will reconstruct existing bus bays at LCS to accommodate the agency's fleet of 60-foot articulated buses, which were not included in the original design of LCS. Currently, the articulated buses routinely block passenger crosswalks and cause operational issues with other buses entering and exiting bus bays, originally built for 40-foot buses. This project will provide several important improvements:
  - Improve safety at LCS by allowing pedestrians to safely cross in designated areas crosswalks that will no longer be blocked by 60-foot buses. It will also lead to less risk of collisions with pedestrians and other buses entering/exiting LCS.
  - Increase operational capacity at LCS and allow for buses and bus operators to better adhere to schedule, thus keeping the LYNX system more reliable for its passengers.
- The total cost of this project is \$3,750,000. LYNX received \$850,000 through a Community Project Funding request via Congressman Frost. LYNX will request the remaining \$2,900,000 from FDOT.

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

A DBE participation goal is not applicable for this activity.

## **FISCAL IMPACT:**

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

## CFRTA RESOLUTION NO. 24-003

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (d/b/a/ LYNX) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AND SUBMIT A GRANT APPLICATION WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE STATE FISCAL YEAR 2025 INTERMODAL DEVELOPMENT FUNDING PROGRAM, IN THE AMOUNT OF APPROXIMATELY \$2,900,000 DOLLARS.**

**WHEREAS**, LYNX has satisfied the requirement to complete a Transportation Development Plan (TDP) for FY2024-2033 which has been submitted to FDOT in August 2023. LYNX TDP update is consistent with METROPLAN Orlando's 2045 Plan and Five-Year Transportation Improvement Plan (TIP); and

**WHEREAS**, the LYNX Board of Directors (BOARD) has the authority and believes it is in the best interest of LYNX to authorize the CEO, or designee, to file and execute these grant applications and all supporting documents, agreements and assurances which may be required in connection with the applications as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The BOARD has the authority to authorize the submission of grant applications to the Florida Department of Transportation.
2. The BOARD has the authority to authorize the execution of Public Transportation Grant Agreements to be issued by FDOT in SFY2025.
3. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to submit a grant application to the Florida Department of Transportation for the State Fiscal Year (SFY) 2025, in the amount of approximately \$2,900,000 dollars on behalf of LYNX and the ability for the CEO to execute the application, amendments, warranties, certifications, assurances, reimbursement invoices and any other documents in connection with the grant applications.
4. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to sign all agreements or contracts, which may be required in connection with the application, and subsequent agreements, with the Florida Department of Transportation.
5. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended.
6. The above authorization shall be continuing in nature until revoked by the Chairman of the Governing Board.

**CERTIFICATION OF THE ADOPTION OF THE PROPOSED RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (d/b/a/ LYNX) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AND SUBMIT A GRANT APPLICATION WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE STATE FISCAL YEAR 2025 INTERMODAL DEVELOPMENT FUNDING PROGRAM, IN THE AMOUNT OF APPROXIMATELY \$2,900,000 DOLLARS.**

**APPROVED AND ADOPTED** this 23<sup>rd</sup> day of May 2024 by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Assistant Secretary

# LYNX Board Agenda

## Action Item #7.B

**To:** LYNX Board of Directors

**From:** Leonard Antmann  
Chief Financial Officer  
Michelle Daley  
Technical Contact

**Phone:** 407.841.2279 ext: 6125

**Item Name:** Approval to Amend the FY2024 Operating and Capital Budgets

**Date:** 05/23/2024

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### **ACTION REQUESTED:**

Staff is requesting the Oversight Committee's authorization for the Chief Executive Officer (CEO) or designee to present the present the FY2024 Amended Operating and Capital Budgets to the Board of Directors for adoption.

### **BACKGROUND:**

These changes will not result in any increased request from the funding partners.

# LYNX Board Agenda

## FY2024 Operating Budget Amendment

	<b><u>APPROVED FY24 BUDGET</u></b>	<b><u>PROPOSED ADJUSTMENTS BUDGET</u></b>	<b><u>PROPOSED AMENDED FY2024</u></b>
<b>REVENUES</b>			
Customer fares	\$ 18,367,662	\$ 1,800,000	\$ 20,167,662
Contract services	4,410,950	(508,140)	3,902,810
Advertising	2,605,000	0	2,605,000
Interest & Other income	1,480,000	656,949	2,136,949
Federal Revenue	12,703,583	465,368	13,168,951
State Revenue	14,572,756	112,000	14,684,756
Local Revenue	13,342,544	1,973,823	15,316,367
Local Revenue Funding Partner	91,991,691	0	91,991,691
Use of Budget Stabilization Funds	32,929,484	0	32,929,484
<b>TOTAL REVENUE</b>	<b><u>\$ 192,403,670</u></b>	<b><u>\$ 4,500,000</u></b>	<b><u>\$ 196,903,670</u></b>
<b>EXPENSE</b>			
Salaries, Wages & Fringe Benefits	\$ 112,799,502	\$ 2,500,000	\$ 115,299,502
Other services	13,637,483	0	13,637,483
Fuel	14,087,408	0	14,087,408
Materials and supplies	10,196,129	0	10,196,129
Utilities	2,133,621	0	2,133,621
Casualty & Liability	4,618,716	0	4,618,716
Taxes and licenses	633,738	0	633,738
Purchased transportation services	30,686,488	2,000,000	32,686,488
Leases & Miscellaneous	3,177,386	0	3,177,386
GASB 87 Lease Expense	388,512	(41,431)	347,081
Interest	44,687	41,431	86,118
<b>TOTAL EXPENSE</b>	<b><u>\$ 192,403,670</u></b>	<b><u>\$ 4,500,000</u></b>	<b><u>\$ 196,903,670</u></b>
<b>NET CHANGE IN POSITION</b>	<b><u>\$ 0</u></b>	<b><u>\$ 0</u></b>	<b><u>\$ 0</u></b>

# LYNX Board Agenda

## Explanation of Changes:

### Revenues:

**Customer Fares** – Revenue had a favorable increase due to the increase in ridership.

**Contract Services** – The adjustment is primarily due to the decrease in the Transportation Disadvantaged Grant funding.

**Interest & Other Income** – Interest income has had favorable interest rates.

**Federal Revenue** – Favorable due to FEMA Reimbursement for Hurricane IAN not previously budgeted.

**State Revenue** – The State awarded a grant to assist with the costs associated with Vanpool after the FY24 budget was approved.

**Local Revenue** – Recognize new Orange County Accelerated Transportation Safety Program (ATSP) funding and Central Florida Tourism Oversight District (CFTOD) (Formerly Reedy Creek) came in favorable to Budget.

### Expenses:

**Salaries, Wages and Fringe** – The adjustment for salaries for ATSP Operators & Benefits and to recognize pension increased costs from CBA negotiation for the union contracts.

**Purchased transportation** – Increase purchased transportation budget to projected expense. Paratransit costs are based on the forecasted trips and how those trips will be performed.

**Leases & Miscellaneous, GASB 87 expense, and Interest.** – Recognition for the updated lease agreement value for the LB McLeod facility for GASB87 and reclass lease and interest expenses from fixed route to paratransit.

# LYNX Board Agenda

## FY2024 Capital Budget Amendment

The principal objective for amending the FY2024 Capital Budget is to recognize additional unanticipated grant revenues for the procurement of vehicles:

<u>Capital Expenditures</u>	<b>FY2024 APPROVED BUDGET</b>	<b>PROPOSED ADJUSTMENTS</b>	<b>PROPOSED AMENDED FY2024</b>
Vehicles	\$ 61,182,931	\$ 5,158,619	\$ 66,341,550
Facilities	35,433,577	400,000	35,833,577
LYMMO SGR	2,000,062	0	2,000,062
Passenger Amenities	26,815,508	0	26,815,508
Technology	2,070,517	0	2,070,517
Security	2,037,733	0	2,037,733
Support Equipment	4,560,322	(400,000)	4,160,322
<b>Total</b>	<b>\$ 134,100,650</b>	<b>\$ 5,158,619</b>	<b>\$ 139,259,269</b>

<u>Capital Contributions</u>	<b>FY2024 APPROVED BUDGET</b>	<b>PROPOSED ADJUSTMENTS</b>	<b>PROPOSED AMENDED FY2024</b>
Federal Contributions	\$ 121,300,358	\$ 4,358,619	\$ 125,658,977
State Contributions	8,639,683	400,000	9,039,683
Local Contributions	4,160,609	400,000	4,560,609
<b>Total</b>	<b>\$ 134,100,650</b>	<b>\$ 5,158,619</b>	<b>\$ 139,259,269</b>

### Explanation of Changes:

#### Revenues:

**FDOT Section 5310 Grant Revenue** – Additional funding has been awarded for the FY2022 and FY2023. FTA contributes 80% funding, and the State and Local Partners have a 10% match.

FY2022 Low No Grant and FTA Section 5307 funding for Gillig Electric Bus.

#### Expenses:

**Vehicles** – Additional Paratransit vehicles include 18 vehicles for FY2023 and 7 vehicles for FY2022. One additional Gillig Electric Bus will be purchased from the Low No and FTA grants.

**Facilities** - Funding is being transferred from support projects to fund the passenger restrooms at LCS.



# LYNX Board Agenda

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

A DBE participation goal is not applicable for this activity.

## **FISCAL IMPACT:**

The Amended FY2024 Operating Budget has been balanced from offsetting adjustments in other categories.

The Amended FY2024 Capital Budget has been balanced from newly awarded Federal and State Grants.

# LYNX Board Agenda

## Action Item #7.C

**To:** LYNX Board of Directors

**From:** James Boyle  
Interim Chief Planning And Development Officer  
Bruce Detweiler  
Technical Contact

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Authorization to Implement June 23rd, 2024 Service Changes

**Date:** 05/23/2024

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee, to implement the proposed service changes effective June 23, 2024.

### **BACKGROUND:**

On September 28, 2023, staff received authorization from the Board of Directors to initiate the Public Participation Process for consideration of proposed service changes that would go into effect in June 2024. Three information sessions were held. LYNX customers and the public provided input on the service changes at the following information sessions:

Date/Time: Tuesday, May 14, 1-2 PM

Location: Kissimmee City Hall, Kissimmee, FL

Date/Time: Wednesday, May 15, 1-2 PM

Location: LYNX Central Station – Main Lobby, Orlando, FL

Date/Time: Thursday, May 16, 1-2 PM

Location: Sanford City Hall, Sanford, FL

Details of these events and the service change proposals are published on our website at [www.golynx.com](http://www.golynx.com).

# LYNX Board Agenda

The public comment period for the proposed service changes ran from April 30, 2024, through May 22, 2024. Public notices for the service change information and the public meetings were posted in the LYNX Central Station terminal lobby and bus bays; at SuperStops throughout the service areas; on [www.golynx.com](http://www.golynx.com), and on LYNX social media sites including Facebook and Twitter.

## June 23 Service Proposal\*

### SCHEDULE ADJUSTMENTS

- **Link 1** – Winter Park/Maitland/Altamonte Springs (Orange County/Seminole County) – Minor weekday schedule adjustment to align with new SunRail schedule.
- **Link 9** – Winter Park/Rosemont/Pine Hills (Orange County)– Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 18** – South Orange Avenue/Kissimmee (Orange County/Osceola County) – Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 23** – Winter Park/Rosemont/Springs Plaza (Orange County/Seminole County) – Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 34** – N. U.S. 17-92/Sanford (Seminole County) - Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 37** – Pine Hills/Kirkman Rd./Florida Mall (Orange County) – trips from Pine Hills to Florida Mall will serve Epic Universe team member lot. Trips from Florida Mall to Pine Hills will bypass the parking lot until late August 2024.
- **Link 45** – Lake Mary (Seminole County) – Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 46E** – E. First St./Downtown Sanford (Seminole County) - Minor weekday schedule adjustment to align with new Sun Rail schedule.
- **Link 46W** – W. SR 46/Seminole Towne Center (Seminole County) – Minor weekday schedule adjustment to align with new SunRail schedule.
- **Link 311** – Disney/Orlando International Airport/Destination Parkway Express (Orange County) – Minor weekday schedule adjustment to align with new SunRail schedule.
- **Link 418** –Florida Mall/Meadow Woods/Lake Nona Fast Link (Orange County) – Minor weekday schedule adjustment to align with new SunRail schedule.

# LYNX Board Agenda

- **NeighborLink 604** – Intercession City/Campbell City (Osceola County) – Minor weekday schedule adjustment to align with new SunRail schedule.
- **NeighborLink 831** – North Kissimmee/Buena Ventura Lakes (Osceola County) – Minor weekday schedule adjustment to align with new SunRail schedule.
- **NeighborLink 852** – Maitland Center (Orange County) – Minor weekday schedule adjustment to align with new SunRail schedule.

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

A DBE participation goal is not applicable for this activity.

## **FISCAL IMPACT:**

The base service changes are budget neutral.

# LYNX Board Agenda

## Information Item A

**To:** LYNX Board of Directors

**From:** **John Burkholder**  
Director Of Risk Management And Safety  
**John Burkholder**  
Technical Contact

**Phone:** 407.841.2279 ext: 6167

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

**Date:** 05/23/2024

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### LYNX Liability Claim Settlements April 2024

Claimant Name	Accident Date	Accident Type	Settlement Amount	Date of Check
Robert Harry Craft	03/14/24	PD	\$ 12,197.99	04/04/24
Suncatcher of Atlanta (Gerald Kilgore)	02/21/24	PD	\$ 2,363.68	04/04/24
Enterprise Rent-A-Car (John Fernandes)	02/10/24	PD	\$ 2,518.44	04/04/24
Orlando Automotive - John Fernandes (supplement)	02/10/24	PD	\$ 1,797.24	04/04/24
Caliber Collision Center (Rita Nicks)	02/10/24	PD	\$ 629.84	04/11/24
Victor Julio Herrera Flores	02/24/24	PD	\$ 1,318.09	04/11/24
Josh Joel Marcelin	03/22/24	PD	\$ 2,280.21	04/11/24
Alternative Claims Management (Orlando Rent Co LLC)	11/18/23	PD	\$ 23,743.21	04/11/24
Brendon Rodi	03/22/24	PD	\$ 1,289.83	04/11/24
Morgan and Morgan, Jacksonville PLLC A/S/O Herman Owens	06/09/22	BI	\$ 28,250.00	04/18/24
Liberty Mutual (Kissimmee Christian Church)	03/07/24	PD	\$ 571.92	04/11/24
Morgan and Morgan, Trust Account f/b/o Alan Singh	04/04/23	BI	\$ 8,800.00	04/11/24
Deokissoo Badri	01/23/24	PD	\$ 143.39	04/11/24
Geico (Mary Ann Rodriguez)	01/02/24	PD	\$ 4,839.46	04/11/24
Tropical Ford (Robert Craft)	03/14/24	PD	\$ 5,987.78	04/11/24
Brotman, Nesbaum, Ibrahim PLLC Trust Account Rebecca Albazai	11/18/23	BI	\$ 45,000.00	04/04/24
Daniel J Newlin PA Trust Account F/B/O Rosemonde Milien	04/28/23	BI	\$ 50,000.00	04/18/24

# LYNX Board Agenda

James G. Vickaryous fbo Roslyn McGlue - LIEN	12/03/19	BI	\$ 25,000.00	04/11/24
Caliber Collision Center (Rita Nicks)	02/10/24	PD	\$ 1,102.49	04/25/24
Natasha Paola Cruz Alvarez	02/10/24	PD	\$ 822.39	04/18/24
Butler Legal PS f/b/o Teresa Henderson	03/24/21	BI	\$ 7,500.00	04/25/24
Enterprise Rent-A-Car (Brendon Rodi)	03/22/24	PD	\$ 143.29	04/25/24

# LYNX Board Agenda

## Information Item B

**To:** LYNX Board of Directors

**From:** Maurice Jones  
Director Of Procurement  
Wanda Gonzalez  
Technical Contact

**Phone:** 407.841.2279 ext: 6057

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

**Date:** 05/23/2024

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

1. Honeywell
2. ServiceEdge Solutions, Inc.



## Sole Source Justification

**DATE:** 4/2/2024

**REQUESTED BY:** Jafari Bowden, Senior Manager of Safety and Security

**SUBJECT:** Procurement of Honeywell Annual Service Agreement (SSA)

**BACKGROUND:** At the October 28, 2021, Board of Directors' meeting, the Board authorized staff to issue a Request for Proposal 22-R08 (RFP) to procure the purchase, installation, and maintenance of Access Control Badge Readers. The major goal of additional access card badge readers to our current access control system is to enhance the protection of soft targets, crowded places, enhance security measures against terroristic activity and to expand access control.

Along with the installation of the new card readers, the Honeywell software support agreement (SSA) was introduced. By maintaining an SSA, LYNX has access to the latest Honeywell software releases and enhancements for long-term customer satisfaction. In addition, free priority integrator technical support, dedicated phone support, remote diagnostics, customization, and with a unique site identification code to allow Honeywell technicians to maintain history of LYNX's installations to quickly identify and resolve badging issues. Moreover, the SSA allows onsite optimization and access to highly skilled support professionals who will periodically perform maintenance functions, run diagnostics, and make performance enhancements to help ensure the system is running at peak performance.

### **SOLE SOURCE JUSTIFICATION:**

All of LYNX door badging and biometric systems operate utilizing the Honeywell ProWatch services for the security and protection of its personnel, assets, and equipment. It's important to note, on April 1<sup>st</sup> 2024, LYNX reached out to Honeywell seeking to enter into an agreement solely; however, Honeywell communicated that agreements can only be entered through a vendor.

Additionally, the SSA agreement provides in-depth support for LYNX's badging system and the ability to add additional card readers. Specifically, the Honeywell ProWatch SSA (Software Support Agreement) is exclusively serviced locally by GC&E. This arrangement will upgrade LYNX's ProWatch system and provide other services needed on the ProWatch system with Honeywell's and GC& E's assistance.

**COST/PRICE ANALYSIS:** \$8,155.00



Jafari Bowden  
Jafari Bowden  
Senior Manager of Safety and Security

John Burkholder  
John Burkholder  
Director of Risk Management and Safety

4/16/2024  
Date:

4/16/2024  
Date:

Carrie Sarver  
Carrie Sarver  
Interim Chief Administrative Office/  
Senior In-House Counsel

Maurice A. Jones  
Maurice A. Jones  
Director of Procurement

4/19/24  
Date:

4/19/2024  
Date:

Leonard Antmann  
Leonard Antmann  
Chief Financial Officer

Tiffany Homler Hawkins  
Tiffany Homler Hawkins  
Chief Executive Officer

4/19/24  
Date:

4/22/24  
Date:



## Sole Source Justification

**DATE:** April 9, 2024

**REQUESTED BY:** Francis Franco, GIS Supervisor

**SUBJECT:** ServiceEdge Solutions, Inc. -TBEST (Transit Boarding Estimation and Validation Tool) – Annual Support Services

**BACKGROUND:** LYNX implemented the TBEST software into the planning processes in FY 2010 to support the major Transportation Development Plan (TDP) update. The utilization of this software in the TDP update is required by the Florida Department of Transportation (FDOT) for all Florida transit agencies. The TBEST software provides staff with tools to support regular updates to the transit system in the ridership model, by utilizing GTFS data exports. LYNX utilizes outputs of this modeling software for other planning tasks such as the federally required Title VI evaluation reporting of the impact of proposed service and fare changes that are undertaken each time there are changes in service and fares.

Currently, LYNX is using TBEST to develop socio-economic data for evaluation of current service and to inform predictions on the potential ridership impacts of proposed changes in the transit system. TBEST data analysis is also leveraged as part of Transit Oriented Development analysis for existing LYNX Super Stops. The tool will also support Service Planning staff with consolidating bus stops, economizing bus stop amenities and staff time to maintain each stop.

### **SOLE SOURCE JUSTIFICATION:**

ServiceEdge Solutions personnel developed the T-BEST software in 2003, and has been granted permission by FDOT to modify the software for use in the public domain. No other vendors have been granted permission by FDOT to modify the TBEST software. ServiceEdge solutions is the authorized firm and has unique knowledge of the TBEST data model and can extend the model or write custom scripts to support additional TBEST data processing required by transit agencies.

### **COST/PRICE ANALYSIS:**

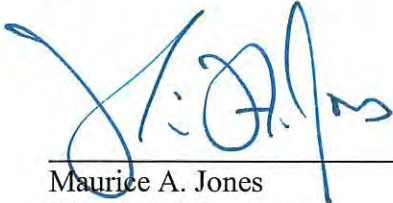
The cost for support for October 1, 2023 – September 30, 2024 will not exceed \$50,000 and will be based on billing provided for support hours related to the aforementioned state and federal requirements.

Francis Franco

Francis Franco  
Project Manager

04/09/2024

Date:



Maurice A. Jones  
Director of Procurement

4/24/2024

Date:



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

4/25/24

Date:

James D Boyle

James Boyle  
Interim Chief of Planning & Development

4/11/2024

Date:



Leonard Antmann  
Chief Financial Officer

4/25/24

Date:



Tiffany Homler Hawkins  
Chief Executive Officer

4/29/24

Date:

# LYNX Board Agenda

## Monthly Report A

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6206

**Item Name:** Communications Report - April 2024

**Date:** 05/23/2024

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### **LYNX Press Releases | Media Notes: April 2024**

April 10	SR 436 Transit Oriented Development (TOD) Planning Study
April 19	LYNX April Board of Directors and Oversight Committee Meeting Information
April 29	LYNX to Accept Applications for 21st Public Service Bus Contest

### **LYNX News Articles – April 2024**

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

April 5	<a href="#">Orlando Area Transit System earns TSA's Gold Standard Award for Security</a> TSA
April 7	<a href="#">Ticked off! @stormwater charges - Thank you, Lynx folks. We appreciate you very much.</a> Orlando Sentinel
April 11	<a href="#">Hstoday Orlando Transit System Receives TSA's Gold Standard Security Award</a> Homeland Security Today  <a href="#">Federal funds to boost 5 Florida resiliency projects</a> Spectrum News 13

# LYNX Board Agenda

April 12	<p><a href="#">Lynx explores bus rapid transit connection for airport</a> The Business Journals</p> <p><a href="#">Lynx explores bus rapid transit connection for airport</a> WFTV</p>
April 15	<p><a href="#">Orlando, Lynx to hold public meeting on adding bus routes to Orlando International Airport</a> WFTV</p>
April 16	<p><a href="#">Lynx bus ridership is low. Here's how data can help.</a> The Business Journals</p> <p><a href="#">LYNX's new bus route links Orlando's airport to tourist destinations</a> ClickOrlando.com</p> <p><a href="#">Orange County Mayor: Sales tax hike is 'best long-term prospect' to fund transit</a> Orlando Sentinel</p> <p><a href="#">Here's what's in Orange County's \$100 million transportation improvement program</a> WFTV</p> <p><a href="#">Orange County shifts transit focus to smaller projects</a> Spectrum News 13</p> <p><a href="#">LYNX's new bus route links Orlando's airport to tourist destinations</a> WKMG Click Orlando YouTube</p>
April 18	<p><a href="#">New Lynx bus route connects MCO to Disney and Universal</a> Spectrum News 13</p> <p><a href="#">A NEW (and CHEAPER) Way To Get from Orlando Airport to Disney World Starts SOON</a> AllEars.Net</p>
April 20	<p><a href="#">Major Florida Airport Partners with Disney World for Groundbreaking Travel Service</a> InsideTheMagic.net</p>
April 21	<p><a href="#">How to ride \$2 Lynx bus route from Orlando airport to Disney World</a> Attractions Magazine</p>
April 23	<p><a href="#">The \$2 Way To Get to Universal Orlando From Disney World - Is It Worth It?</a> AllEars.Net</p> <p><a href="#">New LYNX service connecting MCO to Disney fast, efficient, but not for everyone</a> ClickOrlando.com</p> <p><a href="#">New Lynx bus MCO-Disney service fast, efficient, but not for everyone (Video)</a> Spot On Florida</p>

# LYNX Board Agenda

April 24	<p><a href="#">Report: New Disney World Transportation Service Already a Disaster</a> InsideTheMagic.net</p> <p><a href="#">Here's what it's like to ride Lynx from Disney Springs to Orlando airport</a> The Business Journals</p> <p><a href="#">Here's how Central Florida's sprawling development pattern drives future transportation solutions</a> The Business Journals</p>
April 25	<p><a href="#">Expansion, innovation of Central Florida's highways crucial for Orlando's transportation puzzle</a> The Business Journals</p> <p><a href="#">Visually impaired people in Central Florida ride transportation</a> The Business Journals</p>
April 26	<p><a href="#">Orange County leaders looking to expand SunRail from east to west</a> Spectrum News</p>
April 30	<p><a href="#">LYNX holds contest for free advertising for a year</a> WFTV</p> <p><a href="#">Lynx buses to feature advertisement of local nonprofits for free</a> WESH</p> <p><a href="#">LYNX looking for applications for 21st Public Service Bus Contest</a> Bungalower</p>

## LYNX Social Media – April 2024

April 1	<p>April Fool's Day. Response to comment about route connection from Disney to Orlando Airport.</p>
April 2	<p>Tip Tuesday.</p>
April 3	<p>Service detour for the Spring Fiesta in the Park. Spring is in the air. TSA Gold Standard Award. Expect possible delays due to storms. Response to question about service during a storm. Response to comment about bus fare. Response to concern about a Link 20 bus operator.</p>

# LYNX Board Agenda

April 4	<p>April service change.          Response to question about Link 46E.          Response to feedback about Link 8.          Response to comment about the Disney routes.          Response to question about the new maps and schedules.</p>
April 5	<p>Public workshops to discuss SR 436.          Service detour for the Spring Fiesta in the Park.          Service detour for the Hicks Avenue extension project.          Response to comment about bus tracking.          Response to question about bus pass activation.</p>
April 6	<p>LYNX See&amp;Say application.</p>
April 7	<p>407 Day.</p>
April 8	<p>Discontinuation of Link 111.          TSA Gold Standard Award.          Service detour at South Park Circle.          Service detour on Robinson Street.          Response to question about bus pass activation.          Response to comment about the bus tracker.          Response to feedback about a bus operator.          Response to question about Link 306.          Response to question about the Link 311 route.</p>
April 9	<p>Lost and Found.          Response to question about a lost item.          Response to comment about lost and found items.          Response to question about adding a stop on the Link 407 route.</p>
April 10	<p>Service detour on Robinson Street.          Public workshops to discuss SR 436.          Service detour for Grad Bash.          Response to feedback about a bus operator.          Response to feedback about a Link 108 bus operator.</p>
April 11	<p>April service change.</p>
April 12	<p>Welcome aboard on this fantastic Friday.          Detour for the Universal Grad Bash.          Response to question about the SR 436 study.          Response to question about the detour for Universal's Grad Bash.          Response to question about the travel time for Link 311.          Response to question about ACCESS LYNX service.          Response to question about Link 311.          Response to question about what we are working on.</p>
April 13	<p>Road Ranger.</p>

# LYNX Board Agenda

April 14	April service change.
April 15	Public workshop for SR 436 study. Response to comment about Link 125 service delays. Response to feedback about a Link 42 bus operator. Response to question about traveling from Orlando Airport to Disney Springs. Response to comment about bus delays. Response to question about the Destination Parkway schedule brochure.
April 16	April service change. Response to feedback about Link 56 delays. Response to question about LYMMO service.
April 17	Public workshop for SR 436 study. SWAN Shuttle is back. Response to question about trip planning. Response to comment about a Link 51 bus operator.
April 18	LYNX Rodeo Team. Response to question about Link 311. Response to comment about a bus operator.
April 19	Good Day from Maitland. Detour for the Universal Grad Bash. LYNX Oversight and Board of Directors meetings. Link 311 service. Response to comment about tracking buses.
April 20	April service change. Public workshop for the SR 436 study. Good luck Orlando Magic.
April 21	April service changes are in effect today. Service alert for the route extension to Epic Universe. Link 111 has been discontinued.
April 22	April service changes are in effect. Earth Day. New Link 311 service. Response to comment about bus tracking. Response to question about bringing luggage aboard the bus.
April 23	World Book Day.
April 24	Plan your trip with LYNX. Service detour for the Puerto Rican parade.



# LYNX Board Agenda

April 25	LYNX Oversight and Board of Directors meetings. Employee appreciation. Response to question about Link 311 service.
April 26	Discover Orlando's popular destinations with LYNX. Service detour for the Puerto Rican parade.
April 27	Service detour for the Delaney Avenue improvement project. Lake Underhill.
April 28	National Superhero Day. Response to question about filing a complaint. Response question about the ACCESS LYNX program.
April 29	2024-25 Public Service Bus announcement. Response to feedback about service. Response to concern about the PawPass application.
April 30	Registration for the Public Service Bus. Response to question about using Uber.

# LYNX ard Agenda

Social Media Usage	April 2024
Total Facebook Posts	54
Facebook Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes.	1.5K Reactions, 164 Comments, 172 Shares, 6.2K Engaged Users
Facebook Post Impressions: The number of times posts appeared on someone's screen.	131K
Total Tweets	63
Twitter X Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes	143 Likes, 54 Retweets, 8 Replies
Twitter X Post Impressions: The number of times posts appeared on someone's screen.	20K
Website Usage	April 2024
Total Pageviews	101K
Total User Visits	45K

# LYNX Board Agenda

## Commuter Vanpool Program – April 2024

Vanpool	April 2024
Vanpool Participants	507*
Total Revenue Miles	108,000*
New Vanpool	0
Returned Vanpools	0
Current Vans at Service	117
Pending Interests	Blue Origin
Events	None

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

## Advertising Sales – March 2024

Advertising Sales Revenue	April	LYNX %	FY to Date Sales	FY to Date LYNX %
Sales Revenue	\$464,051.39	\$278,430.83	\$2,533,976.80	\$1,520,386.08

# LYNX Board Agenda

## Monthly Report B

**To:** LYNX Board of Directors

**From:** Leonard Antmann  
Chief Financial Officer  
Michelle Daley  
Technical Contact

**Phone:** 407.841.2279 ext: 6125

**Item Name:** Monthly Financial Report - February 2024

**Date:** 05/23/2024

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Please find attached the preliminary monthly financial report for the Fifth month ending February 29, 2024.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
 STATEMENTS OF REVENUES AND EXPENSES  
 For the Five Months Ending February 29, 2024  
 (UNAUDITED)

	As of 2/29/2024		% Actual compared to Budget
	Budget	Actual	
REVENUES			
Customer fares	\$ 7,822,489	\$ 8,807,154	113%
Contract services	1,837,933	1,632,473	89%
Advertising	1,070,835	1,180,580	110%
Interest & Other income	617,903	2,862,875	463%
Federal Revenue	5,278,924	5,693,896	108%
CARES/CRRSAA/ARPA Federal Revenue	0	0	0%
State Revenue	4,561,736	4,729,586	104%
Local Revenue	5,528,939	5,662,170	102%
Local Revenue Funding Partner	38,329,871	38,329,871	100%
TOTAL REVENUE	<u>65,048,629</u>	<u>68,898,604</u>	<u>106%</u>
EXPENSE			
Salaries, Wages & Fringe Benefits	46,999,792	47,752,308	102%
Other services	6,332,680	3,756,334	59%
Fuel	6,014,979	5,652,891	94%
Materials and supplies	4,273,619	3,938,448	92%
Utilities	889,008	703,259	79%
Casualty & Liability	1,950,545	1,622,168	83%
Taxes and licenses	284,295	287,394	101%
Purchased transportation services	12,296,291	13,061,208	106%
Leases & Miscellaneous	1,796,696	1,404,164	78%
Interest Expense	11,172	22,502	201%
TOTAL EXPENSE	<u>80,849,078</u>	<u>78,200,677</u>	<u>97%</u>
CHANGE IN NET POSITION	<u>\$ (80,849,078)</u>	<u>\$ (77,937,444)</u>	<u>96%</u>

# LYNX Board Agenda

## Monthly Report C

**To:** LYNX Board of Directors

**From:** James Boyle  
Interim Chief Planning And Development Officer  
Bruce Detweiler  
Technical Contact

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Ridership Report - March 2024

**Date:** 05/23/2024

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The attached monthly Performance Report includes March 2024 Year-To-Date figures for ridership and other performance indicators. Total ridership for March 2024 was 1,683,669. This is a 2.9% increase from March 2023. On-Time Performance for Fiscal Year-To-Date 2024 is 66%.

- LYNX overall ridership increased by 50K, or 2.9%, compared to March 2023. Year-to-date ridership for FY-24 (9,793,303) increased 6.9% compared to FY-23 (9,161,651)
- LYMMO ridership decreased by 6K, or 14.1%, compared to March 2023. Year-to-date ridership for FY-24 (208,306) decreased 9.2% compared to FY-23 (229,478).
- Fixed Route ridership increased by 50K, or 3.1%, compared to March 2023. Year-to-date ridership for FY-24 (9,011,638) increased by 7.1% compared to FY-23 (8,416,215).
- NeighborLink ridership decreased by 200, or 2.2%, compared to March 2023. Year-to-date ridership for FY-24 (47,491) decreased 6.1% compared to FY-23 (50,563).
- ACCESS LYNX ridership increased by 7K, or 12.9%, compared to March 2023. Year-to-date ridership for FY-24 (377,812) increased 21.7% compared to FY-23 (310,401).
- Vanpool ridership decreased by 200, or 0.9%, compared to March 2023. Year-to-date ridership for FY-24 (131,976) increased by 2.6% compared to FY-23 (128,608).
- There was no special event ridership for March 2024.



## March 2024 Service Performance Report

### RIDERSHIP

Total Ridership by Mode						
	Mar-23	Mar-24	% Δ	YTD-23	YTD-24	% Δ
LYMMO	42,478	36,484	-14.1%	229,478	208,306	-9.2%
Fixed Route	1,501,517	1,548,560	3.1%	8,416,215	9,011,638	7.1%
NeighborLink	8,652	8,463	-2.2%	50,563	47,491	-6.1%
ACCESS LYNX	58,303	65,829	12.9%	310,401	377,812	21.7%
Vanpool	24,563	24,333	-0.9%	128,608	131,976	2.6%
Special Events	0	0	N/A	26,386	16,080	-39.1%
<b>SYSTEM TOTAL</b>	<b>1,635,513</b>	<b>1,683,669</b>	<b>2.9%</b>	<b>9,161,651</b>	<b>9,793,303</b>	<b>6.9%</b>

<b>March-23</b>	23 Weekdays	4 Saturdays	4 Sundays
<b>March-24</b>	21 Weekdays	5 Saturdays	5 Sundays

Average Daily Ridership by Mode									
Mode	Weekday			Saturday			Sunday		
	Mar-23	Mar-24	% Δ	Mar-23	Mar-24	% Δ	Mar-23	Mar-24	% Δ
LYMMO	1,569	1,351	-13.9%	888	793	-10.7%	712	828	16.3%
Fixed Route	52,611	56,020	6.5%	37,593	39,824	5.9%	25,740	27,307	6.1%
NeighborLink	344	356	3.5%	184	197	7.1%	-	-	-
ACCESS LYNX	2,205	2,600	17.9%	1,159	1,363	17.6%	737	882	19.7%
Vanpool	589	553	-6.1%	177	183	3.4%	58	70	20.7%
<b>SYSTEM TOTAL</b>	<b>57,318</b>	<b>60,880</b>	<b>6.2%</b>	<b>40,001</b>	<b>42,360</b>	<b>5.9%</b>	<b>27,247</b>	<b>29,087</b>	<b>6.8%</b>

LYNX ridership increased by about 50K, or 2.9%, compared to March 2023.

**LYMMO** ridership decreased by about 6K, or 14.1%, compared to March 2023. Compared to March 2023, average weekday ridership and average Saturday ridership decreased by 13.9% and 10.7% respectively. However average Sunday ridership increased by 16.3%. LYMMO ridership continues the recent trend of decreasing on weekdays and Saturdays but increasing on Sundays. There have not been any recent service changes to any of the LYMMO routes.

**Fixed Route** ridership increased by about 50K, or 3.1%, compared to March 2023. Average weekday, Saturday, and Sunday ridership increased by 6.5%, 5.9%, and 6.1% respectively compared to the same time period last year. Ridership is showing a steady recovery from losses incurred from the COVID-19 pandemic with routes such as the 38, 55, and 426 exceeding their pre-COVID ridership.

**NeighborLink** ridership decreased by about 200, or 2.2%, compared to March 2023. NeighborLink ridership saw a 3.5% increase in average weekday ridership and a 7.1% increase in average Saturday ridership. It still saw an overall reduction due to March 2023 having 2 more weekdays than 2024.

**ACCESS LYNX** ridership increased by about 7K, or 12.9%, compared to March 2023. Ridership showed a 17.9% increase to average weekday ridership and increases of 17.6% and 19.7% to average ridership on Saturdays and Sundays respectively.

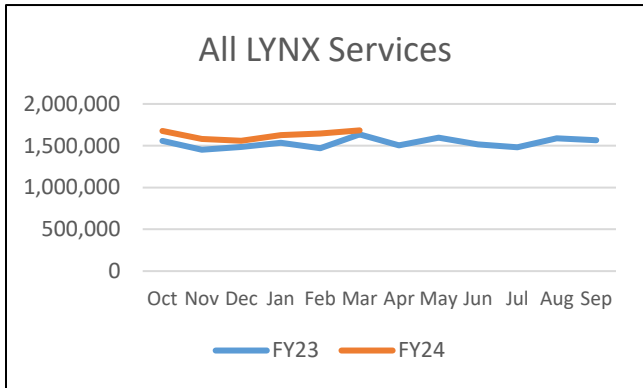
**Vanpool** ridership decreased by about 200, or 0.9%, compared to March 2023. Vanpool continues to remain consistent in ridership, maintaining the same trends currently in FY24 that were seen in FY23.

\*According to the U.S. Energy Information Administration, the average price of gasoline in the U.S. was \$3.51/gallon in March 2023 and \$3.47/gallon in March 2024. Historically, high gas prices can result in increased public transit ridership.

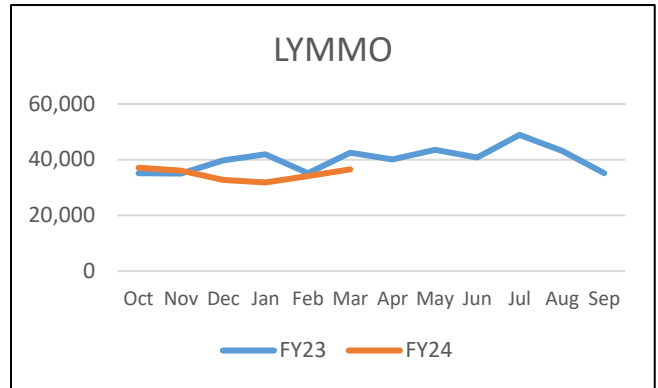


# March 2024 Service Performance Report

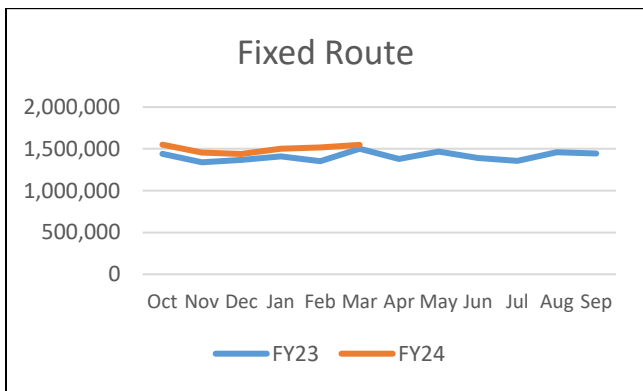
## MONTHLY RIDERSHIP TRENDS BY MODE



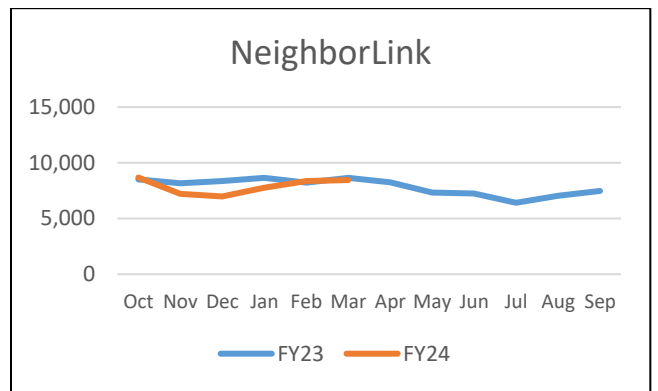
Year-to-Date Fiscal Year 2024 LYNX system-wide ridership has increased by 6.9% compared to Fiscal Year 2023.



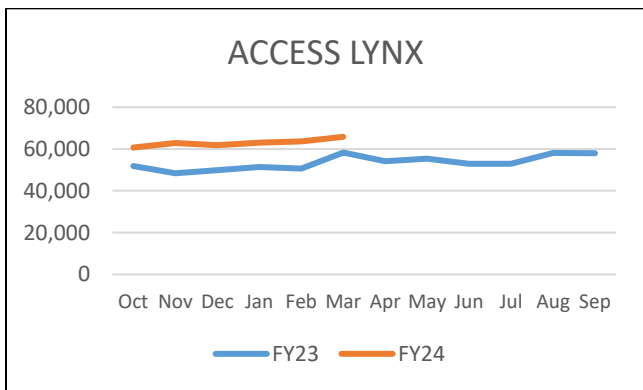
Year-to-Date Fiscal Year 2024 LYMMO ridership has decreased by 9.2% compared to Fiscal Year 2023.



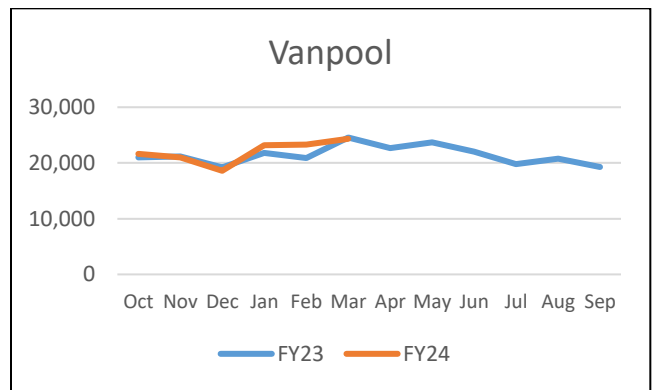
Year-to-Date Fiscal Year 2024 Fixed Route ridership has increased by 7.1% compared to Fiscal Year 2023.



Year-to-Date Fiscal Year 2024 NeighborLink ridership has decreased by 6.1% compared to Fiscal Year 2023.



Year-to-Date Fiscal Year 2024 ACCESS LYNX ridership has increased by 21.7% compared to Fiscal Year 2023.



Year-to-Date Fiscal Year 2024 Vanpool ridership has increased by 2.6% compared to Fiscal Year 2023.





March 2024 Service Performance Report

Fixed Route and LYMMO Monthly Performance Data

Fixed Route - Modal Performance Data - Fiscal Year 2024									
Month	Ridership	Passengers per Trip	On-Time Performance	Farebox Recovery	NTD Reportable Accidents	Total Trips Scheduled	% of Trips Operated	Fleet Availability	On-Time Preventative Maintenance
Oct	1,550,580	17	59%	14%	10	90,603	98%	224	83%
Nov	1,455,339	17	60%	10%	10	87,373	98%	199	97%
Dec	1,439,194	17	62%	13%	9	88,578	98%	195	56%
Jan	1,501,160	17	69%	11%	10	90,587	99%	193	96%
Feb	1,516,805	18	65%	14%	7	85,581	98%	203	94%
Mar	1,548,560	17	66%	15%	5	90,024	99%	206	75%
Apr									
May									
Jun									
Jul									
Aug									
Sep									
<b>YTD</b>	<b>9,011,638</b>	<b>17</b>	<b>64%</b>	<b>13%</b>	<b>51</b>	<b>532,746</b>	<b>98%</b>	<b>203.3333</b>	<b>84%</b>

LYMMO - Modal Performance Data - Fiscal Year 2024								
Month	Ridership	Passengers per Trip	On-Time Performance	NTD Reportable Accidents	Total Trips Scheduled	% of Trips Operated	Fleet Availability	On-Time Preventative Maintenance
Oct	37,109	5	65%	1	7,128	95%	14	83%
Nov	36,094	5	66%	0	6,867	97%	8	97%
Dec	32,686	5	65%	0	6,914	97%	8	56%
Jan	31,816	5	72%	0	7,128	98%	10	96%
Feb	34,117	5	71%	0	6,713	98%	9	94%
Mar	36,484	5	71%	0	7,021	98%	8	75%
Apr								
May								
Jun								
Jul								
Aug								
Sep								
<b>YTD</b>	<b>208,306</b>	<b>5</b>	<b>68%</b>	<b>1</b>	<b>41,771</b>	<b>97%</b>	<b>9.5</b>	<b>84%</b>



March 2024 Service Performance Report

NeighborLink and ACCESS LYNX Monthly Performance Data

NeighborLink - Modal Performance Data - Fiscal Year 2024						
Month	Ridership	On-Time Performance	Collected Fares	NTD Reportable Accidents	Fleet Availability	On-Time Preventative Maintenance
Oct	8,680	100%	100%	0	15	100%
Nov	7,221	100%	100%	0	15	100%
Dec	6,982	100%	100%	0	14	100%
Jan	7,775	100%	100%	0	14	100%
Feb	8,370	100%	100%	0	14	100%
Mar	8,463	100%	100%	0	14	80%
Apr						
May						
Jun						
Jul						
Aug						
Sep						
<b>YTD</b>	<b>47,491</b>	<b>100%</b>	<b>100%</b>	<b>0</b>	<b>14</b>	<b>97%</b>

ACCESS LYNX - Modal Performance Data - Fiscal Year 2024						
Month	Ridership	On-Time Performance	Collected Fares	NTD Reportable Accidents	Fleet Availability	On-Time Preventative Maintenance
Oct	60,701	87%	94%	1	148	77%
Nov	62,947	91%	95%	0	153	77%
Dec	61,774	90%	99%	0	157	77%
Jan	62,973	93%	99%	0	160	80%
Feb	63,588	91%	99%	1	161	79%
Mar	65,829	91%	99%	4	161	75%
Apr						
May						
Jun						
Jul						
Aug						
Sep						
<b>YTD</b>	<b>377,812</b>	<b>90.50%</b>	<b>97.50%</b>	<b>6</b>	<b>15667%</b>	<b>78%</b>



## March 2024 Service Performance Report

### Definitions of Metrics Used on the Monthly Performance Data Sheets

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

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

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

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

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

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

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

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

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

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

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

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