

LYNX Board Agenda

Meeting Date: 12/15/2022
Meeting Time: 1:30 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 10.27.22

Pg 4

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. 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 Pg 8
- ii.  Authorization to Negotiate and Award a Contract to Reladyne Florida, LLC for the Provision of Bulk Oils, Fluids and Lubricants Pg 10
- iii.  Authorization to Negotiate and Award a Contract to Towlando Towing & Recovery, Inc. for Transit Bus and Support Vehicle Towing Services Pg 12

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 Pg 14
- 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 Pg 16
- iii.  Authorization to Exercise the First Option Year for Contract #20-C45 with Advanced Document Solutions (Copier, Printer, Scanner, Fax) Pg 18

C. Miscellaneous









- i.  Authorization to Purchase Microsoft Office 365 Subscription-Based Licenses Through Cooperative Purchase Contract: Sourcewell 081419 Pg 19
- ii.  Authorization to Purchase Twenty-Five (25) 40' Compressed Natural Gas (CNG) Replacement Buses Pg 21

- iii.  Authorization to Enter into FY2023 Contribution Agreement with Orange County, Florida Pg 23
-Attachments 
- 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 Pg 35
-Attachments 

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 Pg 39
- B.  Authorization to Approve the LYNX Board of Directors Meeting Dates for 2023 Pg 41

8. Information Items

- A.  Notification of Settlement Agreements Pursuant to Administrative Rule 6 - November 2022 Pg 43
- B.  Notification of Settlement Agreements Pursuant to Administrative Rule 6 - October 2022 Pg 44
- C.  Notification of Sole Source Procurements Pursuant to Administrative Rule 4 Pg 46
-Attachments     

9. Monthly Reports

- A.  Communications Report - October 2022 Pg 57
- B.  Monthly Financial Report - August 2022 Pg 64
-Attachments 
- C.  Ridership Report - October 2022 Pg 66
-Attachments 
- D.  Ridership Report - September 2022 Pg 72
-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, 2nd Floor
 Orlando, FL 32801

DATE: **October 27, 2022**

TIME: **1:00 p.m.**

Members in Attendance:

Jerry Demings, Mayor, Orange County, Chair

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

Andria Herr, Commissioner, Seminole County BoCC

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

1. Call to Order

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

Vice-Chair Janer asked Secretary Tyler to lead the Pledge of Allegiance.

Vice-Chair Janer recognized Terry Whitaker for forty years of service with LYNX.

2. Approval of Minutes

Commissioner Herr moved to approve the Board of Directors meeting minutes of September 22, 2022. Secretary Tyler seconded. The minutes were unanimously approved as presented.

3. Public Comments

Joanne Counelis – Lake Mary, FL

Ms. Counelis would like 24-hour bus service every fifteen minutes. She also stated that she would like a bus at Lake Mary Country Club and Oviedo Boulevard.

Nony Dowsett – Orlando, FL

Ms. Dowsett thanked the Board and LYNX executives, including Lenny Antmann, James Boyle and Rose Hernandez for their kindness.

Paula Perea – Orlando, FL

Ms. Perea stated that Lymmo should have different routes and that the LYNX apps are confusing.

William Atwood – Orlando, FL

Mr. Atwood expressed concerns over bus drivers getting lost.

4. Chief Executive Officer's Report

Tiffany Homler-Hawkins, Interim Chief Executive Officer, acknowledged the efforts of the LYNX team during Hurricane Ian in preparing and responding to the storm. LYNX staffs the EOC for Orange and Osceola Counties, and the City of Orlando. LYNX also works closely with Seminole County. LYNX did assist with 1,500 evacuations and transportation to shelters on the fixed-route buses in Orange and Osceola Counties. Three hundred evacuees were transported on Paratransit vehicles. LYNX provided a bus bridge, for about 2,000 passengers in total, as repairs were made to the SunRail track.

Mobility week is wrapping up. On Tuesday, which was "Try Transit Day", LYNX surpassed 60,000 trips. Link 107, exceeded pre-Covid numbers.

Ms. Homler Hawkins participated in a round-table discussion with Secretary Pete Buttigieg, along with Representatives Demings and Soto, Mayors Demings and Dyer to talk about the infrastructure investment in Central Florida.

Ms. Homler-Hawkins introduced Amir Johnson, the new Director of Organizational Development and Training. Mr. Johnson will redesign and direct a new training program.

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 September 22, 2022, Oversight meeting.

Amanda Clavijo, Chair of the Finance & Audit Committee, gave a report on the October 20, 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 December Service changes, and a report on the upcoming audit.

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.D.iv. Ms. Homler-Hawkins stated that she recommends the entire Consent Agenda for approval.

- A. Invitation for Bid (IFB)
 - i. Authorization to Release an Invitation for Bid (IFB) for LYNX Central Station and Transfer Center Pressure Washing Services
- B. Award Contracts
 - i. Authorization to Award Contracts for Tort and Liability Legal Services
- C. Extension of Contracts
 - i. Authorization to Exercise the Second Option Year of Contract #20-C32 with Broussard, Cullen & Eldridge, P.A. for Workers' Compensation Legal Services
 - ii. Authorization to Exercise the Second Option Year of Contract #20-C29 with GrayRobinson, P.A. for Labor/Employment Legal Services
 - iii. Authorization to Exercise the Second Option Year of Contract #20-C33 with Akerman, LLP for Legal Services – Pension
 - iv. Authorization to Extend Contract with Baker Hostetler, LLP for Legal Services – Labor/Employment
- D. Miscellaneous
 - i. Authorization to Reappoint Albert J. Francis II to Pension Trustee and Administrative Committee Boards
 - ii. Authorization to Increase the Not to Exceed Amount of Contract #21-C49 with Jani-King of Orlando, LLC for Facility Disinfecting Services
 - iii. Authorization to Enter into a Master Agreement with Trapeze Group for LYNX's Fixed Route and Paratransit Software
 - iv. Authorization to Enter into the FY2023 Bus Service Agreement with Osceola County

Commissioner Janer made a motion to approve Consent Agenda items 6.A.i. through 6.D.iv. Seconded by Commissioner Herr. Motion passed unanimously.

7. Action Agenda

- A. Authorization to Implement December 11, 2022 Service Changes

Mayor Demings recognized Bruce Detweiler, Manager of Service Planning. Mr. Detweiler stated that Service changes were guided by the focus on workers and accessing employment areas, service efficiencies to help with operations, ridership patterns and run times.

Public outreach included placing notices on social media and at key bus stops, and staff held public hearings and open houses for input.

There are twenty-two routes proposed for schedule change adjustments in Orange County, four routes in Seminole County, and six routes in Osceola County.

Commissioner Janer made a motion for Authorization to Implement the December 11, 2022 Service Changes. Seconded by Commissioner Herr. Motion passed unanimously.

8. Information Items

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

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

9. 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 – September 2022
- B. Monthly Financial Report – July 2022
- C. Ridership Report – August 2022

12. Adjourned:

The meeting adjourned at 1:28 p.m.

Certification of Minutes:

I certify that the foregoing minutes of the October 27, 2022 LYNX Board of Director's meeting are true and correct, approved by the Board of Directors.

X

Assistant

LYNX Board Agenda

Consent Agenda Item #6.A. i

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6239

Item Name: 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

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and award a contract to PYE-Barker Fire & Safety, LLC for transit bus engine compartment fire suppression systems inspection and maintenance services in the not to exceed amount of \$210,000 with an initial term of two (2) years and (3) one (1) year renewal options.

BACKGROUND:

The LYNX Vehicle Maintenance Division maintains a fleet of 285 CNG and diesel-powered transit buses, and all are equipped with engine compartment and CNG fuel cylinder fire suppression systems. The Amerex, Kidde and the Fogmaker fire suppression systems are the current on-board fire suppression systems used in the LYNX fleet. They are used in the event of a catastrophic fire in the engine compartment or CNG fuel storage locations. The services requested will consist of semi-annual and annual inspections, six (6) year maintenance/service and twelve (12) year hydrostatic tests of the fire suppression agent storage cylinders as required by regulations. Each bus must be serviced by a certified technician trained in each type of fire suppression system.

On August 23, 2022, an Invitation for Bid (IFB) was released for the provision of transit bus engine compartment fire suppression systems inspection and maintenance services. The IFB was posted on DemandStar, and sent directly to interested suppliers. The following two submissions were returned by the return deadline of September 27, 2022:

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Firm
PYE-Barker Fire & Safety, LLC
United Safety & Survivability Corp.

Staff is recommending the contract be awarded to PYE-Barker Fire & Safety, LLC., the responsive and responsible bidder with lowest cost submission.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2023 Approved Operating Budget includes \$85,000 for the provision of transit bus engine compartment fire suppression systems inspection and maintenance services. The difference will be made up from savings within the same category.

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Consent Agenda Item #6.A. ii

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Negotiate and Award a Contract to Reladyne Florida, LLC
for the Provision of Bulk Oils, Fluids and Lubricants

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and award a contract to Reladyne Florida, LLC., for bulk oils, fluids and lubricants for a term of one (1) year and a not to exceed amount of \$900,000.

BACKGROUND:

LYNX has a fleet of 293 transit vehicles and 104 support vehicles. The oils and lubricants, are used for the purposes of performing scheduled and unscheduled maintenance on LYNX transit vehicles and support vehicles.

On September 1, 2022, an Invitation for Bid (IFB) was released for the provision of bulk fluids and lubricants. The IFB was posted on DemandStar, and sent directly to interested suppliers.

The following two submissions were returned by the return deadline of September 30, 2022:

Firm
Reladyne Florida, LLC
Palmdale Oil, Co.

Staff is recommending the contract be awarded to Reladyne Florida, LLC., the responsive and responsible bidder with lowest cost submission.

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DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2023 Approved Operating Budget includes \$465,720 for bulk oils, fluids and lubricants. The difference will be made up from savings within the same category.

LYNX Board Agenda

Consent Agenda Item #6.A. iii

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Negotiate and Award a Contract to Towlando Towing & Recovery, Inc. for Transit Bus and Support Vehicle Towing Services

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and award a contract to Towlando Towing & Recovery, Inc. for transit bus and support vehicle towing services in the not to exceed amount of \$200,000 with an initial term of two (2) years with three (3) one (1) year renewal options.

BACKGROUND:

The LYNX Vehicle Maintenance Division maintains a fleet of 293 transit buses and over 100 support vehicles. LYNX requires on demand towing services for occasions when a bus or support vehicle cannot return to its operating base at LYNX Operations Center (LOC) or Osceola Satellite Facility (OSF). This generally is a result of a system failure (engine, transmission, etc.) or severe structural damage due to an accident. Also, LYNX will occasionally have its fleet towed to various repair centers to have repairs performed.

On August 17, 2022, an Invitation for Bid (IFB) was released for the provision of transit bus and support vehicle towing services. The IFB was posted on DemandStar, and sent directly to interested suppliers. The following two submissions were returned by the return deadline of September 16, 2022:

Firm
Guardian Fleet Services (Ace Wrecker)
Towlando Towing & Recovery, Inc.

LYNX ard Agenda

Staff is recommending the contract be awarded to Towlando Towing & Recovery, Inc., the responsive and responsible bidder with lowest cost submission.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2023 Approved Operating Budget includes \$58,000 for provision of transit bus and support vehicle towing services. The difference will be made up from savings within the same category.

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Consent Agenda Item #6.B. i

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6206

Item Name: Authorization to Exercise Option Year One of Contract #20-C37 for Vanpool Support with Enterprise Leasing Company of Orlando, LLC D/B/A Commute with Enterprise

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the first option year of Contract #20-C37 with Enterprise Leasing Company of Orlando, LLC d/b/a Commute with Enterprise for vanpool support services.

BACKGROUND:

The LYNX vanpool program was developed 28 years ago to provide additional commuter options for the Central Florida community to get to work. The vanpool program offers individuals who live and work in the same area a reliable and affordable rideshare transportation. LYNX is the program administrator while the services are managed day to day by Commute with Enterprise.

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

A Request for Proposal (RFP) was released in December 2019 and Commute with Enterprise was the only responder to the RFP. Contract 20-C37 was an initial three (3) year contract with two (2) one (1) year renewal options. This includes fleet maintenance and insurance coverage.

Currently the vanpool program has one hundred and thirty (130) vans. The program is popular and has good growth potential. Recently the Federal Transit Administration announced a partial

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waiver from the requirements of Buy America. This will allow LYNX to purchase expansion and replacement vehicles.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2023 Approved Operating Budget includes \$360,000 for anticipated vanpool management service expenses.

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Consent Agenda Item #6.B. ii

To: LYNX Board of Directors

From: Jafari Bowden
Director Of Safety And Security
Robert Carey
(Technical Contact)

Phone: 407.841.2279 ext: 6127

Item Name: 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

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the second option year of Contract #19-C48 with GC&E Systems Group, LLC for Digital Camera Purchase, Installation, and Related Services. This action doesn't require an increase to the \$1,100,000 not to exceed associated with the contract.

BACKGROUND:

In accordance with LYNX's Board approval, RFP #18-R23 was issued on October 5, 2018. Digital Camera Purchase, Installation, and Related Services are currently provided by GC&E Systems Group, LLC under LYNX contract #19-C48. The RFP allowed for the purchase of additional services and equipment during the Contract term. LYNX is requesting additional services to be performed during FY2023 by GC&E Systems Group, LLC to enhance security measures for the purchase and install for security cameras at selected transfer centers, Super stops and facilities.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal of 4% is accessed for this procurement. LYNX's procurement policy requires contractors to use a good faith effort to subcontract portions of their work for material, supplies and services to Disadvantaged Business Enterprise (DBE) Firms.

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FISCAL IMPACT:

The FY2023 Approved Capital Budget includes \$30,000 for Digital Camera Purchase, Installation and Related Services.

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Consent Agenda Item #6.B. iii

To: LYNX Board of Directors

From: Craig Bayard
Director Of Information Technology
Craig Bayard
(Technical Contact)

Phone: 407.841.2279 ext: 6008

Item Name: Authorization to Exercise the First Option Year for Contract #20-C45 with Advanced Document Solutions (Copier, Printer, Scanner, Fax)

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the first option year for contract #20-C45 with Advanced Document Solutions for the purchase of color laser multifunction devices, "MFD" (Copier, Printer, Scanner, Fax), software, services contract, and to increase the not to exceed by \$45,000.

BACKGROUND:

LYNX entered into a contract with Advanced Document Solution on April 1, 2020, for the purchase of Color Laser Multifunction Devices, "MFD" (Copier, Printer, Scanner, Fax), Software, and Services Contract. The current copiers maintenance service contract covers all preventive maintenance to be performed by authorized factory trained technicians, parts, labor, toner, consumables, (excluding staples and paper).

The new total not to exceed will be \$272,427.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal of 1% is accessed for this procurement. LYNX's procurement policy requires contractors to use a good faith effort to subcontract portions of their work for material, supplies and services to Disadvantaged Business Enterprise (DBE) Firms.

FISCAL IMPACT:

The FY2023 Operating Budget includes \$45,000 for the maintenance contract on the equipment.

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Consent Agenda Item #6.C. i

To: LYNX Board of Directors

From: Craig Bayard
Director Of Information Technology
Craig Bayard
(Technical Contact)

Phone: 407.841.2279 ext: 6008

Item Name: Authorization to Purchase Microsoft Office 365 Subscription-Based Licenses Through Cooperative Purchase Contract: Sourcewell 081419

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to authorize the purchase of Microsoft Office 365 subscription-based licenses for a period of three years at a cost not to exceed \$546,000 utilizing cooperative purchase contract: Sourcewell 081419.

BACKGROUND:

LYNX currently uses Microsoft Office products that are installed on premises and are most accessible from within the LYNX administrative buildings. In support of LYNX's hybrid working environment, Microsoft Office 365 provides access to Office applications from anywhere, anytime, using any type of device. Microsoft Office 365 enables real-time document collaboration and includes facilities for electronic discovery of email and files.

Microsoft Office 365 is Microsoft's online suite of applications and services first launched in 2009. Office 365 provides greater reliability, security and productivity than on-premises server infrastructure or applications. Office 365 includes Word, Excel, PowerPoint, Outlook, Exchange Online, Teams, OneDrive and SharePoint. Exchange Online provides Business class email, calendar and contacts with a 75GB (gigabyte) inbox per user. Microsoft provides Office 365 Government which includes enhanced security and privacy with a guaranteed uptime of 99.9 percent.

LYNX will purchase the Microsoft Office 365 licenses through a three-year Microsoft Enterprise Agreement (EA). Each year of the Enterprise Agreement will be \$182,000 to cover licensing for 350 administrative staff.

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DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2023 Approved Operating Budget includes \$180,900 for Microsoft Office 365 licensing for all administrative staff.

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Consent Agenda Item #6.C. ii

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Purchase Twenty-Five (25) 40' Compressed Natural Gas (CNG) Replacement Buses

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to purchase twenty-five (25) 40' Low Floor CNG replacement buses for a not to exceed amount of \$18,000,000.

BACKGROUND:

LYNX has an active fleet of two hundred ninety-three (293) buses, ninety-nine (99) of which have met their useful life with an average of 662,220 miles per vehicle. This bus replacement is part of LYNX Transit Development Plan (TDP). Upon arrival of the replacement buses, LYNX will retire a like amount of buses in accordance with Federal Transit Administration (FTA) guidelines. This purchase is Grant funded and is part of the fixed route bus replacement plan. These replacement buses will be purchased from Gillig, LLC through the State of Florida Heavy Duty Buses Contract, P-18-005.

Fixed Route Revenue Vehicles	Quantity	Cost	Total
From the State of Florida Heavy Duty Buses Contract			
40' CNG Package	25	\$720,000*	\$18,000,000
Major Options Include; ZF Transmission, Amerex Fire Suppression System, Trapeze Mentor (Ranger) ITS System, Driver Protection Shields and bus disinfecting systems			
Fixed Route Revenue Vehicle Cost			\$18,000,000

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*Bus cost includes a built-in contingency over the quoted cost due to projected PPI adjustments and unexpected component cost increases not controllable by Gillig, LLC.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

The DBE requirement for the purchase of rolling stock is monitored by the Federal Transit Administration.

FISCAL IMPACT:

The FY2023 Approved Capital Budget includes \$18,000,000 to purchase twenty-five (25) 40' Low Floor CNG replacement buses. This is 100% funded with Federal Grants.

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Consent Agenda Item #6.C. iii

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Enter into FY2023 Contribution Agreement with Orange County, Florida

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into Contribution agreements with Orange County, Florida for the construction of the Pine Hills Transfer Facility.

BACKGROUND:

LYNX intends to construct, operate and maintain an eight-bay transfer facility and an administrative building that will house driver restrooms and lounge, customer service and security, to be located at the intersection of Belco and Silver Star Road.

The total budget for the Project is \$8,835,264, which is to be funded by multiple funding sources including Federal 5307, a Ladders of Opportunity grant, an FDOT Intermodal Development grant, Orange County Parks and Recreation, in-kind services and a local match.

Orange County has agreed to make a one-time contribution to LYNX in the amount of Six Hundred Thousand and No/100 Dollars (\$600,000.00) for construction of the Project.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

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FISCAL IMPACT:

The FY2023 Approved Capital Budget has a total of \$8,835,264 available for the construction of the Pine Hills Transfer Facility. This project is 100% funded using multiple funding sources as noted above.

**Pine Hills Transfer Station Contribution Agreement
23-C16**

by and between

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

and

ORANGE COUNTY, FLORIDA

relating to the providing a construction contribution for the Pine Hills Transfer Station to be located at
the intersection of Belco and Silver Star Road in Orange County, Florida

October 18, 2022

CONTRACT NO. 23-C16
CONTRIBUTION AGREEMENT

THIS CONTRIBUTION AGREEMENT (“Agreement”) is made and entered into as of the Effective Date (as hereinafter defined) by and between **CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY D/B/A LYNX**, a body politic and corporate, created by Part II, Chapter 343, Florida Statutes, whose principal address is 455 North Garland Avenue, Suite 500, Orlando, Florida 32801 (“LYNX”), and **ORANGE COUNTY, FLORIDA**, a charter county and political subdivision of the State of Florida, whose principal address is 201 South Rosalind Avenue, Orlando, Florida 32801 (“County”).

WITNESSETH:

WHEREAS, LYNX intends to construct, operate and maintain an eight-bay transfer facility and an administrative building that will house driver restrooms and lounge, customer service and security, to be located at the intersection of Belco and Silver Star Road (the “Project”), which is reflected on the sketch attached hereto as **Exhibit “A”** (the “Sketch”); and

WHEREAS, the total budget for the Project is \$8,835,264, which is to be funded by multiple funding sources including Federal 5307, a Ladders of Opportunity grant, an FDOT Intermodal Development grant, Orange County Parks and Recreation, in-kind services and a local match;

WHEREAS, County has agreed to make a one-time contribution to LYNX for construction of the Project; and

WHEREAS, LYNX and County desire to set forth their mutual understanding of the terms and conditions of their agreement as set forth herein.

NOW THEREFORE, in consideration of the mutual promises made herein and for other good and valuable consideration, the receipt of which is hereby acknowledged by the parties, the parties hereby agree as follows:

1. **Recitals.** The foregoing recitals are true and correct and are incorporated herein by this reference.
2. **County Contribution.** County hereby agrees to provide a one-time payment to LYNX in the amount of Six Hundred Thousand and no/100 Dollars (\$600,000)(“Contribution”) for the construction of the Project (as determined by LYNX). The County’s Contribution shall be paid to LYNX on or before December 31, 2024 once construction has started. For the purpose of invoicing, invoices and related matters will be sent to ORANGE COUNTY at the following address:

ORANGE COUNTY
c/o Kurt Petersen, Director, Office of Management & Budget
201 South Rosalind Ave. 3rd Floor
Orlando, FL 32802

LYNX shall use the Contribution only for the costs associated with the construction of the Project.

3. **LYNX Obligations.** LYNX shall cause construction of the Project to commence as soon as reasonably practical after the issuance of all required permits. Once construction has commenced on the Project, LYNX shall cause its contractor to diligently and in good faith proceed with the construction of the

Project. LYNX will request that its contractor prepare a timeline to completion and will provide such timeline to County once it has been made available.

4. **Procurement.** LYNX shall follow federal procurement procedures in compliance with 2 CFR 200.318-200.327.

5. **Lobbying.** LYNX shall not expend any funds paid under this Agreement for any lobbyist, as such term is defined in section 2-351 of the Orange County Code, to engage in any lobbying activities designed to influence decisions or other foreseeable actions of the Board of County Commissioners or the governing body of any other municipality located within Orange County.

6. **Permitting.** LYNX shall be responsible for obtaining or causing to be obtained all land use, zoning, special exception, building, development and environmental permits or approvals necessary for the proper execution and completion of the work which are legally required hereunder.

7. **Indemnification.** To the extent permitted by law, each party agrees to defend, indemnify and hold harmless the other party, its officials and employees from all claims, actions, losses, suits, judgments, fines, liabilities, costs and expenses (including attorney's fees) attributable to its negligent acts or omissions, or those of its officials and employees acting within the scope of their employment, or arising out of or resulting from the indemnifying party's negligent performance under this Agreement. Nothing contained herein shall constitute a waiver of sovereign immunity or the provisions of Section 768.28, Florida Statutes. The foregoing shall not constitute an agreement by either party to assume any liability for the acts, omissions and/or negligence of the other party. This provision shall survive termination of this Agreement.

8. **Audit.** County and the Orange County Comptroller ("Comptroller"), or designee, shall have the right to audit from time to time for compliance with the terms, conditions, obligations, limitations, restrictions and requirements of this Agreement, the use of the County's Contribution for the Project. Such right shall extend for a period of five (5) years after completion of the Project. LYNX agrees to provide reasonable assistance in providing documents, materials, data, information and records to County and the Comptroller or designee in the performance of these audits as requested by the Comptroller or County. In those situations where records have been generated from computerized data (whether mainframe, mini-computer, or PC based computer systems), the Comptroller's representatives shall be provided with extracts of data files in computer readable format on data disks or suitable alternative computer exchange formats. Such activity shall be conducted during normal business hours.

9. **Notice.** Any notices which may be permitted or required hereunder shall be in writing and shall be deemed to have been duly received as of (i) the date and time the same are personally delivered, transmitted electronically (i.e., facsimile or e-mail); (ii) within three (3) days after depositing with the United States Postal Service, postage prepaid by registered or certified mail, return receipt requested; or (iii) within one (1) day after depositing with Federal Express or other overnight delivery service from which a receipt may be obtained, and addressed as follows:

LYNX:	Central Florida Regional Transportation Authority d/b/a LYNX
	Attn: Leonard Antmann
	Chief Financial Officer
	455 North Garland Avenue, Suite 500
	Orlando, Florida 32801
	Telephone: (407) 254-6125
	Email: LAntmann@golynx.com

With a copy to: Central Florida Regional Transportation Authority d/b/a/ LYNX
Attn: Carrie L. Sarver, Esq., B.C.S
455 North Garland Avenue
Orlando, Florida 32801
Telephone: (407) 254-6037
Email: CSarver@golynx.com

COUNTY: Orange County, Florida
Attn: Kurt Petersen, Director, Office of Management & Budget
201 South Rosalind Avenue, 3rd Floor
Orlando, Florida 32801

With a copy to:

County Attorney
Orange County, Florida
201 South Rosalind Avenue, Third Floor
Orlando, Florida 32801

Either party may change the address to which any notices are to be given by so notifying the other parties to this Agreement as provided in this paragraph.

10. **Effective Date.** The Effective Date of this Agreement shall be the date upon which the last of the parties hereto signs this Agreement (“Effective Date”). This Agreement shall remain in effect until December 31, 2024.

11. **Amendments.** This Agreement may be amended only upon the mutual written consent of the parties hereto.

12. **Entire Agreement.** This Agreement shall constitute the entire agreement between the parties. Any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party to the extent incorporated into this Agreement.

13. **No Partnership.** LYNX and County do not, in any way or for any purpose, become a partner of the other in the conduct of its business, or otherwise, or a joint venture or a member of a joint enterprise.

14. **Waiver.** Neither the failure of either party to exercise any power given hereunder or to insist upon strict compliance with any obligation specified herein, nor any custom or practice at variance with the terms hereof, shall constitute a waiver of either party’s right to demand exact compliance with the terms hereof.

15. **Time.** Time is of the essence of this Agreement.

16. **Governing Law and Venue.** Venue for any action, suit, or proceeding brought to recover any sum due under, or to enforce compliance with, this Agreement shall lie in the court of competent jurisdiction in and for Orange County, Florida; each party hereby specifically consents to the exclusive personal jurisdiction and exclusive venue of such court.

17. **Severability.** This Agreement is intended to be performed in accordance with, and only to the extent permitted by, all applicable laws, ordinances, rules and regulations. If any provision of this

Agreement or the application thereof to any person or circumstance shall, for any reason and to any extent, be invalid or unenforceable, the remainder of this Agreement and the application of such provision to other persons or circumstances shall not be affected thereby but rather shall be enforced to the greatest extent permitted by law.

18. **Counterparts and Facsimile Signatures.** This Agreement may be executed in two or more counterpart copies, including facsimile and electronic mail signatures, each of which shall be deemed to constitute one original document. The parties may execute different counterparts of this Agreement, and, if they do so, the signatures pages from the different counterparts may be combined to provide one integrated document and taken together shall constitute one and the same instrument.

19. **Relationship of Parties.** This Agreement is solely for the benefit of the parties executing the Agreement, and no rights are intended, nor shall any rights accrue, to any third party unless expressly provided in this Agreement.

20. **Successors and Assigns.** LYNX shall not assign its right hereunder, without the prior written consent of the County. Failure to comply with this section may result in immediate termination of this Agreement.

21. **Force Majeure.** The time for the performance of LYNX's obligations under this Agreement, including without limitation LYNX's performance of the design, permitting and construction requirements set forth herein, will be extended for a period of time equal to any period of delay experienced by LYNX, or the number of days lost, due to any of the following ("Force Majeure"): strikes, civil riots or commotion, war, invasion, acts of terrorism, explosion, fire or other casualty, sabotage, theft, vandalism, Acts of God, labor disputes, unavailability of labor or materials, hurricane, tropical storm, tornado, or other adverse weather conditions, act or failure to act of governmental authorities other than LYNX (including failure or delay in issuing necessary approvals, permits, and licenses so long as LYNX is diligently pursuing its obligations hereunder), act or failure to act of third-party utility service providers, or other causes beyond the reasonable control of LYNX.

22. **Participation.** All of the parties to this Agreement have participated fully in the negotiation and preparation hereof; this Agreement shall not be construed more strongly for or against any party regardless of which party is deemed to have drafted the Agreement.

23. **Jury Trial.** THE PARTIES HERETO WAIVE A TRIAL BY JURY OF ANY AND ALL ISSUES ARISING IN ANY ACTION OR PROCEEDING BETWEEN THEM OR THEIR SUCCESSORS UNDER OR CONNECTED WITH THIS AGREEMENT OR ANY OF ITS PROVISIONS AND ANY NEGOTIATIONS IN CONNECTION THEREWITH.

24. **No Third-Party Beneficiaries.** It is specifically agreed that this Agreement is not intended by any of the provisions of any part of this Agreement to establish in favor of any other party, the public or any member thereof, the rights of a third-party beneficiary, or to create or authorize any private right of action by any person or entity not a signatory to this Agreement to enforce this Agreement or any rights or liabilities arising out of the terms of this Agreement.

* * * * *

*[SIGNATURE PAGE OF THE CONTRIBUTION AGREEMENT BETWEEN CENTRAL FLORIDA
REGIONAL TRANSPORTATION AUTHORITY AND ORANGE COUNTY, FLORIDA]*

IN WITNESS WHEREOF, County and LYNX have caused this Agreement to be executed as of the dates set forth below.

ORANGE COUNTY, FLORIDA

By: Board of County Commissioners

By: _____

Jerry L. Demings
Orange County Mayor

Date: _____

ATTEST:

Phil Diamond, CPA, County Comptroller,

As Clerk of the Board of County Commissioners

By: _____

Deputy Clerk

Date: _____

*[SIGNATURE PAGE OF THE CONTRIBUTION AGREEMENT BETWEEN CENTRAL FLORIDA
REGIONAL TRANSPORTATION AUTHORITY AND ORANGE COUNTY, FLORIDA]*

“LYNX”

**CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY D/B/A
LYNX**

By: _____

Name: Tiffany Homler Hawkins.

Title: Interim Chief Executive Officer

Dated: _____

ATTEST:

By: _____

Name: _____

Title: _____

Date: _____

Reviewed as to Form:

This Agreement has been reviewed as to form by LYNX Senior In-House Counsel. This confirmation is not to be relied upon by any person other than LYNX or for any other purpose.

By: _____

Name: Carrie L. Sarver, Esq., B.C.S.

Title: Senior In-House Counsel

Date: _____

EXHIBIT A – SKETCHES #1 & #2
ATTACHED Page 9 & 10

EXHIBIT A – SKETCH #1



EXHIBIT A – SKETCH #2



LYNX Board Agenda

Consent Agenda Item #6.C. iv

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6064

Item Name: 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

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit grant applications to the Florida Department of Transportation (FDOT) and authorize the Chairman to execute Resolution #22-009.

BACKGROUND:

On October 12, 2022, the Florida Department of Transportation conducted an open house to announce its funding solicitation and guidance for FTA's Section 5310-Enhanced Mobility of Seniors and Individuals with Disabilities Program and Section 5339-Bus and Bus Facilities Program. These solicitations are due for submission January 13, 2023. Submission is contingent on rural area eligibility based on the release of 2020 Census data.

The funding programs are described as follows:

- **Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. 5310):** Provides formula funding to improve mobility for seniors and individuals with disabilities. The Fixing America's Surface Transportation (*FAST Act - continues under the Infrastructure Investment and Jobs Act aka "IIJ" Act*), expanded the eligibility of the 49 U.S.C. 5310 program funds to be used for operating expenses, in addition to capital expenses, for transportation services addressing the needs of seniors and individuals with disabilities.

LYNX Board Agenda

LYNX intends to apply for both capital and operating projects; approximately \$1,134,000 for paratransit vehicles and approximately \$775,000 for rural Neighbor Link and other contracted services for specialized transportation under the Mobility Management brokerage model. The matching requirements for this program remain the same: capital assistance is provided on an 80% Federal share, 10% state share and 10% local share, with operating assistance requiring a 50% match. These operating projects are part of our continuing mobility initiatives to address paratransit mobility needs with Neighbor Link routes.

- **Bus and Bus Facilities (49 U.S.C. 5339):** The Bus and Bus Facilities Program provides capital funding to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities for services in the rural areas.

LYNX intends to apply for capital project; approximately \$1,416,270 under the 49 U.S.C. 5339 program for buses with the necessary technologies and equipment. These capital purchases will support the provision of both fixed-route services that operate either entirely or predominately in rural areas. Bus and Bus Facilities capital funds are 80% federal and 20% non-federal share (FDOT will provide the required 20% match).

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. 22-009

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 FY2023-2024 SECTION 5339 FTA FUNDS FOR RURAL AREA BUS AND BUS FACILITIES PROGRAM, AND FY2023-2024 SECTION 5310 FTA ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM, IN THE AMOUNT OF APPROXIMATELY \$3,325,270 DOLLARS.

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 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 of Directors has the authority to authorize the submission of grant applications to the Florida Department of Transportation.
2. The BOARD of Directors has the authority to authorize the execution of Public Transportation Grant Agreements to be issued by FDOT in FY2023-2024.
4. The BOARD of Directors authorizes Tiffany Homler Hawkins, Interim Chief Executive Officer, or designee, to submit grant applications to the Florida Department of Transportation for fiscal year 2023-2024 in the amount of approximately \$3,325,270 dollars on behalf of LYNX and the ability for the CEO to execute the application, amendments, warranties, certifications, assurances, reimbursement invoices and any other documents in connection with the grant applications.
5. The BOARD of Directors 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 for capital assistance for rural bus and bus facilities (5339), and transportation services for elderly persons and persons with disabilities program funds (5310).
6. The BOARD of Directors 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.

7. That 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, FY2023-2024 SECTION 5339 FTA FUNDS FOR RURAL AREA BUS AND BUS FACILITIES PROGRAM, AND FY2023-2024 SECTION 5310 FTA ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM, IN THE AMOUNT OF APPROXIMATELY \$3,325,270 DOLLARS.

APPROVED AND ADOPTED this 8th day of December 2022 by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: Governing Board

Chairman

ATTEST:

Assistant Secretary

LYNX Board Agenda

Action Agenda Item #7.A

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6169

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

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to notify MetroPlan Orlando of LYNX's intent to continue as the Community Transportation Coordinator (CTC) for Orange, Osceola, and Seminole counties.

BACKGROUND:

The Florida Commission for the Transportation Disadvantaged (CTD) designates one Community Transportation Coordinator (CTC) for each county in Florida. LYNX has been the designated CTC for Orange, Osceola, and Seminole Counties since 1992. The CTC designation is formalized through a Memorandum of Agreement (MOA) between LYNX and the CTD.

Having this designation allows LYNX to be eligible to apply for the CTD's annual Trip and Equipment Grant, Shirley Conroy Rural Area Capital Assistance Program Grant, Innovative Service Development Grant, and other grants and funding that the CTD is able to offer.

LYNX, as a governmental body with sufficient means to serve as the CTC, may elect to be the CTC by notifying MetroPlan Orlando. This prevents MetroPlan Orlando, as the CTD's designated official planning agency, from having to release a formal procurement for an entity to serve as the CTC.

This authorization, and subsequent letter, will provide MetroPlan Orlando with formal notice that LYNX desires to continue as the CTC for Orange, Osceola, and Seminole Counties. Upon

LYNX ard Agenda

notification, MetroPlan Orlando will present the notice of intent to their Transportation for Disadvantage Local Coordinating Board's Quality Assurance Task Force (QATF), and the full TDLCB. MetroPlan Orlando will then, through formal resolution, recommend that the Florida Commission for Transportation Disadvantage designate LYNX as the CTC. MetroPlan staff will make the recommendation in person at the CTD's quarterly business meeting in early 2023.

LYNX's current CTC designation expires on June 30, 2023. If re-designated, LYNX's new MOA would be for a five-year period (July 1, 2023, to June 30, 2028). LYNX traditionally receives approximately \$4M annually from CTD grants. This funding would not be possible in future years without the re-designation of LYNX as the CTC for Orange, Osceola, and Seminole Counties.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2023 Operating Budget includes \$3,513,811 for the Trips & Equipment grant for the Transportation Disadvantaged Program.

LYNX Board Agenda

Action Agenda Item #7.B

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Approve the LYNX Board of Directors Meeting Dates for 2023

Date: 12/15/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' approval for the LYNX Board of Directors meeting dates for 2023.

BACKGROUND:

LYNX Administrative Rule 2 – Board Governance (Bylaws) states that the Governing Board shall annually establish a schedule for the LYNX Board of Directors. The LYNX Board of Directors typically holds its meetings on the fourth Thursday of the month. The meetings can be cancelled if there are no urgent or time-sensitive issues. The proposed dates for 2023 are as follows:

- January 26, 2023
- February 23, 2023
- March 23, 2023
- April 27, 2023
- May 25, 2023
- June 22, 2023
- July 27, 2023
- August 24, 2023
- September 28, 2023
- October 26, 2023
- December 7, 2023

LYNX ard Agenda

LYNX Administrative Rule 2 – Board Governance (Bylaws) also authorizes the LYNX Board of Directors to establish committees and those committees are to annually establish their meeting schedule.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

FISCAL IMPACT:

There is no fiscal impact associated with this activity.

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 - November 2022

Date: 12/15/2022

LYNX Liability Claim Settlements November 1 – November 30, 2022

Claimant Name	Accident Date	Accident Type	Settlement Amount	Date of Check
Allstate (Anthony LaSalle)	08/06/22	PD	\$786.51	11/03/2022
Katzman, Wasserman Bennardini & Rubinstein fbo Marilaine Muscadin	02/04/20	BI	\$27,000.00	11/03/2022
Dan Newlin Injury Attorneys fbo Althea F Joseph	03/20/18	BI	\$40,000.00	11/03/2022
W&D Remodeling, Inc.	10/05/22	PD	\$1,704.23	11/03/2022
Daniel Zagata and Sean Marche	06/23/22	PD	\$5,000.00	11/03/2022
Dan Newlin Injury Attorneys fbo Jeanna Salvatore	03/16/18	BI	\$85,000.00	11/11/2022
The Artist of Central Florida Corp (Tatiana Pinilla)	07/11/22	PD	\$330.33	11/11/2022
Mapp & Parker f/b/o Ira Robinson	11/23/16	BI	\$10,000.00	11/17/2022
Ahmed Hart	09/24/22	PD	\$181.14	11/11/2022
Enterprise Rentacar (Jennifer Salguero)	04/21/22	PD	\$194.64	11/11/2022
Morgan & Moran fbo Tracey Wilson	01/24/18	BI	\$23,000.00	11/11/2022
Copart (Akiya Lee)	10/09/22	PD	\$682.73	11/11/2022
Praxis Consulting ASO Geico Insurance	05/31/22	PD	\$2,246.18	11/17/2022
Eduardo Velazquez Burgos	09/08/22	PD	\$1,504.27	11/17/2022
Dawn McDonough	09/02/22	PD	\$1,240.43	11/17/2022
Dan Newlin Injury Attorneys fbo Veronica Rogers	4/20/2018	BI	\$37,500.00	11/23/2022
Clinton Scott	10/18/2022	PD	\$3,216.46	11/23/2022
Ryan Caulfield	9/6/2022	PD	\$3,040.90	11/23/2022

LYNX Board Agenda

Information Item B

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 - October 2022

Date: 12/15/2022

LYNX Liability Claim Settlements October 1 – October 31, 2022

Claimant Name	Accident Date	Accident Type	Settlement Amount	Date of Check
Dan Newlin fbo Michery Torres	01/21/20	BI	\$145,000.00	10/4/2022
Dan Newlin f/b/o Martina Hidalgo-Jimenez	10/29/17	BI	\$40,000.00	10/4/2022
Enterprise (Jennifer Salguero)	04/21/22	PD	\$519.04	10/4/2022
Hornsby Law Group Trust Account f/b/o Tamica Quarrells	04/27/18	BI	\$100,000.00	10/4/2022
Sublette Law Trust f/b/o Jabolonie Smith	12/19/16	BI	\$150,000.00	10/4/2022
Nooney & Roberts f/b/o Lauren Chung Mahomed	02/07/20	BI	\$20,000.00	10/4/2022
Felicia Vickers Gaines	08/13/22	PD	\$2,266.90	10/4/2022
Dan Newlin fbo Rosaura Britto	08/17/16	BI	\$70,000.00	10/4/2022
Dan Newlin Injury Attorneys f/b/o Christene Andrews	09/13/21	BI	\$12,000.00	10/4/2022
Dan Newlin fbo Cesia Rodriguez	07/07/21	BI	\$22,250.00	10/4/2022
Robert Brooks	09/09/22	PD	\$7,859.39	10/6/2022
Tatiana Chaves Pinilla	07/11/22	PD	\$647.20	10/6/2022
Greenway Ford (Jennifer Salguero)	04/21/22	PD	\$440.06	10/6/2022
George Meder (rental)	09/02/22	PD	\$370.77	10/6/2022
Leach Firm, P.A. Trust Account f/b/o Melvin Drumwright	12/06/21	BI	\$30,000.00	10/6/2022
Enterprise (Justin Fluellen)	05/17/22	PD	\$475.25	10/6/2022

LYNX Board Agenda

Sydney McClurkin	03/06/22	WC	\$3,500.00	10/6/2022
Steinger Greene & Feiner (Sydney McClurkin)	03/06/22	WC	\$1,500.00	10/6/2022
Daniel Zagata	06/23/22	PD	\$469.61	10/13/2022
Trial Pro P.A. f/b/o Tony Morejon	02/13/19	BI	\$120,000.00	10/13/2022
Dan Newlin Attorneys fbo Idanise Jules	04/27/18	BI	\$127,472.61	10/13/2022
EAN Services, LLC (WENBIN XU)	11/20/21	PD	\$884.61	10/13/2022
Law Office of Jon Lambe f/b/o Brian Jennings	05/08/17	BI	\$15,000.00	10/13/2022
ENTERPRISE RENT-A-CAR (George Meder)	09/02/22	PD	\$222.72	10/13/2022
Praxis Consulting ASO Geico Insurance (Yvenel Parfait)	07/22/22	PD	\$1,683.58	10/13/2022
Aero Groundtek, LLC	06/09/22	PD	\$258.46	10/20/2022
Dan Newlin Injury Attorneys f/b/o Dieula Louis	10/12/17	BI	\$140,000.00	10/20/2022
Murpha Small	09/08/22	PD	\$1,551.34	10/20/2022
Vanessa Welch	08/14/22	PD	\$414.99	10/20/2022
Enterprise (Vanessa Welch)	08/14/22	PD	\$1,731.48	10/20/2022
Jennifer Rooney	08/31/22	PD	\$474.65	10/20/2022
Christopher Bowick	09/24/22	BI	\$100.00	10/27/2022
Eric Lutz	10/07/22	PD	\$851.93	10/27/2022

LYNX Board Agenda

Information Item C

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: 12/15/2022

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

1. Cummins-Allison
2. ESRI – Environmental Systems Research Institute, Inc.
3. Productive Solutions
4. Stewart & Stevenson FDDA, LLC
5. Trapeze



Sole Source Justification

DATE: October 17, 2022

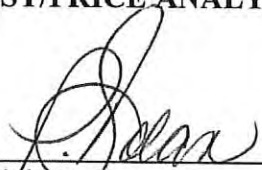
REQUESTED BY: Patricia Dolan, Supervisor of Revenue Control

SUBJECT: Maintenance contract for coin and currency machines

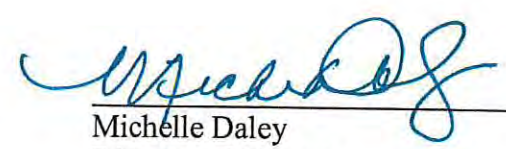
BACKGROUND: Cummins-Allison provides the annual services and maintenance for the currency and coin machines. No other manufacturer or dealer is authorized to service Cummins-Allison equipment in the United States.

SOLE SOURCE JUSTIFICATION: Cummins-Allison is the sole source provider and can provide machine servicing.

COST/PRICE ANALYSIS: \$10,866.30

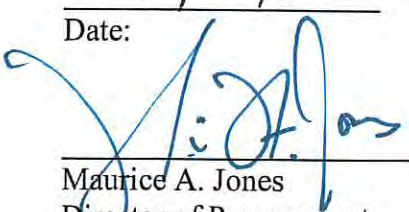


Patricia Dolan
Supervisor of Revenue Control



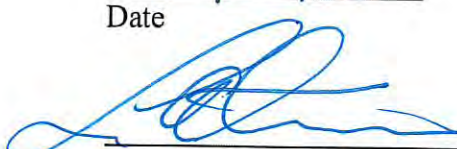
Michelle Daley
Director of Finance

10/20/2022
Date:



Maurice A. Jones
Director of Procurement

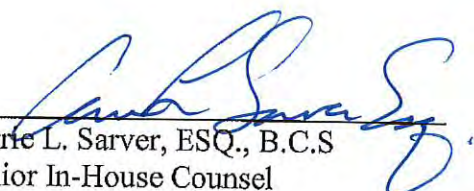
10/20/22
Date



Leonard Antmann
Chief Financial Officer

10/20/2022
Date:

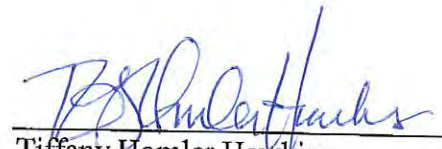
10/21/22
Date



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

Date:

10/28/22



Tiffany Homler Hawkins
Interim Chief Executive Officer

Date

10/31/22



Sole Source Justification

DATE: October 17, 2022

REQUESTED BY: Francis Franco, GIS Supervisor

SUBJECT: Environmental Systems Research Institute, Inc. (ESRI) Products Maintenance and Software

BACKGROUND: LYNX uses ESRI products including the Arc Geographical Information System (ArcGIS) Platform to provide jurisdictional and municipal mapping services of transit stops, urban and rural boundaries. The ESRI Insights module is a software used to perform analytics and business workflows. ESRI products are used to produce the spatial-information presented via interactive maps on LYNX's website, www.golynx.com. The web-based interactive maps support local partner agencies, stakeholders and their staff activities associated with planning and construction projects.

SOLE SOURCE JUSTIFICATION: An attached sole source justification letter has been provided by the vendor, ESRI, Inc. ESRI, Inc. is the sole provider for software maintenance (technical support plus ESRI software updates/upgrades) for ESRI products, including ArcGIS in the United States commercial, state, and local government marketplace. The ESRI products are unique and not available from another source. Due to the reliance on the maintenance and software products, the procurement process to identify and acquire comparable products would result in an unacceptable delay to LYNX. No other suppliers or services will satisfy the required support and continued maintenance of the ESRI software products.

COST/PRICE ANALYSIS:

The cost impact of extending the license and maintenance is **\$15,837 for the period of November 1, 2022 – October 31, 2023**; for the full 12-months of licensing and maintenance.

Francis Franco

Francis Franco
Project Manager/GIS Supervisor

10/17/2022

Date:

James Boyle

James Boyle
Director of Planning & Development

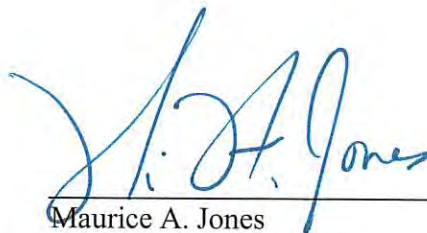
10-19-2022

Date



William Slot
Chief Innovation Officer

10/27/22
Date:



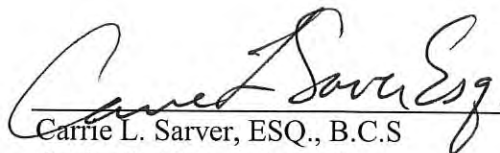
Maurice A. Jones
Director of Procurement

11/2/2022
Date



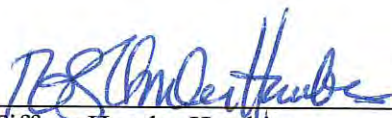
Leonard Antmann
Chief Financial Officer

11/4/22
Date:



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

11/8/22
Date



Tiffany Homler Hawkins
Interim Chief Executive Officer

11/8/22
Date:



Sole Source Justification

DATE: October 5, 2022

REQUESTED BY: Craig Bayard, Director of Information Technology

SUBJECT: Productive Solutions Maintenance/Support Renewal

BACKGROUND:

Productive Solutions is the manufacturer of AFM System which is LYNX' Point of Sale system.

SOLE SOURCE JUSTIFICATION:

Productive Solutions manufacturer does not allow for other vendors to provide maintenance, customer support services, product customizations or testing for the above mentioned applications and any additional applications developed or customized in the future.

COST/PRICE ANALYSIS:

Annual maintenance of cost is \$14,775 and is included in the FY2023 operating budget. This is a 4% increase from the prior year cost of \$14,205.

Craig Bayard

Craig Bayard
Director of Information Technology

10/5/2022

Date:

[Signature]

Lenny Antmann
Chief Financial Officer

10/21/22

Date:

[Signature]

Carrie L. Sarver, ESQ., B.C.S.
Senior Staff Attorney

10/28/22

Date:

W. Slot

William Slot
Chief Innovation Officer

10/5/22

Date

[Signature]

Maurice A. Jones
Director of Procurement

10/20/2022

Date

[Signature]

Tiffany Homler Hawkins
Interim Chief Executive Officer

10/31/22

Date



Sole Source Justification

DATE: October 21, 2022

REQUESTED BY: Elvis Dovaes, Director of Maintenance

SUBJECT: Allison EP40 & EP50 Hybrid Drive Systems Repair

BACKGROUND:

Our Allison H40/50 Hybrid Drive equipped bus fleet (35 buses) is out of warranty, and we have experienced increased hybrid system related failures as the fleet has aged. The Allison H40/50 Hybrid Drive system is very technologically complex and the OEM is very protective of their proprietary systems. Diagnosis and fault finding beyond the basic bus control circuits interfacing with hybrid components is limited.

Typically, when a hybrid system problem is reported, the technician using the OEM's diagnostic software troubleshoots any stored Diagnostic Trouble Codes (DTC). If the DTC's are related to the bus control circuits we can correct those without involvement of the OEM's Authorized Distributor. If the DTC's are related to hybrid system component such as the; Electric Drive Unit, Energy Storage System, Dual Power Inverter Module, Transmission Control Module, or Vehicle Control Module (ESS, DPIM, TCM, VCM) we contact the local Authorized Distributor and provide them and diagnostic software snapshot recording of the transmission control module (TCM) stored data and DTC's. The OEM's Authorized Distributor will analyze the recording and advise us if further checks may be needed or if the system needs repair or diagnosis beyond the end users (LYNX's) capability, this is done at no cost.

SOLE SOURCE JUSTIFICATION:

When a repair or diagnosis is beyond our capability it is a necessity to have the authorized Allison Distributor Branch center perform the work for reasons noted below:

- Allison Transmission is the Original Equipment Manufacturer (OEM) of the Allison H40/50 EP hybrid drive systems, and exclusive source of parts and components of the; ESS, DPIM, TCM and Electric Drive Unit.
- Upon replacement or repair of the hybrid electric components, only Authorized Allison Distributer Branches have the capability or authority to program (or flash) the new hybrid components to ensure the vehicle recognizes that the replacement/repair of the components.
- While there are several Allison Service Centers in Florida they are unable to perform the complete diagnosis, repair, and programming unless they have Allison Distributer Branch status.

- FDDA Orlando is the only fully authorized Allison Service Distributer Branch in the Central Florida area capable of carrying out the repairs and programming needed for Allison hybrid system equipped transit buses.
- FDDA has the tools, resources and expertise to diagnose and repair Allison H40/50 EP hybrid systems that other Allison Service Centers do not.

COST/PRICE ANALYSIS:

The labor rate at Stewart & Stevenson Florida owned Authorized Allison Distributor Branches is \$350 per hour.

The intent of this document is to make clear that while there many Allison Transmission service centers in Florida, only Authorized Allison Distributor Branches have the technical expertise, capability and authority to perform repairs and programming of the replacement or repaired hybrid components to ensure the vehicle recognizes that the replacement/repair of the components have been made. Listed below, are all the Authorized Allison Distributor Branches in the State of Florida, they are all owned by Stewart & Stevenson (the parent company of Florida Detroit Diesel-Allison).

Florida Detroit Diesel-Allison
8411 E Adamo Dr
Tampa, FL 33619

Florida Detroit Diesel-Allison
3885 Selvitz Rd
Fort Pierce, FL 34981

Florida Detroit Diesel-Allison
6850 Presidents Dr
Orlando, FL 32809



Elvis Dovaes
Director of Maintenance

10-26-22

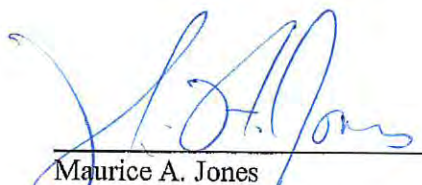
Date:



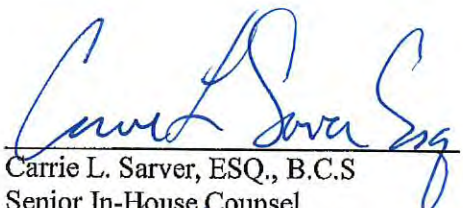
Dana Baker
Chief Operating Officer

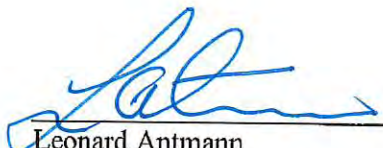
10-27-22

Date:



Maurice A. Jones
Director of Procurement

11/2/2022
Date:


Carrie L. Sarver, ESQ., B.C.S
Senior In-House Counsel
11/8/22
Date:


Leonard Antmann
Chief Financial Officer

11/4/22
Date:


Tiffany Homler Hawkins
Interim Chief Executive Officer
11/8/22
Date:



Sole Source Justification

DATE: October 21, 2022

TO: Maurice A. Jones, Director of Procurement

REQUESTED BY: Elvis Dovaes, Director of Maintenance

SUBJECT: Trapeze-TripSpark TBOX and Ranger MDT Purchases and Repairs

BACKGROUND: LYNX employs Automatic Voice Annunciator (AVA) systems in all the fixed route buses. ADA requirements are that the operator of buses, light rail, and rapid rails vehicles must announce, at minimum, all transfer points, major intersections, destination points, and other intervals along a route sufficient to permit individuals with visual or cognitive disabilities to be oriented to their location. In addition, the operator is required to announce any stop upon request of an individual with a disability. The announcement can be made by the vehicle operator or can be made by a recording system. These announcements must be loud enough to be heard by passengers and they must be clearly understandable. LYNX also employs Computer Aided Dispatch and Automated Vehicle Locator systems (CAD/AVL) and Intelligent Transportation Systems (ITS) in all fixed route buses. These systems allow LYNX to electronically schedule and dispatch buses for service and track the buses location in real time. They also provide the operator turn by turn route information and two-way text communication between the dispatcher and operator.


SOLE SOURCE JUSTIFICATION: TripSpark's TBOX in-vehicle Automatic Voice Annunciator (AVA) is a proprietary piece of hardware and software. The solution was designed by TripSpark and continues to be managed, supported, and manufactured by TripSpark. There is no other way to acquire these units on the market other than through TripSpark and its parent company Trapeze. LYNX currently utilizes the TBOX AVA in the fleet of fixed route vehicles, no other AVA on the market will work with or integrate with TripSpark's provided solutions of Streets, Rangers, and all other in-vehicle peripherals.

COST/PRICE ANALYSIS: Costs to LYNX for the major parts and repairs of those parts are as follows:

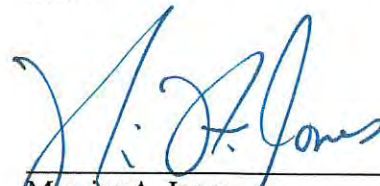
TBOX10000	TBOX - AUDIO ANNUNCIATOR	New	\$2725	OE Rep Avg	\$ 617
R44-V110T-01	UNIT - RANGER 4.4 TRAPEZE	New	\$2750	OE Rep Avg	\$ 200

LYNX is committed to complying with ADA requirements and operating in the most efficient manner possible. The TBOX in-vehicle Automatic Voice Annunciator (AVA) and Ranger CAD/AVL systems are essential to meeting those commitments. Based on the information

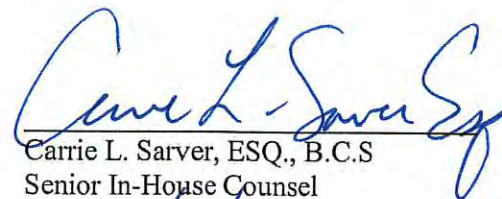
presented herein, we affirm that the T-Box and Ranger-4 MDT's are proprietary technology available only through TripSpark and its parent company Trapeze.


Elvis Dovaes
Director of Maintenance


10-26-22
Date:


Maurice A. Jones
Director of Procurement


11/2/2022
Date:


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

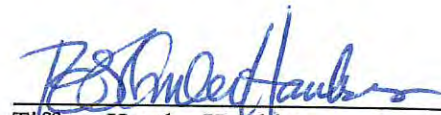
11/8/22
Date:


Dana Baker
Chief Operating Officer

10-27-22
Date:


Leonard Antmann
Chief Financial Officer

11/4/22
Date:


Tiffany Homler Hawkins
Interim Chief Executive Officer

11/8/22
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 - October 2022

Date: 12/15/2022

LYNX Press Releases | Media Notes: October 2022

October 2	LYNX Tropical Storm Ian Statement at 2:30 p.m. Oct. 2
October 18	LYNX to Participate in 7th Annual FDOT Mobility Week
October 19	19th Public Service Bus Contest Winners Announced
October 21	LYNX October 27 Board of Directors and Oversight Committee Meeting Information
October 27	LYNX Announces December Service Changes

October 2022 – LYNX News Articles

To view the articles below please copy and paste the link into a browser.	
October 1	Florida's Lynx bus service after Hurricane Ian The Business Journal Airports reopening after Hurricane Ian; LYNX resumes routes on Sunday schedule WMFE
October 4	How Orlando SunRail service is affected by Hurricane Ian The Business Journal
October 5	Permanent Housing Relocation Options University of Central Florida

LYNX Board Agenda

October 6	SunRail to resume service to Tupperware Station Thursday; bus bridge continues for stations south Fox 35 Orlando SunRail to resume service to Tupperware station as rail sections remain damaged Click Orlando
October 19	Pitching for Orange sales tax hike, Demings says buses, jobs, housing are tightly linked Orlando Sentinel Sales tax in Orange would cost residents \$390 a year. I'm voting no. Commentary Orlando Sentinel

October 2022 – LYNX Social Media

October 1	<p>We're running a Sunday/Holiday schedule through tomorrow, Oct. 2. Response to questions on when will service resume. Ian Service Detour: Links 9, 19, 21, 36, 37, 40, 102, 301, 302, 304 and 443 will be on detour until further notice. Effective Monday, Oct. 3, Link 306 weekday schedule will change. We are operating a Sunday/Holiday schedule today. Buses may not appear on our bus tracker app until tomorrow. Response to question about Link 45 running holiday/normal hours. Response to question about Links 7 and 11.</p>
October 2	<p>We're running a Sunday/Holiday schedule today, Oct. 2. We anticipate returning to regular operations tomorrow, Oct. 3. Response to question about Link 36. Effective Monday, Oct. 3, the Link 306 weekday schedule will change. All LYNX services will return to normal operations tomorrow, Oct. 3. Ian Service Detours: Links 9, 10, 18, 19, 21, 23, 26, 36, 37, 40, 42, 45, 51, 61, 102, 301, 302, 304 and 443. Response to question about Link 18 running tomorrow. Response to question about FastLink. Response to complaint about Link 20 delays. Response to question about Link 306 service.</p>
October 3	<p>Effective today, Oct. 3, all LYNX services will return to normal operations. Response to question about Links 426 and 56 service. We're providing a bus bridge for travel. Response to question on how we decided on the number 900 for a route. Response to feedback on wanting Links 55 and 56 to run around the clock.</p>
October 4	<p>Please take a look at our December service proposal. Response to feedback to include a stop to Universal Employee Center. Hurricane Ian Service Detours: Links 8, 10, 19, 26, 36, 45, 61 and 102 will continue to be detoured until further notice. Response to a complaint on the delay of Link 8.</p>

LYNX Board Agenda

October 5	<p>Tropical Storm Ian Service Detour: Links 8, 61 and 102 will continue to be detoured until further notice.</p> <p>Response to comment about the bus tracker not in service.</p> <p>Response to complaint about Link 436 being off track.</p>
October 6	<p>On Oct. 6, SunRail will resume service to the Tupperware station. LYNX will continue a bus bridge for the Kissimmee and Poinciana stations.</p> <p>We will be conducting information sessions for the December service proposal.</p> <p>Response to feedback about having a bus for Boggy Creek area.</p>
October 7	<p>Our service planning team will be at the Beardall Senior Center today.</p> <p>Response to feedback on a suggestion for the SunRail bus bridge.</p> <p>Service detour for the Walk for Alzheimer's on Oct. 8.</p> <p>Service detour for the Orlando Magic foot race, on Oct. 8.</p> <p>Response to question on Columbus Day service.</p> <p>Response to complaint of a stolen garbage bin and trash on the floor at West Colonial Drive.</p> <p>Response to complaint about Link 312 no show at Fort Wilderness and an hour wait for bus 56 at Magic Kingdom.</p>
October 8	<p>Service detour for the Walk for Alzheimer's on Oct. 8.</p> <p>Service detour for the Orlando Magic foot race, on Oct. 8.</p> <p>Happy World Smile Day.</p>
October 9	<p>Our service planning team will be at the St. Cloud Civic Center tomorrow.</p>
October 10	<p>Happy Indigenous Peoples' Day.</p> <p>Tropical Storm Ian Service Alert: Links 61 and 102 will continue to be detoured until further notice.</p> <p>Response to feedback on bus drivers leaving the bus unoccupied and open while on break at the Kissimmee Intermodal Station.</p> <p>Response to complaint about Link 445 delays and 3 buses with no pickup.</p>
October 11	<p>Tip Tuesday: Stand near the bus stop and wave at the operator so they know you are waiting for that bus.</p> <p>Response to positive feedback about a Link 23 bus operator.</p>
October 12	<p>Our service planning team will be at the Oviedo City Hall today.</p> <p>Service detour for the Come Out with Pride Parade.</p> <p>Response to complaint on the app not working.</p> <p>Response to question about replacing the purchase of a wrong ticket.</p>
October 13	<p>Join us at Kissimmee City Hall to discuss Links 10 and 55 proposed changes.</p> <p>Assaulting a transit official is a felony.</p> <p>Due to road construction on the Antioch Manor property, Link 25 will be detoured.</p> <p>Response to question on whether our buses provide handicap accessibility for scooters.</p>
October 14	<p>Thank you for riding LYNX to get where you need to go today.</p> <p>Service detour for the Come Out with Pride Parade.</p>
October 15	<p>Greetings from the LYNX Central Station terminal in downtown Orlando.</p> <p>Due to road construction on the Antioch Manor property, Link 25 will be detoured.</p>

LYNX Board Agenda

October 16	Have any questions about our December service proposal?
October 17	Happy Monday, wishing you the best for the week ahead. Join us for a series of public hearings and workshops to discuss our December service.
October 18	Tips for riding when it's dark. A public hearing and workshop will be held at Kissimmee City Hall today. Response to a customer's positive feedback about riding LYNX.
October 19	The countdown to Mobility Week 2022 starts now! Today's public hearing and workshop will be from 5-7 p.m. Winner announcement of our 2022-23 Public Service Bus contest. Due to road construction, Amelia Street will be closed. Response to suggestions for the December service change.
October 20	Due to road construction, Amelia Street will be closed. Join us for our third and final December service proposal public hearing and workshop.
October 21	Today kicks off Mobility Week 2022! Due to maintenance, the real-time bus tracker will not be available on Sunday. Oct. 27 LYNX Oversight Committee and Board of Directors meetings.
October 22	Service detour due to the Step Up for Down Syndrome Walk on Saturday October 22. The Love to Ride Florida bicycle challenge is here and taking place through Nov. 30. Due to a required system maintenance, the real time bus tracker will not be available on Sunday from 9:30 a.m.- midnight.
October 23	Celebrate Mobility Week with fare-free rides on Try Transit Day! Due to a required system maintenance, the real time bus tracker will not be available on Sunday from 9:30 a.m.- midnight.
October 24	Try Transit Tuesday is your opportunity to try a new way to travel around town. Repost from SunRail: Mobility Week 2022 is in full swing! Response to positive feedback on adding Link 40 to service Universal Employment Center on Sunday.
October 25	Happy Try Transit Tuesday! All rides will be fare-free today. Response to feedback on having an officer available on some routes during fare-free days to help prevent any incidents. Response to complaint that the bus driver servicing 436S Fern Park area has been charging fares. Response to question on the fare-free rides being for the whole week. Today, we're hosting a safety event at LYNX Central Station. Orlando Mayor Buddy Dyer stopped by our safety event at the LYNX Central Station. FDOT hosted a Multimodal Transportation Workshop today at LYNX Central Station. Response to potential rider from the UK wanting more info to get from the airport to Disney Springs.

LYNX Board Agenda

October 26	<p>Lots of service changes are proposed for December.</p> <p>Response to question about Link 55 ending at 9 p.m.</p> <p>Many events are happening in the City of Orlando this weekend. Please plan ahead for road closures and possible delays.</p>
October 27	<p>Our two monthly meetings are happening today (10/27).</p> <p>FDOT Central Florida Secretary John E. Tyler arrived at LYNX Central Station this morning via SunRail for today's meetings.</p> <p>LYNX board of directors approves the Dec. 11 service change.</p> <p>FDOT Repost: Today, we celebrated Blind Americans Equality Day.</p> <p>Response to question on the location of the Board Meetings at LCS.</p> <p>Response to question on whether Link 612 will service Narcoossee between Lake Nona and US 192 with the new service change.</p>
October 28	<p>Reminder: Many events are happening in the City of Orlando this weekend. Please plan ahead for road closures and possible delays.</p> <p>We're excited to unveil the 2022-23 Public Service Bus after a two-year hiatus.</p> <p>Response to question on what is the Public Service Bus.</p> <p>Service detour due to road work on Central Boulevard.</p> <p>Terry Whitaker was recognized at the board of directors meeting yesterday for his 40 years of service at LYNX.</p> <p>Response to potential rider from Ireland inquiring about how to activate their tickets using PawPass and with an Irish number.</p>
October 29	LYMMO buses are not only fare-free but operate in their bus-only lanes.
October 30	<p>We're hiring Bus Operators.</p> <p>Service detour due to road work on Central Boulevard.</p>
October 31	<p>Happy Meow-oween!</p> <p>Catch us live today for the Public Service Bus unveiling!</p> <p>Please tune in to our Facebook Live stream at 1:30p.</p> <p>2022-23 Public Service Bus unveiling.</p> <p>Response to complaint that service is delayed and we are understaffed, but we are celebrating with a new bus.</p> <p>Response to potential rider inquiring about the bus numbers that will get them from International Drive to Disney Parks.</p> <p>Response to feedback to remind our bus operators to pull up on the curb and lower the bus when people are getting off.</p>

LYNX Board Agenda

Social Media Usage		October 2022
Facebook Daily Total Reach: The number of people who have seen any content associated with our Page and more. (Unique Users)		26,793
Facebook Daily Total Impressions: The number of times any content from your Page or about your Page entered a person's screen. This includes posts, stories, ads, as well other content or information on your Page. (Total Count)		5,470
Total Facebook Posts		80
Facebook Engagement: The sum of reactions, comments and shares received by content associated with your Pages (for the selected timeframe). Includes comments from the author of the post:		2.9K Engagement: 2.1k Reactions, 474 Comments, 288 Shares
Total Tweets		95
Twitter Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes		412 Engagement: 298 Likes, 75 Retweets, 20 Quote tweets, 19 Replies
Website Usage		October 2022
Total Page Views		451,878
Total User Visits		84,362

LYNX Board Agenda

Commuter Vanpool Program

Vanpool	October 2022
Vanpool Participants	655*
Total Revenue Miles	172,500*
New Vanpool	2
Returned Vanpools	0
Current Vans at Service	131
Pending Interests	Coleman Prison
Events	None

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

Advertising Sales

Advertising Sales Revenue	October 2022	LYNX %	FY to Date Sales	FY to Date LYNX %
Sales Revenue	\$520,167.12	\$312,100.27	\$520,167.12	\$312,100.27

LYNX ard Agenda

Monthly Report B

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6125

Item Name: Monthly Financial Report - August 2022

Date: 12/15/2022

Please find attached the preliminary monthly financial report for the eleventh month ending August 31, 2022.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX
 ORGANIZATION WIDE
 STATEMENTS OF REVENUES AND EXPENSES
 For the Eleven Months Ending August 31, 2022
 (UNAUDITED)

	As of 8/31/2022		% Actual compared to Budget
	Budget	Actual	
REVENUES			
Customer fares	\$ 16,854,715	\$ 16,481,108	98%
Contract services	5,278,619	4,846,724	92%
Advertising	3,253,778	2,204,973	68%
Interest & Other income	726,017	505,205	70%
Federal Revenue	7,194,444	11,219,503	156%
CARES/CRRSAA/ARPA Federal Revenue	38,125,511	41,743,574	109%
State Revenue	12,599,580	12,824,694	102%
Local Revenue	8,274,376	9,039,866	109%
Local Revenue Funding Partner	65,470,276	65,470,276	100%
TOTAL REVENUE	\$ 157,777,317	\$ 164,335,922	104%
EXPENSE			
Salaries, Wages & Fringe Benefits	\$ 80,761,433	\$ 83,047,606	103%
Other services	12,106,907	7,622,655	63%
Fuel	11,278,458	9,100,609	81%
Materials and supplies	8,817,885	7,122,347	81%
Utilities	1,574,558	1,417,275	90%
Casualty & Liability	2,927,661	3,165,664	108%
Taxes and licenses	548,229	725,727	132%
Purchased transportation services	28,826,475	25,547,448	89%
Leases & Miscellaneous	1,546,083	1,157,864	75%
TOTAL EXPENSE	\$ 148,387,689	\$ 138,907,193	94%
CHANGE IN NET POSITION	\$ 9,389,627	\$ 25,428,729	271%

LYNX Board Agenda

Monthly Report C

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 - October 2022

Date: 12/15/2022

The attached monthly Performance Report includes October 2022 Year-To-Date figures for ridership and other performance indicators. Total ridership for October 2022 was 1,554,543 This is a 15.4% increase from October 2021. On-Time Performance for Fiscal Year-To-Date 2023 is 66%.

- LYNX overall ridership increased by 200K, or 15.4%, compared to October 2021. Year-to-date ridership for FY-23 (1,554,543) increased 15.4% compared to FY-22 (1,346,561)
- LYMMO ridership decreased by 44, or 0.1%, compared to October 2021. Year-to-date ridership for FY-23 (35,150) decreased 0.1% compared to FY-22 (35,194).
- Fixed Route ridership increased by 200K, or 16.2%, compared to October 2021. Year-to-date ridership for FY-23 (1,441,821) increased by 16.2% compared to FY-22 (1,240,405).
- NeighborLink ridership increased by 2000, or 23.5%, compared to October 2021. Year-to-date ridership for FY-23 (8,517) increased 23.5% compared to FY-22 (6,895).
- ACCESS LYNX ridership increased by 6K, or 12.7%, compared to October 2021. Year-to-date ridership for FY-23 (48,058) increased 12.7% compared to FY-22 (42,649).
- Vanpool ridership decreased by 500, or 2.0%, compared to October 2021. Year-to-date ridership for FY-23 (20,997) decreased by 2.0% compared to FY-22 (21,418).
- There was no special event ridership for October 2022.



October 2022 Service Performance Report

RIDERSHIP

Total Ridership by Mode						
	Oct-21	Oct-22	% Δ	YTD-22	YTD-23	% Δ
LYMMO	35,194	35,150	-0.1%	35,194	35,150	-0.1%
Fixed Route	1,240,405	1,441,821	16.2%	1,240,405	1,441,821	16.2%
NeighborLink	6,895	8,517	23.5%	6,895	8,517	23.5%
ACCESS LYNX	42,649	48,058	12.7%	42,649	48,058	12.7%
Vanpool	21,418	20,997	-2.0%	21,418	20,997	-2.0%
Special Events	0	0	N/A	0	0	N/A
SYSTEM TOTAL	1,346,561	1,554,543	15.4%	1,346,561	1,554,543	15.4%

October 2021:	21 Weekdays	5 Saturdays	5 Sundays
October 2022:	21 Weekdays	5 Saturdays	5 Sundays

Average Daily Ridership by Mode									
Mode	Weekday			Saturday			Sunday		
	Oct-21	Oct-22	% Δ	Oct-21	Oct-22	% Δ	Oct-21	Oct-22	% Δ
LYMMO	1,369	1,419	3.7%	670	574	-14.3%	618	497	-19.6%
Fixed Route	46,004	53,309	15.9%	32,959	38,821	17.8%	21,903	25,647	17.1%
NeighborLink	268	366	36.6%	202	167	-17.3%	-	-	-
ACCESS LYNX	1,759	2,008	14.2%	714	742	3.9%	426	436	2.3%
Vanpool	211	435	106.2%	40	118	195.0%	12	31	158.3%
SYSTEM TOTAL	49,611	57,537	16.0%						

LYNX ridership increased by about 200K, or 15.4%, compared to October 2021. System-wide average riders increased by 16.0% year-to-date.

LYMMO ridership remained nearly the same, decreasing by about 50, or 0.1%, compared to September 2021. Average weekday ridership for LYMMO was up 3.7% in October 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 200K, or 16.2%, compared to October 2021. Average daily ridership increased by 15.9% 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 2000, or 23.5%, compared to October 2021. The overall increase for the year continues to show a gradual recovery from the COVID-19 pandemic.

ACCESS LYNX ridership increased by about 6K, or 12.7%, compared to October 2021. Ridership is showing a slow recovery from the COVID-19 pandemic.

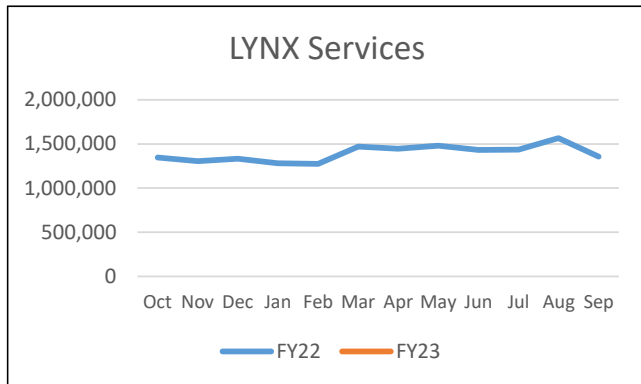
Vanpool ridership decreased by about 500, or 2.0%, compared to October 2021. The continued use of telecommuting has caused a decrease in total Vanpool utilization.

*According to the U.S. Energy Information Administration, the average price of gasoline in the U.S. was \$3.29/gallon in October 2021 and \$3.91/gallon in October 2022. Historically, high gas prices can result in increased public transit ridership.

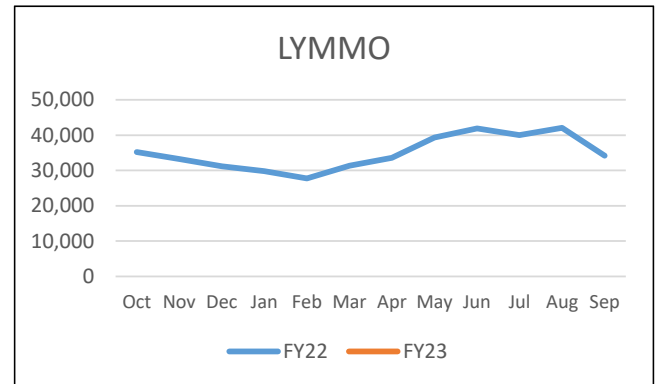


October 2022 Service Performance Report

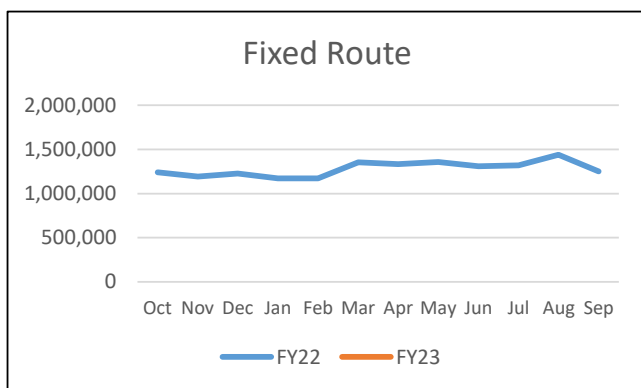
MONTHLY RIDERSHIP TRENDS BY MODE



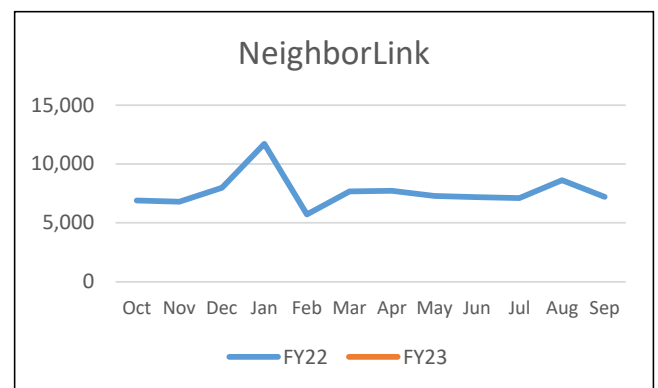
LYNX ridership increased by 15.4% compared to the same time last year. Average weekday riders increased by 16.0%.



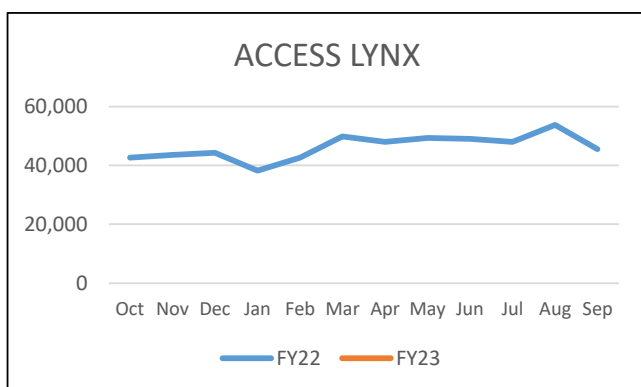
LYMMO ridership decreased by 0.1% compared to the same time last year. Average weekday riders increased by 3.7%.



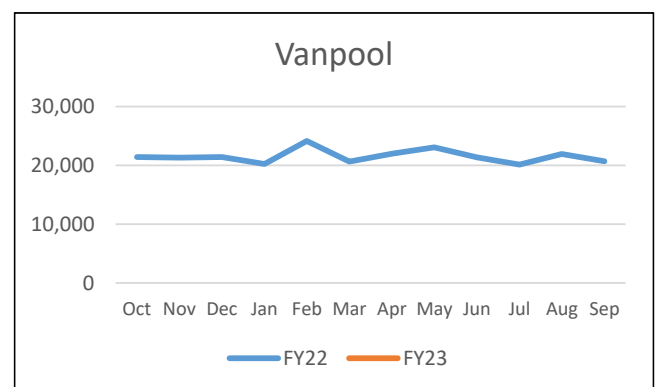
Fixed route ridership increased 16.2% compared to October 2021. Average weekday riders increased by 15.9%.



NeighborLink ridership increased 23.5% compared to October 2021. Average daily riders increased by 36.6%.



ACCESS LYNX ridership increased by 12.7% compared to October 2021. Average weekday riders increased by 14.2%.



Vanpool ridership decreased by 2.0%. The continued use of telecommuting has caused a decrease in Vanpool utilization.



October 2022 Service Performance Report

FY23 Monthly Modal Performance Data Sheet - October 2022

LYMMO										
Oct	35,150	5	68%	Not Applicable	0	0.08	7,626	93%	14	100%
Nov										
Dec										
Jan										
Feb										
Mar										
Apr										
May										
Jun										
Jul										
Aug										
Sep										
YTD	35,150	5	68%			0	0.08	7,626	93%	14
Fixed Route										
Oct	1,441,821	17	66%	NO DATA*	7	0.08	89,575	97%	223	100%
Nov										
Dec										
Jan										
Feb										
Mar										
Apr										
May										
Jun										
Jul										
Aug										
Sep										
YTD	1,441,821	17	66%	-	7	0.08	89,575	97%	223	100%

* - October 2022 Finance Data is not yet finalized



October 2022 Service Performance Report

FY23 Monthly Modal Performance Data Sheet - October 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							
Dec							
Jan							
Feb							
Mar							
Apr							
May							
Jun							
Jul							
Aug							
Sep							
YTD	8,517	100%	100%	0	25.1	95%	100%
ACCESS LYNX							
Oct	48,058	79.50%	99.79%	2	7.3	89%	100%
Nov							
Dec							
Jan							
Feb							
Mar							
Apr							
May							
Jun							
Jul							
Aug							
Sep							
YTD	48,058	79.50%	99.79%	2	7.3	89%	100%



October 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.

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 - September 2022

Date: 12/15/2022

The attached monthly Performance Report includes September 2022 Year-To-Date figures for ridership and other performance indicators. Total ridership for September 2022 was 1,356,812 This is a 7.5% increase from September 2021. On-Time Performance for Fiscal Year-To-Date 2022 is 73%.

- LYNX overall ridership increased by 100K, or 7.5%, compared to September 2021. Year-to-date ridership for FY-22 (16,722,189) increased 18.5% compared to FY-21 (14,113,944)
- LYMMO ridership decreased by 5K, or 13.1%, compared to September 2021. Year-to-date ridership for FY-22 (415,378) decreased 9.0% compared to FY-21 (456,542).
- Fixed Route ridership increased by 98K, or 8.5%, compared to September 2021. Year-to-date ridership for FY-22 (15,367,291) increased by 20.0% compared to FY-21 (12,804,988).
- NeighborLink ridership increased by 400, or 5.4%, compared to September 2021. Year-to-date ridership for FY-22 (91,910) increased 22.3% compared to FY-21 (75,153).
- ACCESS LYNX ridership increased by 3K, or 6.6%, compared to September 2021. Year-to-date ridership for FY-22 (554,919) increased 8.0% compared to FY-21 (513,823).
- Vanpool ridership decreased by 1.5K, or 6.6%, compared to September 2021. Year-to-date ridership for FY-22 (258,459) decreased by 1.9% compared to FY-21 (263,438).
- There was no special event ridership for September 2022.



September 2022 Service Performance Report

RIDERSHIP

Total Ridership by Mode						
	Sep-21	Sep-22	% Δ	YTD-21	YTD-22	% Δ
LYMMO	39,360	34,196	-13.1%	456,542	415,378	-9.0%
Fixed Route	1,151,256	1,249,200	8.5%	12,804,988	15,367,291	20.0%
NeighborLink	6,832	7,200	5.4%	75,153	91,910	22.3%
ACCESS LYNX	42,698	45,507	6.6%	513,823	554,919	8.0%
Vanpool	22,161	20,709	-6.6%	263,438	258,459	-1.9%
Special Events	0	0	N/A	0	34,232	N/A
SYSTEM TOTAL	1,262,307	1,356,812	7.5%	14,113,944	16,722,189	18.5%

September 2021:	21 Weekdays	4 Saturdays	5 Sundays
September 2022:	21 Weekdays	4 Saturdays	5 Sundays

Average Daily Ridership by Mode									
Mode	Weekday			Saturday			Sunday		
	Sep-21	Sep-22	% Δ	Sep-21	Sep-22	% Δ	Sep-21	Sep-22	% Δ
LYMMO	397	451	13.6%	153	237	54.9%	178	197	10.7%
Fixed Route	43,881	45,965	4.7%	30,461	37,467	23.0%	21,583	26,812	24.2%
NeighborLink	290	301	3.8%	186	219	17.7%	-	-	-
ACCESS LYNX	1,778	1,739	-2.2%	874	1,088	24.5%	467	727	55.7%
Vanpool	211	413	95.7%	40	73	82.5%	12	67	458.3%
SYSTEM TOTAL	46,557	48,869	5.0%						

1

LYNX ridership increased by about 100K, or 7.5%, compared to September 2021. System-wide average riders increased by 18.5% year-to-date.

LYMMO ridership decreased by about 5K, or 13.1%, compared to September 2021. Average weekday ridership for LYMMO was up 13.6% in September 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 98K, or 8.5%, compared to September 2021. Average daily ridership increased by 4.7% 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 400, or 5.4%, compared to September 2021. The overall increase for the year continues to show a gradual recovery from the COVID-19 pandemic.

ACCESS LYNX ridership increased by about 3K, or 6.6%, compared to September 2021. Ridership is showing a slow recovery from the COVID-19 pandemic.

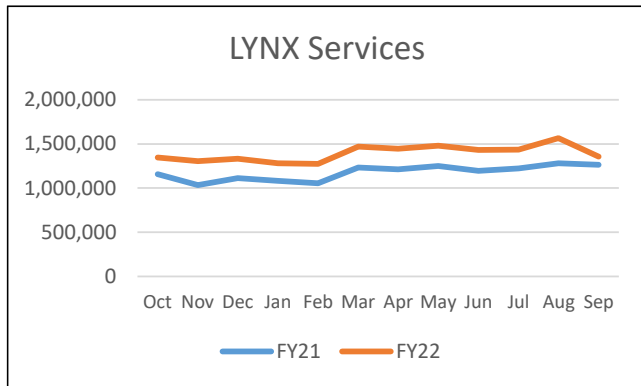
Vanpool ridership decreased by about 1.5K, or 6.6%, compared to September 2021. The continued use of telecommuting has caused a decrease in total Vanpool utilization.

*According to the U.S. Energy Information Administration, the average price of gasoline in the U.S. was \$3.27/gallon in September 2021 and \$3.86/gallon in September 2022. Historically, high gas prices can result in increased public transit ridership.

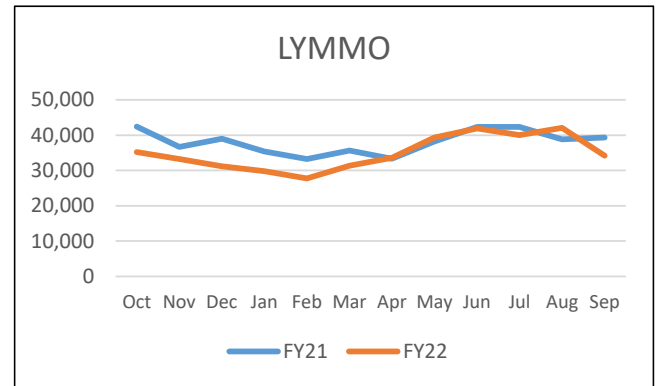


September 2022 Service Performance Report

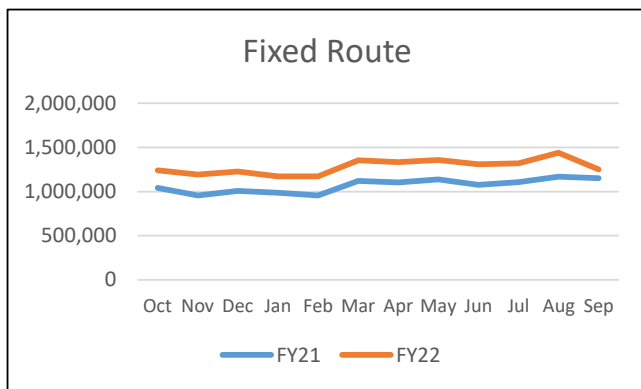
MONTHLY RIDERSHIP TRENDS BY MODE



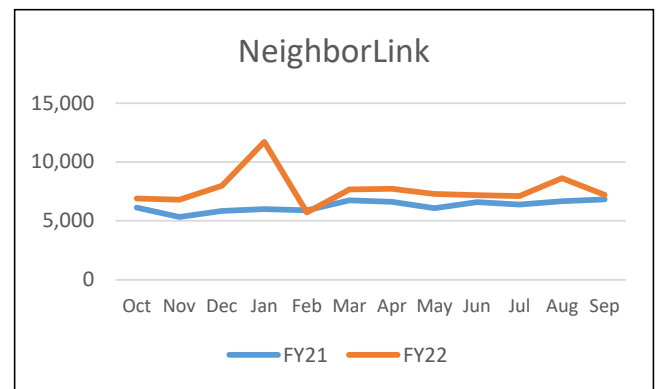
LYNX ridership increased by 7.5% compared to the same time last year. Average weekday riders increased by 5.0%.



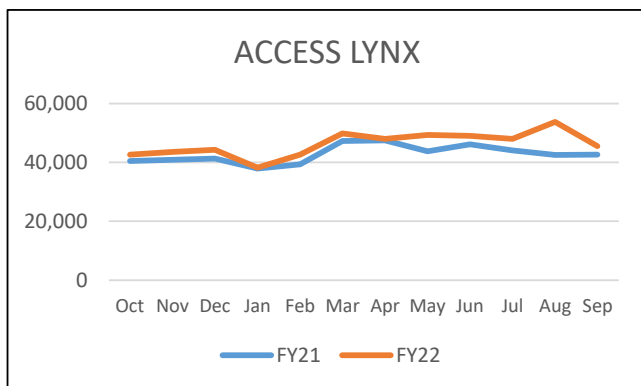
LYMMO ridership decreased by 13.1% compared to the same time last year. Average weekday riders increased by 13.6%.



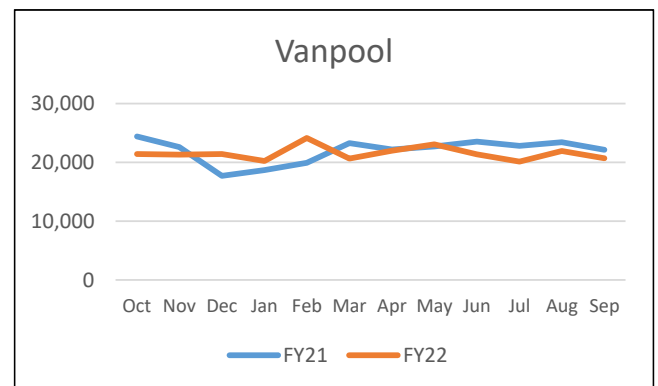
Fixed route ridership increased 8.5% compared to September 2021. Average weekday riders increased by 4.7%.



NeighborLink ridership increased 5.4% compared to September 2021. Average daily riders increased by 3.8%.



ACCESS LYNX ridership increased by 6.6% compared to September 2021. Average weekday riders decreased by 2.2%.



Vanpool ridership decreased by 6.6%. Average weekday riders increased by 95.7% compared to September 2021.



September 2022 Service Performance Report

FY22 Monthly Modal Performance Data Sheet - September 2022

Month End Reporting	Ridership	Passengers per Trip	On-Time Performance	Farebox Recovery	National Transit Database Reportable Accidents	Complaints per 100,000 Miles	Total Trips Scheduled	Percentage of Scheduled Trips Operated	Fleet Availability	Preventative Maintenance Inspection Completed on Time
LYMMO										
Oct	35,194	4	83%	Not Applicable	0	0.10	9,141	98%	14	99%
Nov	33,216	4	77%		0	0.08	8,959	98%	14	100%
Dec	31,196	4	80%		0	0.11	8,453	90%	14	100%
Jan	29,804	4	79%		0	0.08	7,617	91%	14	100%
Feb	27,757	4	77%		0	0.13	7,032	92%	14	100%
Mar	31,329	4	77%		0	0.14	7,905	90%	14	100%
Apr	33,599	5	76%		0	0.11	7,479	91%	14	100%
May	39,355	6	77%		0	0.14	7,617	92%	14	100%
Jun	41,870	6	76%		0	0.07	7,614	90%	14	100%
Jul	40,028	6	76%		0	0.11	7,482	90%	14	95%
Aug	42,102	6	74%		0	0.09	7,905	89%	14	33%
Sep	34,196	6	74%		0	0.09	7,470	83%	14	100%
YTD	419,646	5	77%		0	0.10	94,674	91%	14	94%
Fixed Route										
Oct	1,240,405	14	75%	12%	7	0.10	88,414	98%	245	99%
Nov	1,191,611	14	73%	15%	6	0.08	85,852	98%	249	100%
Dec	1,226,725	14	73%	12%	9	0.11	90,390	96%	244	100%
Jan	1,173,436	14	76%	12%	6	0.08	88,652	96%	246	100%
Feb	1,173,451	15	74%	14%	10	0.13	81,960	96%	245	100%
Mar	1,352,908	15	73%	14%	7	0.14	91,632	96%	245	100%
Apr	1,333,506	16	73%	15%	7	0.11	87,820	97%	247	100%
May	1,356,072	16	71%	16%	9	0.14	88,673	97%	245	100%
Jun	1,310,416	15	72%	14%	6	0.07	88,430	96%	240	100%
Jul	1,320,564	15	73%	12%	7	0.11	88,084	97%	232	95%
Aug	1,439,057	16	70%	16%	2	0.09	91,655	96%	229	33%
Sep	1,249,200	16	69%	12%	9	0.09	86,939	87%	225	100%
YTD	15,367,351	15	73%	14%	85	0.10	1,058,501	96%	241	94%



September 2022 Service Performance Report

FY22 Monthly Modal Performance Data Sheet - September 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	5,727	100%	100%	0	9.7	90%	100%
Nov	4,839	100%	100%	0	19.7	95%	99%
Dec	6,051	100%	100%	0	8.1	99%	100%
Jan	4,693	100%	100%	0	21.0	100%	99%
Feb	5,712	100%	100%	0	19.5	97%	99%
Mar	7,684	100%	100%	0	14.2	97%	100%
Apr	7,736	100%	100%	0	12.3	97%	100%
May	7,280	100%	100%	0	9.2	99%	100%
Jun	7,193	100%	100%	0	25.9	94%	99%
Jul	7,104	100%	100%	0	22.7	99%	99%
Aug	8,626	100%	100%	0	18.6	100%	99%
Sep	7,200	100%	100%	0	31.9	95%	100%
YTD	79,845	100%	100%	0	17.7	97%	100%
ACCESS LYNX							
Oct	42,649	59.27%	99.77%	0	10.0	88%	100%
Nov	43,574	64.64%	99.77%	2	10.0	90%	99%
Dec	44,257	77.96%	99.83%	1	11.6	88%	100%
Jan	38,222	86.49%	99.83%	0	6.1	89%	99%
Feb	42,661	85.64%	99.82%	1	5.0	91%	99%
Mar	49,856	86.52%	99.81%	2	4.3	89%	100%
Apr	48,043	79.50%	99.81%	0	6.4	90%	100%
May	49,369	85.08%	99.83%	1	2.7	89%	100%
Jun	49,002	88.93%	99.79%	1	2.8	87%	99%
Jul	48,054	89.45%	99.81%	0	8.1	87%	99%
Aug	53,725	86.25%	99.83%	0	4.1	86%	99%
Sep	45,507	82.54%	99.85%	0	7.4	87%	100%
YTD	554,919	81.02%	99.81%	8	6.5	89%	100%



September 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.

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- An injury requiring immediate medical attention away from the scene for one or more person
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- 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

5

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.