

# LYNX Board Agenda

Meeting Date: 1/26/2023  
Meeting Time: 1:00 PM

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

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

## 1. Call to Order

## 2. Approval of Minutes

-  Board of Directors Meeting Minutes 12.15.22 Pg 3

## 3. Public Comments



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

## 4. Chief Executive Officer's Report




## 5. Oversight Committee Report

## 6. Consent Agenda


### A. Request for Proposal (RFP)

- i.  Authorization to Release a Request for Proposal (RFP) for Contracted Janitorial Services for LYNX Facilities Pg 7
- ii.  Authorization to Release a Request for Proposal (RFP) for a Health Benefits Consultant Pg 9


### B. Miscellaneous




- i.  Authorization to Execute a Contract with the Center for Transportation and the Environment for a Not to Exceed Amount of \$816,500 for Project Management and Technical Assistance on the Battery Electric Bus Electrification Project Pg 10
- ii.  Authorization to Dispose of Items Accumulated Through the Lost and Found Process Pg 13
- iii.  Authorization to Auction Surplus Capital Items Pg 15

## 7. Action Agenda



- A.  Authorization to Ratify a Grant Application Submitted to the Florida Department of Transportation for the FY2023 Intermodal Development Funding Program for the Orlando International Airport Bus Transfer Facility Feasibility Study and Preliminary Design and Adoption of Resolution #23-001 Pg 27

-Attachments 

- B.  Authorization to Transition NeighborLink "On-Demand" Service to Internal LYNX Operation Pg 31

- C.  Chief Executive Officer Position Pg 33
- D.  Authorization to Negotiate and Execute an Agreement for Temporary Employment with Mr. Frank Martin Pg 34
- E.  Election of LYNX Board of Directors Officers Pg 36

## 8. Information Items

- A.  Notification of Settlement Agreements Pursuant to Administrative Rule 6 - December 2022 Pg 37
- B.  Notification of Sole Source Procurements Pursuant to Administrative Rule 4 Pg 39

-Attachments 

## 9. Monthly Reports

- A.  Communications Report - December 2022 Pg 42
- B.  Communications Report - November 2022 Pg 48
- C.  Monthly Financial Report - October 2022 Pg 54

-Attachments 

- D.  Ridership Report - November 2022 Pg 56

-Attachments 

## 10. Other Business

## 11. Adjourned

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

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

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

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

**DATE:**       **December 15, 2022**

**TIME:**       **1:30 p.m.**

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**Members in Attendance:**

Jerry Demings, Mayor, Orange County, Chair

Viviana Janer, Commissioner, Osceola County BoCC, Vice-Chair

Buddy Dyer, Mayor, City of Orlando

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

**1.    Call to Order**

Chair Demings called the meeting to order at 1:30 p.m.

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

**2.    Approval of Minutes**

Commissioner Janer moved to approve the Board of Directors meeting minutes of October 27, 2022. Mayor Dyer seconded. The minutes were unanimously approved as presented.

**3.    Public Comments**

Thomas Conley – Altamonte Springs, FL

Mr. Conley complimented ACCESS LYNX services for getting him to his appointments.

Paula Perea – Orlando, FL

Ms. Perea stated that she likes the map located on the Lymmo Line. She also likes route 535 in Winter Garden.

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

Tiffany Homler-Hawkins, Interim Chief Executive Officer, stated that Service changes were implemented last Sunday. This change included a new route in Osceola, and that has received positive feedback

Ridership is steady at 55,000. Trips surpassed 60,000 on November 14.

Recruitment efforts continue, and a report will be given next month on the recruitment incentives that were passed by the Board in July.

Hurricane Nicole suspended service on November 9 at 11:00 p.m. Service was restored by 2:30 p.m. on November 10.

The Holiday bus, in its twenty-fifth year, is giving free rides to passengers.

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

Commissioner Janer, Chair of the Oversight Committee provided her report on the Oversight Committee meeting that met earlier. She stated that the committee approved the minutes from the October 27, 2022, Oversight meeting.

Michelle McCrimmon, Vice-Chair of the Finance & Audit Committee, gave a report on the December 1, 2022 Finance & Audit Committee. The Finance Committee recommends approval of all Consent Agenda items.

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

The Committee received a detailed presentation on the NeighborLink services.

#### **6. Consent Agenda:**

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

##### **A. Award Contracts**

- i. Authorization to Negotiate and Award a Contract to PYE-Barker Fire & Safety, LLC for Transit Bus Engine Compartment Fire Suppression Systems Inspection and Maintenance Services
- ii. Authorization to Negotiate and Award a Contract to Reladyne Florida, LLC for the Provision of Bulk Oils, Fluids and Lubricants
- iii. Authorization to Negotiate and Award a Contract to Towlando Towing & Recovery, Inc. for Transit Bus and Support Vehicle Towing Services

- B. Extension of Contracts
  - i. Authorization to Exercise Option Year One of Contract #20-C37 for Vanpool Support with Enterprise Leasing Company of Orlando, LLC D/B/A Commute with Enterprise
  - ii. Authorization to Exercise the Second Option Year of Contract #19-C48 with GC&E Systems Group, LLC for Digital Camera Purchase, Installation, and Related Services
  - iii. Authorization to Exercise the First Option Year for Contract #20-C45 with Advanced Document Solutions (Copier, Printer, Scanner, Fax)
- C. Miscellaneous
  - i. Authorization to Purchase Microsoft Office 365 Subscription-Based Licenses Through Cooperative Purchase Contract: Sourcewell 081419
  - ii. Authorization to Purchase Twenty-Five (25) 40' Compressed Natural Gas (CNG) Replacement Buses
  - iii. Authorization to Enter into FY2023 Contribution Agreement with Orange County, Florida
  - iv. Authorization to Submit Grant Applications to the Florida Department of Transportation (FDOT) for the Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 Program and the Bus and Bus Facilities Section 5339 Program and Adoption of Resolution #22-009

Secretary Tyler stated that he needs to abstain from item 6.C.iv.

Mayor Dyer made a motion to approve Consent Agenda items 6.A.i. through 6.C.iii. Seconded by Commissioner Janer. Motion passed unanimously.

Mayor Dyer made a motion to approve Consent Agenda item 6.C.iv. Seconded by Commissioner Janer. Motion passed with Secretary Tyler abstaining.

## **7. Action Agenda**

- A. Authorization to Notify MetroPlan Orlando of LYNX's Intent to Continue as the Community Transportation Coordinator (CTC) for Orange, Osceola, and Seminole Counties

Mayor Demings recognized Norm Hickling, Director of Mobility Services, to make the presentation. Mr. Hickling stated that there is one Community Transportation Coordinator for each County. The designation allows for grant applications, and provide transportation to specific cliental. This is a five-year term.

Commissioner Janer made a motion for Authorization to Notify MetroPlan Orlando of LYNX's Intent to Continue as the Community Transportation Coordinator (CTC) for Orange, Osceola, and Seminole Counties. Second by Mayor Dyer. Motion passed unanimously.

B. Authorization to Approve the LYNX Board of Directors Meeting Dates for 2023

Mayor Demings recognized Tiffany Homler Hawkins, Interim Chief Executive Officer. Ms. Homler Hawkins stated that LYNX Board of Directors meets on the fourth Thursday of each month, with the exception of a combined November and December meeting.

Commissioner Janer made a motion to approve the LYNX Board of Directors Meeting Dates for 2023. Seconded by Mayor Dyer. Motion passed unanimously.

**8. Information Items**

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

- A. Notification of Settlement Agreements Pursuant to Administrative Rule 6 – November 2022
- B. Notification of Settlement Agreements Pursuant to Administrative Rule 6 – October 2022
- C. Notification of Sole Source Procurements Pursuant to Administrative Rule 4

**9. Other Business**

No other business was discussed.

**10. Monthly Reports: (For review purposes only)**

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

- A. Communications Report – October 2022
- B. Monthly Financial Report – August 2022
- C. Ridership Report – October 2022
- D. Ridership Report – September 2022

**12. Adjourned:**

The meeting adjourned at 1:48 p.m.

**Certification of Minutes:**

I certify that the foregoing minutes of the December 15, 2022 LYNX Board of Director's meeting are true and correct, approved by the Board of Directors.

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Assistant

# LYNX Board Agenda

## Consent Agenda Item #6.A. i

**To:** LYNX Board of Directors

**From:** Elvis Dovaes  
Director Of Maintenance  
Ricky Gonzalez  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6239

**Item Name:** Authorization to Release a Request for Proposal (RFP) for Contracted Janitorial Services for LYNX Facilities

**Date:** 1/26/2023

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for contracted janitorial services for LYNX facilities.

### **BACKGROUND:**

Janitorial services are contracted for the following LYNX facilities:

- LYNX Central Station, Floors 2-6, located at 455 N. Garland Ave, Orlando, FL 32801
- LYNX Operations Center Building-B, located at 2500 Lynx Lane, Orlando, FL 32804

The services include but may not be limited to:

- Daily office cleaning
- Daily trash removal
- Daily cleaning of break rooms
- Maintenance of carpeted and waxed floors
- Cleaning of interior windows

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

A DBE participation goal is not applicable for this activity.

# LYNX Board Agenda

## **FISCAL IMPACT:**

The FY2023 Approved Operating Budget includes \$276,000 for contracted janitorial services for LYNX facilities.



# LYNX Board Agenda

## Consent Agenda Item #6.A. ii

**To:** LYNX Board of Directors

**From:** Terri Setterington  
Director Of Human Resources  
Brian Anderson  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6106

**Item Name:** Authorization to Release a Request for Proposal (RFP) for a Health Benefits Consultant

**Date:** 1/26/2023

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to issue a Request for Proposal (RFP) for Health Benefits Consulting Services.

### **BACKGROUND:**

LYNX has utilized a Health Benefits Consultant to help analyze costs, trends and work on RFP's as needed for its various health and welfare benefits. The consultant will also give input and support LYNX wellness initiatives. LYNX was piggybacking off an Orange County contract but would like to do an RFP in an effort to examine the marketplace.

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

A DBE participation goal is not applicable for this activity.

### **FISCAL IMPACT:**

The FY2023 Approved Operating Budget includes \$168,930 for Health Benefits Consulting Services.

# LYNX Board Agenda

## Consent Agenda Item #6.B. i

**To:** LYNX Board of Directors

**From:** William Slot  
Chief Innovation Officer  
Kenneth Jamison  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6146

**Item Name:** Authorization to Execute a Contract with the Center for Transportation and the Environment for a Not to Exceed Amount of \$816,500 for Project Management and Technical Assistance on the Battery Electric Bus Electrification Project

**Date:** 1/26/2023

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute a contract for Project Management and Technical Assistance to the Center for Transportation and the Environment (CTE) in an amount not to exceed \$816,500 for a period of four years.

### **BACKGROUND:**

On April 28, 2022, the LYNX Board of Directors authorized LYNX to submit a grant application to the Federal Transit Administration (FTA) for the FY2022 Low or No (Low-No) Emission Grant Program and the Bus and Bus Facilities (Bus & Bus Facilities) Competitive Program for fixed route electric buses and NeighborLink electric vehicles and associated charging equipment and training. LYNX included in the Project Implementation Strategy the selection of CTE to serve as project manager and to provide technical assistance throughout the project.

The Low-No and Bus & Bus Facilities funding opportunity released on March 7, 2022 authorizes an eligible recipient "to submit an application in partnership with other entities that intend to participate in the implementation of the project, including, but not limited to, specific vehicle manufacturers, equipment vendors, owners or operators of related facilities, or project consultants. If an application that involves such a partnership is selected for funding, the competitive selection process will be deemed to satisfy the requirement for a competitive procurement under 49 U.S.C. 5325(a) for the named entities." LYNX included as part of the

# LYNX ard Agenda

project partnership the selection of CTE to serve as project manager and to provide technical assistance throughout the project.

The application was submitted to include the costs of charging stations and the incremental cost of purchasing five (5) NeighborLink battery electric vehicles and twenty (20) battery electric buses rather than diesel buses.

CTE is a 501(c)(3) non-profit organization founded in 1993. CTE's mission is to improve the health of our climate and communities by bringing people together to develop and commercialize clean, efficient, and sustainable transportation technologies. CTE collaborates with federal, state, and local governments; fleets; and vehicle technology manufacturers to advance clean, sustainable, and innovative transportation and energy technologies. Since 1993, CTE has managed a portfolio of more than \$530 million in research, development, and demonstration projects funded by a variety of federal and state organizations including the U.S. Departments of Transportation, Energy, Defense, and Interior, as well as the California Air Resources Board (CARB) and California Energy Commission.

CTE is experienced in developing, implementing, and administering advanced transportation technology projects, with a focus on zero-emission transit buses. The lack of widespread deployments can present challenges for transit agencies unfamiliar with the technology. CTE has provided technical assistance and project management services to more than 75 transit agencies that have either deployed, or will soon deploy, more than 430 zero-emission buses. CTE has developed a Zero-Emission Smart Deployment Methodology to ensure that the fleet operator matches the most appropriate propulsion technology to the intended use, operational strategy, and deployment situation.

The budget submitted includes:

\$16,132,025	5339(c) funding request
<u>\$12,950,000</u>	Other Federal Funds
\$29,082,025	Total Cost

The secured local share for this project used Transportation Development Credits (TDC) from the Florida Department of Transportation (FDOT).

The project budget submitted with the grant application includes the following for services by CTE:

\$475,000	Project Management and Technical Support – Fixed Route
\$260,500	Project Management and Technical Support– NeighborLink
\$31,000	Pre/Post Buy America Audits
<u>\$50,000</u>	Quality management periodic inspection
\$816,500	Total

# LYNX Board Agenda

The FTA provided a Grant Advance Notice on August 10, 2022 to Congress of Department of Transportation (DOT) Discretionary Grant Awards, including \$16,132,025 for LYNX. This amount fully funds the LYNX request in the submission.

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

A DBE participation goal is not applicable for this activity.

## **FISCAL IMPACT:**

LYNX was awarded \$16,132,025 for the purchase of electric vehicles and charging infrastructure. This includes \$816,500 for program management. This expense will be fully funded by Federal funds.

# LYNX Board Agenda

## Consent Agenda Item #6.B. ii

**To:** LYNX Board of Directors

**From:** Michelle Daley  
Director Of Finance  
Kenneth Roberts  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6014

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

**Date:** 1/26/2023

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### **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.

### **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's 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.

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

A DBE participation goal is not applicable for this activity.

# LYNX Board Agenda

## FISCAL IMPACT:

The net proceeds from this sale will be included in LYNX's FY2022 non-operating revenue.

### **Lost and Found Articles** **Items to Donate or Auction**

Article	Count of Article
CELLPHONE	225
PURSE/WALLET	215
BAG	142
BICYCLE	138
ELECTRONIC DEVICE	84
CLOTHING	78
BACKPACK	67
EYEGLASSES	66
UMBRELLA	38
ENVELOPE	20
JEWELRY	13
BOOK	13
CANE	11
THERMOS/MUG	10
FOOTWEAR	8
WALKER	6
WATCH	5
CASE LAPTOP/HEADSET	4
TOY	4
CHAIR	3
COOLER	2
CD/DVD	2
CHAIN	2
STROLLER	2
WHEELCHAIR FOOT REST	2
PILLOW	1
PEDOMETER	1
SLEEPING BAG	1
CRUTCHES	1
GIFT BOX	1
HAT	1
MIRROR	1
CART	1
LOCK	1
<b>Grand Total</b>	<b>1169</b>

# LYNX Board Agenda

## Consent Agenda Item #6.B. iii

**To:** LYNX Board of Directors

**From:** Michelle Daley  
Director Of Finance  
Kenneth Roberts  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6014

**Item Name:** Authorization to Auction Surplus Capital Items

**Date:** 1/26/2023

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### **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. The following surplus items require authorization for retirement and disposal at the public auction pursuant to Administrative Rule 4.16.2.A:

#### **Revenue Vehicles:**

Revenue Vehicles with a total net book value of \$0.

- There are 42 Revenue Vehicles. Most of these buses were involved in serious bus accidents and were purchased back from the insurance carrier and salvaged for valuable parts. Other buses over 12 years old were involved in minor accidents, but being that they were not LYNX insurance policy due to age, it is not economical to repair them because those buses were already scheduled for retirement.

# LYNX Board Agenda

## Support Vehicles

Support Vehicles with a total net book value of \$0

- There are 18 Support Vehicles that has reached the end of their useful life and exceeding the FTA mileage requirement.

## Surplus Equipment

Surplus equipment with a total net book value of \$3,269

### Categorical Totals

Category	Acquisition Value	Net Book Value
Revenue Vehicles	14,660,119	0
Support Vehicles	529,429	0
Surplus Equipment	488,723	3,269
<b>GRAND TOTAL</b>	<b>\$15,678,271</b>	<b>\$3,269</b>

### 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 \$3,269. 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 FY2023.



# LYNX ard Agenda

## Detail List of Surplus Equipment

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
011083	594	Gillig Bus	RV	09/30/06	9	289,624	0
011101	585	Gillig Bus	RV	09/30/06	9	289,624	0
011143	584	Gillig Bus	RV	09/30/06	9	289,624	0
011146	707	Gillig Bus	RV	09/30/06	9	288,661	0
011444	607	Gillig Bus	RV	06/30/07	9	299,083	0
011445	711	Gillig Bus	RV	06/30/07	9	274,502	0
011453	804	Gillig Bus	RV	06/30/07	9	293,815	0
011596	716	Gillig Bus	RV	09/30/07	9	369,852	0
011600	720	Gillig Bus	RV	09/30/07	9	369,852	0
011602	609	Gillig Bus	RV	09/30/07	9	374,048	0
011605	612	Gillig Bus	RV	09/30/07	9	374,048	0
011607	614	Gillig Bus	RV	09/30/07	9	374,048	0
011608	615	Gillig Bus	RV	09/30/07	9	374,048	0
011616	623	Gillig Bus	RV	09/30/07	9	374,048	0
011795	626	Gillig Bus	RV	09/30/07	9	311,273	0
011802	627	Gillig Bus	RV	09/30/07	9	311,273	0
011808	629	Gillig Bus	RV	09/30/07	9	311,273	0
011826	635	Gillig Bus	RV	09/30/07	9	311,273	0
012448	805	Gillig Bus	RV	11/30/07	9	313,981	0
012466	811	Gillig Bus	RV	11/30/07	9	313,981	0
012469	812	Gillig Bus	RV	11/30/07	9	313,981	0
012485	726	Gillig Bus	RV	12/31/07	9	289,014	0
012497	639	Gillig Bus	RV	12/31/07	9	313,593	0
012504	640	Gillig Bus	RV	12/31/07	9	313,593	0
012538	723	Gillig Bus	RV	02/28/08	9	289,014	0
012541	724	Gillig Bus	RV	02/28/08	9	289,014	0
012631	649	Gillig Bus	RV	09/30/08	9	319,266	0
012634	650	Gillig Bus	RV	09/30/08	9	319,266	0
012640	652	Gillig Bus	RV	09/30/08	9	319,266	0
012646	654	Gillig Bus	RV	09/30/08	9	319,266	0
012679	663	Gillig Bus	RV	09/30/08	9	322,662	0

# LYNX Board Agenda

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
012685	733	Gillig Bus	RV	09/30/08	9	314,661	0
012688	735	Gillig Bus	RV	09/30/08	9	314,661	0
012691	664	Gillig Bus	RV	09/30/08	9	322,662	0
012694	665	Gillig Bus	RV	09/30/08	9	322,662	0
012697	661	Gillig Bus	RV	09/30/08	9	322,662	0
012700	736	Gillig Bus	RV	09/30/08	9	314,661	0
012703	737	Gillig Bus	RV	09/30/08	9	314,661	0
012709	739	Gillig Bus	RV	09/30/08	9	314,661	0
012721	731	Gillig Bus	RV	09/30/08	9	310,046	0
012724	732	Gillig Bus	RV	09/30/08	9	310,046	0
011084	594A	Engine	RV	09/30/06	5	21,800	0
011102	585A	Engine	RV	09/30/06	5	21,800	0
011144	584A	Engine	RV	09/30/06	5	21,800	0
011147	707A	Engine	RV	09/30/06	5	21,727	0
011485	607A	Engine	RV	06/30/07	5	19,626	0
011490	711A	Engine	RV	06/30/07	5	19,636	0
011530	804A	Engine	RV	06/30/07	5	19,626	0
011617	716A	Engine	RV	09/30/07	5	22,976	0
011625	720A	Engine	RV	09/30/07	5	22,976	0
011629	609A	Engine	RV	09/30/07	5	22,976	0
011635	612A	Engine	RV	09/30/07	5	22,976	0
011639	614A	Engine	RV	09/30/07	5	22,976	0
011641	615A	Engine	RV	09/30/07	5	22,976	0
011657	623A	Engine	RV	09/30/07	5	22,976	0
011796	626A	Engine	RV	09/30/07	5	22,976	0
011803	627A	Engine	RV	09/30/07	5	22,976	0
011809	629A	Engine	RV	09/30/07	5	22,976	0
011827	635A	Engine	RV	09/30/07	5	22,976	0
012449	805A	Engine	RV	11/30/07	5	22,976	0
012467	811A	Engine	RV	11/30/07	5	22,976	0
012470	812A	Engine	RV	11/30/07	5	22,976	0
012473	813A	Engine	RV	11/30/07	5	22,976	0

# LYNX Board Agenda

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
012486	726A	Engine	RV	12/31/07	5	19,636	0
012498	639A	Engine	RV	12/31/07	5	22,976	0
012505	640A	Engine	RV	12/31/07	5	22,976	0
012539	723A	Engine	RV	02/28/08	5	19,636	0
012542	724A	Engine	RV	02/28/08	5	19,636	0
012632	649A	Engine	RV	09/30/08	9	22,976	0
012635	650A	Engine	RV	09/30/08	9	22,976	0
012641	652A	Engine	RV	09/30/08	9	22,976	0
012647	654A	Engine	RV	09/30/08	9	22,976	0
012680	663a	Engine	RV	09/30/08	5	22,976	0
012686	733a	Engine	RV	09/30/08	5	22,976	0
012689	735a	Engine	RV	09/30/08	5	22,976	0
012692	664a	Engine	RV	09/30/08	5	22,976	0
012695	665a	Engine	RV	09/30/08	5	22,976	0
012698	661a	Engine	RV	09/30/08	9	22,976	0
012701	736a	Engine	RV	09/30/08	5	22,976	0
012704	737a	Engine	RV	09/30/08	5	22,976	0
012710	739a	Engine	RV	09/30/08	5	22,976	0
012722	731a	Engine	RV	09/30/08	5	22,976	0
011085	594B	Transmission	RV	09/30/06	5	7,153	0
011103	585B	Transmission	RV	09/30/06	5	7,153	0
011145	584B	Transmission	RV	09/30/06	5	7,153	0
011148	707B	Transmission	RV	09/30/06	5	7,129	0
011618	716B	Transmission	RV	09/30/07	5	17,247	0
011626	720B	Transmission	RV	09/30/07	5	17,247	0
011630	609B	Transmission	RV	09/30/07	5	17,247	0
011636	612B	Transmission	RV	09/30/07	5	17,247	0
011640	614B	Transmission	RV	09/30/07	5	17,247	0
011642	615B	Transmission	RV	09/30/07	5	17,247	0
011658	623B	Transmission	RV	09/30/07	5	17,247	0
011797	626B	Transmission	RV	09/30/07	5	17,247	0
		<b>Subtotal Revenue Vehicles</b>				<b>14,660,119</b>	<b>0</b>

# LYNX Board Agenda

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
011549	27761	Ford XLT 10 Pass Van	OV	08/31/07	4	27,000	0
012560	28243	Ford Econoline Van	OV	01/31/08	4	27,000	0
012658	30122	Ford E-350XLT Van	OV	09/30/08	4	28,563	0
012661	30119	Ford E-350XLT Van	OV	09/30/08	4	28,563	0
012666	30130	Ford E-350XLT Van	OV	09/30/08	4	30,940	0
012795	30129	Ford E-350XLT Van	OV	09/30/08	4	30,940	0
012864	30120	Ford 12 passenger van	OV	01/01/09	5	28,563	0
014679	35756	2012 Ford E350 Van 12 Passenger	OV	09/30/12	5	32,212	0
014685	35751	2012 Ford E350 Van 10 Passenger	OV	09/30/12	5	29,979	0
014687	35754	2012 Ford E350 Van 12 Passenger	OV	09/30/12	5	32,212	0
014689	35753	2012 Ford E350 Van 12 Passenger	OV	09/30/12	5	32,212	0
014691	35814	2012 Ford E350 Van 12 Passenger	OV	09/30/12	5	32,212	0
016900	38868	2014 CHEVY TRAVERSE	OV	12/31/13	4	27,369	0
016922	38890	2014 CHEVY TRAVERSE	OV	12/31/13	4	27,369	0
017273	289-114	2014 FORD E350 EXT	OV	03/31/14	4	30,496	0
017950	41587	CHEVY TRAVERSE 7 PASSENGER 2015	OV	09/29/14	4	27,480	0
019250	233-116	2015 Ford Taurus 4DR Sedan	OV	02/01/16	4	26,864	0
019847	244-116	2016 Ford Taurus	OV	01/01/17	4	29,456	0
		<b>Subtotal Support Vehicles</b>				<b>529,429</b>	<b>0</b>

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
004111	1022	FILE, LAT, 4-DR, GREY	FE	12/11/97	5	301	0
004341	1103	CREDENZA-OPEN-OAK 21 X 72 FLEETWOOD	FE	08/26/98	5	325	0
004371	1307	FILE CABINET-4 DRAWER LATERAL	FE	08/21/98	5	883	0
004373	1324	FILE CABINET-4 DRAWER LATERAL	FE	08/21/98	5	883	0
004391	1290	FILE CABINET-4 DRAWER LATERAL	FE	08/21/98	5	883	0
004403	1306	FILE CABINET- 4 DRAWER LATERAL	FE	08/21/98	5	883	0
004481	1080	CREDENZA MARQUIS	FE	09/30/98	5	473	0
004581	1187	FILE-2 DRAWER LATERAL & HUTCH-M. OAK-ANETH WILLIAMS	FE	09/30/98	5	435	0
004616	1121	FILE-5 DRAWER LATERAL	FE	09/30/98	5	379	0
004621	1126	FILE-5 DRAWER LATERAL	FE	09/30/98	5	379	0

# LYNX Board Agenda

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
004675	1468	HI-BACK SWIVEL TILT CONFERENCE CHAIR	FE	09/28/98	5	711	0
004676	1469	HI-BACK SWIVEL TILT CONFERENCE CHAIR	FE	09/28/98	5	711	0
004678	1471	HI-BACK SWIVEL TILT CONFERENCE CHAIR	FE	09/28/98	5	711	0
004679	1472	HI-BACK SWIVEL TILT CONFERENCE CHAIR	FE	09/28/98	5	711	0
004682	1475	HI-BACK SWIVEL TILT CONFERENCE CHAIR	FE	09/28/98	5	711	0
004685	1478	HI-BACK SWIVEL TILT CONFERENCE CHAIR	FE	09/28/98	5	711	0
004697	1859	AMMCO BRAKE LATHE	FE	08/31/98	5	5,620	0
004812	1525	RED HIGH BACK CHAIR W/ ADJUST ARM	FE	12/11/98	5	332	0
004919	1555	FILE CABINET-2 DRAWER LATERAL OAK W/HUTCH 36X36	FE	03/25/99	5	428	0
004942	1634	FILE CABINET-HON 5 DRAWER LATERAL	FE	04/08/99	5	413	0
004947	1556	FILE CABINET-4 DRAWER LATERAL FLEETWOOD OAK	FE	04/30/99	5	562	0
004980	1697	TABLE-48"X20"X20" LOEWENSTEIN ESSEX ROYAL MAHOGANY	FE	05/20/99	5	411	0
004981	1696	TABLE-48"X20"X20" LOEWENSTEIN ESSEX ROYAL MAHOGANY	FE	05/20/99	5	411	0
005225	1936	DIAGNOSTIC VOLT-AMP TESTER VAT 45	FE	11/18/99	3	1,871	0
005226	1938	DIAGNOSTIC VOLT-AMP TESTER VAT 45	FE	11/18/99	3	1,871	0
005433	2291	CHAIR-AERON WK(COBOLT BLUE)	FE	03/16/00	5	530	0
005580	2618	FILE CABINET-5 DRAWER LATERAL	FE	09/15/00	5	513	0
006435	3206	File 5 Drawer Lateral - Cinder	FE	04/11/02	5	450	0
006809	3258	Credenza - Arrowood	FE	07/25/02	5	381	0
006898	3580	CHAIR, HIGH BACK	FE	09/20/02	5	324	0
008118	3903	Heater - Dayton Portable Oil Fired	FE	01/26/04	5	342	0
008431	4140	Table-Thesis 32" Silver Bayberry	FE	12/03/04	5	397	0
008477	4186	Chair-Ceaser Hi Back Leather	FE	12/17/04	5	982	0
008939	4729	CUBBY UNIT	FE	03/23/05	5	2,126	0
009612	6740	Cabinet-Hvy Duty Mobile Computer	FE	09/15/05	5	568	0
012123	8636	4 Drawer File Cabinet-Black	FE	09/30/07	5	455	0
013061	9201	Yellow Jacket A/C recycler	FE	06/05/09	5	3,695	0
014591	10133	Farebox 36 inch for ARBOC	FE	07/01/12	5	13,325	0
015451	10682	Dayton Floor Polisher 20"	FE	03/14/13	5	627	0
017456	12176	ODYSSEY FAREBOX-PARATRANSIT	FE	05/31/14	5	13,339	0
017745	12538	MONDO PAD 70"	FE	06/30/14	5	9,413	1726
017956	12661	APC 2200 UPS	FE	09/29/14	5	905	0

# LYNX Board Agenda

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
019292	13608	Farebox NeighborLink	FE	03/01/16	5	15,989	0
019562	14193	Mesh Chair	FE	09/22/16	5	313	0
021799	16028	A/C Recovery Machine	FE	09/20/19	5	3,625	1450
004059	2026	SCROLLING MESSAGE DISPLAY	FE	01/08/98	5	3,474	0
004644	1974	WELLER/UNGER SOLDER/DESOLDER STATION	FE	09/29/98	5	614	0
005987	2747	APC BASE STATION RADIO MODULE	FE	03/15/01	5	3,500	0
005988	2749	APC BASE STATION RADIO MODULE	FE	03/15/01	5	3,500	0
006090	2822	FOLDING MACHINE	FE	07/31/01	5	1,195	0
006339	3055	EDIT RECORDER-MINI DV	FE	01/10/02	5	2,795	0
008199	3976	Rack Console	FE	08/19/04	5	1,649	0
009064	4795	Amplifier Peaking + Sync Stripper	FE	11/30/04	5	549	0
009065	4796	Amplifier Peaking + Sync Stripper	FE	11/30/04	5	549	0
009066	4798	Silcon OPTX Graphics Scaler	FE	11/30/04	5	4,872	0
009067	4799	Extron P/2 DA4	FE	11/30/04	5	323	0
009068	4800	Extron P/2 DA4	FE	11/30/04	5	323	0
009092	4873	Camera w/ Lens&Tripod (for Badging) NuTechSecSys	FE	11/30/04	5	384	0
009927	6984	Computer, PC Tablet w/ Case	FE	02/28/06	5	2,730	0
011012	7350	Server, PowerEdge 2950	FE	08/31/06	5	7,027	0
011313	7633	SERVER, DELL POWEREDGE 2950	FE	01/31/07	5	3,996	0
012286	8842	Eclipse Terminal Credit Card Machine	FE	12/31/07	5	999	0
012353	8775	Laminator ID Printer	FE	02/28/08	5	4,000	0
012405	8804	Dell Server	FE	04/30/08	5	8,645	0
013056	9165	Solus Pro Scanner	FE	06/26/09	5	2,660	0
013267	9296	Dell Power Edge R710	FE	12/04/09	5	9,039	0
013268	9297	Dell PowerEdge R710	FE	12/04/09	5	9,039	0
013269	9298	Dell Power Edge SQL	FE	12/04/09	5	10,673	0
013270	9299	Dell SQL Server	FE	12/04/09	5	10,673	0
013276	9317	Avaya 1692 Speaker Phone	FE	02/17/10	5	925	0
013282	9323	Avaya Speaker Phone 1692	FE	02/17/10	5	925	0
013283	9245	Bio Diesel Hand Held Analyzer	FE	02/01/10	5	4,513	0
013792	9688	Dell T7500 Workstation	FE	05/27/11	5	3,919	0
013802	9675	Dell R610 Server	FE	06/21/11	5	11,909	0

# LYNX Board Agenda

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
013813	9690	Dell 2120 Netbook and Case	FE	06/01/11	5	844	0
013849	9881	Dell 990 Optiplex Computer	FE	08/31/11	5	1,298	0
013850	9882	Dell 990 Optiplex Computer	FE	08/31/11	5	1,298	0
013870	9930	Dell 990 Optiplex Computer	FE	08/31/11	5	1,235	0
013889	9891	Midtronics Battery Conductance Analyzer	FE	08/10/11	5	689	0
013929	9936	Dell R610 Server	FE	09/30/11	5	10,898	0
013930	9939	Dell R610 Server	FE	09/30/11	5	10,851	0
014614	10445	MAC PRO 2.66 GHZ 6 Core Computer	FE	08/14/12	5	5,237	0
014714	11893	SEON TROOPER TL4 - Video System Upgrade	FE	04/29/12	5	5,809	0
014721	11821	SEON TROOPER TL4 - Video System Upgrade	FE	04/29/12	5	5,809	0
014824	9550	SEON TROOPER TL4 - Video System Upgrade	FE	04/29/12	5	5,356	0
014838	11789	SEON TROOPER TL4 - Video System Upgrade	FE	04/29/12	5	5,356	0
014852	11759	SEON TROOPER TL4 - Video System Upgrade	FE	04/29/12	5	5,356	0
014897	9713	SEON TROOPER TL4 - Video System Upgrade	FE	04/29/12	5	5,356	0
015291	10575	Dell E6530 Laptop	FE	11/01/12	5	1,317	0
015409	10673	BRG Wireless Clock	FE	01/28/13	5	458	0
015410	10674	BRG Wireless Clock	FE	01/28/13	5	458	0
015535	10782	Dell WYSE TERMINAL	FE	04/26/13	6	379	0
015536	10783	DELL WYSE TERMINAL	FE	04/26/13	5	379	0
015537	10784	DELL WYSE TERMINAL	FE	04/26/13	5	379	0
015538	10785	DELL WYSE TERMINAL	FE	04/26/13	5	379	0
015539	10786	DELL WYSE TERMINAL	FE	04/26/13	5	379	0
015905	10791	GW DATABASE SERVER	FE	06/05/13	5	3,056	0
016003	8998	RANGER MOBILE UNIT MDT WITH MAGNETIC CARD	FE	04/17/13	5	5,219	0
016153	10926	RANGER MOBILE UNIT MDT WITH MAGNETIC CARD	FE	04/17/13	5	5,219	0
016171	10944	RANGER MOBILE UNIT MDT WITH MAGNETIC CARD	FE	04/17/13	5	5,219	0
016197	10970	RANGER MOBILE UNIT MDT WITH MAGNETIC CARD	FE	04/17/13	5	5,219	0
016380	11167	RANGER UNIT /AVL BBX	FE	08/22/13	7	5,550	0
016392	11197	APC BACKUP 3000	FE	08/26/13	5	1,850	0
016411	11201	DELL 9010 COMPUTER	FE	08/06/13	5	1,324	0
016420	11194	DELLKVM 4322 DS	FE	08/29/13	5	5,881	0
016421	11195	DELL KVM 4322 DS	FE	08/29/13	5	5,881	0

# LYNX Board Agenda

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
016422	11196	DELL KVM 4322 DS	FE	08/29/13	5	5,881	0
016571	11481	INTERNAL DESTINATION SIGN WITH WLAN	FE	09/12/13	5	2,763	0
016680	11590	INTERNAL DESTINATION SIGN WITH WLAN	FE	09/12/13	5	2,763	0
016717	11628	INTERNAL DESTINATION SIGN WITH WLAN	FE	09/12/13	5	2,763	0
016956	11727	DELL 9020 COMPUTER	FE	11/30/13	5	1,610	0
016990	11900	CAMERA LOC 1B-4101	FE	12/31/13	5	2,596	0
017119	11893	DELL 9020 DESKTOP COMPUTER	FE	02/28/14	5	1,354	0
017126	11900	SEON VIDEO RECORDER	FE	02/28/14	5	7,605	0
017223	9713	SEON TROOPER UPGRADE TL4-VIDEO SYSTEM UPGRADE	FE	04/29/12	5	5,356	0
017256	9843	SEON TROOPER TL4-VIDEO SYSTEM UPGRADE	FE	04/29/12	5	5,356	0
017307	11990	DELL OPTIPLEX 9020	FE	03/31/14	5	1,598	0
017326	12068	DELL OPTIPLEX 9020	FE	03/31/14	5	1,529	0
017336	11999	DELL THOUGHBOOK LATTITUDE E6420 XFR	FE	03/31/14	5	3,761	0
017337	11998	DELL THOUGHBOOK LATTITUDE E6420 XFR	FE	03/31/14	5	3,761	0
017342	12060	HAVIS DOCKING STATION	FE	03/31/14	5	1,169	0
017438	12229	CCTV ROOM JOY STICK-AXIS	FE	05/31/14	5	379	0
017449	12242	RANGER MDT-PARATRANSIT	FE	05/31/14	5	3,306	0
017464	12242	LCS Dispatch Norcon	FE	05/31/14	5	888	0
017795	12548	APC SMART-UPS RT 2200VA WITH BATTERY	FE	07/31/14	5	2,048	0
017796	12549	APC SMART-UPS RT 2200VA WITH BATTERY	FE	07/31/14	5	2,048	0
017892	12553	DELL PRECISIONT 7610	FE	08/31/14	5	8,593	0
017934	12634	XYRON PRO 2500 MACHINE	FE	09/29/14	5	1,350	0
018024	12764	Monitor Magnolia Post Office 6301	FE	08/01/14	5	9,885	0
018197	12674	OptiPlex Mini Tower	FE	10/31/14	5	1,568	0
018205	12682	OptiPlex Mini Tower	FE	10/31/14	5	1,568	0
018213	12690	OptiPlex Mini Tower	FE	10/31/14	5	1,568	0
018216	12647	OptiPlex Mini Tower	FE	10/31/14	5	711	0
018217	12648	OptiPlex Mini Tower	FE	10/31/14	5	711	0
018305	12736	Dell 9020Micro Computer	FE	12/01/14	5	1,101	0
018487	12818	RC64DR-AF DIGIT FOUR INCH DIGITAL CLOCK	FE	02/17/15	5	415	0
018543	13037	HP Laser Jet Ent 600 M601n Printer NA	FE	04/13/15	5	678	0
018549	13051	HP Laser Jet Ent 600 M601n Printer NA	FE	04/13/15	5	678	0



# LYNX Board Agenda

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
018553	13055	HP Laser Jet Ent 600 M601n Printer NA	FE	04/13/15	5	678	0
018581	13067	Joy Stick CCTV	FE	05/18/15	5	372	0
018623	13075	Dell Toughbook	FE	08/11/15	5	5,842	0
018720	13443	FD130 Duo Terminal Credit Card Machine	FE	09/30/15	5	350	0
018722	13445	FD130 Duo Terminal Credit Card Machine	FE	09/30/15	5	350	0
018850	13401	Dell Optiplex 9020	FE	10/28/15	5	1,734	0
018851	13402	Dell Optiplex 9020	FE	10/28/15	5	1,734	0
018854	13405	Dell Optiplex 9020	FE	10/28/15	5	1,734	0
018855	13406	Dell Optiplex 9020	FE	10/28/15	5	1,734	0
018857	13396	Dell Optiplex 9020	FE	10/28/15	5	1,734	0
018866	13390	Dell Optiplex 9020	FE	10/28/15	5	1,734	0
018867	13384	Dell Optiplex 9020	FE	10/28/15	5	1,734	0
018869	13392	Dell Optiplex 9020	FE	10/28/15	5	1,734	0
018881	13594	Dell 9020M	FE	10/14/15	5	907	0
018883	13596	Dell 9020M	FE	10/14/15	5	907	0
018884	13597	Dell 9020M	FE	10/14/15	5	907	0
019138	13747	Microsoft Surface Book	FE	01/02/16	5	2,507	0
019202	13055	Dell Optiplex 9020	FE	01/14/16	5	1,514	0
019210	13548	Dell Optiplex 9020	FE	01/14/16	5	1,514	0
019272	13928	4 Transceiver Inside Catslyst Switch 6.2 Miles	FE	03/04/16	5	9,296	0
019273	13929	5 Transceiver Inside Catslyst Switch 984 Feet	FE	03/04/16	5	2,318	0
019306	13784	Net Gear ReadyData 5200	FE	04/21/16	5	24,036	0
019347	13942	APC 1500 UPC	FE	04/30/16	5	358	0
019348	13943	APC 1500 UPC	FE	04/30/16	5	358	0
019357	13928	TripLite SmartPro UPS	FE	04/26/16	5	440	0
019358	13929	TripLite SmartPro UPS	FE	04/26/16	5	440	0
019472	13717	Dell Latitude 14 Rugged Extreme 7414	FE	08/30/16	5	4,842	0
019765	14579	Dell 32inch Monitor	FE	12/19/16	5	1,377	0
019860	14004	Dell Rugged Extreme laptop with Car Cradle	FE	01/03/17	5	5,204	0
020005	13997	Dell 7040 Computer	FE	01/20/17	5	1,054	0
020020	14809	Dell 7040 Computer	FE	02/08/17	5	1,576	0
020806	15298	FD 130 Credit Card Terminal	FE	05/31/18	5	350	47

# LYNX Bard Agenda

Sys No	Asset ID	Description	Class	Acquisition Date	Est Life	Acquisition Value	Net Book Value
020807	13443	FD 130 Credit Card Terminal	FE	05/31/18	5	350	47
		<b>Subtotal FFE</b>				<b>488,723</b>	
		<b>Grand Total</b>				<b>15,678,271</b>	<b>3269</b>

# LYNX Board Agenda

## Action Agenda Item #7.A

**To:** LYNX Board of Directors

**From:** James Boyle  
Director Of Planning And Development  
Myles O'Keefe  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Authorization to Ratify a Grant Application Submitted to the Florida Department of Transportation for the FY2023 Intermodal Development Funding Program for the Orlando International Airport Bus Transfer Facility Feasibility Study and Preliminary Design and Adoption of Resolution #23-001

**Date:** 1/26/2023

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' ratification of a grant application submitted to the Florida Department of Transportation (FDOT) for FY2023 Intermodal Development Funding Program and to execute a Public Transportation Grant Agreement (PTGA provided by FDOT) upon project selection in FY2023 and adoption of Resolution #23-001.

### **BACKGROUND:**

The Florida Department of Transportation (FDOT) is soliciting applications for FY2023 Intermodal Development Funding Program. This is a discretionary program designed to provide funding to projects that best promote intermodal or multimodal movement of people.

The Program was developed in alignment with Florida Statute Section 341.053, that establishes the initiative to provide improved access to intermodal or multimodal transportation facilities and the construction of multimodal terminals.

LYNX staff is currently coordinating with the Florida Department of Transportation for inclusion of this proposed project. If awarded, this will be programmed in the FDOT Work Program in FY2023. Capital projects are eligible for a minimum of 50% State funding participation under the Intermodal Development Funding Program. Regionally significant projects are eligible for 100% State funding participation under the Intermodal Development Funding Program.

# LYNX Board Agenda

LYNX proposes to accept the dollars for the following project:

- LYNX will complete a feasibility study, National Environmental Policy Act (NEPA) assessment, and 30% design for a new bus transfer facility and the Orlando International Airport (OIA). The current bus transfer facility is located at OIA's Terminal A, but will relocate to the new Intermodal Terminal Facility (ITF). The ITF has the potential to accommodate various modes of ground, rail, and air transport, including high-speed rail, commuter rail, light rail, regional bus services. The ITF is connected to Terminal C of OIA, with access to Terminals A and B via an automated people-mover (APM). A new bus transfer facility will allow for safer, more convenient passenger travel between bus, rail and air modes.
- The total cost for this project is approximately \$510,000. The Intermodal Development Funding Program request will be for 100% funding from FDOT.

Board Resolution #23-001 is attached.

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

A DBE participation goal is not applicable for this activity.

## **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.

## **CERTA RESOLUTION NO. 23-001**

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (d/b/a/ LYNX) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AND SUBMIT GRANT APPLICATIONS WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE FY2023 INTERMODAL DEVELOPMENT FUNDING PROGRAM.**

**WHEREAS**, LYNX has satisfied the requirement to complete a Transportation Development Plan (TDP) for FY2022-2031 which has been submitted to FDOT in August 2021. LYNX TDP update is consistent with METROPLAN Orlando's Year 2045 Plan and Five-Year Transportation Improvement Plan (TIP); and

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

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

1. The BOARD has the authority to authorize the submission of grant applications to the Florida Department of Transportation.
2. The BOARD has the authority to authorize the execution of Public Transportation Grant Agreements to be issued by FDOT in FY2023-2024.
3. The BOARD authorizes Tiffany Homler Hawkins, Interim Chief Executive Officer, or designee, to submit grant applications to the Florida Department of Transportation for fiscal year 2023 on behalf of LYNX and the ability for the CEO to execute the application, amendments, warranties, certifications, assurances, reimbursement invoices and any other documents in connection with the grant applications.
4. The BOARD authorizes Tiffany Homler Hawkins, Interim Chief Executive Officer, or designee, to sign any and all agreements or contracts, which may be required in connection with the application, and subsequent agreements, with the Florida Department of Transportation.
5. The BOARD authorizes Tiffany Homler Hawkins, Interim Chief Executive Officer, or designee, to make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended.
6. The above authorization shall be continuing in nature until revoked by the Chairman of the Governing Board.

**CERTIFICATION OF THE ADOPTION OF THE PROPOSED RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (d/b/a/ LYNX) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AND SUBMIT GRANT APPLICATIONS WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE FY2023 INTERMODAL DEVELOPMENT FUNDING PROGRAM.**

**APPROVED AND ADOPTED** this 26th day of January 2023 by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

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Chairman

ATTEST:

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Assistant Secretary

# LYNX Board Agenda

## Action Agenda Item #7.B

**To:** LYNX Board of Directors

**From:** Norman Hickling  
Director Of Mobility Services  
Norman Hickling  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6169

**Item Name:** Authorization to Transition NeighborLink “On-Demand” Service to Internal LYNX Operation

**Date:** 1/26/2023

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to transition the NeighborLink “On-Demand” mode of service from a private transportation contracted service to an 100% internal LYNX operation. The intent is to complete transition by the April 23, 2023 service change.

### **BACKGROUND:**

NeighborLink service was initiated back in 2007 to replace fixed-route service where ridership was low, but still warranted efficient public transit service. The service was initiated with a pilot program in Poinciana and has grown to 11 routes in various communities within the LYNX three-county service area.

On January 7, 2010, Board of Directors meeting, the Board awarded Contract # 10-C21, to MV Transportation to provide this type of demand service branded as NeighborLink. At the January 28, 2015 Board of Directors meeting, the Board authorized the extension of the noted contract through September 30, 2015, to permit an RFP to be developed and approved. The current contract, #18-C03, was executed December 1, 2017 and has been modified to expire May, 31, 2023.

LYNX staff believes there are many benefits resulting from transition of NeighborLink service into a 100% internal LYNX operation. All stakeholders will have a potential to experience improvements in how the service functions. First, adapting to requested changes from funding partners to meet the needs of their local constituents. Next, customers utilizing the service will

# LYNX Board Agenda

have a better consistency of service and alignment with fixed-route operations. Operations will gain efficiencies with employed operators working with the internal dispatching and supervision staff, all working under a common standard of policies and procedures. Finally, this transition will enhance the recruitment of bus operators by providing a career path for individuals to be immediately employed, trained, and gain experience in public transit. Then, based on performance and desire, provided opportunities to obtain necessary licenses to transition to the fixed-route operations.

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

A DBE participation goal is not applicable for this activity.

## **FISCAL IMPACT:**

The Approved FY2023 Operating Budget includes \$2,622,969 for the NeighborLink services. This is sufficient to cover the costs for “in-house” operation and management for this line of business.



# LYNX ard Agenda

## Action Agenda Item #7.C

**To:** LYNX Board of Directors

**From:** Tiffany Homler Hawkins  
Interim Chief Executive Officer  
Tiffany Homler Hawkins  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6064

**Item Name:** Chief Executive Officer Position

**Date:** 1/26/2023

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LYNX Board Chairman will lead a discussion on matters relating to the Chief Executive Officer position.

# LYNX Board Agenda

## Action Agenda Item #7.D

**To:** LYNX Board of Directors

**From:** Tiffany Homler Hawkins  
Interim Chief Executive Officer  
Tiffany Homler Hawkins  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6064

**Item Name:** Authorization to Negotiate and Execute an Agreement for Temporary Employment with Mr. Frank Martin

**Date:** 1/26/2023

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and execute an agreement for temporary employment services for an Interim Chief Operating Officer.

### **BACKGROUND:**

Due to the vacancy that will be created by the resignation of current LYNX Chief Operating Officer, Dana Baker staff is proposing to select Mr. Frank Martin to serve as the interim Chief Operating Officer. Mr. Martin is a transit industry leader having served in senior management positions to include Chief Operating Officer and Chief Executive Officer with several transit agencies throughout the United States. Most recently Mr. Martin served as the executive director and CEO of Birmingham-Jefferson County Transit Authority.

Mr. Martin will be available beginning February 2023 and is not interested in the full-time position. Mr. Martin's resume is attached.

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

A DBE participation goal is not applicable for this activity.

# LYNX Bard Agenda

## **FISCAL IMPACT:**

LYNX staff has funds available in the FY2023 Adopted Operating Budget in salaries and wages to offset these services. The proposed contract term is for four (4) months at a rate not-to exceed \$225 per hour for a total of \$144,000. There will be an option for extension by mutual agreement.

# LYNX Board Agenda

## Action Agenda Item #7.E

**To:** LYNX Board of Directors

**From:** Tiffany Homler Hawkins  
Interim Chief Executive Officer  
Tiffany Homler Hawkins  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6064

**Item Name:** Election of LYNX Board of Directors Officers

**Date:** 1/26/2023

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### **ACTION REQUESTED:**

Per Administrative Rule 2.3.4, the Governing Board shall annually elect from its members a Chairman, Vice Chairman and Secretary.

General Counsel will guide the Board of Directors in the election of officers for the upcoming year.

# LYNX Board Agenda

## Information Item A

**To:** LYNX Board of Directors

**From:** Leonard Antmann  
Chief Financial Officer  
John Burkholder  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6125

**Item Name:** Notification of Settlement Agreements Pursuant to Administrative Rule 6 -  
December 2022

**Date:** 1/26/2023

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### LYNX Liability Claim Settlements December 1 – December 31, 2022

Claimant Name	Accident Date	Accident Type	Settlement Amount	Date of Check
Greenway Ford (Jennifer Salguero)	04/21/22	PD	\$505.31	12/2/2022
Holly Carpenter	10/29/22	PD	\$1,562.57	12/2/2022
Joanna Randolph	08/26/22	BI	\$6,082.40	12/2/2022
Morgan & Morgan Trust Account fbo Tammy Howard-Cassidy	11/16/19	BI	\$10,000.00	12/8/2022
Dan Newlin Injury Attorneys fbo Tyler Bryant	10/15/21	BI	\$13,500.00	12/2/2022
Geico (Cassandra Johnson)	12/13/21	PD	\$5,003.22	12/2/2022
Kehler Stockamp-Perez	11/19/22	PD	\$2,803.82	12/8/2022
Edgar Berrios	11/02/22	PD	\$1,651.78	12/8/2022
Caitlynn Landy	05/29/22	PD	\$2,500.40	12/8/2022
Trust Account of Davison & Oneil (Khadim Momain)	01/17/20	BI	\$4,376.30	12/8/2022
State Farm Mutual (Ahmed Hart)	09/24/22	PD	\$5,665.42	12/15/2022
Pendas Law Firm Trust Account fbo Shane O'Keefe	04/27/21	BI	\$20,000.00	12/15/2022
The Reese Law Firm fbo Keith Jenkins	07/02/19	BI	\$90,000.00	12/15/2022
Wandaliz Rodriguez Santiago	11/02/22	PD	\$445.48	12/15/2022
ENTERPRISE RENT-A-CAR (Edgar Berrios)	11/02/22	PD	\$1,146.06	12/15/2022
Dan Newlin Injury Attorneys, P.A. fbo Margie Johnson	10/20/21	BI	\$10,000.00	12/15/2022

# LYNX Board Agenda

<b>Claimant Name</b>	<b>Accident Date</b>	<b>Accident Type</b>	<b>Settlement Amount</b>	<b>Date of Check</b>
Dan Newlin Injury Attorneys f/b/o Darlene Ruano	04/23/22	BI	\$17,000.00	12/15/2022
Morgan & Morgan Trust Account fbo Jerry Thomas	11/13/21	BI	\$15,000.00	12/8/2022
Yimmy's Paint & Body Shop (Melissa Guzman Gracia)	05/16/22	PD	\$442.83	12/22/2022
Afni (Maria Burgos)	08/02/22	PD	\$3,112.88	12/22/2022
Dan Newlin fbo Hector Torres	04/23/22	BI	\$17,000.00	12/22/2022
Marlene Marrero De Barrueta	11/12/22	PD	\$3,679.08	12/22/2022
Dan Newlin fbo Rasheed Jackson	12/24/18	BI	\$30,000.00	12/22/2022
Dennis Wallace	10/13/22	BI	\$500.00	12/22/2022
Tameka Davis	10/29/22	BI	\$1,000.00	12/29/2022

# LYNX Board Agenda

## Information Item B

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6057

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

**Date:** 1/26/2023

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

1. Genfare



## Sole Source Justification Letter

**DATE:** December 6, 2022

**TO:** Maurice A. Jones, Director of Procurement

**REQUESTED BY:** Elvis Dovaes, Director of Maintenance

**SUBJECT:** Genfare (GFI)-Fare Collection System Parts and Component Purchases ' and Repairs

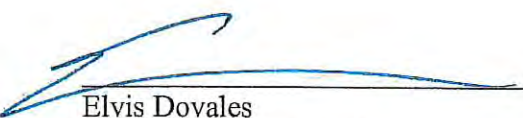
**BACKGROUND:** LYNX employs Genfare (GFI) fare collection systems on all the fixed route buses. Genfare is the sole manufacturer of the parts and components used in the fare collection system equipment. These parts are not restricted to the bus mounted fareboxes but also include the vaulting and money handling equipment and back office software. Many of these parts and components are custom made for LYNX, by Genfare, using special production techniques, tooling and set-ups. The mechanical and electrical components and parts are made to our exact specifications and tested by Genfare to assure optimum performance and the highest level of reliability. For these reasons, it is important that only genuine Genfare parts and components are used in the fare collection system to assure that the system continues to perform at the required level of reliability and accuracy.

**SOLE SOURCE JUSTIFICATION:** Genfare sells fareboxes and their related parts exclusively to Transit Authorities. Genfare is the sole source supplier of this fare collection system equipment and their related maintenance parts/service.


**COST/PRICE ANALYSIS:** It is to be noted that the parts and equipment prices charged by Genfare represent "Most Favored Customer Prices" and Genfare warrants that the prices charged LYNX will be equal to or less than prices charged to other customers for similar parts or components. All prices quoted are FOB Elk Grove Village, Illinois. Standard method of shipment is UPS Ground. If air shipments are requested, customer will be liable for air charges. Genfare payment terms are Net 30 Days.



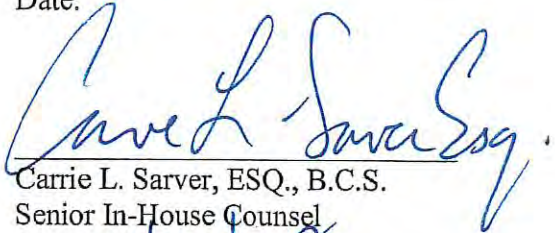
Maintaining the fare collection systems and equipment in a state of good repair is essential to LYNX's ability to collect, secure and track revenue. Based on the information presented herein, we affirm that the Genfare fare collection equipment and associated parts are comprised of proprietary technology available only through Genfare.

  
Elvis Dovalles  
Director of Maintenance

12-6-22  
Date:

  
Maurice Jones  
Director of Procurement

12/13/2022  
Date:

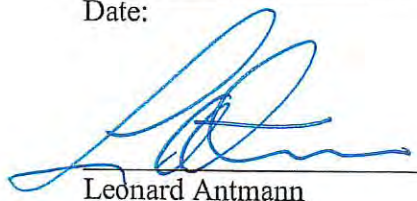
  
Carrie L. Sarver, ESQ., B.C.S.  
Senior In-House Counsel

12/15/22  
Date:

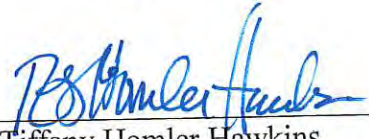
Dana Baker

Dana Baker  
Chief Operating Officer

12-6-22  
Date:

  
Leonard Antmann  
Chief Financial Officer

12/14/22  
Date:

  
Tiffany Homler Hawkins  
Interim, Chief Executive Officer

12/15/22  
Date:

# LYNX Board Agenda

## Monthly Report A

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6206

**Item Name:** Communications Report - December 2022

**Date:** 1/26/2023

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### **LYNX Press Releases | Media Notes: December 2022**

December 2	LYNX December Board of Directors and Oversight Committee Meeting Information Date Moved to Dec. 15
December 9	Time Change for LYNX Dec. 15 Oversight Committee Meeting  LYNX Christmas Day and New Year's Day Holiday Schedule

### **LYNX News Articles – December 2022**

To view the articles below please copy and paste the link into a browser.	
December 8	<a href="#">LYNX buses are-late-or-don't-show-at all here's what's going on</a> Fox 5
December 15	<a href="#">Kissimmee approves FreeBee contract for downtown connector</a> Osceola News Gazette
December 17	<a href="#">LYNX announces bus service hours for the holiday season</a> WFTV
December 21	<a href="#">SunRail, Brightline prepare next steps for shared corridor</a> The Business Journals

# LYNX Board Agenda

December 22	<a href="#">Cold weather shelter to open Friday, Saturday, maybe Sunday, in St. Cloud</a> Osceola News Gazette  <a href="#">Orange County Government Assists Homeless Services Network with Cold Weather Shelter Support</a> Orange County's Newsroom - Orange County Government  <a href="#">Cold weather shelter opening in Osceola County</a> WESH
December 23	<a href="#">Central Florida to open cold weather shelters ahead of chilly temperatures. Here's where</a> Click Orlando  <a href="#">Here's where you can find cold-weather shelters in Central Florida</a> Yahoo News
December 24	<a href="#">Central Florida Funding Passed by Congress</a> House.gov   U.S Representative - Val Demings  <a href="#">Here's where you can find cold-weather shelters in Central Florida</a> WFTV
December 31	<a href="#">Val Demings Announces \$18 Million in Federal Funds from Omnibus for Central Florida District</a> Florida Daily

## **LYNX Social Media – December 2022**

December 1	Change is coming to the LYNX bus service on Dec. 11. Response to a question on our buses being wheelchair accessible.
December 2	It's almost time to Go Flamin-Go! The Dec. 8 LYNX Oversight Committee and Board of Directors meetings have been moved. Response to question about a bus pass order.
December 3	LYNX recognizes and celebrates International Day of Persons with Disabilities.
December 4	On Dec. 11, NeighborLink 622 and 651 zones and schedules will change.  Get ready to Flamin-Go to a bus stop near you.
December 5	Ready to Flamin-Go for it? Our annual holiday giveaway starts today! Response to a question the Flamin-Go contest. Due to the State of Downtown event LYMMO Orange Line will be detoured. Links 8, 42 and 304 will be detoured due road closure near Ridge Club Loop. Response to complaint about Link 56 delay. Response to question service schedule.
December 6	December service changes.

# LYNX Board Agenda

December 7	<p>Due to the State of Downtown event, LYMMO Orange Line will be detoured.</p> <p>Due to the College Park Holiday on the Drive Event, Link 125 will be detoured.</p> <p>Ho Ho Ho! Your sleigh is here!</p> <p>Response to question about LYNX bus service.</p> <p>Response to complaint about Link 111 bus delay.</p> <p>Response to a question on the areas we service.</p> <p>Response to comment about a LYNX bus stop sign.</p>
December 8	<p>Catch your flamingo before Lennox chases them away for the winter.</p> <p>Response to question about the pay range for bus operators.</p>
December 9	<p>December service changes.</p> <p>Holiday schedule on Christmas and New Year's Day.</p> <p>Due to construction, Link 25 will be detoured near Texas Avenue and Princeton Street.</p> <p>Please note the time change for the Dec. 15 LYNX Oversight.</p> <p>Due to the College Park Holiday on the Drive Even, Link 125 will be detoured.</p> <p>Response to a complaint on Link 40 to Universal, Bus #309-420 not lowering the bus for riders to get on.</p>
December 10	<p>December service changes.</p> <p>Due to construction, effective December 14 Link 106 passengers should use the stop at north of Princeton Street and Orange Blossom Trail.</p> <p>December service changes.</p> <p>Response to complaint about 106 delays.</p>
December 11	<p>December service changes.</p> <p>Response to feedback about the service changes.</p> <p>Look who we spotted at LYNX Central Station!</p>
December 12	<p>Service changes went into effect yesterday.</p> <p>Link 25 service detour due to construction.</p> <p>Thank you for joining us as we Wonder Where's Winter!</p> <p>Effective December 14, Link will be detoured.</p> <p>Response to question about trip planning.</p> <p>Response to complaint about a bus operator being rude.</p> <p>Response to comment about an overturned bench at a bus stop.</p> <p>Response to complaint about Link 49 bus delay.</p>
December 13	<p>Good Tuesday morning from the new Link 612 route.</p> <p>Our "Wonder Where's Winter" holiday experience continues this Friday, with Santa in the Terminal.</p>
December 14	<p>Due to the Cure parade, Links 19, 20, 21, 36, 40, 61 and 62 will be detoured during this closure.</p> <p>Due to construction, effective December 14, Link 106 will be detoured.</p> <p>Due to the Cure Bowl, Links 19, 20, 21, and 62 will be detoured.</p> <p>Find one of the 100 flamingo stickers at LYNX bus stops across Central Florida.</p> <p>Response to complaint about Link 54 no show.</p>

# LYNX Board Agenda

	Response to question about Link 312 servicing Fort Wilderness.
December 15	This Friday, Dec. 16, our "Wonder Where's Winter" holiday experience continues with Santa in the Terminal. Our two monthly meetings are happening today, 12/15, starting with the Oversight Committee meeting at 11:30a. Response to complaint about trash overflow at a bus stop.
December 16	Due to the March 2 Cure parade, Links 19, 20, 21, 36, 40, 61 and 62 will be detoured during this closure. Due to the Cure Bowl, Links 19, 20, 21, and 62 will be detoured. Have you found one of the 100 flamingo stickers across Central Florida? Santa will be here to spread holiday cheer. Santa in the Terminal was a success!
December 17	We will operate a holiday schedule on Christmas and New Year's Day.
December 18	We wish a Happy <a href="#">#Hanukkah</a> to all that celebrate! Last chance to win. Turn in your flamingo sticker by 6p to the LCS Terminal.
December 19	Due to construction at Union West, LYMMO Orange buses will operate in the regular traffic lane on Terry Ave. Response to comment about the bus tracker. The wait is over! Congratulations to our 30-Day pass winners. Response to question about purchasing a 7-Day pass as a non-resident. Response to complaint about Bus 49 on Indian Hill Rd. being delayed. Response to complaint about Link 21 from Washington Shores train transfer issue and driver being rude.
December 20	The holiday bus will be on the road until Dec. 24.
December 21	You can always count on Lennox to spread holiday joy! Response to complaint about Link 102 no show. Response to complaint about Link 15 delay.
December 22	We will operate a holiday schedule on Christmas and New Year's Day. Response to question about Link 3 returning to its 7:30 a.m. schedule.
December 23	Tomorrow is Santa's final day driving the bus. Response to a complaint on Bus 38 being delayed/no show.
December 24	Happy Christmas Eve! Response to question about Link 55 Christmas Eve service.
December 25	Reminder we will operate a holiday schedule today, Dec. 25. May you and your family have a safe and happy holiday.
December 26	Wishing a Happy Kwanzaa to everyone celebrating. Links 20, 21, 36 and 107 will be detoured due to the Cheez-It Bowl
December 27	<a href="#">#DYK</a> your LYNX bus pass provides you with a free transfer to SunRail? Response to complaint about a rude Link 42 bus operator. Response to complaint about Link 15 delays. Response to comment about Link no show/delay. Response to complaint about Link 102 at LCS no shows for a week. Response to a rider needing assistance with booking an ACCESS LYNX trip.

# LYNX ard Agenda

December 28	It's almost a new year and we're hiring! Links 20, 21, 36 and 107 will be detoured during the Cheez-It Bowl.
December 29	Links 20, 21, 36 and 107 will be detoured during the Cheez-It Bowl. Remember, if you see something suspicious, say something!
December 30	Links 20, 21, 36 and 107 will be detoured during the Cheez-It Bowl.
December 31	Happy New Year's Eve! Wishing you and your family all the best as we head into 2023.

Social Media Usage	December 2022
Facebook Page Reach: The number of <a href="#">people</a> who saw any content from our Page or about our Page, including posts, stories, ads, social information from people who interact with our Page and more.	10,800
Facebook Page and Profile Visits: The number of times our Page was visited.	4,305
Total Facebook Posts	65
Facebook Engagement: The sum of reactions, comments and shares received by content associated with your Pages (for the selected timeframe).	1.6K Engagement: 1.3k Reactions, 198 Comments, 123 Shares
Total Tweets	75
Twitter Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes	220 Engagement: 178 Likes, 26 Retweets, 20 Quote tweets, 12 Replies
Website Usage	December 2022
Total Page Views	394,415
Total User Views	71,435

# LYNX Board Agenda

## Commuter Vanpool Program – December 2022

Vanpool	December 2022
Vanpool Participants	665*
Total Revenue Miles	174,000*
New Vanpool	1
Returned Vanpools	0
Current Vans at Service	134
Pending Interests	No vans to sell
Events	none

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

## Advertising Sales – December 2022

Advertising Sales Revenue	December	LYNX %	FY to Date Sales	FY to Date LYNX %
Sales Revenue	\$404,387.13	\$242,632.28	\$1,349,661.37	\$809,796.82



# LYNX Board Agenda

## Monthly Report B

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6206

**Item Name:** Communications Report - November 2022

**Date:** 1/26/2023

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### **LYNX Press Releases | Media Notes: November 2022**

November 7	LYNX Subtropical Storm Nicole Statement at 5:45 p.m. on Nov. 7
November 8	LYNX Tropical Storm Nicole Statement at 3 p.m. on Nov. 8
November 9	LYNX Tropical Storm Nicole Statement at 11 a.m. on Nov. 9 LYNX Tropical Storm Nicole Statement at 6 p.m. on Nov. 9
November 10	LYNX Hurricane Nicole Statement at Midnight Nov. 10 LYNX Tropical Storm Nicole Statement at 10:30 a.m. Nov. 10 LYNX Tropical Storm Nicole Statement at 11:30 a.m. Nov. 10 LYNX Tropical Storm Nicole Statement at 12:15 p.m. Nov. 10 LYNX Tropical Storm Nicole Statement at 1:15 p.m. Nov. 10 LYNX Tropical Storm Nicole Statement at 2 p.m. Nov. 10
November 11	LYNX Tropical Storm Nicole Statement at 6 a.m. Nov. 11
November 18	25 Year Volunteer Employee Has Perfect Driving and Attendance Record

### **LYNX News Articles – November 2022**

November 2	<a href="#">We can't throw away our shot: Vote yes for transportation</a> Orlando Sentinel   By Columnist Tim Giuliani
November 7	<a href="#">‘We can barely get by as is:’ UCF students’ views on proposed sales tax</a> Orlando Sentinel – University of Central Florida   By Jane Kim
November 8	<a href="#">Hurricane Nicole Guide: Running list of Hurricane Nicole updates and cancellations</a> Bungalower
November 10	<a href="#">Hurricane Nicole forces LYNX to temporarily suspends transportation services</a> Click Orlando



# LYNX Board Agenda

## **LYNX Social Media – November 2022**

November 1	<p>Starting Thursday, Nov. 3, LYNX will be conducting onboard transit surveys.</p> <p>Response to question about the onboard survey.</p> <p>Response to question on the availability of the survey.</p> <p>Service Alert: Due to the Electric Daisy Carnival on Tuesday, Nov. 1-17, Links 20, 36 and 107 will be detoured.</p> <p>Response to a complaint about a bus driver being rude.</p> <p>Response to a complaint on bus 436N to Apopka being delayed by 30 minutes.</p>
November 2	<p>Daylight saving time ends this Sunday, Nov. 6 at 2 a.m.</p> <p>On Monday, we unveiled the 2022-23 Public Service Bus. In case you missed it, here's a video.</p>
November 3	<p>Reminder: Starting today, Nov. 3, LYNX will conduct onboard transit surveys.</p> <p>Service Alert: Several local events are happening this weekend. Please plan and check our service alerts page for details.</p>
November 4	<p>Service Alert: As added safety precautions during school dismissal, Link 426 will detour on during the week.</p> <p>Response to a question on where will the 426 detour take place.</p> <p>Leaving the week behind and heading towards the weekend.</p> <p>Response to a complaint on the lack of service in the Poinciana area.</p> <p>Response to a positive feedback a rider had with a driver that services the St. Cloud area.</p> <p>Service Alert: Several local events are happening this weekend. Please plan and check our service alerts page for details.</p> <p>Response to a complaint on Bus 443 Silver Star Rd. being delayed.</p>
November 5	<p>Don't forget to set your clock back one hour tomorrow.</p> <p>Response to a complaint on Link 104 on E. Colonial passing rider.</p>
November 6	<p>Change is coming to LYNX bus service that includes.</p>
November 7	<p>Good day from downtown Orlando.</p> <p>We will continue monitoring this storm and update you with more information.</p> <p>Response to a question on when will riders know if buses will be pulled off the road.</p>
November 8	<p>LYNX service changes will take effect Sunday, Dec. 11.</p> <p>All LYNX services will be provided as scheduled until further notice.</p> <p>Response to a question on if buses are running on Thursday.</p> <p>Service Alert: Several events around the City of Orlando are scheduled to take place this weekend, from the Veterans Day parade to Orlando Electric Daisy.</p> <p>Service Alert: Please look at our service alerts page for detours and road closures this weekend.</p>

# LYNX Board Agenda

November 9	<p>LYNX is conducting onboard surveys, and we want to hear from you.</p> <p>Response to a question on whether riders can approach the survey team.</p> <p>Effective at noon today until further notice, all ACCESS LYNX trips will be life sustaining trips only.</p> <p>We're preparing for Tropical Storm Nicole to best ensure the safety of our staff and facilities.</p> <p>Please visit <a href="http://golynx.com/nicole">golynx.com/nicole</a> to see which late-night bus trips will not operate as scheduled.</p> <p>Response to a question on whether service is back to normal.</p> <p>Response to a question on whether we will be providing transportation to shelters for the storm.</p> <p>Response to a question on service being available at MCO.</p>
November 10	<p>All LYNX services will be off the road until further notice.</p> <p>Response to a question on when will service resume.</p> <p>LYNX staff is actively evaluating routes to see when we can safely return all services.</p> <p>We are slowly resuming our regular weekday service. Here are the routes in service by county.</p> <p>We continue to roll out regular weekday service. Here are the routes in service by county.</p> <p>All LYNX bus, NeighborLink and Road Rangers services have returned to their regular schedules.</p> <p>Response to a complaint on the Grapefruit LYMMO, not being in service.</p> <p>Response to a question on service in Orlando after Tropical Storm Nicole.</p>
November 11	<p>All LYNX services are operating on a regular schedule.</p> <p>LYNX proudly salutes our veterans.</p> <p>We're back and ready to welcome you onboard!</p> <p>Service Alert: Please look at our service alerts page for detours and road closures this weekend.</p>
November 12	We will be operating a holiday schedule on Thanksgiving Day, Nov. 24.
November 13	Change is coming to LYNX bus service.
November 14	"May your coffee be strong and your Mondays be short." #MondayMotivation
November 15	<p>Sunrise + light fog = 🌅!</p> <p>Service Alert: Due to construction on Commerce Center Dr and Old Canoe Creek Rd, Link 10 will remain on US-192.</p>
November 16	Visit us at the LYNX Central Station terminal for bus passes and service info.
November 17	<p>We will be operating a holiday schedule on Thanksgiving Day, Nov. 24.</p> <p>On Dec. 11, Link 10 service will be eliminated on 10th Street, Old Hickory Tree Rd, 17th St and Budinger Ave in St. Cloud.</p>
November 18	<p>The Thanksgiving travel period begins today.</p> <p>Service Alert: Links 20, 21, 36 and 107 will be detoured for the Florida Classic on November 19.</p> <p>Links 25, 48, 49 and 105 will be detoured for the 23rd Annual Riding Big Car Show and Musical Festival.</p>

# LYNX Board Agenda

November 19	Service Alert: Links 20, 21, 36 and 107 will be detoured for the Florida Classic on November 19. We are celebrating 18 years of LYNX Central Station today! Good day from the LYNX Central Station terminal in downtown Orlando.
November 20	Starting Dec. 11, Sunday service will be extended to the Universal Employment Center.
November 21	Reminder that we will be operating a holiday schedule on Thanksgiving Day, Nov. 24. Service Alert: Links 3, 7, 11, 13, 15, 51, 62, 104 and 125 will be detoured on November 25. for the Seniors First Turkey Trot 5K. Response to a complaint on bus drivers taking breaks right after pulling in to the station.
November 22	On Dec. 11, from Monday-Friday westbound trips on Link 55 will end at Legacy Blvd. Service Alert: Links 3, 7, 11, 13, 15 and 18 will be detoured on November 25-27 for the FusionFest. Response to a question on whether 55 will be running on Thanksgiving.
November 23	Please remember LYNX will be operating a holiday schedule on Thanksgiving Day, Nov. 25. Service Alert: Links 3, 7, 11, 13, 15, 51, 62, 104 and 125 will be detoured on November 25. for the Seniors First Turkey Trot 5K. Happy Thanksgiving Eve!
November 24	Happy Thanksgiving! Service Alert: Links 3, 7, 11, 13, 15 and 18 will be detoured on November 25-27 for the FusionFest.
November 25	Start your shopping early (like Lennox) and get there with LYNX! We're just dropping a sneak peek of our holiday bus.
November 26	Safety is our priority! Remember, if you see suspicious behavior or activity, say something. Remember, if you see suspicious behavior or activity, say something.
November 27	Reminder that we are conducting onboard transit surveys.
November 28	Effective Dec. 11, the LYMMO Orange, Lime and Grapefruit lines will have updated frequencies. The LYNX holiday bus is here to spread holiday cheer. Service Alert: On Saturday Dec 2. Links 3, 6, 7, 11, 13, 15, 18, 51, 62, 104 and 125 will be detoured for the OUC marathon.
November 29	Friendly reminder that smoking or vaping is prohibited while riding our system.
November 30	Our lost and found team does their best to reunite lost items with their owners. If you see Santa on your route, your ride is FREE. Response to a question on our employee dress code. Response to question about the holiday bus.

# LYNX Board Agenda

Social Media Usage		November 2022
Facebook Page Reach: The number of <a href="#">people</a> who saw any content from our Page or about our Page, including posts, stories, ads, social information from people who interact with our Page and more.		18,374
Facebook Page and Profile Visits: The number of times our Page was visited.		
Total Facebook Posts		65
Facebook Engagement: The sum of reactions, comments and shares received by content associated with your Pages (for the selected timeframe).		2.4K Engagement: 1.8K Reactions, 361 Comments, 232 Shares
Total Tweets		82
Twitter Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes		440 Engagement: 333 Likes, 83 Retweets, 17 Replies
Website Usage		November 2022
Total Page Views		421,724
Total User Visits		81,282

# LYNX ard Agenda

## Commuter Vanpool Program – November 2022

Vanpool	November 2022
Vanpool Participants	720
Total Revenue Miles	n/a
New Vanpool	2
Returned Vanpools	2
Current Vans at Service	n/a
Pending Interests	4
Events	0

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

## Advertising Sales – November 2022

Advertising Sales Revenue	November	LYNX %	FY to Date Sales	FY to Date LYNX %
Sales Revenue	\$425,107.12	\$255,064.27	\$945,274.12	\$567,164.54

# LYNX Board Agenda

## Monthly Report C

**To:** LYNX Board of Directors

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

**Phone:** 407.841.2279 ext: 6125

**Item Name:** Monthly Financial Report - October 2022

**Date:** 1/26/2023

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Please find attached the preliminary monthly financial report for the first month ending October 31, 2022.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX  
STATEMENTS OF REVENUES AND EXPENSES  
For the One Month Ending October 31, 2022  
(UNAUDITED)

	As of 10/31/2022		% Actual compared to Budget
	Budget	Actual	
<b>REVENUES</b>			
Customer fares	\$ 1,738,065	\$ 1,568,783	90%
Contract services	377,107	427,902	113%
Advertising	202,500	202,500	100%
Interest & Other income	82,020	425,389	519%
Federal Revenue	1,124,120	943,224	84%
State Revenue	1,211,347	1,235,604	102%
Local Revenue	926,473	876,478	95%
Local Revenue Funding Partner	6,666,064	6,666,065	100%
<b>TOTAL REVENUE</b>	<b>12,327,696</b>	<b>12,345,944</b>	<b>100%</b>
<b>EXPENSE</b>			
Salaries, Wages & Fringe Benefits	8,183,634	8,480,888	104%
Other services	1,585,604	513,045	32%
Fuel	1,234,821	1,342,930	109%
Materials and supplies	901,268	609,839	68%
Utilities	149,517	93,640	63%
Casualty & Liability	394,425	135,852	34%
Taxes and licenses	46,503	57,150	123%
Purchased transportation services	2,654,736	2,293,219	86%
Leases & Miscellaneous	464,917	95,688	21%
Interest Expense	0	0	0%
<b>TOTAL EXPENSE</b>	<b>15,615,425</b>	<b>13,622,251</b>	<b>87%</b>
<b>CHANGE IN NET POSITION</b>	<b>\$ (3,287,729)</b>	<b>\$ (1,276,308)</b>	<b>39%</b>

# LYNX Board Agenda

## Monthly Report D

**To:** LYNX Board of Directors

**From:** James Boyle  
Director Of Planning And Development  
Bruce Detweiler  
(Technical Contact)

**Phone:** 407.841.2279 ext: 6036

**Item Name:** Ridership Report - November 2022

**Date:** 1/26/2023

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The attached monthly Performance Report includes November 2022 Year-To-Date figures for ridership and other performance indicators. Total ridership for November 2022 was 1,452,202. This is a 11.3% increase from November 2021. On-Time Performance for Fiscal Year-To-Date 2023 is 67%.

- LYNX overall ridership increased by 150K, or 11.3%, compared to November 2021. Year-to-date ridership for FY-23 (3,010,550) increased 13.5% compared to FY-22 (2,653,307)
- LYMMO ridership increased by 1800, or 5.4%, compared to November 2021. Year-to-date ridership for FY-23 (70,161) increased 2.6% compared to FY-22 (68,410).
- Fixed Route ridership increased by 150K, or 12.4%, compared to November 2021. Year-to-date ridership for FY-23 (2,781,276) increased by 14.4% compared to FY-22 (2,432,016).
- NeighborLink ridership increased by 1500, or 20.6%, compared to November 2021. Year-to-date ridership for FY-23 (16,679) increased 22.1% compared to FY-22 (13,663).
- ACCESS LYNX ridership increased by 5K, or 11.1%, compared to November 2021. Year-to-date ridership for FY-23 (100,283) increased 14.4% compared to FY-22 (87,633).
- Vanpool ridership decreased by 200, or 0.7%, compared to November 2021. Year-to-date ridership for FY-23 (42,151) decreased by 1.4% compared to FY-22 (42,737).
- There was no special event ridership for November 2022.





## November 2022 Service Performance Report

### RIDERSHIP

Total Ridership by Mode						
	Nov-21	Nov-22	% Δ	YTD-22	YTD-23	% Δ
LYMMO	33,216	35,011	5.4%	68,410	70,161	2.6%
Fixed Route	1,191,611	1,339,455	12.4%	2,432,016	2,781,276	14.4%
NeighborLink	6,768	8,162	20.6%	13,663	16,679	22.1%
ACCESS LYNX	43,574	48,400	11.1%	87,633	100,283	14.4%
Vanpool	21,319	21,174	-0.7%	42,737	42,151	-1.4%
Special Events	8,848		N/A	8,848		N/A
<b>SYSTEM TOTAL</b>	<b>1,305,336</b>	<b>1,452,202</b>	<b>11.3%</b>	<b>2,653,307</b>	<b>3,010,550</b>	<b>13.5%</b>

<b>November 2021:</b>	21 Weekdays	4 Saturdays	5 Sundays
<b>November 2022:</b>	21 Weekdays	4 Saturdays	5 Sundays

Average Daily Ridership by Mode									
Mode	Weekday			Saturday			Sunday		
	Nov-21	Nov-22	% Δ	Nov-21	Nov-22	% Δ	Nov-21	Nov-22	% Δ
LYMMO	1,285	1,393	8.4%	784	619	-21.0%	621	657	5.8%
Fixed Route	45,567	50,708	11.3%	31,667	38,118	20.4%	21,608	24,425	13.0%
NeighborLink	298	348	16.8%	202	216	6.9%	-	-	-
ACCESS LYNX	1,785	1,868	4.6%	900	1,092	21.3%	497	736	48.1%
Vanpool	234	455	94.4%	24	107	345.8%	32	65	103.1%
<b>SYSTEM TOTAL</b>	<b>49,169</b>	<b>54,772</b>	<b>11.4%</b>						

LYNX ridership increased by about 150K, or 11.3%, compared to November 2021. System-wide average riders increased by 11.4% year-to-date.

LYMMO ridership remained increased by about 1800, or 5.4%, compared to November 2021. Average weekday ridership for LYMMO was up 8.4% in November 2022. Ridership has been affected by the removal of the Orange Line from the Amelia Street Garage as well as the continued prominence of telecommuting in the downtown core.

Fixed Route ridership increased by 150K, or 12.4%, compared to November 2021. Average daily ridership increased by 11.3% compared to the same time period last year. Ridership is showing a steady recovery from losses incurred from the COVID-19 pandemic.

NeighborLink ridership increased by about 1500, or 20.6%, compared to November 2021. The overall increase for the year continues to show a gradual recovery from the COVID-19 pandemic.

ACCESS LYNX ridership increased by about 5K, or 11.1%, compared to November 2021. Ridership is showing a slow recovery from the COVID-19 pandemic.

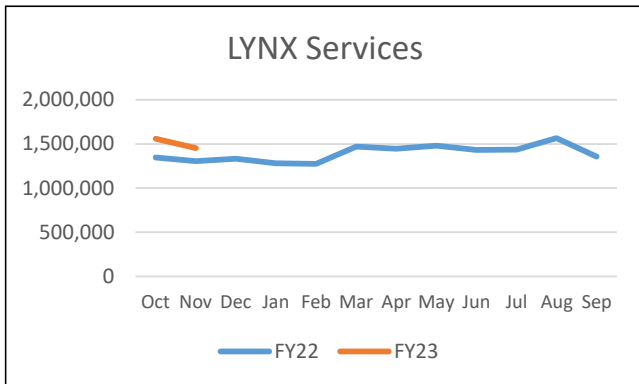
Vanpool ridership decreased by about 200, or 0.7%, compared to November 2021. The continued use of telecommuting has caused a decrease in total Vanpool utilization.

\*According to the U.S. Energy Information Administration, the average price of gasoline in the U.S. was \$3.48/gallon in November 2021 and \$3.91/gallon in November 2022. Historically, high gas prices can result in increased public transit ridership.

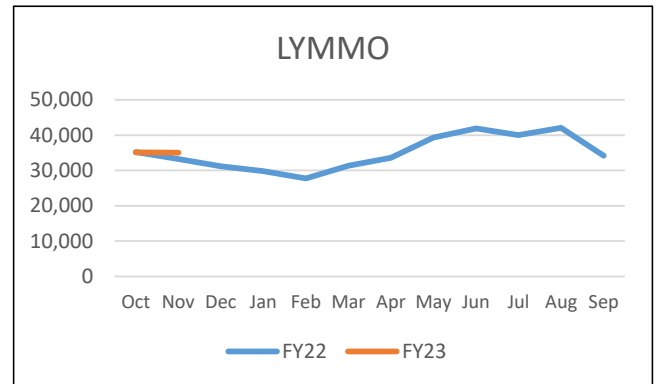


## November 2022 Service Performance Report

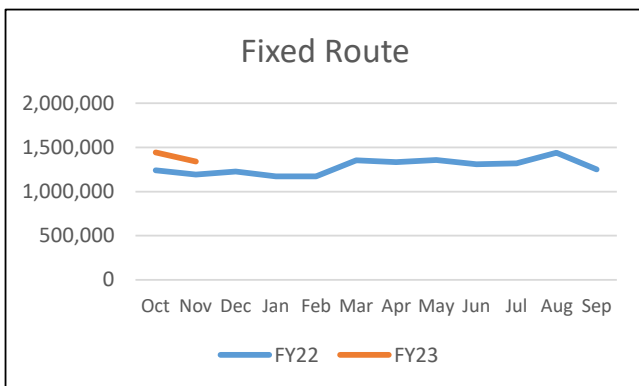
### MONTHLY RIDERSHIP TRENDS BY MODE



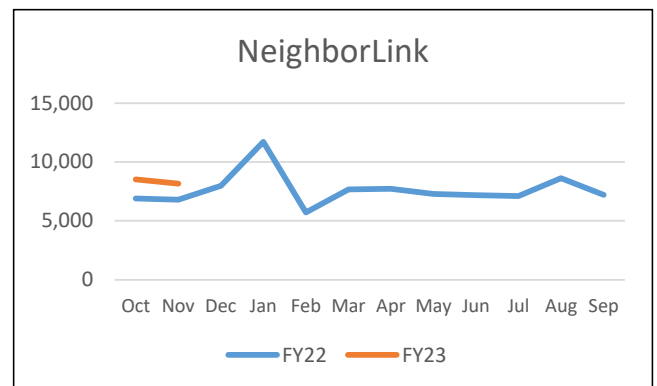
LYNX ridership increased by 11.3% compared to the same time last year. Average weekday riders increased by 11.4%.



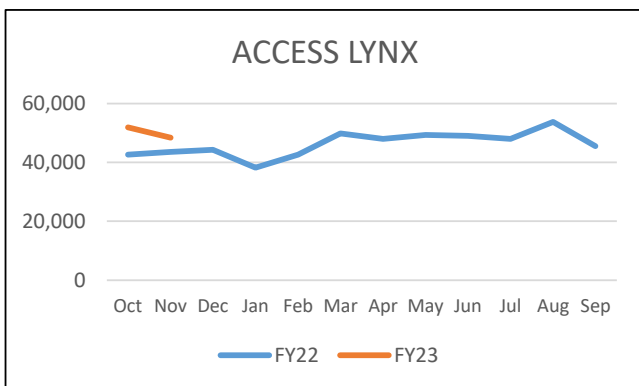
LYMMO ridership increased by 5.4% compared to the same time last year. Average weekday riders increased by 8.4%.



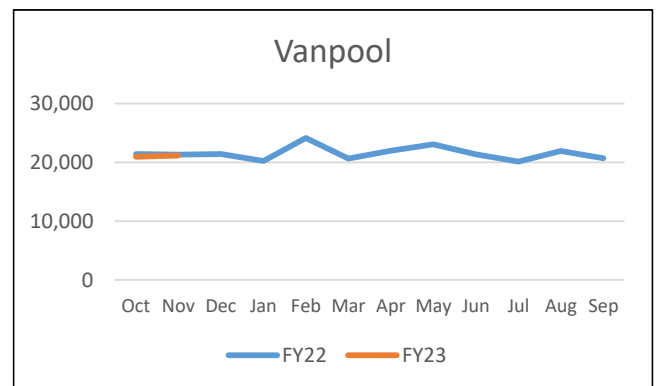
Fixed route ridership increased 12.4% compared to November 2021. Average weekday riders increased by 11.3%.



NeighborLink ridership increased 20.6% compared to November 2021. Average daily riders increased by 16.8%.



ACCESS LYNX ridership increased by 11.1% compared to November 2021. Average weekday riders increased by 4.6%.



Vanpool ridership decreased by 0.7%. The continued use of telecommuting has caused a decrease in Vanpool utilization.



## November 2022 Service Performance Report

### FY23 Monthly Modal Performance Data Sheet - November 2022

<div><div>Month End Reporting</div><div>Ridership</div><div>Passengers per Trip</div><div>On-Time Performance</div><div>Farebox Recovery</div><div>National Transit Database Reportable Accidents</div><div>Complaints per 100,000 Miles</div><div>Total Trips Scheduled</div><div>Percentage of Scheduled Trips Operated</div><div>Fleet Availability</div><div>Preventative Maintenance Inspection Completed on Time</div></div>										
LYMMO										
Oct	35,150	5	68%	Not Applicable	0	0.08	7,626	93%	14	100%
Nov	35,011	5	72%			0.09	7,470	90%	14	100%
Dec										
Jan										
Feb										
Mar										
Apr										
May										
Jun										
Jul										
Aug										
Sep										
YTD	70,161	5	70%		0	0.09	15,096	92%	14	100%
Fixed Route										
Oct	1,441,821	17	66%	13%	7	0.08	89,575	97%	223	100%
Nov	1,339,455	16	67%		6	0.09	86,939	95%	228	100%
Dec										
Jan										
Feb										
Mar										
Apr										
May										
Jun										
Jul										
Aug										
Sep										
YTD	2,781,276	16	67%	-	13	0.09	176,514	96%	226	100%



## November 2022 Service Performance Report

### FY23 Monthly Modal Performance Data Sheet - November 2022

Month End Reporting	Ridership	On-Time Performance	Collected Fares	NTD Reportable Incident	Complaints per 100,000 Miles	Fleet Availability	Preventable Maintenance Inspection Completed On-Time
NeighborLink							
Oct	8,517	100%	100%	0	25.1	95%	100%
Nov	8,162	100%	100%	0	23.3	95%	99%
Dec							
Jan							
Feb							
Mar							
Apr							
May							
Jun							
Jul							
Aug							
Sep							
YTD	16,679	100%	100%	0	24.2	95%	100%
ACCESS LYNX							
Oct	51,883	79.50%	99.79%	2	7.3	89%	100%
Nov	48,400	80.15%	99.78%	1	9.5	86%	99%
Dec							
Jan							
Feb							
Mar							
Apr							
May							
Jun							
Jul							
Aug							
Sep							
YTD	100,283	79.83%	99.79%	3	8.4	88%	100%



## November 2022 Service Performance Report

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

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

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

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

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

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

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

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

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

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

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

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

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