

LYNX Finance & Audit Committee Agenda

Meeting Date: 2/18/2021
Meeting Time: 2:00 PM

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

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

1. Call to Order

2. Approval of Committee Minutes



Finance Committee Minutes - January 21, 2021

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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 Financial Officer Report

5. Discussion Items

A.  Recap of the FY2020 Unaudited Operating Results


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B.  Recap of the FY2021 1st Quarter Operating Results

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C.  Discussion of Reserve Analysis Presentation


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D.  Presentation on FY2022 Budget Development Assumptions


Pg 11

6. Consent Agenda




A. Request for Proposal (RFP)

i.  Authorization to Release a Request for Proposal (RFP) to Procure Lawn Maintenance & Trash Removal Services at LYNX Bus Stops/Shelters Pg 12







ii.  Authorization to Release a Request for Proposal (RFP) to Procure Pressure Washing & Maintenance Services at LYNX Bus Stops/Shelters Pg 14

iii.  Authorization to Release a Request for Proposal (RFP) for Rotary MOD-30 Lift Cylinder Upgrade of Bus Lifts Pg 16

B. Extension of Contracts

- i.  Authorization to Exercise the Second Option Year of Contract #18-C74 with Genuine Parts Company Pg 18
- ii.  Authorization to Exercise the Second Option Year of Contract #18-C85 with Vehicle Maintenance Program, Inc. (VMP) Pg 19
- iii.  Authorization to Exercise the Second Option Year of Contract #18-C86 with GILLIG, LLC Pg 21

C. Miscellaneous

- i.  Authorization to Submit Grant Applications to the Federal Transit Administration for the Fiscal Year 2021 Apportionments and to Sub-allocate FY2021 Orlando Urbanized Area 5307 Funding to Lake County Transit Services and the Florida Department of Transportation Pg 23
- ii.  Authorization to Auction Surplus Capital Items Pg 27
- iii.  Authorization to Dispose of Items Accumulated Through the Lost and Found Process Pg 30
- iv.  Authorization to Increase the Not to Exceed Cost for Contract #19-C48 with GC&E Systems Group, LLC From \$550,000 to \$850,000 Pg 32
- v.  Authorization to Execute Task Order Change # 1 in the Amount of \$110,568 to Kimley Horn, Inc. for the LOC Expansion Project Pg 34
- vi.  Authorization to Execute Change Order #3 in the Amount of \$17,096 to McCree General Contractors & Architects, Inc. Pg 37

7. Action Items

- A.  Election of the 2021 Finance and Audit Committee Officers Pg 41

8. Other Business

9. 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
Finance and Audit Committee Meeting Minutes

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

DATE: **January 21, 2021**

TIME: **2:00 p.m.**

Members in Attendance:

Michelle McCrimmon, City of Orlando
Kurt Petersen, Orange County
Tim Jecks, Seminole County

Staff in Attendance:

Leonard Antmann, Director of Finance
Norman Hickling, Director of Mobility Services
Pat Christiansen, LYNX Attorney

Members not in attendance:

Amanda Clavijo, Osceola County
Jo Santiago, FDOT, 5th District

1. Call to Order

Vice-Chair McCrimmon called the meeting to order at 2:00 p.m.

2. Approval of Minutes

Vice-Chair McCrimmon requested a motion for approval of the Finance & Audit Committee minutes from the November 19, 2020 Finance & Audit Committee meeting. Motion to approve the November 19, 2020 minutes was made by Kurt Petersen, seconded by Tim Jecks and unanimously adopted. The minutes were approved as presented.

3. Public Comments

No members of the public were present to speak.

4. Chief Financial Officer's Report

Vice-Chair McCrimmon recognized Lenny Antmann, Director of Finance.

Mr. Antmann provided several updates:

- Audit Status – Auditors returned January 19th, should meet all deadlines.
- State of Florida Block Grant is being reduced \$2M, which is a shortfall to LYNX FY21 Operating budget revenue.
- With the last stimulus bill, LYNX will have an estimated \$7.8Million in urbanized dollars and \$230K in rural dollars additional Cares grant.
- Ridership continues to be flat at approximately 50% which is in line with the national trend.
- FTA notified LYNX of a Financial Management Oversight review. All required documents are due on January 22, 2021, with the review scheduled to take place in March.
- Today we will be discussing the Preliminary FY20 Financial Results and the FY22 budget assumptions. Next month we will present final FY20 Financial Statements and the quarter one FY21 financial results. Additionally we will bring the reserve analysis and complete budget assumption package.
- A note regarding Consent Agenda 6.A.iv. The Fiscal Impact referenced a contribution by “City of Orlando Parks & Recreation”. It should be “Orange County Parks & Recreation” department.

Mr. Antmann concluded his report.

Committee member Petersen asked confirmation that the \$8.1M is from the second round. Mr. Antmann confirmed.

Mr. Petersen asked if the \$2M block grant reduction was capital. Mr. Antmann stated that the reduction was fixed route operating.

Mr. Jecks stated that Seminole County is seeing a “snap back” in fuel and sales tax, surprised to see you are not seeing some trend to increasing ridership. Mr. Antmann stated that we do expect fixed route ridership will get back to approximately 60% of the Pre-Covid ridership level by the end of the fiscal year and gradual increase into FY22. Paratransit has been averaging 60-65% of their trips.

Mr. Jecks asked if LYNX cut back on the number of routes. Mr. Antmann stated that we had reduced service March 31 – May 11 and then returned to full service.

5. Discussion Items

A. Discussion Regarding the Potential Funding Changes from the Commission for Transportation Disadvantaged and Impact on Mobility Services

Norman Hickling, Director of Mobility Services led discussion explaining the change in the allocation methodology for the Trips and Equipment grant. This grant is one of LYNX’s main funding sources for paratransit, commonly referred to as the TD (Transportation Disadvantaged) Program. Mr. Hickling walked the committee through the chart provided from the Commission which showed the final recommendation. The

first year we will do okay; in years 2 and 3 the factors are modified and we will very little gain and/or status quo. In FY20, LYNX received a “hold harmless” allocation in the amount of \$605K. Staff believes that we will not be receiving this amount in the future. As a result, LYNX will have a gap of an estimated \$300K.

The Innovation Grant funds are a competitive grant. This past year we were awarded \$1.3M, but because of COVID demand, we have not been able to draw down as much as we would have liked. We do not know that status of this grant program yet.

Mr. Antmann stated that LYNX will only include awarded grants in the presented budgets.

Vice-chair McCrimmon asked if there is a typical increase in the Trip & Equipment grant year over year. Mr. Hickling did not have that information available but stated that in the past it seemed that they took money out of Trip & Equipment grant and allocated it to Innovation grant to promote more use of TNC/taxis in the TD program.

B. Discussion Regarding the Preliminary FY2020 Financial Statements

Mr. Antmann emphasized that these are preliminary results, actuary adjustments are pending. FY20 was impacted materially by the coronavirus pandemic. Reduced service March 30 – May 11, 2020. Suspended fare collections March 30 – August 31, 2020. Implemented enhanced cleaning throughout organization and provided PPE to employees and riders. Installed Operator protective barriers.

Overall revenue was favorable by \$34,176K. LYNX has drawn \$60M CARES funding in FY20 which was offset by shortfalls in operating revenue; customer fares, advertising, interest & other income. Expenses were \$10,484K favorable primarily due to reduced spending on purchased transportation, fuel and planning.

C. Discussion Regarding the FY2022 Budget Assumptions

Lenny Antmann had an informal discussion regarding direction on the FY22 budget assumptions. LYNX plans to maintain service and fares at the current level. The projections for customer fares will be at 75% of FY19.

Maintain preventative maintenance at the current \$6.8M level. We are expecting the same federal grant funding available to us. The state block grant was called-down for this year. We do not know what to expect for next year FY22.

The budget will be presented for two lines of service, Fixed Route and Paratransit.

We are projecting wage increase consistent with funding partners & board approved labor agreements.

Michelle McCrimmon asked if there is any impact from the minimum wage increase. Mr. Antmann stated that some compression issues are being worked through. In the last round of union increases, we increased our minimum wage to \$13.75. The plan is to get to \$15 in the next fiscal year.

Fuel hedging will continue. Lymmo fleet will be 50% electric by the end of FY21. The Lymmo fuel cost is a pass through to City of Orlando. Fixed route vehicles will be 50% CNG.

Mr. Antmann led a brief discussion on the path to the regional Funding Model. He reminded the committee that for FY21, we kept the contributions flat, using CARES dollars to cover the increase. We will build the FY22 budget on the regional funding model. The funding partners can then decide if or how much of stabilization is used. Michelle McCrimmon requested varied scenarios. Mr. Antmann did state that they are approaching FY22 budget from a very conservative standpoint and can provide varied scenarios.

6. Consent Agenda

A. Request for Proposal (RFP)

- i. Authorization to Release a Request for Proposal (RFP) to Procure Insurance Brokerage Services for Risk Management
- ii. Authorization to Release a Request for Proposal (RFP) for Federal Lobbying Services
- iii. Authorization to Release a Request for Proposal (RFP) for Waste Disposal Services
- iv. Authorization to Release a Request for Proposal (RFP) for the Construction of the Pine Hills Transfer Center

NOTE: Consent Agenda 6.A.iv correction. The Fiscal Impact referenced a contribution by “City of Orlando Parks & Recreation”. The contribution should be “Orange County Parks & Recreation” department.

B. Miscellaneous

- i. Authorization to Submit a Grant Application to the Federal Transit Administration for Funding Under the Coronavirus Response and Relief Supplemental Appropriations Act of 2021, (CRRSAA) in the Amount of \$8,078,863 and to Sub-Allocate to Lake County Transit Services and the Florida Department of Transportation
- ii. Authorization to Sign a Lease Agreement with the Florida Department of Transportation (FDOT) for the Use of FDOT's Vacant Property at the Intersection of Amelia Street and Garland Avenue
- iii. Authorization to Extend the Employment Benefits Provided for Under the Families First Coronavirus Response Act (FFCRA) Related to Emergency Paid Sick Leave (EPSL)

Motion to approve Consent Agenda was made by Tim Jenks, second by Kurt Petersen. Motion passed unanimously.

7. Other Business

The February meeting will have the election of the Finance & Audit Committee officers.

8. Adjourned

The meeting adjourned at 2:59 p.m.

LYNX Finance & Audit Cmmittee Agenda

Discussion Item #5.A.

To: **LYNX Finance & Audit Committee**

From: **Leonard Antmann**
Director Of Finance
Michelle Daley
(Technical Contact)

Phone: **407.841.2279 ext: 6125**

Item Name: **Recap of the FY2020 Unaudited Operating Results**

Date: **2/18/2021**

LYNX Staff will provide a recap of the FY2020 Unaudited Operating Results.

LYNX Finance & Audit Cmmittee Agenda

Discussion Item #5.B.

To: **LYNX Finance & Audit Committee**

From: **Leonard Antmann**
Director Of Finance
Michelle Daley
(Technical Contact)

Phone: **407.841.2279 ext: 6125**

Item Name: **Recap of the FY2021 1st Quarter Operating Results**

Date: **2/18/2021**

LYNX Staff will provide a recap of the FY2021 1st Quarter Operating Results.

LYNX Finance & Audit Committee Agenda

Discussion Item #5.C.

To: **LYNX Finance & Audit Committee**

From: **Leonard Antmann**
Director Of Finance
Michelle Daley
(Technical Contact)

Phone: **407.841.2279 ext: 6125**

Item Name: **Discussion of Reserve Analysis Presentation**

Date: **2/18/2021**

LYNX Staff will provide a presentation on Reserve Analysis.

LYNX Finance & Audit Committee Agenda

Discussion Item #5.D.

To: LYNX Finance & Audit Committee

From: Leonard Antmann
Director Of Finance
Michelle Daley
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Presentation on FY2022 Budget Development Assumptions

Date: 2/18/2021

LYNX Staff will present the key budget assumptions and calendar to be used during FY2022 budget development process.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.A. i

To: LYNX Finance & Audit Committee

From: Elvis Dovalés
Director Of Maintenance
Elvis Dovalés
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Release a Request for Proposal (RFP) to Procure Lawn Maintenance & Trash Removal Services at LYNX Bus Stops/Shelters

Date: 2/18/2021

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) to procure Lawn Maintenance & Trash Removal Services at LYNX bus stops/shelters.

BACKGROUND:

The award of Contract #16-C10 to American Janitorial, Inc., for Lawn Maintenance & Trash Removal Services at LYNX Bus Stops/Shelters became effective on April 14, 2016. The contract was awarded for a three (3) year term with two (2) one (1) year options years. The Contract will expire on April 30, 2021.

LYNX operates a public transportation system that serves approximately 2,500 square miles located within the boundaries of Orange, Osceola, Seminole, Southeastern Lake, and Northern Polk Counties. Bus stops are the primary point of customer access to LYNX fixed route bus service. Shelters provide an enhanced experience for customers by providing shelter from the elements. These stops and shelters are highly visible to the community and provide a clean, safe area for customers to wait, to board, and to alight LYNX buses.

LYNX has separate contracts for bus stops and shelters including lawn maintenance, trash removal, shelter cleaning, and shelter maintenance. This contract is for trash pickup at approximately 1,525 different bus stops and includes trash receptacles that will be serviced twice a week as well as lawn maintenance which includes grass cutting of trash pick-up around approximately 2,446 locations in the area.

LYNX Finance & Audit mmittee Agenda

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

It is the policy of LYNX to ensure that certified DBE's and small business firms have equal opportunity to participate in DOT assisted solicitations and contracts. The DBE goal for this project will be assessed upon the finalization of the scope of work. The contractor will be required to provide documentation and report the certified DBE's and small business firms participating on the project.

FISCAL IMPACT:

The Approved FY2021 Operating Budget includes \$598,000 for lawn and trash services at the bus stop shelters.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.A. ii

To: LYNX Finance & Audit Committee

From: Elvis Davales
Director Of Maintenance
Elvis Davales
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Release a Request for Proposal (RFP) to Procure Pressure Washing & Maintenance Services at LYNX Bus Stops/Shelters

Date: 2/18/2021

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) to procure Pressure Washing & Maintenance Services at LYNX Bus Stops/Shelters.

BACKGROUND:

The award of Contract #16-C11 to Fleetwash, Inc., for Pressure Washing & Maintenance Services at LYNX Bus Stops/Shelters became effective on April 14, 2016. The contract was awarded for a one (1) year term with four (4) one (1) year options. The Contract is will expire on April 30, 2021.

LYNX operates a public transportation system that serves approximately 2,500 square miles located within the boundaries of Orange, Osceola, Seminole, Southeastern Lake, and Northern Polk Counties. Bus stops are the primary point of customer access to LYNX fixed route bus service. Shelters provide an enhanced experience for customers by providing shelter from the elements. These stops and shelters are highly visible to the community and provide a clean, safe area for customers to wait, to board, and to alight LYNX buses.

LYNX has separate contracts for bus stops and shelters including lawn maintenance, trash removal, shelter cleaning, and shelter maintenance. LYNX has approximately 1,096 bus shelters located throughout the service area with the anticipation of growing the Shelters Program by 20 – 40 additional shelters per year. In addition, there are approximately 1,231 hard surface bus stops throughout Orange, Osceola, Seminole, Southeastern Lake, and Northern Polk Counties to be serviced. This contract is for the pressure cleaning of shelters. The cleaning is required once per month and includes the following services:

LYNX Finance & Audit mmittee Agenda

- Pressure cleaning of concrete pads
- Pressure cleaning of the exterior and interior of the shelter
- Removal of graffiti and stains
- Cleaning/picking up trash in a 15-foot radius
- Cleaning of the solar panel, bus stop pole and blades

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

Notice to offerors will be provided in accordance with all applicable federal, state and local laws. It is the policy of LYNX to ensure that certified DBE's and small business firms have equal opportunity to participate in DOT assisted solicitations and contracts. The DBE goal for this project will be assessed upon the finalization of the scope of work. The contractor will be required to provide documentation and report the certified DBE's and small business firms participating on the project.

FISCAL IMPACT:

The Approved FY2021 Operating Budget includes \$137,000 for pressure washing and maintenance services.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.A. iii

To: LYNX Finance & Audit Committee

From: Elvis Davales
Director Of Maintenance
Edward Flynn
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Release a Request for Proposal (RFP) for Rotary MOD-30 Lift Cylinder Upgrade of Bus Lifts

Date: 2/18/2021

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 Rotary MOD-30 Bus Lift Cylinder Upgrade of Bus Lifts.

BACKGROUND:

The LYNX Vehicle Maintenance Facility (LOC) was constructed in 2007, at that time 12 Rotary MOD-30 two post in-ground hydraulic bus lifts were installed for the purpose of maintaining the bus fleet. The LOC Maintenance facility is the only facility LYNX operates that is capable of supporting repair operations for heavy duty transit buses. The lifts in the facility are now over 12 years old and have become unreliable and failure prone. The most frequent failures are with the hydraulic lift cylinders (posts), the original cylinders and repair parts such as seals are no longer available from the OEM (Original Equipment Manufacturer) or aftermarket suppliers.

The purpose of this project is to replace all the cylinders with new upgraded cylinders from the OEM or an authorized supplier of OEM parts. The new cylinders will have the protection of a warranty and readily available replacement parts.

Performing the upgrade of the lift cylinders (posts) will increase the reliability of the lifts and decrease lift downtime related to cylinder failures. This will result in decreased operating costs related to facility repairs, increased shop productivity and reduced revenue fleet vehicle downtime.

This LYNX Capital Improvement Project is funded through FTA grants, the anticipated cost of the bus lift upgrade is \$250,000.

LYNX Finance & Audit mmittee Agenda

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

It is the policy of LYNX to ensure that certified DBE's and small business firms have equal opportunity to participate in DOT assisted solicitations and contracts. The DBE goal for this project will be assessed upon the finalization of the scope of work. The contractor will be required to provide documentation and report the certified DBE's and small business firms participating on the project.

FISCAL IMPACT:

The FY2021 Approved Capital Budget includes \$684,000 for the replacement of the post in-ground lifts. This project will be funded 100% with Federal FTA 5307 grant funds.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.B. i

To: LYNX Finance & Audit Committee

From: Elvis Dovalles
Director Of Maintenance
Kenneth Nath
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Exercise the Second Option Year of Contract #18-C74 with Genuine Parts Company

Date: 2/18/2021

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise of the second year option of Contract #18-C74 with Genuine Parts Company, for the provision of batteries used in the maintenance of transit buses and support vehicles.

BACKGROUND:

At the March 22, 2018, Board of Directors' meeting, staff received authorization under Consent Agenda Item #5.C.i to award the contract for the procurement of batteries to Genuine Parts Company. The not to exceed value of the entire contract term with Genuine Parts Company is \$220,000. The initial term of Contract #18-C74 was for two (2) years with Two (2) one year options. The current one (1) year contract option will expire March 22, 2021.

LYNX has a fleet of 301 transit vehicles and various support vehicles. Our in-house technicians routinely inspect and replace the batteries as needed. LYNX purchases approximately 600 transit bus and support vehicle batteries per year.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

FISCAL IMPACT:

The Approved FY2021 Operating Budget includes \$4,609,000 for repairs and maintenance – revenue vehicles for bus parts including the replacement of vehicle batteries.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.B. ii

To: LYNX Finance & Audit Committee

From: Elvis Davales
Director Of Maintenance
Kenneth Nath
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Exercise the Second Option Year of Contract #18-C85 with Vehicle Maintenance Program, Inc. (VMP)

Date: 2/18/2021

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the second option year of Contract #18-C85 with Vehicle Maintenance Program, Inc. (VMP) for the provision of filters used in the maintenance of transit buses and support vehicles.

BACKGROUND:

At the March 22, 2018 Board of Directors' meeting, staff received authorization under Consent Agenda Item #5.C.iii to award the Contract for the procurement of filters to VMP. The not-to-exceed value of the entire contract term with VMP is \$634,019. The initial term of Contract #18-C85 was for two (2) years with two (2) one (1) year options. The current one (1) year contract option will expire March 22, 2021.

The filters provided by VMP are used for the purposes of performing scheduled and unscheduled maintenance on LYNX revenue and non-revenue vehicles. Some of the filters include oil, air, transmission, fuel and hydraulic filters. LYNX stocks approximately eighty-two (82) different sizes and types of filters to include approximately twenty-seven (27) types of air cleaners and air filters, four (4) types of coolant filters, fifteen (15) types of primary and secondary fuel filters, seventeen (17) types of oil and hydraulic filters, sixteen (16) types of element filters, and three (3) types of filter kits.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

LYNX Finance & Audit Cmmittee Agenda

FISCAL IMPACT:

The Approved FY2021 Operating Budget includes \$4,609,000 for repairs and maintenance of revenue vehicles which includes replacement bus filters.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.B. iii

To: LYNX Finance & Audit Committee

From: Elvis Davales
Director Of Maintenance
Kenneth Nath
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Exercise the Second Option Year of Contract #18-C86 with GILLIG, LLC

Date: 2/18/2021

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the second option year of Contract #18-C86 with GILLIG, LLC, for the provision of filters used in the maintenance of transit buses and support vehicles.

BACKGROUND:

At the March 22, 2018, Board of Directors' meeting, staff received authorization under Consent Agenda Item #5.C.iii to award the contract for the procurement of filters to GILLIG, LLC. The not to exceed value of the entire contract term with GILLIG is \$199,498. The initial term of Contract #18-C86 was for two (2) years with Two (2) renewal options of one (1) year. The current one (1) year contract option will expire March 22, 2021.

The filters provided by GILLIG, LLC, are used for the purposes of performing scheduled and unscheduled maintenance on LYNX revenue and non-revenue vehicles. Some of the filters include, but are not limited to, oil, air, transmission, fuel, hydraulic, etc. LYNX stocks approximately eighty-two (82) different sizes and types of filters to include approximately 27 types of air cleaners and air filters, 4 types of coolant filters, 15 types of primary and secondary fuel filters, 17 types of oil and hydraulic filters, 16 types of element filters, and 3 types of filters kits.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

LYNX Finance & Audit Cmmittee Agenda

FISCAL IMPACT:

The Approved FY2021 Operating Budget includes \$4,609,000 for repairs and maintenance – revenue vehicles which includes replacement of bus filters.

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Consent Agenda Item #6.C. i

To: LYNX Finance & Audit Committee

From: Tiffany Homler Hawkins
Chief Administrative Officer
Prahallad Vijayvargiya
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Authorization to Submit Grant Applications to the Federal Transit Administration for the Fiscal Year 2021 Apportionments and to Sub-allocate FY2021 Orlando Urbanized Area 5307 Funding to Lake County Transit Services and the Florida Department of Transportation

Date: 2/18/2021

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 FY2021 FTA apportionments 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) from the FTA's FY2021 5307 formula apportionment in the amounts of \$445,950 and \$10,425,305, respectively.

BACKGROUND:

On January 19, 2021 the Federal Transit Administration (FTA) released the full FY2021 annual apportionments on various FTA funding programs.

Board authorization is requested to apply for these funding programs.

Urbanized Area Formula Program	\$ 26,943,897
State of Good Repair Fixed-Guideway	195,087
Bus/Bus Facilities Program	3,085,001
Enhanced Mobility for Seniors and Individuals with Disabilities	1,697,539
Surface Transportation Program	<u>7,400,000</u>
Total	\$ 39,321,524

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The sub-allocation to Lake County is in the amount of \$445,950. The sub-allocation for FDOT's SunRail is in the amount of \$ 10,425,305. These amounts are determined based on the final FY2021 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 grant recipients, eligible to receive and dispense FTA's 5307 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, Fixing America's Surface Transportation Act (FAST Act) and the consolidated appropriation act, 2021 (Pub. L. 116-260, December 27, 2020). Last updated Friday, January 15, 2021.

The following summarizes the funding programs and the FY2021 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 FAST 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 FY2021 based on the percent of the apportionment attributable to an operator, calculated from vehicle revenue hours reported in their FY 2019 National Transit Database (NTD) report.

In the FY2021 FTA apportionments released on January 19, 2021, the Orlando 5307 funds of \$33,153,650 included the apportionment attributable to Lake County in the amount of \$445,950. In addition, the Orlando area 5307 apportionment included \$10,425,305 attributable to commuter rail. The net LYNX 5307 funding is in the amount of \$22,282,395 for Orlando and \$4,661,502 for Kissimmee, combined \$26,943,897.

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 \$195,087. 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

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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 \$3,085,001 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 \$1,697,539 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 required 20% local match and 45% funds for operating which will required 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.

Surface Transportation Program (STP):

The STP provides funding of \$7,400,000 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 FY2021 STP funding for revenue vehicles and passenger amenities.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

LYNX Finance & Audit Cmmittee Agenda

FISCAL IMPACT:

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

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.C. ii

To: LYNX Finance & Audit Committee

From: Leonard Antmann
Director Of Finance
Edward Velez
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Auction Surplus Capital Items

Date: 2/18/2021

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to retire, transfer, recycle or sell, at public auction, surplus and obsolete capital items as identified in the following detailed list.

BACKGROUND:

It is LYNX's policy to hold a quarterly auction to dispose of Board approved surplus and obsolete items. This year's auction is scheduled for March 2021. The following surplus items require authorization for retirement and disposal at the public auction pursuant to Administrative Rule 4.16.2.A:

Computer Equipment:

Surplus and obsolete computer equipment, including desktop computers and monitors with a total net book value of \$0.

Furniture, Fixtures and Equipment:

Surplus and obsolete furniture, fixtures, equipment, and shop equipment with a total net book value of \$0.

Support Vehicles

Two (2) support vehicles with a total net book value of \$0

Revenue Vehicles

Twenty-Eight (28) Revenue vehicles with a total net book value of \$0

LYNX Finance & Audit Committee Agenda

Categorical Totals

Category	Acquisition Value	Net Book Value
Computer Equipment	\$10,932	\$0
Furniture and Fixtures	\$9,461	\$0
Other Vehicles	\$57,311	\$0
Revenue Vehicles	\$3,270,276	\$0
GRAND TOTAL	\$3,347,980	\$ 0

Surplus Equipment

System Number	Asset ID	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Due to FTA
14614	10445	8/14/2012	CE	MAC PRO 2.66 GHZ 6 Core Computer	5	\$5,237	\$0
17093	11260	2/28/2014	CE	Dell 9020 computer	5	\$1,354	\$0
15475	10717	3/20/2013	CE	Dell Computer 9010 Desktop	5	\$1,214	\$0
14619	10457	8/30/2012	CE	Apple 27 inch monitor LED	5	\$949	\$0
14620	10458	8/30/2012	CE	Apple 27 Inch monitor LED	5	\$949	\$0
13461	9400	9/29/2010	CE	Dell 24inch Monitor	5	\$491	\$0
16272	11090	7/30/2013	CE	Samsung Monitor 27 inch	5	\$369	\$0
16273	11091	7/30/2013	CE	Samsung Monitor 27 inch	5	\$369	\$0
				SUBTOTAL COMPUTER EQUIPMENT		\$10,932	\$0
18856	13395	10/28/2015	FE	Dell OptiPlex 9020	5	\$1,734	\$0
16947	11732	11/30/2013	FE	DELL 9020 COMPUTER	5	\$1,610	\$0
16950	11718	11/30/2013	FE	DELL 9020 COMPUTER	5	\$1,610	\$0
18560	12927	4/21/2015	FE	Dell OptiPlex	5	\$1,595	\$0
19213	13603	1/14/2016	FE	Dell OptiPlex 9020	5	\$1,514	\$0
18505	12933	3/17/2015	FE	Dell Computer 9020-Trainng	5	\$1,398	\$0
				SUBTOTAL FURNITURE AND FIXTURES		\$9,461	\$0
12482	517	11/30/2007	OV	Road Ranger Truck	7	\$30,394	\$0
16899	194-114	12/31/2013	OV	2014 Chevy Impala	4	\$26,917	\$0
				SUBTOTAL OTHER VEHICLES		\$57,311	\$0
15309	114-412	12/3/2012	RV	Gillig Low Floor Bus Brt	9	\$401,416	\$0
13604	49-410	12/17/2010	RV	40' LF BRT G27D102N4	7	\$383,514	\$0
11606	613	9/30/2007	RV	40' LF BRT - G27D102N4 Gillig Bus	9	\$374,048	\$0
11095	599	9/30/2006	RV	40' BRT - G29D102N4 Gillig Bus	9	\$289,624	\$0
18269	140036	10/1/2014	RV	Turtle Top Odyssey	4	\$75,328	\$0
18663	150451	9/15/2015	RV	Turtle Top Cutaway Bus	4	\$73,515	\$0
18665	150457	9/15/2015	RV	Turtle Top Cutaway Bus	4	\$73,515	\$0
18666	150459	9/15/2015	RV	Turtle Top Cutaway Bus	4	\$73,515	\$0

LYNX Finance & Audit Committee Agenda

System Number	Asset ID	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Due to FTA
18667	150460	9/15/2015	RV	Turtle Top Cutaway Bus	4	\$73,515	\$0
18668	150463	9/15/2015	RV	Turtle Top Cutaway Bus	4	\$73,515	\$0
18708	150445	9/30/2015	RV	Turtle Top Cutaway Bus	4	\$73,515	\$0
18709	150446	9/30/2015	RV	Turtle Top Cutaway Bus	4	\$73,515	\$0
18317	141082	12/31/2014	RV	Turtle Top Odyssey Bus	4	\$73,030	\$0
18321	141088	12/31/2014	RV	Turtled op Odyssey Bus	4	\$73,030	\$0
18323	141089	12/31/2014	RV	Turtle Top Odyssey Bus	4	\$73,030	\$0
18325	141086	12/31/2014	RV	Turtle Top Odyssey Bus	4	\$73,030	\$0
18327	141091	12/31/2014	RV	Turtle Top Odyssey Bus	4	\$73,030	\$0
17803	140026	7/31/2014	RV	Turtle Top Cutaway Bus	5	\$72,328	\$0
17805	140028	7/31/2014	RV	Turtle Top Cutaway Bus	5	\$72,328	\$0
17806	140029	7/31/2014	RV	Turtle Top Cutaway Bus	5	\$72,328	\$0
17870	140032	8/31/2014	RV	Turtle Top Cutaway Bus	5	\$72,328	\$0
17871	140033	8/31/2014	RV	Turtle Top Cutaway Bus	5	\$72,328	\$0
17872	140034	8/31/2014	RV	Turtle Top Cutaway Bus	5	\$72,328	\$0
17873	140035	8/31/2014	RV	Turtle Top Cutaway Bus	5	\$72,328	\$0
17924	140030	8/31/2014	RV	Turtle Top Cutaway Bus	5	\$72,328	\$0
16766	130774	9/26/2013	RV	Turtle Top Cutaway Bus	5	\$72,023	\$0
16768	130776	9/26/2013	RV	Turtle Top Cutaway Bus	5	\$72,023	\$0
16931	130785	12/31/2013	RV	Turtle Top Cutaway Bus	5	\$72,023	\$0
11637	613A	9/30/2007	RV	ENGINE, BUS 613	5	\$22,976	\$0
11096	599A	9/30/2006	RV	Engine, Gilling Bus	5	\$21,800	\$0
11638	613B	9/30/2007	RV	Transmission, BUS 613	5	\$17,247	\$0
13090	599BB	6/9/2009	RV	Voith Transmission	5	\$9,875	\$0
				SUBTOTAL REVENUE VEHICLES		\$3,270,276	\$0
				GRAND TOTAL		\$3,347,980	

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

FISCAL IMPACT:

The total net book value of the surplus items is \$0. The higher of the net book value or the net proceeds from the sale of any item may be due to the Federal Transit Administration (FTA) in FY2021.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.C. iii

To: LYNX Finance & Audit Committee

From: Leonard Antmann
Director Of Finance
Edward Velez
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Dispose of Items Accumulated Through the Lost and Found Process

Date: 2/18/2021

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to retire, transfer, discard, donate, recycle or sell at public auction, surplus Lost and Found items such as: wallets, handbags, books, phones, keys, backpacks, etc.

BACKGROUND:

LYNX makes a reasonable attempt to find the rightful owner of any lost or abandoned property patrons leaves on its buses and or facilities. If the articles are unclaimed after a 90 day holding period, the articles become property of LYNX per Chapter 705, Florida Statutes (1996).

It is LYNX' policy to hold a quarterly auction to dispose of Board approved surplus assets. Prior to being auctioned, all electronic devices and cell phones are deleted or erased of personal data by the Auctioneer per contract. Electronic devices and cell phones which cannot be deleted or erased are recycled and shredded by the auctioneer in accordance to all local, state and federal regulations at no cost to LYNX.

See below for a summary of the Lost and Found Articles. A detailed listing of the items being auctioned is available upon request.

LYNX Finance & Audit Committee Agenda

Lost and Found Articles Items to Donate or Auction

Article	Count of Article
Baby Stroller	2
Backpack	89
Bag	160
Bible	8
Bike	225
Books	26
Cane	25
Case	27
Cellphone	303
Clothing	19
Electronic Device	88
Envelope	6
Folder/Binder	11
Footware	9
Glasses	134
Gloves	3
Hat	35
Jacket/Hoodie	30
Jewelry	17
Laptop/Tablet	2
Luggage	9
Lunch Bag	16
Other	92
Purse	18
Sweater/Sweatshirt	3
Thermos/Mug	22
Tools	16
Toy	10
Umbrella	54
Watch	4
Total	1,463

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

FISCAL IMPACT:

The net proceeds from this sale will be included in LYNX's FY2021 non-operating revenue.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.C. iv

To: LYNX Finance & Audit Committee

From: Tellis Chandler
Director Of Safety And Security
Tellis Chandler
(Technical Contact)

Phone: 407.841.2279 ext: 6154

Item Name: Authorization to Increase the Not to Exceed Cost for Contract #19-C48 with GC&E Systems Group, LLC From \$550,000 to \$850,000

Date: 2/18/2021

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to increase the not to exceed amount for GC&E Systems Group, LLC Agreement for Digital Camera Purchase, Installation, and Related Service from \$550,000 to \$850,000.

BACKGROUND:

In accordance with the LYNX's Board approval, RFP #18-R23 was issued on October 5, 2018. Digital Camera Purchase, Installation, and Related Services are currently provided by GC&E Systems Group LLC under LYNX contract #19-C48. The RFP allowed for the purchase of additional services and equipment during the Contract term. LYNX is requesting additional services to be performed during FY2021 and FY2022 by GC&E Systems Group, LLC to enhance security measures for the following:

- Purchase, install and enhance security cameras at selected transfer centers, LYMMO stops and facilities.
- Purchase, install, upgrade and enhance the badge access system at LYNX Central Station.
- Purchase and install a visitor management system at LYNX Central Station and LYNX Operations Center.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

LYNX Finance & Audit Cmmittee Agenda

FISCAL IMPACT:

The FY2021 Approved Capital Budget includes \$170,000 towards these projects, the remaining funds will be budgeted in the FY2022 Capital Budget.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.C. v

To: LYNX Finance & Audit Committee

From: Leonard Antmann
Director Of Finance
Jeffrey Reine
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Execute Task Order Change # 1 in the Amount of \$110,568 to Kimley Horn, Inc. for the LOC Expansion Project

Date: 2/18/2021

ACTION REQUESTED:

Staff is requesting the Board of Directors authorization to execute task order change # 1 in the amount of \$110,568 to Kimley Horn, Inc. for additional construction engineering and inspection services for the LOC Expansion Project.

BACKGROUND:

The purpose of the new LOC Paratransit Expansion Project is to transition out of the L.B. McLeod facility. The current facility houses 204 paratransit vehicles. There are currently 35 administrative employees working at this location, with approximately 291 Bus Operators operating/reporting to this location on a daily basis.

McCree General Contractors & Architects, Inc. and LYNX project team value engineered the original scope design of the project. In addition, it has now been determined that FDOT will be funding a portion of this project for approximately \$2.5 million with a \$2.5 million match from LYNX. The project team has determined alternate options to provide a more efficient workflow and increased operational sustainability.

Throughout the project, Kimley Horn and their sub-consultant SAI Engineers have been contracted to provided Construction Engineering and Inspection services as an extension. As LYNX has been working with the design-build contractor through a potential change order related to unsuitable soils, it has necessitated additional dollars needing to be allocated to this effort. The requested dollars will allow these services to continue through the end of project construction (approx. August 2021) and allow for assistance with the afore mentioned change order.

LYNX Finance & Audit mmittee Agenda

Project Detail					
Description	Original Budget	CO #1	CO #2	CO #3/TO #1	Revised Total
Sitework	\$1,796,556				\$1,796,556
Admin Building	\$390,805	(\$299,378)		\$12,217	\$103,644
Architecture and Engineering	\$204,912				\$204,912
Equipment	\$238,050				\$238,050
Electrical	\$243,000				\$243,000
All other items	\$860,843			\$57,361	\$918,204
Maintenance Bldg		\$252,561	\$35,632	(\$18,049)	\$270,144
Security System Tie In		\$86,237			\$86,237
Added Haz-Mat Storage		\$265,783			\$265,783
Bus Wash -		\$205,590	\$69,539		\$275,129
Additional 2nd Bus Wash (Smaller) -		\$167,686			\$167,686
Other		\$122,476		\$13,785	\$136,261
Added Permit items			\$89,702	\$2,033	\$91,735
Access Control and parts storage			\$116,082	(\$50,251)	\$65,831
Total Construction Contract	\$3,734,166	\$800,955	\$310,955	\$17,096	\$4,863,172
CEI Services	\$227,000			\$110,568	\$337,568
Contingencies	\$322,706	\$347,085	(\$310,955)	(\$127,663)	\$231,173
PROJECT COST	\$4,283,872	\$1,148,040	-0-	-0-	\$5,431,912.00

LYNX Finance & Audit Cmmittee Agenda

Funding Analysis				
FDOT Funding				\$2,500,000
LYNX Matching Portion				\$2,500,000
FTA Funding (Design)				\$204,912
FTA Funding (CEI)				\$227,000
TOTAL PROJECT FUNDING				\$5,431,912

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

FISCAL IMPACT:

The Task Order Change #1 is funded from the contingency, therefore there is no budget change to the original project.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #6.C. vi

To: LYNX Finance & Audit Committee

From: Leonard Antmann
Director Of Finance
Jeffrey Reine
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Execute Change Order #3 in the Amount of \$17,096 to McCree General Contractors & Architects, Inc.

Date: 2/18/2021

ACTION REQUESTED:

Staff is requesting the Board of Directors authorization to execute change order #3 in the amount of \$17,096 to McCree General Contractors & Architects, Inc. for alternate changes identified during the construction of the LOC Expansion Project.

BACKGROUND:

The purpose of the new LOC Paratransit Expansion Project is to transition out of the L.B. McLeod facility. The current facility houses 204 paratransit vehicles. There are currently 35 administrative employees working at this location, with approximately 291 Bus Operators operating/reporting to this location on a daily basis.

McCree General Contractors & Architects, Inc. and LYNX project team value engineered the original scope design of the project. In addition, it has now been determined that FDOT will be funding a portion of this project for approximately \$2.5 million with a \$2.5 million match from LYNX. The project team has determined alternate options to provide a more efficient workflow and increased operational sustainability.

On October 3, 2018, McCree received the Notice to Proceed (NTP) to construct the new LOC Paratransit Expansion Project in the amount \$3,734,166.

On February 28, 2019, the LYNX Board of Directors approved Change Order # 1 in the amount of \$800,955. Items included in this change order included: changes to original administrative building and maintenance facility, including a security system tie-in, additional bus wash bays to increase efficiency, Haz-Mat storage, additional motorized gate for entrance at abandoned cul-de-sac location, and a larger backup generator for emergency dispatch.

LYNX Finance & Audit mmittee Agenda

On September 30, 2019, the LYNX Board of Directors approved Change Order # 2 in the amount of \$310,955. Items included in this change order included additional items needed as a result of the increased bus wash bays, various access control RFID readers, permit required items (survey, landscape buffers), fencing for parts storage, added restrooms for maintenance building and an expanded maintenance office.

The change orders associated with Change Order # 3 total \$17,096.00. These include costs to purchase the modular building (instead of leasing), utilities for potential future improvements, removal of a significant tree stump between the LYNX and NoPetro parcel, removal of fencing, and additional costs for the replat. In addition, deductive change orders included switching from black vinyl fencing to regular chain link and removal of the money room.

LYNX Finance & Audit mmittee Agenda

Project Detail					
Description	Original Budget	CO #1	CO #2	CO #3/TO #1	Revised Total
Sitework	\$1,796,556				\$1,796,556
Admin Building	\$390,805	(\$299,378)		\$12,217	\$103,644
Architecture and Engineering	\$204,912				\$204,912
Equipment	\$238,050				\$238,050
Electrical	\$243,000				\$243,000
All other items	\$860,843			\$57,361	\$918,204
Maintenance Bldg		\$252,561	\$35,632	(\$18,049)	\$270,144
Security System Tie In		\$86,237			\$86,237
Added Haz-Mat Storage		\$265,783			\$265,783
Bus Wash -		\$205,590	\$69,539		\$275,129
Additional 2nd Bus Wash (Smaller) -		\$167,686			\$167,686
Other		\$122,476		\$69,659	\$192,135
Added Permit items			\$89,702	\$2,033	\$91,735
Access Control and parts storage			\$116,082	(\$50,251)	\$65,831
Total Construction Contract	\$3,734,166	\$800,955	\$310,955	\$72,970	\$4,919,046
CEI Services	\$227,000			\$110,568	\$337,568
Contingencies	\$322,706	\$347,085	(\$310,955)	(\$183,537)	\$175,299
PROJECT COST	\$4,283,872	\$1,148,040	-0-	-0-	\$5,431,912.00

LYNX Finance & Audit mmittee Agenda

Funding Analysis				
FDOT Funding				\$2,500,000
LYNX Matching Portion				\$2,500,000
FTA Funding (Design)				\$204,912
FTA Funding (CEI)				\$227,000
TOTAL PROJECT FUNDING				\$5,431,912

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

FISCAL IMPACT:

The Change Order #3 is funded from the contingency, therefore there is no budget change to the original project.

LYNX Finance & Audit Committee Agenda

Action Agenda Item #7.A.

To: LYNX Finance & Audit Committee

From: Leonard Antmann
Director Of Finance
Deborah McFadden
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Election of the 2021 Finance and Audit Committee Officers

Date: 2/18/2021

ACTION REQUESTED:

Per Administrative Rule 2.12.2, E, the Finance and Audit Committee shall annually elect from its members a Chairman and Vice Chairman.

General Counsel will guide the Finance and Audit Committee in the election of officers for the upcoming year.