

LYNX Finance & Audit Committee Agenda

Meeting Date: 6/16/2022

Meeting Time: 2:00 PM

Central Florida Regional Transportation Authority

455 N. Garland Ave.

2nd Floor Open Space

Orlando, FL 32801

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

1. Call to Order

2. Approval of Committee Minutes



Finance Committee Minutes - May 19, 2022

Pg 3


3. Public Comments

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


4. Chief Financial Officer Report

5. Consent Agenda




A. Award Contracts

- i.  Authorization to Negotiate and Award a Contract to The Standard for Group Life, Long & Short-Term Disability and Accidental Death & Dismemberment (AD&D) Pg 8

B. Extension of Contracts



- i.  Authorization to Exercise the Second Option Year of Contract #18-C142 with New Flyer of America, Inc. for the Purchase of Sixty Foot (60') Articulated Compressed Natural Gas (CNG) Buses Pg 10

C. Miscellaneous

- i.  Authorization to Increase the Not to Exceed of Contract #18-C122 with Haines City Fire Extinguisher Service for Transit Bus Fire Suppression System Inspection and Maintenance Pg 11
- ii.  Board Ratification of a Grant Application Submitted to the Florida Department of Environmental Protection (DEP) Under the Electric Transit Bus Project Pg 13
- iii.  Authorization to Submit FY2022 Intermodal Development Funding Program Grant Application to the Florida Department of Transportation (FDOT) for the Pine Hills Bus Transfer Station Pg 15

-Attachments



iv.	 Authorization to Transfer a Retired Vanpool Van to Escuela de Bomba y Plena Tata Cepeda	Pg 19
v.	 Authorization to Auction Surplus Capital Items	Pg 21

6. Other Business

7. Adjourned

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

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

LYNX
Central Florida Regional Transportation Authority
Finance and Audit Committee Meeting Minutes

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

DATE: May 19, 2022

TIME: 2:30 p.m.

Members in Attendance:

Amanda Clavijo, Osceola County
Kurt Petersen, Orange County
Jo Santiago, FDOT, 5th District
Tim Jecks, Seminole County
James Goldsmith, LYNX Attorney

Staff in Attendance:

Leonard Antmann, Chief Financial Officer
Michelle Daley, Director of Finance

Members Not in Attendance:

Michelle McCrimmon, City of Orlando

1. Call to Order

Chair Clavijo called the meeting to order at 2:30 p.m.

2. Approval of Minutes

Chair Clavijo requested a motion for approval of the April 21, 2022 Finance & Audit Committee meeting minutes. Motion to approve the April 21, 2022 minutes was made by Tim Jecks, second by Jo Santiago. The minutes were unanimously approved as presented.

3. Public Comments

No members of the public were present to speak.

4. Chief Financial Officer's Report

Chair Clavijo recognized Lenny Antmann, Chief Financial Officer.

Mr. Antmann provided the following updates:

- Office of Inspector General (OIG) audit has concluded with no issues
- Scott Borrer, Manager of Financial Planning and Budgets has resigned. Recruiting is underway to fill the position.

- In April, Orange County Board of County Commissioners voted to move the one cent sales tax onto the November ballot. As such, we will be subject to an OPAGA audit which is expected to commence in mid-June.
- Today we will review the preliminary capital budget.
- We will prepare to present at the counties that are requesting us to present at their budget meeting. Seminole in June, Osceola and Orange in July.
- Genesis Consulting has been hired to put together RFP for the New Enterprise Resource Management (ERP). The kick-off meeting was held earlier this week and plan to issue formal RFP in the next two to three months.
- Next month we will bring an item for Genfare Upgrade for our farebox system to facilitate on-the-bus payment with any type of electronic media.
- Consent Item A.1 will be pulled from today's agenda. It will be presented next month.
- Three items on Oversight and Board agendas added after we published:
 - Consent Award of Contract - Authorization to Negotiate and Award Contracts to WSP USA, Inc., Kittelson & Associates, Inc. and Vanasse Hangen Brustlin, Inc. for General Planning Consultant Services
 - Consent Authorization to Submit FY2023 Intermodal Development Funding Program Grant Application to the Florida Department of Transportation (FDOT) for Categorical Exclusion and Geotechnical Surveying of a Southern Operations Base and Adoption of Resolution #22-002
 - Action Item - Authorization to Release a Request for Proposal (RFP) for Electricity as Fuel for Fleet Vehicles

Mr. Antmann concluded his report.

5. Discussion Items

A. Review of the FY2022 2nd Quarter Operating Results

Total revenue was \$86.4M. Revenue is \$4.1M favorable to budget and expenses were \$9.1M favorable to budget. Year-to-date we are \$11.8M favorable as change in net position. If that continues, it will roll forward into future reserves.

CARES/CRRSAA/ARPA Federal Revenue is \$4.1M favorable; \$1.8M on Paratransit and \$2.3M on Fixed Route. The draw down is ahead of schedule due to lower than anticipated ridership and advertising revenue, and wages & benefits budget amendment increase. With more expenses and less revenue, we are able to draw down the stimulus revenue quicker. We have a total of \$45.4M available in stimulus funds to draw down this year. When the stimulus fund has been fully drawn-down, we will start to draw down some 5307 operating dollars as we have done traditionally in the past to help with preventative maintenance and the cost of ADA trips.

The other revenue lines have small changes that net out. Customer fares are \$183K favorable; the bulk on Paratransit side as paratransit trips have increased from 36K in January to approximately 45K in April. Federal Revenue is unfavorable to budget by \$121K; Paratransit is favorable \$110K and Fixed Route is \$230K unfavorable as a result of

the timing of expenses allowed to be reimbursed by Federal Grants, such as planning activities.

In the expense categories, Other Services are \$3.3M favorable to budget all on the fixed route side; professional services are \$1.4M favorable this includes favorable budget for planning activities, TPA and legal fees. Contract maintenance is \$800K favorable which is budgeted linear, much of the annual expenditures occur in the second half of the year. Temporary help was favorable to budget due to lower COVID rates. Fuel is favorable by \$2.2M due to the hedging program. Materials and Supplies is favorable to budget by \$900K due to lower COVID rates. Purchased transportation is favorable to budget by \$2.6M due to the reduced Paratransit trip volumes. Leases & Miscellaneous is favorable \$300K due to travel and training that has been delayed due to COVID.

Mr. Antmann concluded his presentation of FY2022 2nd Quarter Operating Results.

6. Consent Agenda

A. Miscellaneous

- i. Authorization to Enter into a Sole Source Agreement for the Procurement and Installation of Contactless Open Payment Readers in the Fixed Route Fareboxes by SPX d/b/a Genfare
- ii. Authorization to Auction Surplus Capital Items
- iii. Authorization to Approve Fourth Amendment to Contract for Mobility Management and Broker Services
- iv. Authorization to Submit a Trip and Equipment Grant Application to the Florida Commission for the Transportation Disadvantaged in the Overall Amount of \$3,904,235 and Adoption of Resolution #22-001
- v. Authorization to Submit Grant Applications to the Federal Transit Administration for the Fiscal Year 2022 Apportionments and to Sub-allocate FY2022 Orlando Urbanized Area 5307 Funding to Lake County Transit Services and the Florida Department of Transportation

Chair Clavijo asked if there were any items to pull in addition to 6.A.i. Jo Santiago stated that she will need to abstain on item 6.A.v. due to conflict.

Kurt Petersen made a motion to approve Consent Agenda items 6.A.ii through iv. Second by Jo Santiago. Motion passed unanimously.

Tim Jecks made a motion to approve Consent Agenda item 6.A.v, second by Kurt Petersen. Motion passed, Jo Santiago abstained.

7. Action Items

A. FY2023 Preliminary Capital Budget

Mr. Antmann presented the FY2023 Preliminary Capital Budget for authorization to move forward to Oversight.

Key FY2023 Budget Assumptions:

- Fleet replacement to provide safe and reliable service
- Passenger Amenities Program improvements
- Technological Improvements to improve efficiency, sustainability and customer experience
- Facility improvements at LOC and LCS
- Enhance Security infrastructure at facilities
- Continue Shelter Program
- Construction of Pine Hills Transfer Station
- Completion of Florida Mall Super-Stop Improvements
- Improvements to the LYMMO lanes
- Continue Site Suitability Analysis and acquire a site(s) for Southern Operations Facility.

The FY2023 Capital Program is budgeted \$102.3M, a \$16M increase over FY2022. The increase is associated with carryover projects from FY2022 as a result of supply chain issues that have delayed several projects. Additionally, LYNX received \$10M per year over the normal 5307 funds allocation for a 5-year period as part of the Federal Infrastructure Bill. These funds are being earmarked for the Southern Operation Base.

Of the \$102M capital budget \$49M is allocated to fleet replacement. This includes fifty (50) CNG 40' fixed route vehicles; of which twenty-five (25) are carryover from FY2022 due to supply chain issues. Nine (9) electric vehicles; of which six (6) are carryover from FY2022 which will make the LYMMO fleet 100% electric. The other three will be the first three 40' electric vehicles for the fixed route system funded through the Environmental Protection Agency Volkswagen settlement. Three (3) articulated 60' fixed route vehicles that are carryover from FY2022. Twenty-five (25) Paratransit vehicles; fifteen (15) are carryover expansion vehicles and the other ten (10) are replacement vehicles new for FY2023. Fifty (50) VanPool vehicles, all of which are FY2022 carryover due to supply chain and Buy America challenges. Of the fifty (50) VanPool vehicles, forty (40) are replacements and ten (10) are expansion. For our sub-recipient vehicle replacement program we have \$1M allocated, and support vehicles we have \$195K; Road Ranger vehicle replacement of \$120K for three (3) vehicles funded through FDOT.

For Facilities we have \$27.5M in FY2023 Capital Budget. Of that \$17.6M is programmed for Southern Operation Base. In FY2022 budget we included \$5M toward the acquisition of the land, and \$12M in FY2023 for site suitability studies and facility design. To date they have not identified a suitable piece of land. They are looking to see if there are requirement adjustments that they can make or they may consider two mid-size pieces of land and spread it out in different areas of the counties. The rest of the almost \$10M is for improvements to our existing facilities – most of which is carryover from FY2022. The HVAC system on our three (3) major buildings needs to be upgraded as such we have programmed \$3.5M for this project; lastly, we have a dedicated federal grant for the \$1.3M to upgrade the generator at LCS.

Passenger amenities is budgeted at \$18.4M. The majority of this category is for two (2) major projects, Pine Hills Transfer Center and Florida Mall Super Stop. Construction solicitations for the Florida Mall project have gone out for bid three time, unsuccessfully.

We are doing some slight changes and reaching out to the contractor community to generate some buzz for the fourth time and hopefully get it awarded so we can complete this work.

Support is budgeted at \$2.8M. Of this amount \$1.8M is for Vehicle maintenance; \$1M to replace bus lifts in vehicle garages, \$750K for fuel monitor recording system and an automated vehicle health check system to identify issues to avoid breakdowns on the road.

Technology is budgeted at \$1.9M for normal lifecycle replacements, software upgrades, AV technology upgrades in the Board Room, Open Area and conference areas to provide greater functionality for remote participation.

Security is budgeted at \$1.5M to upgrade Access Control systems, and replace and upgrade camera system for facilities.

LYMMO is budgeted at \$1.2M for the Orange line State of Good Repair.

The FY2023 capital budget is fully funded with \$94.3 in funding from federal funds, \$4.7M from State funding with \$1.2M for Pine Hills and \$3.5M for Vehicles. Additionally, there is \$1.4M in local funding from our funding partners for programmed matches and \$1.8M from other local partners such as Orange County for Pine Hills Transfer Center, and Shelters and City of Orlando for the next six electric LYMMO buses.

Mr. Antmann reviewed the FY2023 Capital Budget Calendar and concluded by stating that both the Operating Results as of March 31, 2022 and FY2023 Preliminary Capital budget will be presented to the Oversight Committee this month if approved by this committee.

Kurt Petersen made a motion to approve Action Agenda item 7.A, second by Jo Santiago. Motion passed unanimously.

8. Other Business

No other business.

9. Adjourned

The meeting adjourned at 3:23 p.m.

LYNX Finance & Audit mmittee Agenda

Consent Agenda Item #5.A. i

To: LYNX Finance & Audit Committee

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

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Negotiate and Award a Contract to The Standard for Group Life, Long & Short-Term Disability and Accidental Death & Dismemberment (AD&D)

Date: 6/16/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and award a contract with The Standard for Group Life, Long & Short-Term Disability and Accidental Death & Dismemberment (AD&D). The contract will be for a total of three (3) years with two (2) one (1) year options.

BACKGROUND:

LYNX offers Group Life, Long and Short-Term Disability, and Accidental Death and Dismemberment to its employees as a benefit. In 2007, Short Term Disability was added as a new benefit to mirror the Orange County benefit package, as LYNX was part of their benefits consortium until 2011.

In order to continue these benefits, LYNX piggybacked Orange County's existing vendor contract with an effective date of 1/1/20. The second option year to this contract expires 12/31/22.

This is a benefit that helps recruit and retain employees. Group Life and Long-Term disability are employer paid benefits. Short Term Disability, Supplemental Life, Spouse and Child Life are employee paid benefits.

LYNX received authorization to release the RFP for these services at the December 9, 2021 Board of Directors meeting.

LYNX Finance & Audit Committee Agenda

The Source Evaluation Committee (SEC) public meeting was held on May 19, 2022, with the following results:

Proposer	<u>Total Score</u>	<u>Ordinal Ranking</u>
Metlife	272	8
OCHS	272	10
Symetra	264	12
The Hartford	263	12
The Standard	293	3

After evaluation and ranking, the Source Evaluation Committee (SEC), made a recommendation to negotiate and award the contract to The Standard.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE goal is not applicable to this activity.

FISCAL IMPACT:

The FY2022 Amended Operating Budget includes \$298,994 for group life and long-term disability insurance paid by LYNX. The supplemental life and short-term disability are paid 100% by the employees through payroll deduction.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. i

To: LYNX Finance & Audit Committee

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

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Exercise the Second Option Year of Contract #18-C142 with New Flyer of America, Inc. for the Purchase of Sixty Foot (60') Articulated Compressed Natural Gas (CNG) Buses

Date: 6/16/2022

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 #18-C142 for the purchase of Sixty Foot (60') Articulated Compressed Natural Gas (CNG) buses.

BACKGROUND:

On July 26, 2018 the LYNX Board of Directors on Consent Agenda Item #7.B.iii approved the award of Contract #18-C142 to New Flyer of America, Inc. for the provision of up to Seventy-Five (75) Sixty Foot (60') Articulated Compressed Natural Gas (CNG) Buses, for an initial term of three (3) years with the option for Two (2) One (1) year renewals for a total not to exceed amount of \$1,000,000 per bus.

LYNX currently has an articulated bus fleet of Forty-Two (42) buses. An expansion of the articulated bus fleet is not expected. However, several articulated buses are projected to be eligible for replacement in FY2023.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE goal was not assessed for this procurement.

FISCAL IMPACT:

The FY2022 Approved Capital Budget includes \$3,000,000 for the replacement of the 60' Articulated Buses. This project is funded with 100% Federal funds.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.C. i

To: LYNX Finance & Audit Committee

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

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Increase the Not to Exceed of Contract #18-C122 with Haines City Fire Extinguisher Service for Transit Bus Fire Suppression System Inspection and Maintenance

Date: 6/16/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to increase the not to exceed amount for Contract #18-C122 with Haines City Fire Extinguisher Service, Inc., for transit bus engine compartment fire suppression system inspection and maintenance services to the amount of \$375,000.

BACKGROUND:

On September 27, 2018, staff received authorization to award Contract #18-C122 to Haines City Fire Extinguisher Service, Inc., for transit bus fire suppression system inspection and maintenance services to the amount of \$297,860. The increase in NTE is required in order to cover the costs for the remaining option years of contract #18-C122. The cost of services has increased due to the expansion of the CNG bus fleet and the higher per bus inspection charges for those buses.

The Amerex Fire Suppression System and the Fogmaker System are the current on-board engine compartment fire suppressant systems used in LYNX transit fleet and are used in the event of a catastrophic fire in the engine compartment. The services requested will consist of semi-annual, annual, six (6) year maintenance/service and twelve (12) year hydrostatic tests. Each bus must be serviced by a certified technician trained in fire suppression systems.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE goal is not applicable to this activity.

LYNX Finance & Audit Cmmittee Agenda

FISCAL IMPACT:

The FY2022 Amended Operating Budget includes \$56,000 for bus fire suppression system preventative maintenance and related services.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.C. ii

To: LYNX Finance & Audit Committee

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

Phone: 407.841.2279 ext: 6239

Item Name: Board Ratification of a Grant Application Submitted to the Florida Department of Environmental Protection (DEP) Under the Electric Transit Bus Project

Date: 6/16/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' ratification on a grant application submitted to the Florida Department of Environmental Protection (DEP) on June 1, 2022 under the Electric Transit Bus Project for an amount of \$9,000,000 in reimbursement for the purchase of ten (10) electric transit buses.

BACKGROUND:

On February 25, 2022, the Florida Department of Environmental Protection released the Notice of Funding Availability (NOFA) for \$59 million available for the purchase of electric transit buses to replace diesel transit buses using Volkswagen Settlement Funds. The main focus of the program is for applicants to replace eligible diesel transit buses with electric battery powered buses and encourage related community partnerships. The goal of the Florida Department of Environmental Protection is to fund as many public transit agencies as possible. The NOFA encourages Florida transit agencies to create partnerships with electric utilities or other business entities to aid in the installation of charging infrastructure.

Eligible buses must be diesel powered with an engine model year 2009 or older. The electric transit bus project will award \$900,000 in cost-reimbursement per eligible transit bus subject to the limits of the available funds. Public transit agencies are required to purchase two (2) electric transit buses for each bus replaced using these funds. Purchasing fewer than the two (2) additional electric transit buses will result in a pro-rated portion of the funds. Buses replaced are required to be permanently disabled by boring a three (3) inch hole through the engine block and by cutting the chassis in half to be eligible for the reimbursement.

LYNX Finance & Audit Committee Agenda

The LYNX Board of Directors on March 24, 2022, with Consent Agenda item #7.D.iv. granted the Chief Executive Officer (CEO) or designee to submit a grant application to the Florida Department of Environmental Protection for an amount of up to \$4,500,000 in reimbursement for the purchase of five (5) electric transit buses. Staff met with DEP staff on April 19, 2022 to discuss the submitted application and the LYNX vehicle electrification program. LYNX staff were advised that battery electric buses requested under the FY2022 Low or No Emission Grant Program and the Bus and Bus Facilities Competitive Program could be used to match up to ten (10) buses under the DEP funding. Additional clarification was also provided on eligibility of fixed route buses in the contingency fleet. LYNX staff were encouraged to revise and resubmit the application to reflect the additional eligible fixed route buses for replacement as funds may be available for the full request.

Ten (10) buses in the active fleet meet the requirement of an engine model year 2009 or older and are eligible for replacement with an electric bus under this funding opportunity. LYNX staff intends to apply for reimbursement of \$900,000 per bus for ten (10) buses for a total request of \$9,000,000. The additional twenty (20) electric transit buses would be purchased using funding from the Federal Transit Administration Urbanized Area Formula Funding program (49 U.S.C. 5307), Bus and Bus Facilities Formula program (49 U.S.C. 5339), and Surface Transportation Program (STP). This grant application would result in as many as thirty (30) battery electric buses to be introduced into the fixed route fleet.

This request for ratification on the grant application submitted will not increase the number battery electric buses to be procured by LYNX, but will increase the number of buses eligible for reimbursement. It will also increase the number of buses which have reached their useful life to be permanently disabled from five (5) to ten (10).

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is 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.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.C. iii

To: LYNX Finance & Audit Committee

From: Leonard Antmann
Chief Financial Officer
Jeffrey Reine
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Submit FY2022 Intermodal Development Funding Program Grant Application to the Florida Department of Transportation (FDOT) for the Pine Hills Bus Transfer Station

Date: 6/16/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute Resolution #22-003 authorizing the Chief Executive Officer (CEO) to submit a FY2022 Intermodal Development Funding Program Grant Application to the Florida Department of Transportation (FDOT) and to execute a Public Transportation Grant Agreement (PTGA provided by FDOT) upon project selection in FY2022.

BACKGROUND:

The Florida Department of Transportation (FDOT) is soliciting applications for FY2022 Intermodal Development Funding Program. This is a discretionary program designed to provide funding to projects that best promote intermodal or multimodal movement of people.

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

LYNX staff is currently coordinating with the Florida Department of Transportation for inclusion of this proposed project. If awarded, this will be programmed in the FDOT Work Program in FY2022. The maximum period for project funding is 3 Fiscal Years. Capital projects are eligible for a minimum of 50% funding participation under the Intermodal Development Funding Program.

LYNX Finance & Audit mmittee Agenda

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

- LYNX is currently finishing the permitting for the Pine Hills Bus Transfer Center at the intersection of Belco and Silver Star Road. This will be an eight (8) bay transfer facility, a building that will house driver restrooms and lounge, customer service and security. This project currently has multiple funding sources associated with it. The requested dollars will specifically be used for construction of the road improvements associated with Belco Drive. The total cost for the road improvements is \$1,611,140. \$930,000 of this is being funded by pass through dollars from FDOT to MetroPlan. \$41,140 is being funded through local match dollars. The balance of \$640,000 is being requested through the Intermodal Development Funding Program request.

Board Resolution # 22-003 is attached.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable to this activity.

FISCAL IMPACT:

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

CERTA RESOLUTION NO. 22-003

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 FY2022 INTERMODAL DEVELOPMENT FUNDING PROGRAM.

WHEREAS, LYNX has satisfied the requirement to complete a Transportation Development Plan (TDP) for FY2022-2031 which has been submitted to FDOT in August 2021. LYNX TDP update is consistent with METROPLAN Orlando's Year 2045 Metropolitan Transition 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 FY2022-2023.
3. The BOARD of Directors authorizes James E. Harrison, Esq., P.E., Chief Executive Officer, or designee, to submit grant applications to the Florida Department of Transportation for fiscal year 2022 on behalf of LYNX and the ability for the CEO to execute the application, amendments, warranties, certifications, assurances, reimbursement invoices and any other documents in connection with the grant applications.
4. The BOARD of Directors authorizes James E. Harrison, Esq., P.E., Chief Executive Officer, or designee, to sign any and all agreements or contracts, which may be required in connection with the application, and subsequent agreements, with the Florida Department of Transportation.
5. The BOARD of Directors authorizes James E. Harrison, Esq., P.E., Chief Executive Officer, or designee, to make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended.
6. The above authorization shall be continuing in nature until revoked by the Chairman of the Governing Board.

CERTIFICATION OF THE ADOPTION OF THE PROPOSED RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (d/b/a/ LYNX) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE AND SUBMIT GRANT APPLICATIONS WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE FY2022 INTERMODAL DEVELOPMENT FUNDING PROGRAM.

APPROVED AND ADOPTED this 23rd day of June 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 Finance & Audit Committee Agenda

Consent Agenda Item #5.C. iv

To: LYNX Finance & Audit Committee

From: Michelle Daley
Director Of Finance
Warren Hersh
(Technical Contact)

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Transfer a Retired Vanpool Van to Escuela de Bomba y Plena Tata Cepeda

Date: 6/16/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to transfer one (1) Vanpool van to Escuela de Bomba y Plena Tata Cepeda.

BACKGROUND:

LYNX staff has identified a 2013 Ford E350 for retirement. Escuela de Bomba y Plena Tata Cepeda has expressed an interest in receiving the LYNX retired revenue vehicle to transport low to moderate income students to different Afro-Puerto Rican cultural events and presentations. LYNX staff has received the IRS documentation that Escuela de Bomba y Plena Tata Cepeda is a qualified 501(c)(3) with public charity status 501(a)(2).

LYNX staff is preparing a submission to the Federal Transit Administration (FTA) for approval in order to waive or transfer any outstanding obligation associated with the vehicle and the related components, which is currently valued at \$0. Upon Board of Directors approval, LYNX staff will continue to work with Escuela de Bomba y Plena Tata Cepeda to facilitate the transfer of the vehicle. If the transfer of the vehicle is not successful, LYNX staff will then include it in the upcoming public auction.

LYNX Finance & Audit Committee Agenda

Vehicle Profile

Acquisition Date	Acquisition Value	Activity Code	Class	Company Asset Number	Description	Mfg Serial No	Net Book as of 6/30/22
6/07/2013	\$29,168	A	OV	36252	2013 Ford E350	1FDNE3BL4DDA53455	\$0.00
Total	\$29,168						\$0.00

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable to this activity.

FISCAL IMPACT:

The net book value of the one (1) Vanpool Vehicle is \$0.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.C. v

To: LYNX Finance & Audit Committee

From: Michelle Daley
Director Of Finance
Warren Hersh
(Technical Contact)

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Auction Surplus Capital Items

Date: 6/16/2022

ACTION REQUESTED:

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

BACKGROUND:

It is LYNX's policy to hold a quarterly auction to dispose of Board approved surplus and obsolete items. This year's auction is scheduled for July 2022. The following surplus items require authorization for retirement and disposal at the public auction pursuant to Administrative Rule 4.16.2.A:

Other Vehicles

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

- There are 4 Other Vehicles (1 Dodge Caravan, 1 Ford E350 and 2 Ford Taurus) that has reached the end of their useful life and exceeding the FTA mileage requirement.

LYNX Finance & Audit Committee Agenda

Revenue Vehicles:

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

- There are 8 Revenue Vehicles (7 Gillig buses and 1 Nova Bus). Most of these buses were involved in serious bus accidents and were purchased back from the insurance carrier and salvaged for valuable parts. Other buses over 12 years old were involved in minor accidents, but being that they were not LYNX insurance policy due to age, it is not economical to repair them because those buses were already scheduled for retirement.

Categorical Totals

Category	Acquisition Value	Net Book Value
Other Vehicles	\$103,992	\$0
Revenue Vehicles	\$3,432,343	\$0
GRAND TOTAL	\$3,536,335	\$0

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

FISCAL IMPACT:

The total net book value of the surplus items is \$0. The higher of the net book value or the net proceeds from the sale of any item may be due to the Federal Transit Administration (FTA) in FY2022.

LYNX Finance & Audit Committee Agenda

Surplus Equipment

System Number	Asset ID	Acquisition Date	Class	Description	Estimated Life	Acquisition Value	Net Book Value
19847	244-116	1/1/2017	OV	2016 Ford Taurus	4	\$29,456	\$0
11554	27766	8/31/2007	OV	2007 Ford XLT 10 Pass Van	4	\$27,000	\$0
19250	233-116	2/1/2016	OV	2015 Ford Taurus	4	\$26,864	\$0
13664	33110	1/10/2011	OV	2011 Dodge Caravan	5	\$20,672	\$0
				Subtotal Other Vehicles		\$103,992	\$0
16424	129-613	8/6/2013	RV	Nova Bus	9	\$917,575	\$0
15306	111-412	12/3/2012	RV	Gillig Bus	9	\$401,416	\$0
11613	620	9/30/2007	RV	Gillig Bus	9	\$374,048	\$0
13126	10-309	7/29/2009	RV	Gillig Bus	9	\$323,646	\$0
12712	655	9/30/2008	RV	Gillig Bus	9	\$309,869	\$0
12727	659	9/30/2008	RV	Gillig Bus	9	\$309,869	\$0
11107	587	9/30/2006	RV	Gillig Bus	9	\$289,624	\$0
11119	591	9/30/2006	RV	Gillig Bus	9	\$289,624	\$0
11651	620A	9/30/2007	RV	Engine	5	\$22,976	\$0
12713	655a	9/30/2008	RV	Engine	5	\$22,976	\$0
12728	659a	9/30/2008	RV	Engine	5	\$22,976	\$0
11108	587A	9/30/2006	RV	Engine	5	\$21,800	\$0
11120	591A	9/30/2006	RV	Engine	5	\$21,800	\$0
13127	10-309A	7/29/2009	RV	Engine	5	\$20,024	\$0
13128	10-309B	7/29/2009	RV	Transmission	5	\$18,073	\$0
11652	620B	9/30/2007	RV	Transmission	5	\$17,247	\$0
12714	655b	9/30/2008	RV	Transmission	5	\$17,247	\$0
12729	659b	9/30/2008	RV	Transmission	5	\$17,247	\$0
11109	587B	9/30/2006	RV	Transmission	5	\$7,153	\$0
11121	591B	9/30/2006	RV	Transmission	5	\$7,153	\$0
				Subtotal Revenue Vehicles		\$3,432,343	\$0
				Grand Total		\$3,536,335	\$0