



Meeting Date: 3/21/2017
Meeting Time: 3:30 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. Committee Minutes



Finance & Audit Committee Minutes - February 21, 2017







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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. Committee Action Items

- A.  Defined Benefit Pension Contribution Rate for FY2016-2017 Pg 7
- B.  Authorization to Extend Contract #10-C21 with MV Transportation, Inc., for a Period of up to Ninety (90) Days for NeighborLink Services and to Increase the Not-To-Exceed Amount of the Contract Pg 9
- C.  Authorization to Extend Contract #12-C02 with MV Transportation, Inc. for a Period of up to Ninety (90) Days for Paratransit Services and to Increase the Not-To-Exceed Amount of the Contract Pg 11
- D.  Authorization to Negotiate a Contract with MV Transportation, Inc., for LYNX Paratransit and NeighborLink Services Pg 13
- Attachments 
- E.  Authorization to Negotiate and Issue a Task Order to Akerman LLP for Construction Legal Services for the Parramore Bus Rapid Transit Project Pg 22

6. Committee Information Items

- A.  Monthly Financial Report - January 31, 2017 Pg 24
- Attachments 

-Attachments 

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 & Audit Committee Meeting Minutes

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

DATE: February 21, 2017

TIME: 10:00 a.m.

Members in Attendance:

Ray Walls, Chair, Orange County
Edward Bass, Vice-Chair, Seminole County
Amanda Clavigo, Osceola County
Claudia Korobkoff, City of Orlando
Jo Santiago, FDOT

LYNX Staff in Attendance:

Bert Francis, Chief Financial Officer
Blanche Sherman, Director of Finance
Julie Caple, Manager, Financial Planning
James Goldsmith, LYNX General Counsel
Thomas Stringer, Chief Operations Officer
David Dees, Director of Risk Management
Patrice Murphy, Executive Assistant

Members Absent:

N/A

1. Call to Order

Chair, Ray Walls, called the meeting to order at 10:01 a.m.

2. Committee Minutes

A correction was made to the November 10, 2016 minutes as to the time the meeting was called to order.

Chair Walls asked for approval of November 10, 2016 minutes as corrected. Motion made by Edward Bass to approve the November 10, 2016 Finance and Audit Committee Meeting Minutes, seconded by Jo Santiago. The motion passed unanimously.

3. Public Comments

No public comments.

4. Chief Financial Officer Report

Bert Francis, CFO introduced newest Executive staff member, Patrice Murphy, Executive Assistant to Chief Executive Officer, Edward Johnson. She is assisting with today's meeting.

An update was provided regarding Union negotiations presented by Bert Francis, CFO and James Goldsmith, Esq., LYNX general counsel. Arbitration is not moving forward. Mr. Francis stated that LYNX remains open to Union proposals.

Bert Francis discussed the purchase of land from Nopetro, stating that LYNX has approval from the FTA to purchase the property, and LYNX is moving forward with purchase price of \$1.3 million plus normal and customary closing costs, and anticipate closing on the property by March 15, 2017.

5. Committee Agenda

a. FY2018 Proposed Budget Development Assumptions

One additional presentation slide was added to the staff FY2018 Budget Development Assumptions, and provided to the Committee and the public as an addendum. Key budget assumption were presented to the Committee by Blanche Sherman and Bert Francis. Blanche Sherman gave a quick overview of the LYNX's Funding Model, stating LYNXs desire to maximize our service levels, to gain on going efficiencies, and asserted Mr. Johnson's desire to maximize current service levels through identifying efficiencies within the organization as well as through route optimization. Additionally, LYNX is continuing to enhance its fixed routes, NeighborLink and ACCESS Link services and implementing a new Mobility Management and paratransit enabling services.

Blanche Sherman discussed key revenue assumptions to include preventative maintenance funding levels, Board of Directors authorized LYNX to maintain a certain dollar amount of money that is transferred from capital funding to operating, 6.8 million dollars to cover preventive maintenance expenses each year. State funding we receive from FDOT as an operating block grant formula funds, usually 8-9 million dollars annually. Advertising revenue LYNX wants to continue maximizing the advertising revenue, considering potential safety concerns.

Bert Francis elaborated on Advertising Revenue stating one of Mr. Johnson's top priorities is safety. A possible safety issue is does LYNX continue to advertise on the tails of the buses as it appears to be a potential distraction, this is one item LYNX is reviewing. We are determining the amount of revenue derived from rear bus advertising, and will bring it forward for budgeting and further discussion. Blanche stated the contract minimum is \$1.9 million dollars for FY2018.

Claudia Korobkoff asked how other agencies work around advertising on the tail of the buses. Mr. Francis responded with it is difficult to tell if the advertising caused or contributed to the incident of rear end crashes, and he is unsure if there is any empirical data to prove it one way or the other.

Blanche discussed customer fares and how LYNX is working with the City of Orlando to complete a fare study started last year. The fare study will be presented to the Finance and Audit Committee and the intent is to have the study results be in line with the budget calendar, and implemented by October 2018, maybe.

Blanche reviewed other revenues to include compressed natural gas (CNG) rebates and royalties, used as capital. LYNX has received \$250,000 this year and is looking for another \$250,000 by purchasing buses eligible for the CNG rebates next year. We receive approximate \$1,700 – \$1,800 per month from royalties.

Ms. Sherman proceeded with salary, wage, and fringe expenses, stating LYNX is remaining consistent with its funding partners, this year LYNX would like an increase in anticipation of union negotiations. Bert Francis, we are also, always looking at ways to make health insurance cost effective and will discuss this further throughout the year.

Blanche provided an update the RFP for Mobility Management Model. She stated the fuel programs and fuel hedging are locked in \$1.58 for diesel and \$1.48 for gasoline for FY2017.

Ray Walls asked for a discussion of fuel hedging for the new members to the Finance and Audit Committee as that it would be constructive to talk about how it works. Blanche reviewed the bio-diesel State grant, blending facility, and we currently have 70 CNG buses on the road.

Blanche Sherman announced LYNX 25 year celebration is coming up this year, and we will be determining the budget to support the anniversary event in FY2018.

Blanche further discussed other initiatives to include service expansion, feeder service, as we continue to work with FDOT and SunRail, this will not be a budgeted item until complete. She also provided an information update regarding a RFP coming forward for mobile ticketing services. We are in the process of designing the pilot with the vendors, and we want everything available in the pilot for testing. Claudia Karobkoff conveyed the importance of working with City of Orlando staff in conjunction with the project.

Blanche communicated the relocation of the paratransit facility at L.B. McLeod to Nopetro land. Bert further discussed the purchase and how the property will come into utilization and move the paratransit division to the new property and alleviate the overcrowding at the LYNX Operations Center.

Bert Francis discussed considerations that may be in FY2018 or perhaps the FY2019 budget. These items will be used to contain costs or create revenue for the future. Discussion ensued regarding pension issues, shifting healthcare costs, purchase card rebates, evaluations of existing positions including possible additional safety officers as safety is a priority. Thomas Stringer stated he is comparing the model that currently exists and a model he would like use in operations moving forward. He envisions street supervision with zonal coverage that provides route accountability, supervision, leadership, and safety. Thomas is doing a comprehensive review. Bert provided approaches for the fare policy creation. In addition, Bert stated that we have completed a review of our property, property insurance and the values, results indicating some properties were over insured, creating savings of \$30,000 - \$40,000 annually.

Blanche discussed the budget calendar, and stated it is her intent to come back in front of the Finance and Audit Committee on March 15th or 20th and to the Board of Directors at the March 23rd meeting to present to preliminary operating budget.

b. Discussion Regarding Authorization to Award an Extension of State of Florida Contract, Department of Management Services #9212500-14-01

David Dees provided a background of the current contract of the security firm G4S. David continued by requesting a budget transfer in the amount of \$10,000 to maintain the current level of service provided through the current fiscal year.

Chair Walls requested a motion. Motion made by Claudia Korobkoff to approve budget transfer; seconded by Edward Bass. Motion passed unanimously.

6. Committee Discussion Items

a. Mobility Management RFP

Blanche has been reviewing all aspects of the proposed contracts from the finalists to include all costs. Bert stated this is a large contract and does not want to rush the process to ensure that it is executed correctly and currently are working to get a new contract in place before the end of the current contract on March 31st. Working toward an April 1st decision.

b. Preliminary Discussion on Debt management Policy

Bert stated we currently do not have a debt management policy; and Finance is working toward creating a policy and will bring it forward for approval.

c. LYNX Technology Update

Blanche discussed mobile ticketing, fully installed Wi-Fi on all the buses, working on implementing real time through Double Map. Bert provided more detail on the real time application and the data collected.

The meeting was adjourned at 11:11 a.m.

Finance Committee Action Item #5.A.

To: LYNX Finance & Audit Committee

From: Donna Tefertiller
DIRECTOR OF HUMAN RESOURCES
Brian Anderson
(Technical Contact)

Phone: 407.841.2279 ext: 6119

Item Name: Defined Benefit Pension Contribution Rate for FY2016-2017

Date: 3/21/2017

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or his designee to implement the Actuarial recommended contribution rates for the Defined Benefit Retirement plan for FY2016-2017.

BACKGROUND:

Employees who are members of ATU Local 1596 hired before March 1, 2014 participate in a Defined Benefit Retirement Plan. The Plan has an oversight Trustee Board consisting of three Union and three Management representatives. LYNX' Chief Executive Officer selects three Management employees to serve as Trustees with confirmation from the LYNX Board of Directors' and the Union's Executive Board appoints its representatives.

At the last Defined Benefit Trustee meeting on February 28, 2017 the Trustee Board was presented a recommended employee and employer contribution rate by the Plan's Actuary. A contribution rate is an amount of money the employee and employer put in the pension to keep it solvent. Minimum contribution rates are set forth in the Collective Bargaining Agreement and any increase or decrease are to be split 65% LYNX and 35% for the employee. The proposed rates for FY2016-2017 were 5.66% for employee and 11.13% for the employer. The Trustees accepted the actuarial valuation and the proposed contribution rates.

LYNX Management Bargaining Team and the Union Bargaining Team met on March 9, 2017 to discuss the Contribution rates as it is a benefit and subject to Bargaining. An agreement was not reached between LYNX Management and the Union. The Union believes that this is not something that should be bargained and the Union believes the Trustee Board should set the rates and not the bargaining parties. LYNX management does not disagree with the recommendation of the actuary and was prepared to agree with the proposed changes. LYNX management

believes this should be negotiated, but in light of the relationship between Management and the union staff is proposing to move forward with the recommendation.

FISCAL IMPACT:

LYNX staff reflected 11.13% in the Preliminary FY2018 Operating budget as an estimate.

Finance Committee Action Item #5.B.

To: LYNX Finance & Audit Committee

From: Thomas Stringer
CHIEF OPERATIONS OFFICER
David Halperin
(Technical Contact)
Timothy May
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Extend Contract #10-C21 with MV Transportation, Inc., for a Period of up to Ninety (90) Days for NeighborLink Services and to Increase the Not-To-Exceed Amount of the Contract

Date: 3/21/2017

ACTION REQUESTED:

Staff is requesting the Board of Directors authorization for the Chief Executive Officer (CEO) or designee to extend Contract #10-C21 with MV Transportation, Inc., for a period of up to ninety (90) days for NeighborLink services from April 1, 2017 through June 30, 2017 and to increase the not to exceed contract amounts for the additional ninety (90) days for Contract #10-C21 in the amount of \$459,000.

BACKGROUND:

MV Transportation has been the provider of Flex services since the inception of the service in 2007 when the service was branded as the PickUpLine. The pilot program was initiated in Poinciana, and after a very successful trial period, twelve more PickUpLine services were added throughout the service area. The service has since been re-branded as “NeighborLink”.

At the November 12, 2015, meeting, the Board authorized staff to release an RFP for NeighborLink services with a strict timeline should the need arise for a transition period. Staff developed a Scope of Work, with the assistance of a consultant to ensure that all aspects of the scope were addressed. The RFP was released in December 2016. A contract award recommendation was made by the Source Evaluation Committee (SEC) on March 8, 2017, that MV Transportation, Inc. continue to provide service for NeighborLink and paratransit services.

With the Board’s permission, staff is requesting an extension to the existing contract in order to ensure uninterrupted NeighborLink services while negotiations of a new contract are underway.

FISCAL IMPACT:

LYNX staff included \$2,027,479 in the FY2017 Adopted Operating Budget for NeighborLink purchased transportation services. There are sufficient funds available to cover the contract extension amount for the NeighborLink services in the amount of \$459,000.

Finance Committee Action Item #5.C.

To: LYNX Finance & Audit Committee

From: Thomas Stringer
CHIEF OPERATIONS OFFICER
David Halperin
(Technical Contact)
Timothy May
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Extend Contract #12-C02 with MV Transportation, Inc. for a Period of up to Ninety (90) Days for Paratransit Services and to Increase the Not-To-Exceed Amount of the Contract

Date: 3/21/2017

ACTION REQUESTED:

Staff is requesting the Board of Directors authorization for the Chief Executive Officer (CEO) or designee to extend Contract #12-C02 with MV Transportation, Inc., for a period of up to ninety (90) days for paratransit services from April 1, 2017 through June 30, 2017 and to increase the not to exceed contract amounts for the additional ninety (90) days for Contract #12-C02 in the amount of \$4,200,000, and to amend the FY2017 Operating Budget accordingly.

In addition, due to the ongoing increase in trips and revenue hours for Paratransit services, LYNX staff is requesting to increase the not to exceed amount for Contract #12-C02 in the amount of \$1,002,265 to support the increase in cost for the contract period of October 2016 through March 2017 and to amend the FY2017 Operating Budget accordingly.

BACKGROUND:

MV Transportation has been the provider of paratransit service (ACCESS LYNX) for LYNX since 2002, and was awarded the contract again in 2006.

At the November 12, 2015, meeting, the Board authorized staff to release an RFP for Paratransit services with a strict timeline should the need arise for a transition period. Staff developed a Scope of Work, with the assistance of a consultant to ensure that all aspects of the scope were addressed. The RFP was released in December 2016. A contract award recommendation was made by the Source Evaluation Committee (SEC) on March 8, 2017, that MV Transportation, Inc. continue to provide service for both NeighborLink and paratransit services.

LYNX Board Agenda

With the Board's permission, staff is requesting an extension to the existing contracts in order to ensure uninterrupted paratransit and NeighborLink services while negotiations of a new contract are underway.

FISCAL IMPACT:

LYNX staff included \$15,096,144 in the FY2017 Adopted Operating Budget for Paratransit purchased transportation services. There are sufficient funds available to cover the contract extension amount. In regards to Contract #12-C02 for Paratransit services, the following is the financial impact on the FY2017 Adopted Operating Budget:

| | October 1, 2016 – March 31, 2017 | April 1, 2017 – June 30, 2017. |
|------------------------|--|--------------------------------------|
| FY2017 Budgeted Amount | \$7,363,973 | \$3,866,086 |
| FY2017 Estimated Cost | \$8,366,238 | \$4,200,000 |
| Excess Cost | \$(1,002,265) | \$(333,914) |

Upon approval, LYNX staff will amend the FY2017 Adopted Operating Budget to cover the excess costs through savings and/or reserves in the total amount of \$1,336,179.

Finance Committee Action Item #5.D.

To: LYNX Finance & Audit Committee

From: Thomas Stringer
CHIEF OPERATIONS OFFICER
David Halperin
(Technical Contact)
Timothy May
(Technical Contact)
Theresa Veley
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Negotiate a Contract with MV Transportation, Inc., for LYNX Paratransit and NeighborLink Services

Date: 3/21/2017

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate with MV Transportation, Inc., for Mobility Management and Broker Services for the provision of LYNX's Paratransit (ACCESS LYNX) and NeighborLink services.

BACKGROUND:

At the July 28, 2011 Board meeting, the LYNX Board of Directors authorized staff to enter into a contract with MV Transportation, Inc., for paratransit core services (0400 through 1800 weekdays and Saturdays). The term of the contract was to be for five (5) years. In addition, the Board authorized staff to enter into a contract with Transportation America for non-core services (1801 until 0359 weekdays and all day Sundays). The term of the contract was for five (5) years as well. Transportation America requested to vacate their contract, at which time the Board agreed and MV Transportation agreed to take over the non-core portion of the services.

At the January 7, 2010 Board of Directors meeting, the Board authorized staff to enter into a contract with MV Transportation, Inc. for NeighborLink Services for a period of five (5) years. At the September 11, 2015 meeting, the Board also authorized an extension of that contract to coincide with the expiration of the paratransit contract. Staff was directed to develop a Scope of Work to include both services and present it as one contract.

LYNX Board Agenda

In accordance with LYNX's Board approval, RFP 17-R02 was issued on October 28, 2016. Proposals were due to LYNX December 16, 2016. Six proposals were received from the following firms:

- First Transit
- Maruti Fleet and Management
- MV Transportation, Inc.
- National Express
- Ride Right
- Total Transportation Corp.

RFP EVALUATION

The Source Evaluation Committee (SEC), consisting of Charles Boettiger, Palm Tran; Craig Charrette, LYNX; Helen Perez, Jacksonville Transportation Authority; Cheryl Stone, Citizen Advocate, and Virginia Whittington, MetroPlan Orlando, met on January 4, 2017 to provide their scoring and comments. The firms were scored as follows:

| Proposer | Score | Ordinal Rank | Proposal Offer (5-Year Contract Total) |
|-----------------------------|---------|--------------|---|
| Ride Right | 453.917 | 8 | \$97,035,627 |
| MV Transportation | 444.728 | 9 | \$110,602,039 |
| National Express | 415.835 | 16 | \$125,696,523 |
| First Transit | 386.253 | 20 | \$176,220,838 |
| Total Transportation Corp. | 336.631 | 23 | \$112,479,354 |
| Maruti Fleet and Management | 263.000 | 29 | \$96,928,593 |

Based on the Scores and Ordinal Rankings, the SEC requested presentations from MV Transportation and Ride Right. The firms presented to the SEC in a public meeting January 11, 2017. Upon completion of presentations, the SEC requested that further clarifications be provided before providing their final scores and recommendation.

Further internal evaluation of the proposals from Ride Right and MV Transportation indicated the need for a "Best and Final" (BAFO) which was released on January 28, 2017, with responses received on February 1, 2017, with the intent of scheduling the contract for SEC evaluation, Executive Team Review, SEC meeting, Finance and Audit Meeting, Oversight and Board Meeting on February 23, 2017, an optional Board meeting date. The February 23, 2017, optional Board meeting was then canceled, after which staff requested that the proposers clarify several further areas in their BAFO responses to ensure complete detail when scheduling reviews before the next scheduled Board meeting, March 23, 2017. Responses were received, and the SEC meeting was scheduled for March 8, 2017, with the remaining internal reviews taking place prior the March 23rd Board meeting date.

Based on the March 8, 2017 SEC meeting, during which LYNX staff provided insights into the BAFO responses, the SEC members provided their final scores and ordinal ranks:

| Proposer | Score | Ordinal Rank | Proposal Offer (5-Year Contract Total) |
|-------------------|---------|--------------|---|
| Ride Right | 448.000 | 8 | \$99,216,099 |
| MV Transportation | 462.118 | 7 | \$101,769,340 |

Based on the evaluations of the proposals and presentations, the SEC recommends the award of Contract 17-C13 to MV Transportation, Inc., for Mobility Management and Broker Services for the LYNX Paratransit and NeighborLink.

The requested extension of contracts 10-C21 and 12-C02 will support the physical relocation of staff and equipment from the L.B. McLeod site to the LYNX Operations Center (LOC), and the hiring, training and onboarding of new LYNX employees that are part of the new Mobility Management service delivery model. This is to ensure the continuity of services for LYNX passengers during the period of final negotiations.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

The DBE participation goal assessed for this contract is 12%.

FISCAL IMPACT:

LYNX staff included \$15,096,144 and \$2,027,479 in the FY2017 Adopted Operating budget for Paratransit and NeighborLink purchased transportation services, respectively. The FY2016 expenses are \$15,372,019 and \$1,811,972, respectively for Paratransit and NeighborLink purchased transportation services.

Authorization to Negotiate with MV Transportation for Paratransit and Neighborlink Services, and

Authorization to extend contracts #10-C21, 12-C02 with MV Transportation, Inc. for a Period not to Exceed ninety Days, and

Authorization to Increase the Not To Exceed Amount of the Contract for the Extension of Time and Increased Service Levels.

**Thomas E. Stringer, Jr., COO
LYNX Board Agenda,
March 23, 2017, 1:30 PM**

Justification

- **RFP** - Released December 16, 2016.
- **SEC Members:**
 - Mr. Charles Boettiger, Palm Tran
 - Ms. Helen Perez, Jacksonville Transportation Authority
 - Ms. Virginia Whittington, MetroPlan Orlando
 - Ms. Cheryl Stone, Citizen
 - Mr. Craig Charrette, LYNX

| Prosper | 5-Year Contract Total | Score | Ordinal Ranking |
|---------------------------|-----------------------|---------|-----------------|
| Ride Right | \$ 97,035,627 | 453.917 | 8 |
| MV Transportation | \$110,602,039 | 444.728 | 9 |
| National Express | \$125,696,523 | 415.835 | 16 |
| First Transit | \$176,220,838 | 386.253 | 20 |
| Total Transportation | \$112,479,351 | 336.631 | 23 |
| Maruti Fleet & Management | \$ 96,928,593 | 236.000 | 29 |

Best and Final Offer (BAFO)



| Propser | 5-Year Contract Total | Score | Ordinal Ranking |
|-------------------|-----------------------|---------|-----------------|
| MV Transportation | \$101,769,340 | 462.118 | 7 |
| Ride Right | \$ 99,216,099 | 448.004 | 8 |

Fiscal Impact



1. **Contract Extension** - Contract #10-C02 extending Paratransit services will reflect the following financial impact on the FY2017 Adopted Operating Budget:

| | October 1, 2016 – March 31, 2017 | April 1, 2017 – June 30, 2017. |
|------------------------|-------------------------------------|-----------------------------------|
| FY2017 Budgeted Amount | \$7,363,973 | \$3,866,086 |
| FY2017 Estimated Cost | \$8,366,238 | \$4,200,000 |
| Excess Cost | \$(1,002,265) | \$(333,914) |

Budget - LYNX staff included \$15,096,144 and \$2,027,479 in the FY2017 Adopted Operating Budget for Paratransit and NeighborLink purchased transportation services.

Sufficient Funds Are Available to cover the contract extension amount for the NeighborLink services in the amount of \$459,000. Upon approval, LYNX staff will amend the FY2017 Adopted Operating Budget to cover the excess costs through savings and/or reserves in the total amount of \$1,336,179.

2. **Fiscal Impact, Negotiation & Potential Award** - LYNX included \$15,096,144 for Paratransit and \$2,027,479 for Neighborlink in the FY2017 Adopted Operating budget. FY2016 expenses are \$15,372,019 and \$1,811,972, respectively.

Authorization to Increase the Contract Value with MV Transportation

- Board of Directors authorized an extension of the paratransit contract in the amount of \$1,002,265 for the period of October 2016 through March 2017
- Value was not-to-exceed \$7,363,973
- New not-to-exceed \$8,366,238

Authorization to Extend Contracts 10-C21 and 12-C02 for Ninety (90) Days



- Provide an opportunity to negotiate with MV Transportation on a new contract under the new Mobility Management Service delivery model
- Rates remain the same
- Extended cost = \$459,000 Contract #10-C21 and \$4,200,000 Contract #12-C02
- New not-to-exceed \$1,402,541 Contract #10-C21 and \$12,566,238 Contract #12-C02

Finance Committee Action Item #5.E.

To: LYNX Finance & Audit Committee

From: Tiffany Homler
CHIEF ADMINISTRATIVE OFFICER
Jeffrey Reine
(Technical Contact)

Phone: 407.841.2279 ext: 6064

Item Name: Authorization to Negotiate and Issue a Task Order to Akerman LLP for Construction Legal Services for the Parramore Bus Rapid Transit Project

Date: 3/21/2017

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or his designee be allowed to negotiate and issue a task order to Akerman LLP for a construction specialty attorney for the Parramore Bus Rapid Transit Project. The request is for an hourly rate not to exceed \$400 per hour and with an initial estimated value of \$10,000.00. This authorization constitutes a submittal from Akerman LLP as to the estimated cost for a board certified construction attorney to represent LYNX with respect to the evaluation of certain contingency requests.

BACKGROUND:

As part of the Parramore Bus Rapid Transit Project, LYNX has the need to engage existing legal counsel for service specifically related to construction project closeout. The requested services and associated bill rate requested in the action above are for non-retainer related costs.

During the course of the project, services were previously used during the time frame that the contractor for the project walked off of the project for approximately 6 weeks. During this time, LYNX utilized a construction specialty attorney from Akerman LLP to assist in drafting language and working through outstanding contractual language to allow for the project to move forward.

As the project is coming to a close, LYNX has received a number of requests from Balfour Beatty Construction for the use of contingency funds in connection with the Parramore BRT project.

The representation of the board certified construction attorney would be limited to contingency requests received prior to the date hereof and relating to the following topics:

1. Use of contingency in connection with alleged "scope gap".

2. Use of contingency to address general conditions during project delay.
3. If LYNX desires to broaden the scope of the construction attorney's involvement, resulting in additional hours of work beyond the current not to exceed amount, a revised Project Cost Estimate will be submitted. It is the intent for the Chief Executive Officer to have the flexibility to be able to accept such a revised cost estimate as long as it meets the criteria set forth in the action request of no greater than \$400 per hour or an aggregate of \$10,000.00.

FISCAL IMPACT:

LYNX staff included \$750,000 in the FY2017 Adopted Operating Budget for general legal services. In November 2016, staff obtained authorization to utilize \$600,000 for general counsel legal services. The remaining \$150,000 is available for specific task. In addition, as the action states the original estimated value requested is \$10,000.00. In the event that LYNX staff expects the value to exceed this amount, approval of the Board of Directors will be obtained prior to this occurring.

Finance Committee Information Item #6.A.

To: LYNX Finance & Audit Committee

From: Blanche Sherman
DIRECTOR OF FINANCE
CRAIG CHARRETTE
(Technical Contact)
Nancy Navarro
(Technical Contact)

Phone: 407.841.2279 ext: 6100

Item Name: Monthly Financial Report - January 31,2017

Date: 3/21/2017

Please find attached the preliminary monthly financial report for the fourth month ending January 31, 2017. LYNX's Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the fourth month ending January 31, 2017 reflect total revenue earned in the amount of \$40,662,564 and total expenses incurred in the amount of \$40,041,127 resulting in a net operating profit of \$621,437.

- Fixed route, Vanpool, and Neighbor Link services resulted in an operating profit of \$945,256 for the fourth month of the fiscal year.
- Paratransit services resulted in a loss of (\$323,819) for the fourth month of the fiscal year.

Fixed Route Operations:

The year-to-date Operating Revenues are 95% of the budgeted amount as of January 2017. Customer fares are 95% or (\$392,511) less than the budgeted amount year-to-date.

Advertising revenue is 78% of the amount budgeted for the month of January 2017. Advertising year-to-date is 22% lower or (\$171,543) than the budgeted amount; moreover, advertising is down on a national average, but the guaranteed revenue continues to be paid monthly. Actual revenues through January 31, 2017, for advertising on buses, shelters, and in-kind (trade) transactions are \$405,618, \$200,217 and \$0, respectively. Direct Media's staff continue to enhance LYNX' advertising program and to increase the advertising revenue stream. Direct Media's sales staff is actively seeking new clients and working with existing clients to offer an attractive and affordable advertising program.

In an attempt to stabilize fuel cost in the future, LYNX' staff entered into a fuel hedging arrangement with Merrill Lynch Commodities, Incorporated. During the month of January 2017, LYNX locked in ninety eight percent (98%) of the total monthly purchases, resulting in the cap (LYNX locked) prices higher than the future (float) prices. At this time, LYNX is 100% or (\$11,962) more than budget year-to-date. In the month of January LYNX paid an average price of \$1.7 (net) per gallon for diesel fuel and \$1.36 (net) per gallon for bio-diesel, plus fuel hedging losses which is lower than the budgeted price per gallon of \$2.24 (net). The national diesel fuel price for the month of January 2017 was \$2.24 (net).

LYNX' staff proactively seeks ways to maximize operational efficiencies and improve services. As a result, fixed route operating expenses for salaries are 8% or \$1,203,777 under budget, while fringe benefits are 1% or (\$71,786) over budget due to the Union sick time buy back; Respectively, both together remain \$1,131,991 under budget due to various vacancies as of January 31, 2017. Other materials and supplies expenses are 16% or \$417,491 under budget. Professional service expenses are 58% or \$1,193,249 under budget due to various planning projects that do not commence until later in the current fiscal year. Expenditures associated with other services, contract maintenance and other miscellaneous expenses are less than budget, with the exception of Taxes and Licensing. Collections for the fiscal year-end IRS Tax rebate in the fourth month of the fiscal year currently amounts to \$22,513 for CNG purchases.

Paratransit Operations:

Paratransit's operational loss for the year is currently (\$323,819). Purchased Transportation Services are 7% over budget or (\$349,289) over the budgeted amount. The year-to-date cost of unleaded fuel is 12% over budget or (\$69,119) for the fourth month of the new fiscal year. During the month of January 2017, LYNX locked in sixty seven percent (67%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. The fuel is budgeted at a net price of \$2.37 (net) per gallon in the FY2017 budget. LYNX is currently paying \$1.66 (net) per gallon. The national unleaded fuel price for the month of January 2017 was \$2.13 (net). An analysis of year-to-date purchased transportation trips and costs is as follows:

| ACCESS LYNX | | | |
|--|-------------------------|----------------------|--------------------|
| FY2017 | Trips (Year-to-Date) | Blended Trip Rate | Costs |
| | | | |
| Actual (with est.) | 214,191 | \$25.94 | \$5,556,597 |
| | | | |
| Budget (rounding) | 176,831 | \$28.46 | \$5,207,308 |
| | | | |
| Trips / Costs Over (Under) Budget | 37,360 | (\$2.52) | \$349,289 |

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF JANUARY 2017 AND THE FOUR MONTHS ENDED JANUARY 31, 2017

| | Year to Date | | | | | |
|---------------------------------------|---------------------|-------------------|----------|--------------------|-------------------|----------|
| | <u>Budget</u> | <u>Actual</u> | <u>%</u> | <u>Budget</u> | <u>Actual</u> | <u>%</u> |
| OPERATING REVENUES | | | | | | |
| Customer Fares | \$ 8,722,512 | 8,388,280 | 96% | \$ 2,180,628 | \$ 2,238,005 | 103% |
| Contract Services: | | | | | | |
| Local Financial Assistance | 4,777,844 | 4,809,577 | 101% | 1,194,461 | 1,159,060 | 97% |
| Other Contractual Services | 1,509,576 | 1,511,952 | | 377,394 | 400,870 | |
| Advertising | 787,378 | 615,835 | 78% | 196,845 | 162,392 | 82% |
| Other Operating Income | <u>216,692</u> | <u>83,018</u> | 38% | <u>54,173</u> | <u>(14,704)</u> | -27% |
| Total Operating Revenues | <u>16,014,003</u> | <u>15,408,663</u> | 96% | <u>4,003,501</u> | <u>3,945,621</u> | 99% |
| NONOPERATING REVENUES | | | | | | |
| Operating assistance grants: | | | | | | |
| State of Florida | 3,424,577 | 3,380,919 | 99% | 856,144 | 845,230 | 99% |
| Local | 16,235,213 | 16,183,047 | 100% | 4,058,803 | 4,045,762 | 100% |
| Planning and other assistance grants: | | | | | | |
| Federal - Other | 5,782,884 | 4,665,779 | 81% | 1,445,721 | 1,149,289 | 79% |
| State of Florida - Other | 1,060,184 | 777,262 | 73% | 265,046 | 203,269 | 77% |
| Local Matching - Other | 365,000 | 17 | N/A | 91,250 | - | N/A |
| Interest Income | 10,377 | 41,824 | 403% | 2,594 | 11,506 | 444% |
| Gain / (Loss) on Sale of Assets | <u>-</u> | <u>205,053</u> | N/A | <u>-</u> | <u>77,445</u> | N/A |
| Total Nonoperating Revenues | <u>26,878,235</u> | <u>25,253,901</u> | 94% | <u>6,719,559</u> | <u>6,332,501</u> | 94% |
| Total Revenues | <u>42,892,238</u> | <u>40,662,564</u> | 95% | <u>10,723,060</u> | <u>10,278,122</u> | 96% |
| OPERATING EXPENSES | | | | | | |
| Salaries and Wages | 16,146,287 | 14,918,144 | 92% | 4,036,572 | 3,881,599 | 96% |
| Fringe Benefits | 9,173,803 | 9,261,368 | 101% | 2,293,451 | 2,105,536 | 92% |
| Purchased Transportation Services | 6,083,741 | 6,319,566 | 104% | 1,520,935 | 1,380,041 | 91% |
| Fuel | 3,109,986 | 3,191,068 | 103% | 777,496 | 824,082 | 106% |
| Other Materials and Supplies | 2,657,798 | 2,236,709 | 84% | 664,450 | 635,638 | 96% |
| Professional Services | 2,135,278 | 887,003 | 42% | 533,819 | 285,586 | 53% |
| Other Services | 2,056,544 | 1,526,460 | 74% | 514,136 | 491,835 | 96% |
| Lease and Miscellaneous Expenses | 445,567 | 428,156 | 96% | 111,392 | 108,179 | 97% |
| Casualty and Liability Insurance | 753,092 | 646,468 | 86% | 188,273 | 320,444 | 170% |
| Utilities | 491,693 | 384,633 | 78% | 122,923 | 103,325 | 84% |
| Taxes and Licenses | 145,614 | 206,315 | 142% | 36,404 | 43,974 | 121% |
| Interest Expense | <u>33,950</u> | <u>35,237</u> | 104% | <u>8,487</u> | <u>7,851</u> | 92% |
| Total Operating Expenses | <u>43,233,354</u> | <u>40,041,127</u> | 93% | <u>10,808,338</u> | <u>10,188,089</u> | 94% |
| OPERATING GAIN / (LOSS) | <u>\$ (341,116)</u> | <u>\$ 621,437</u> | N/A | <u>\$ (85,279)</u> | <u>\$ 90,034</u> | N/A |

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
FIXED-ROUTE, VANPOOL AND NEIGHBORLINK SEGMENT
FOR THE MONTH OF JANUARY 2017 AND THE FOUR MONTHS ENDED JANUARY 31, 2017
(UNAUDITED)

| | Year to Date | | | Month of January | | |
|---------------------------------------|---------------------|-------------------|----------|---------------------|--------------------|----------|
| | <u>Budget</u> | <u>Actual</u> | <u>%</u> | <u>Budget</u> | <u>Actual</u> | <u>%</u> |
| OPERATING REVENUES | | | | | | |
| Customer Fares | \$ 8,119,699 | \$ 7,727,188 | 95% | \$ 2,029,925 | \$ 2,071,656 | 102% |
| Contract Services: | | | | | | |
| Local Financial Assistance | 4,777,844 | 4,809,577 | 101% | 1,194,461 | 1,159,060 | 97% |
| Other Contractual Services | 88,239 | 85,793 | N/A | 22,060 | 44,330 | N/A |
| Advertising | 787,378 | 615,835 | 78% | 196,845 | 162,392 | 82% |
| Other Operating Income | 216,692 | 83,018 | 38% | 54,173 | (14,704) | -27% |
| Total Operating Revenues | <u>13,989,852</u> | <u>13,321,412</u> | 95% | <u>3,497,463</u> | <u>3,422,733</u> | 98% |
| NONOPERATING REVENUES | | | | | | |
| Operating assistance grants: | | | | | | |
| Federal | - | - | N/A | - | - | |
| State of Florida | 3,424,577 | 3,380,919 | 99% | 856,144 | 845,230 | 99% |
| Local | 13,080,782 | 13,080,783 | 100% | 3,270,195 | 3,270,196 | 100% |
| Planning and other assistance grants: | | | | | | |
| Federal - Other | 4,570,856 | 3,609,880 | 79% | 1,142,714 | 859,381 | 75% |
| State of Florida - Other | 1,023,674 | 777,262 | 76% | 255,919 | 203,269 | 79% |
| Local Matching - Other | 365,000 | 17 | N/A | 91,250 | - | N/A |
| Interest Income | 10,377 | 41,824 | 403% | 2,594 | 11,506 | 444% |
| Gain / (Loss) on the Sale of Assets | - | 205,053 | N/A | - | 77,445 | N/A |
| Total Nonoperating Revenues | <u>22,475,266</u> | <u>21,095,738</u> | 94% | <u>5,618,817</u> | <u>5,267,027</u> | 94% |
| Total Revenues | <u>36,465,118</u> | <u>34,417,149</u> | 94% | <u>9,116,280</u> | <u>8,689,760</u> | 95% |
| OPERATING EXPENSES | | | | | | |
| Salaries and Wages | 15,996,058 | 14,792,281 | 92% | 3,999,015 | 3,855,643 | 96% |
| Fringe Benefits | 9,077,750 | 9,149,536 | 101% | 2,269,437 | 2,077,983 | 92% |
| Purchased Transportation Services | 876,433 | 762,969 | 87% | 219,108 | 178,667 | 82% |
| Fuel | 2,550,768 | 2,562,730 | 100% | 637,692 | 669,188 | 105% |
| Other Materials and Supplies | 2,653,485 | 2,235,994 | 84% | 663,371 | 634,952 | 96% |
| Professional Services | 2,045,591 | 852,342 | 42% | 511,398 | 273,352 | 53% |
| Other Services | 1,970,051 | 1,448,436 | 74% | 492,513 | 472,083 | 96% |
| Lease and Miscellaneous Expenses | 442,934 | 428,068 | 97% | 110,733 | 108,179 | 98% |
| Casualty and Liability Insurance | 753,092 | 646,468 | 86% | 188,273 | 320,444 | 170% |
| Utilities | 478,338 | 380,085 | 79% | 119,584 | 101,888 | 85% |
| Taxes and Licenses | 121,651 | 177,747 | 146% | 30,413 | 37,878 | 125% |
| Interest Expense | 33,950 | 35,237 | 104% | 8,487 | 7,851 | 92% |
| Total Operating Expenses | <u>37,000,101</u> | <u>33,471,894</u> | 90% | <u>9,250,025</u> | <u>8,738,107</u> | 94% |
| OPERATING GAIN / (LOSS) | <u>\$ (534,983)</u> | <u>\$ 945,256</u> | N/A | <u>\$ (133,746)</u> | <u>\$ (48,348)</u> | N/A |

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
FOR THE MONTH OF JANUARY 2017 AND THE FOUR MONTHS ENDED JANUARY 31, 2017
(UNAUDITED)

| | Year to Date | | | | | |
|---------------------------------------|-------------------|---------------------|------------|------------------|-------------------|------------|
| | Budget | Actual | % | Budget | Actual | % |
| OPERATING REVENUES | | | | | | |
| Customer Fares | \$ 602,813 | \$ 661,092 | 110% | \$ 150,703 | \$ 166,349 | 110% |
| Contract Services: | | | | | | |
| Local Financial Assistance | - | - | N/A | - | - | N/A |
| Other Contractual Services | 1,421,338 | 1,426,159 | 100% | 355,334 | 356,540 | 100% |
| Advertising | - | - | N/A | - | - | N/A |
| Other Operating Income | - | - | N/A | - | - | N/A |
| Total Operating Revenues | 2,024,151 | 2,087,251 | 103% | 506,038 | 522,888 | 103% |
| NONOPERATING REVENUES | | | | | | |
| Operating assistance grants: | | | | | | |
| Federal | - | - | N/A | - | - | N/A |
| State of Florida | - | - | N/A | - | - | N/A |
| Local | 3,154,431 | 3,102,264 | 98% | 788,608 | 775,566 | 98% |
| Planning and other assistance grants: | | | | | | |
| Federal - Other | 1,212,028 | 1,055,899 | 87% | 303,007 | 289,908 | 96% |
| State of Florida - Other | 36,510 | - | N/A | 9,128 | - | N/A |
| Local Matching - Other | - | - | N/A | - | - | N/A |
| Interest Income | - | - | N/A | - | - | N/A |
| Gain / (Loss) on the Sale of Assets | - | - | N/A | - | - | N/A |
| Total Nonoperating Revenues | 4,402,969 | 4,158,164 | 94% | 1,100,742 | 1,065,474 | 97% |
| Total Revenues | 6,427,120 | 6,245,415 | 97% | 1,606,780 | 1,588,363 | 99% |
| OPERATING EXPENSES | | | | | | |
| Salaries and Wages | 150,229 | 125,862 | 84% | 37,557 | 25,957 | 69% |
| Fringe Benefits | 96,054 | 111,833 | 116% | 24,013 | 27,553 | 115% |
| Purchased Transportation Services | 5,207,308 | 5,556,597 | 107% | 1,301,827 | 1,201,374 | 92% |
| Fuel | 559,218 | 628,337 | 112% | 139,804 | 154,894 | 111% |
| Other Materials and Supplies | 4,313 | 715 | 17% | 1,078 | 687 | 64% |
| Professional Services | 89,687 | 34,661 | 39% | 22,422 | 12,234 | 55% |
| Other Services | 86,493 | 78,024 | 90% | 21,623 | 19,753 | 91% |
| Lease and Miscellaneous Expenses | 2,633 | 89 | 3% | 658 | - | 0% |
| Casualty and Liability Insurance | - | - | N/A | - | - | N/A |
| Utilities | 13,355 | 4,548 | 34% | 3,339 | 1,437 | 43% |
| Taxes and Licenses | 23,963 | 28,568 | 119% | 5,991 | 6,095 | 102% |
| Interest Expense | - | - | N/A | - | - | N/A |
| Total Operating Expenses | 6,233,253 | 6,569,233 | 105% | 1,558,313 | 1,449,983 | 93% |
| OPERATING GAIN / (LOSS) | \$ 193,867 | \$ (323,819) | N/A | \$ 48,467 | \$ 138,380 | N/A |

Finance Committee Information Item #6.B.

To: LYNX Finance & Audit Committee

From: Blanche Sherman
DIRECTOR OF FINANCE
CRAIG CHARRETTE
(Technical Contact)
Nancy Navarro
(Technical Contact)

Phone: 407.841.2279 ext: 6100

Item Name: Monthly Financial Report - February 28,2017

Date: 3/21/2017

Please find attached the preliminary monthly financial report for the fourth month ending February 28, 2017. LYNX's Statement of Revenues, Expenses, and Changes in Net Assets (Operating Statement) for the fourth month ending February 28, 2017 reflect total revenue earned in the amount of \$50,820,341 and total expenses incurred in the amount of \$49,359,204 resulting in a net operating profit of \$1,461,137.

- Fixed route, Vanpool, and Neighbor Link services resulted in an operating profit of \$1,877,377 for the fourth month of the fiscal year.
- Paratransit services resulted in a loss of (\$416,240) for the fourth month of the fiscal year.

Fixed Route Operations:

The year-to-date Operating Revenues are 95% of the budgeted amount as of February 2017. Customer fares are 96% or (\$455,657) less than the budgeted amount year-to-date.

Advertising revenue is 67% of the amount budgeted for the month of February 2017. Advertising year-to-date is 24% lower or (\$235,954) than the budgeted amount; moreover, advertising is down on a national average, but the guaranteed revenue continues to be paid monthly. Actual revenues through February 28, 2017, for advertising on buses, shelters, and in-kind (trade) transactions are \$495,833 \$239,935 and \$0, respectively. Direct Media's staff continue to enhance LYNX' advertising program and to increase the advertising revenue stream. Direct Media's sales staff is actively seeking new clients and working with existing clients to offer an attractive and affordable advertising program.

In an attempt to stabilize fuel cost in the future, LYNX' staff entered into a fuel hedging arrangement with Merrill Lynch Commodities, Incorporated. During the month of February 2017, LYNX locked in one hundred eleven percent 111% of the total monthly purchases, resulting in the cap (LYNX locked) prices higher than the future (float) prices. At this time, LYNX is 100% or \$5,496 less than budget year-to-date. In the month of February LYNX paid an average price of \$1.75 (net) per gallon for diesel fuel and \$1.40 (net) per gallon for bio-diesel, plus fuel hedging losses which is lower than the budgeted price per gallon of \$2.24 (net). The national diesel fuel price for the month of February 2017 was \$2.22 (net).

LYNX' staff proactively seeks ways to maximize operational efficiencies and improve services. As a result, fixed route operating expenses for salaries are 9% or \$1,836,484 under budget, while fringe benefits are 5% or \$581,544 under budget due to the Union sick time buy back; respectively, both together remain \$2,418,028 under budget due to various vacancies as of February 28, 2017. Other materials and supplies expenses are 11% or \$350,627 under budget. Professional service expenses are 59% or \$1,516,174 under budget due to various planning projects that do not commence until later in the current fiscal year. Expenditures associated with other services, contract maintenance and other miscellaneous expenses are less than budget, with the exception of Taxes and Licensing. Collections for the CNG Royalties in the fifth month of the fiscal year currently amounts to \$9,298 for CNG purchases.

Paratransit Operations:

Paratransit's operational loss for the year is currently (\$416,240). Purchased Transportation Services are 7% over budget or (\$470,938) over the budgeted amount. The year-to-date cost of unleaded fuel is 12% over budget or (\$82,579) for the fifth month of the new fiscal year. During the month of February 2017, LYNX locked in seventy percent (70%) of the total monthly purchases, resulting in cap (LYNX locked) prices higher than the future (float) prices. The fuel is budgeted at a net price of \$2.37 (net) per gallon in the FY2017 budget. LYNX is currently paying \$1.62 (net) per gallon. The national unleaded fuel price for the month of February 2017 was \$2.08 (net). An analysis of year-to-date purchased transportation trips and costs is as follows:

| ACCESS LYNX | | | |
|--|-------------------------|----------------------|--------------------|
| FY2017 | Trips (Year-to-Date) | Blended Trip Rate | Costs |
| | | | |
| Actual (with est.) | 271,417 | \$29.03 | \$7,902,006 |
| | | | |
| Budget (rounding) | 221,039 | \$28.46 | \$6,290,060 |
| | | | |
| Trips / Costs Over (Under) Budget | 50,378 | \$0.57 | \$1,611,946 |

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES AND EXPENSES
FOR THE MONTH OF FEBRUARY 2017 AND THE FOUR MONTHS ENDED FEBRUARY 28, 2017

| | Year to Date | | | Month of February | | |
|---------------------------------------|---------------------|---------------------|----------|--------------------|-------------------|----------|
| | <u>Budget</u> | <u>Actual</u> | <u>%</u> | <u>Budget</u> | <u>Actual</u> | <u>%</u> |
| OPERATING REVENUES | | | | | | |
| Customer Fares | \$ 10,903,141 | 10,521,016 | 96% | \$ 2,180,628 | \$ 2,132,736 | 98% |
| Contract Services: | | | | | | |
| Local Financial Assistance | 5,972,305 | 6,003,609 | 101% | 1,194,461 | 1,194,032 | 100% |
| Other Contractual Services | 1,886,970 | 1,867,509 | | 377,394 | 355,557 | |
| Advertising | 984,223 | 748,269 | 76% | 196,845 | 132,434 | 67% |
| Other Operating Income | <u>270,865</u> | <u>116,171</u> | 43% | <u>54,173</u> | <u>33,153</u> | 61% |
| Total Operating Revenues | <u>20,017,503</u> | <u>19,256,574</u> | 96% | <u>4,003,501</u> | <u>3,847,911</u> | 96% |
| NONOPERATING REVENUES | | | | | | |
| Operating assistance grants: | | | | | | |
| State of Florida | 4,280,721 | 4,226,148 | 99% | 856,144 | 845,230 | 99% |
| Local | 20,294,017 | 20,228,809 | 100% | 4,058,803 | 4,045,762 | 100% |
| Planning and other assistance grants: | | | | | | |
| Federal - Other | 7,228,605 | 5,843,925 | 81% | 1,445,721 | 1,178,146 | 81% |
| State of Florida - Other | 1,325,230 | 1,002,867 | 76% | 265,046 | 225,605 | 85% |
| Local Matching - Other | 456,250 | 17 | N/A | 91,250 | - | N/A |
| Interest Income | 12,971 | 51,552 | 397% | 2,594 | 9,728 | 375% |
| Gain / (Loss) on Sale of Assets | <u>-</u> | <u>210,449</u> | N/A | <u>-</u> | <u>5,396</u> | N/A |
| Total Nonoperating Revenues | <u>33,597,794</u> | <u>31,563,767</u> | 94% | <u>6,719,559</u> | <u>6,309,866</u> | 94% |
| Total Revenues | <u>53,615,298</u> | <u>50,820,341</u> | 95% | <u>10,723,060</u> | <u>10,157,778</u> | 95% |
| OPERATING EXPENSES | | | | | | |
| Salaries and Wages | 20,182,859 | 18,328,511 | 91% | 4,036,572 | 3,410,367 | 84% |
| Fringe Benefits | 11,467,254 | 10,891,061 | 95% | 2,293,451 | 1,629,693 | 71% |
| Purchased Transportation Services | 7,604,677 | 7,925,586 | 104% | 1,520,935 | 1,606,020 | 106% |
| Fuel | 3,887,482 | 3,964,565 | 102% | 777,496 | 773,497 | 99% |
| Other Materials and Supplies | 3,322,248 | 2,966,973 | 89% | 664,450 | 730,264 | 110% |
| Professional Services | 2,669,097 | 1,079,793 | 40% | 533,819 | 192,790 | 36% |
| Other Services | 2,570,680 | 2,119,934 | 82% | 514,136 | 593,475 | 115% |
| Lease and Miscellaneous Expenses | 556,958 | 495,619 | 89% | 111,392 | 67,462 | 61% |
| Casualty and Liability Insurance | 941,365 | 799,905 | 85% | 188,273 | 153,437 | 81% |
| Utilities | 614,617 | 496,453 | 81% | 122,923 | 111,820 | 91% |
| Taxes and Licenses | 182,018 | 247,293 | 136% | 36,404 | 40,978 | 113% |
| Interest Expense | <u>42,437</u> | <u>43,512</u> | 103% | <u>8,487</u> | <u>8,274</u> | 97% |
| Total Operating Expenses | <u>54,041,692</u> | <u>49,359,204</u> | 91% | <u>10,808,338</u> | <u>9,318,077</u> | 86% |
| OPERATING GAIN / (LOSS) | <u>\$ (426,394)</u> | <u>\$ 1,461,138</u> | N/A | <u>\$ (85,279)</u> | <u>\$ 839,701</u> | N/A |

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
FIXED-ROUTE, VANPOOL AND NEIGHORLINK SEGMENT
FOR THE MONTH OF FEBRUARY 2017 AND THE FOUR MONTHS ENDED FEBRUARY 28, 2017
(UNAUDITED)

| | Year to Date | | | Month of February | | |
|---------------------------------------|---------------------|---------------------|----------|---------------------|-------------------|----------|
| | <u>Budget</u> | <u>Actual</u> | <u>%</u> | <u>Budget</u> | <u>Actual</u> | <u>%</u> |
| OPERATING REVENUES | | | | | | |
| Customer Fares | \$ 10,149,624 | \$ 9,693,967 | 96% | \$ 2,029,925 | \$ 1,966,780 | 97% |
| Contract Services: | | | | | | |
| Local Financial Assistance | 5,972,305 | 6,003,609 | 101% | 1,194,461 | 1,194,032 | 100% |
| Other Contractual Services | 110,298 | 85,793 | N/A | 22,060 | - | N/A |
| Advertising | 984,223 | 748,269 | 76% | 196,845 | 132,434 | 67% |
| Other Operating Income | <u>270,865</u> | <u>116,171</u> | 43% | <u>54,173</u> | <u>33,153</u> | 61% |
| Total Operating Revenues | <u>17,487,315</u> | <u>16,647,810</u> | 95% | <u>3,497,463</u> | <u>3,326,398</u> | 95% |
| NONOPERATING REVENUES | | | | | | |
| Operating assistance grants: | | | | | | |
| Federal | - | - | N/A | - | - | |
| State of Florida | 4,280,721 | 4,226,148 | 99% | 856,144 | 845,230 | 99% |
| Local | 16,350,978 | 16,350,979 | 100% | 3,270,195 | 3,270,196 | 100% |
| Planning and other assistance grants: | | | | | | |
| Federal - Other | 5,713,570 | 4,516,184 | 79% | 1,142,714 | 906,304 | 79% |
| State of Florida - Other | 1,279,593 | 1,002,867 | 78% | 255,919 | 225,605 | 88% |
| Local Matching - Other | 456,250 | 17 | N/A | 91,250 | - | N/A |
| Interest Income | 12,971 | 51,552 | 397% | 2,594 | 9,728 | 375% |
| Gain / (Loss) on the Sale of Assets | <u>-</u> | <u>210,449</u> | N/A | <u>-</u> | <u>5,396</u> | N/A |
| Total Nonoperating Revenues | <u>28,094,083</u> | <u>26,358,196</u> | 94% | <u>5,618,817</u> | <u>5,262,459</u> | 94% |
| Total Revenues | <u>45,581,397</u> | <u>43,006,006</u> | 94% | <u>9,116,280</u> | <u>8,588,857</u> | 94% |
| OPERATING EXPENSES | | | | | | |
| Salaries and Wages | 19,995,073 | 18,158,589 | 91% | 3,999,015 | 3,366,308 | 84% |
| Fringe Benefits | 11,347,187 | 10,765,643 | 95% | 2,269,437 | 1,616,107 | 71% |
| Purchased Transportation Services | 1,095,542 | 945,513 | 86% | 219,108 | 182,544 | 83% |
| Fuel | 3,188,460 | 3,182,964 | 100% | 637,692 | 620,233 | 97% |
| Other Materials and Supplies | 3,316,856 | 2,966,229 | 89% | 663,371 | 730,234 | 110% |
| Professional Services | 2,556,989 | 1,040,815 | 41% | 511,398 | 188,474 | 37% |
| Other Services | 2,462,564 | 2,027,804 | 82% | 492,513 | 579,368 | 118% |
| Lease and Miscellaneous Expenses | 553,667 | 494,470 | 89% | 110,733 | 66,402 | 60% |
| Casualty and Liability Insurance | 941,365 | 799,905 | 85% | 188,273 | 153,437 | 81% |
| Utilities | 597,922 | 490,565 | 82% | 119,584 | 110,480 | 92% |
| Taxes and Licenses | 152,064 | 212,620 | 140% | 30,413 | 34,873 | 115% |
| Interest Expense | <u>42,437</u> | <u>43,512</u> | 103% | <u>8,487</u> | <u>8,274</u> | 97% |
| Total Operating Expenses | <u>46,250,126</u> | <u>41,128,629</u> | 89% | <u>9,250,025</u> | <u>7,656,736</u> | 83% |
| OPERATING GAIN / (LOSS) | <u>\$ (668,729)</u> | <u>\$ 1,877,377</u> | N/A | <u>\$ (133,746)</u> | <u>\$ 932,121</u> | N/A |

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY
PARATRANSIT SEGMENT
FOR THE MONTH OF FEBRUARY 2017 AND THE FOUR MONTHS ENDED FEBRUARY 28, 2017
(UNAUDITED)

| | Year to Date | | | Month of February | | |
|---------------------------------------|-------------------|---------------------|------|-------------------|--------------------|------|
| | Budget | Actual | % | Budget | Actual | % |
| OPERATING REVENUES | | | | | | |
| Customer Fares | \$ 753,517 | \$ 827,049 | 110% | \$ 150,703 | \$ 165,957 | 110% |
| Contract Services: | | | | | | |
| Local Financial Assistance | - | - | N/A | - | - | N/A |
| Other Contractual Services | 1,776,672 | 1,781,716 | 100% | 355,334 | 355,557 | 100% |
| Advertising | - | - | N/A | - | - | N/A |
| Other Operating Income | - | - | N/A | - | - | N/A |
| Total Operating Revenues | <u>2,530,189</u> | <u>2,608,764</u> | 103% | <u>506,038</u> | <u>521,513</u> | 103% |
| NONOPERATING REVENUES | | | | | | |
| Operating assistance grants: | | | | | | |
| Federal | - | - | N/A | - | - | N/A |
| State of Florida | - | - | N/A | - | - | N/A |
| Local | 3,943,039 | 3,877,830 | 98% | 788,608 | 775,566 | 98% |
| Planning and other assistance grants: | | | | | | |
| Federal - Other | 1,515,035 | 1,327,741 | 88% | 303,007 | 271,842 | 90% |
| State of Florida - Other | 45,638 | - | N/A | 9,128 | - | N/A |
| Local Matching - Other | - | - | N/A | - | - | N/A |
| Interest Income | - | - | N/A | - | - | N/A |
| Gain / (Loss) on the Sale of Assets | - | - | N/A | - | - | N/A |
| Total Nonoperating Revenues | <u>5,503,712</u> | <u>5,205,571</u> | 95% | <u>1,100,742</u> | <u>1,047,408</u> | 95% |
| Total Revenues | <u>8,033,900</u> | <u>7,814,336</u> | 97% | <u>1,606,780</u> | <u>1,568,921</u> | 98% |
| OPERATING EXPENSES | | | | | | |
| Salaries and Wages | 187,786 | 169,922 | 90% | 37,557 | 44,060 | 117% |
| Fringe Benefits | 120,067 | 125,418 | 104% | 24,013 | 13,585 | 57% |
| Purchased Transportation Services | 6,509,135 | 6,980,073 | 107% | 1,301,827 | 1,423,475 | 109% |
| Fuel | 699,022 | 781,601 | 112% | 139,804 | 153,264 | 110% |
| Other Materials and Supplies | 5,392 | 744 | 14% | 1,078 | 30 | 3% |
| Professional Services | 112,108 | 38,978 | 35% | 22,422 | 4,317 | 19% |
| Other Services | 108,116 | 92,130 | 85% | 21,623 | 14,107 | 65% |
| Lease and Miscellaneous Expenses | 3,291 | 1,149 | 35% | 658 | 1,060 | 161% |
| Casualty and Liability Insurance | - | - | N/A | - | - | N/A |
| Utilities | 16,694 | 5,888 | 35% | 3,339 | 1,340 | 40% |
| Taxes and Licenses | 29,954 | 34,673 | 116% | 5,991 | 6,105 | 102% |
| Interest Expense | - | - | N/A | - | - | N/A |
| Total Operating Expenses | <u>7,791,566</u> | <u>8,230,575</u> | 106% | <u>1,558,313</u> | <u>1,661,342</u> | 107% |
| OPERATING GAIN / (LOSS) | <u>\$ 242,334</u> | <u>\$ (416,240)</u> | N/A | <u>\$ 48,467</u> | <u>\$ (92,421)</u> | N/A |