

# LYNX Board Agenda

Meeting Date: 06/25/2026  
Meeting Time: 1:00 PM

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

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

## 1. Call to Order

## 2. Approval of Minutes

-  Board of Directors Meeting Minutes 05.28.26 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. Request for Proposal (RFP)


- i.  Authorization to Release a Request for Proposal (RFP) to Procure Insurance Brokerage Services for Risk Management Pg 9
- ii.  Authorization to Release a Request for Proposal (RFP) to Procure Access Control System Project Services Pg 10
- iii.  Authorization to Release a Request for Proposal (RFP) for the Supply and Installation of Security Camera Equipment at LYNX Facilities Pg 12
- iv.  Authorization to Release a Request for Proposal (RFP) for the Manufacturing of LYNX Style Transit Shelters Pg 14
- v.  Authorization to Release a Request for Proposal (RFP) for Bus Stop and Shelter Pressure Washing & Maintenance Services Pg 16

### B. Invitation for Bid (IFB)










- i.  Authorization to Release an Invitation for Bids (IFB) for the Procurement of Bulk Motor Oil and Fluids Pg 18

### C. Award Contracts










- i.  Authorization to Negotiate and Award a Contract to Foursquare Integrated Transportation Planning, Inc. for the Transit Development Plan (TDP) Major Update and System-Wide Passenger Survey for a Total Not to Exceed (NTE) Amount of \$1,036,865 Pg 19
- ii.  Authorization to Award Contracts to Kittelson & Associates, Inc., and WSP USA, Inc. for General Planning Consultant (GPC) Services for a Not to Exceed (NTE) Contract Amount of \$1.5 Million Each for the Initial Three (3) Year Term Pg 21
- iii.  Authorization to Negotiate and Award a Contract to Cigna Health and Life Insurance Company for Dental Insurance Pg 23

- iv.  Authorization to Negotiate and Award a Contract to P & A Administrative Services, Inc. for FSA, COBRA and Retiree Billing Services Administration Pg 25


#### D. Extension of Contracts


- i.  Authorization to Exercise the Third Option Year of Contract 22-C82 with Humana Insurance Company for Vision Insurance Pg 27
- ii.  Authorization to Exercise the Second Option Year of Contract 22-C66 with Standard Insurance Co. for Group Life, Long & Short-Term Disability and Accidental Death and Dismemberment (AD&D) Pg 28
- iii.  Authorization to Exercise the Third Option Year of Contract 22-C28 with Voya Retirement Insurance and Annuity Company for Retirement Plan Administration and Recordkeeping Services Pg 30
- iv.  Authorization to Exercise the First Option Year of Contract 23-C87 with HR Law, P.A. for Workers Compensation Legal Services with No Increase in the Not to Exceed (NTE) Amount Pg 32
- v.  Authorization to Exercise the First Option Year of Contract 23-C88 with Jones, Hurley & Hand, P.A. for Workers Compensation - Legal Services with No Increase in the Not to Exceed (NTE) Amount Pg 33
- vi.  Authorization to Exercise the Second Option Year of Contract 22-C87 with Trapeze Software Group, Increase Licensing and Software Maintenance, and Increase the Not to Exceed (NTE) Amount to \$3,922,631 Pg 34
- vii.  Authorization to Exercise the Third Option Year of Contract 22-C85 with Stewart & Stevenson FDDA LLC for the Provision of Allison Transmissions and Increase the Not to Exceed (NTE) Amount to \$450,000 Pg 37
- viii.  Authorization to Exercise the Third Option Year of Contract 22-C86 with Gillig LLC for the Provision of Voith Transmissions and Increase the Not to Exceed (NTE) Amount to \$615,520 Pg 38
- ix.  Authorization to Extend Contract 21-C35 with American Facilities Services, Inc. for Janitorial Services for Three (3) Months and Increase the Not to Exceed (NTE) Amount to \$1,555,100 Pg 39

#### E. Miscellaneous


- i.  Authorization to Delegate Authority to Plan Fiduciaries to Conduct a Procurement Process to Select a Recommended Recordkeeper for the LYNX Money Purchase Plan, LYNX Defined Contribution Plan for BU Employees, and LYNX Deferred Compensation Plan and Adoption of Resolution 26-008 Pg 41  
  
-Attachments 
- ii.  Authorization to Submit a Trip and Equipment Grant Application to the Florida Commission for the Transportation Disadvantaged (FLCTD) in the Overall Amount of \$3,204,809 and Adoption of Resolution 26-009 Pg 48  
  
-Attachments 
- iii.  Authorization to Execute a Deductive Change Order 8 for Pine Hills Bus Transfer Center Pg 52
- iv.  Authorization to Approve the Source Evaluation Committee (SEC) Ranking and Initiate Negotiations with AECOM Technical Services, Inc. for Architecture and Engineering Services for Facilities Pg 54
- v.  Authorization to Dispose of Lost and Found Items Pg 57
- vi.  Authorization to Auction Surplus Capital Items Pg 59
- vii.  Authorization to Modify Prior Approval for Forty-Six (46) Replacement Vehicles for ACCESS LYNX Paratransit Services Pg 68

## 7. Action Agenda


- A.  Authorization to Ratify a Grant Application Submitted to the Florida Department of Transportation (FDOT) in the Total Amount of \$1,600,000 and Adoption of Resolution 26-007 Pg 70

-Attachments 

## 8. Work Session

- A.  Work Session on FY2027 Operating and Capital Budgets Pg 74

## 9. Information Items

- A.  Notification of Settlement Agreements Pursuant to Administrative Rule 6 - May 2026 Pg 75

- B.  Notification of Sole Source Procurements Pursuant to Administrative Rule 4 Pg 76


-Attachments 

- C.  Notification of Utilization of Project Contingency to Gibson Air Conditioning & Refrigeration, LLC Pursuant to Admin. Rule 4.5.4.D in the Amount of \$58,204.30 Pg 79

- D.  Quarterly Service Recognition Pg 81

## 10. Monthly Reports

- A.  Communications Report - May 2026 Pg 83

- B.  Monthly Financial Report - March 2026 Pg 88

-Attachments 

- C.  Paratransit Monthly Report - May 2026 Pg 90

- D.  Ridership Report - April 2026 Pg 95

-Attachments 

## 11. Other Business

## 12. Adjourned

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

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

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

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

**DATE:**     **May 28, 2026**

**TIME:**     **1:00 p.m.**

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**Members in Attendance:**

Buddy Dyer, Mayor, City of Orlando, Chair  
Jerry Demings, Mayor, Orange County, Vice-Chair  
Viviana Janer, Commissioner, Osceola County BoCC  
Amy Lockhart, Commissioner, Seminole County BoCC

**1. Call to Order**

Chair Mayor Dyer called the meeting to order at 1:00 p.m.

Chair Dyer asked Commissioner Janer to lead the Pledge of Allegiance.

**2. Approval of Minutes**

Commissioner Janer moved to approve the Board of Directors meeting minutes of April 23, 2026. Second by Mayor Demings. The minutes were unanimously approved as presented.

**3. Public Comments**

Kimber Saint Preux – Apopka, FL

Ms. Saint Preux thanked LYNX for working with Transdev and advocating for the inclusion of her company as a DBE contractor for Transdev. Due to budget constraints, the contract is expiring and she would like to continue.

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

Tiffany Homler Hawkins, Chief Executive Officer, stated that the Public Service Bus unveiling was held on May 26. This was the 23<sup>rd</sup> annual bus and LYNX has showcased and supported over two hundred non-profits over the tri-county area.

The land acquisition for the Southern Operations base is moving forward with zoning verifications with the City of Kissimmee.

Mayor Demings asked if there are any potential contracts or prospects for the future regarding the public comment. Ms. Homler Hawkins stated that the first option year was just exercised with Transdev, and the information about this contract was just brought forward this morning. An update to the Board members will be provided once there is more information.

## **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 April 23, 2026, Oversight meeting.

Kurt Petersen, Co-Chair of the Finance & Audit Committee, gave a report on the May 21, 2026 Finance & Audit Committee meeting. The Finance Committee recommends approval of all Consent Agenda and Action items including the changes to the Funding Model Formula Policy.

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

There were presentations on the FY2026 Amended Operating & Capital Budgets and the FY2027 Preliminary Capital Budget.

## **6. Consent Agenda:**

Chair Mayor Dyer 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.A.ii. Ms. Homler Hawkins stated that she recommends the entire Consent Agenda for approval.

### **A. Miscellaneous**

- i. Authorization to Purchase Five (5) Turtle Top Odyssey Cutaway Vehicles for Subrecipient Human Services Agencies Under Section 5310 Program for a Not to Exceed (NTE) Amount of \$761,450
- ii. Authorization to Retire, Transfer, Recycle or Sell Surplus and Obsolete Capital Items and Parts at Public Auction

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

## **7. Action Agenda**

- A. Authorization to Submit Grant Applications to the Federal Transit Administration (FTA) for the Fiscal Year 2026 Apportionments of \$66,083,346 and Sub-allocated to Lake County Transit Services \$995,010 and Florida Department of Transportation (FDOT) \$22,091,253

Chair Mayor Dyer recognized Tiffany Homler Hawkins who stated that comments are for this item and the next item. These items are on the Action Agenda so that the FDOT representative may abstain from voting. Item 7.A. is an annual allocation from the

Federal Transit Administration for all of the grant programs and sub-allocation to Lake County and FDOT for commuter rail.

- B. Authorization to Submit a Grant Application to the Florida Department of Transportation (FDOT) for the SFY2028 Public Transit Service Development Grant Program (SDG) in the Amount of Approximately \$450,000 and Adoption of Resolution 26-005

Commissioner Janer made a motion for 7.A. Authorization to Submit Grant Applications to the Federal Transit Administration (FTA) for the Fiscal Year 2026 Apportionments of \$66,083,346 and Sub-allocated to Lake County Transit Services \$995,010 and Florida Department of Transportation (FDOT) \$22,091,253 and 7.B. Authorization to Submit a Grant Application to the Florida Department of Transportation (FDOT) for the SFY2028 Public Transit Service Development Grant Program (SDG) in the Amount of Approximately \$450,000 and Adoption of Resolution 26-005. Second by Commissioner Lockhart. Motion passed unanimously.

- C. FY2026 Amended Operating & Capital Budget

Chair Mayor Dyer recognized Michelle Daley, Director of Finance, to make the presentation. Ms. Daley stated that the budget total remains the same, there is just allocation changes to different categories. There is a decrease to customer fares, mostly in fixed route service. Ridership has decreased in the past two quarters partially due to the cold weather and partially due to the decrease in service in Seminole County. Interest and Other Income increased due to increased interest earnings.

Other Services is reduced due to the delayed implementation of the Oracle payroll modules. Fuel has increased due to the Lymmo electric buses not running at full capacity and the increase in diesel and unleaded fuel costs.

The Capital Budget has an increase in vehicles for a grant that allowed the purchase of twenty electric vehicles. The Federal Transit Administration (FTA) authorized the grant for CNG vehicles that were purchased in February.

Commissioner Lockhart inquired about the decrease in customer fares in relation to the decrease in service in Seminole County. Ms. Homler Hawkins stated that the ridership numbers would be analyzed and provided to the Board. The plan is to calculate the change in ridership from last year to this year in Seminole County.

Mayor Dyer inquired if ridership is affected by the cost of gas. Ms. Homler Hawkins stated that yes there is a correlation, but there has not been an increase spike like there was in past years. Travel patterns have changed. LYNX ran a promotion stating that an all-day bus pass is cheaper than a gallon of gas.

Commissioner Janer made a motion for Authorization to Amend the FY2026 Operating & Capital Budgets. Second by Mayor Demings. Motion passed unanimously.

#### D. Authorization to Approve the Updated Funding Model Formula Policy

Ms. Homler Hawkins stated that this is a result of the robust discussion at the last Board meeting and the recommendation of the Finance Committee, of the changes to the Funding Model Formula, clarifying the definition of General Overhead, and the effective dates to the changes of the Funding Model.

Commissioner Lockhart stated that the 5307 funds option was not pursued or stated in the actual policy. Mayor Dyer stated that it is listed in the first year of the policy. Ms. Homler Hawkins stated that the 5307 funds are not specifically stated in the policy, but the 5307 funds are listed in the budget. It will be reflected as a fifty percent credit to Osceola and Seminole Counties in the budget.

Commissioner Janer stated that the 5307 funds were used only for the first year to phase in the change to the funding model. It's not in the policy, as it is only for the first year.

Mr. Antmann stated that this is the recommendation of the Finance & Audit Committee and it is documented in the Board item. Commissioner Lockhart stated that the Committee recommended the use of 5307 funds, but a recommendation is not an action item or decision on the part of the Board. She would like it as a recommendation on behalf of the Board.

Commissioner Lockhart motioned for the Authorization to Approve the Updated Funding Model Formula Policy utilizing the 5307 grant funds for the first initial year of transition to the new model.

Commissioner Janer inquired about a specific dollar amount. Mr. Antmann stated that the Board item states that 5307 funds would be used for fifty percent of the increase.

Commissioner Janer seconded the motion as long as it is stated that the fifty percent of the increase is for the first year only. 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-April 2026
- B. Notification of Sole Source Procurements Pursuant to Administrative Rule 4

#### **9. Monthly Reports**

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

- A. Communications Monthly Report – April 2026
- B. Monthly Financial Report – February 2026
- C. Paratransit Monthly Report – April 2026
- D. Ridership Report – March 2026

**10. Other Business**

Mayor Dyer stated that there have been discussions with the SunRail Board on the transition that potentially involves LYNX. Mayor Dyer would like to give LYNX staff authority to participate, collaborate, and inform SunRail CFCRC as a transit system. Commissioner Lockhart clarified that she is not supporting or giving an opinion one way or the other that they would move forward either further ahead or further behind in the conversations about transitioning and operating. Mayor Dyer stated that is correct, and this is only about them participating in the discussions. Commissioner Lockhart thanked Mayor Dyer for the clarification.

**11. Adjourned:**

The meeting adjourned at 1:25 p.m.

**Certification of Minutes:**

I certify that the foregoing minutes of the May 28, 2026, LYNX Board of Director's meeting are true and correct, approved by the Board of Directors.

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Assistant

# LYNX Board Agenda

## Consent Agenda Item #6.A. i

**To:** LYNX Board of Directors

**From:** Orlando Rolon  
DIRECTOR OF RISK MANAGEMENT AND SAFETY  
Brenda Atkinson  
Technical Contact

**Phone:** 407.841.2279 ext: 6167

**Item Name:** Authorization to Release a Request for Proposal (RFP) to Procure Insurance Brokerage Services for Risk Management

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) to procure Brokerage Services for Risk Management that would provide LYNX with guidance and direction for the purchase of Property, Cyber, General Liability, Auto, Fiduciary, Pollution and Public Officials Liability insurance coverage.

### **BACKGROUND:**

The award of Contract 22-C30 to Arthur J. Gallagher Risk Management Services, Inc, became effective on December 20, 2021. The contract was awarded for a three (3) year term with two (2) one (1) year extensions. The Contract is set to end on December 20, 2026.

LYNX will return to the market to examine new opportunities, methods, and procedures to procure services in effort to reduce and/or streamline cost and improve/enhance out insurance portfolio.

### **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$35,000 for Insurance Broker Services.

# LYNX Board Agenda

## Consent Agenda Item #6.A. ii

**To:** LYNX Board of Directors

**From:** Orlando Rolon  
DIRECTOR OF RISK MANAGEMENT AND SAFETY  
Orlando Rolon  
Technical Contact

**Phone:** 407.841.2279 ext: 6167

**Item Name:** Authorization to Release a Request for Proposal (RFP) to Procure Access Control System Project Services

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) to procure Access Control System project services.

### **BACKGROUND:**

LYNX completed a Transportation Security Administration (TSA) Baseline Assessment Enhancement (BASE) review in 2019 and a Threat Vulnerability Assessment (TVA) in 2020. The TSA BASE and the TVA evaluate the likelihood of specific threats that may endanger system operations and provide recommended actions and countermeasures to eliminate or mitigate such threats based on the TSA/FTA Security and Emergency Management Action Items for Transit Agencies. The TSA BASE and the TVA identified a security action item specific to: "Control access to security critical facilities with ID badges for all visitors, employees and contractors", to promote protective measures for critical infrastructure to uninterrupted/uncompromised system operation.

The installation of additional security access control card readers to the current Building Security Access Control System, will provide LYNX with the ability to respond quickly to security threats, manage entry and access into all locations and areas within the buildings.

# LYNX Board Agenda

## **FISCAL IMPACT:**

The FY2026 Approved Capital Budget includes \$576,564 for Access Control Improvements. For FY2027 additional funds have been requested as part of this multi-year project.

# LYNX Board Agenda

## Consent Agenda Item #6.A. iii

**To:** LYNX Board of Directors

**From:** Orlando Rolon  
DIRECTOR OF RISK MANAGEMENT AND SAFETY  
Orlando Rolon  
Technical Contact

**Phone:** 407.841.2279 ext: 6167

**Item Name:** Authorization to Release a Request for Proposal (RFP) for the Supply and Installation of Security Camera Equipment at LYNX Facilities

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for the supply and installation of security camera equipment at LYNX facilities.

### **BACKGROUND:**

LYNX Safety and Security completed an assessment of the current security cameras at all facilities. The assessment identified gaps and opportunities to enhance the current security camera coverage. LYNX is requesting proposals for a comprehensive security camera system enhancement program for installation of new security cameras, replacement of some existing cameras, and hardware components required to ensure full operational performance across LYNX facilities.

# LYNX Board Agenda

Facility Name	Address
LYNX Central Station (LCS)	455 N. Garland Avenue, Orlando, FL 32801
LYNX Operations Center (LOC) – Admin Building #B	2500 LYNX Lane, Orlando, FL 32804
LYNX Operations Center (LOC) – Facility & Maint. Bldg #A	2475 LYNX Lane, Orlando, FL 32804
LYNX Operations Center (LOC) – Facility & Maint. Bldg #C	2500 LYNX Lane, Orlando, FL 32804
LYNX Operations Center Expansion (LOCX) – Two (2) buildings	2495 Industrial Blvd, Orlando, FL 32804

## **FISCAL IMPACT:**

The FY2026 Approved Capital Budget includes \$197,612 for security cameras including installation.

# LYNX Board Agenda

## Consent Agenda Item #6.A. iv

**To:** LYNX Board of Directors

**From:** Leonard Antmann  
CHIEF FINANCIAL OFFICER  
Jennifer Hall  
Technical Contact

**Phone:** 407.841.2279 ext: 6125

**Item Name:** Authorization to Release a Request for Proposal (RFP) for the Manufacturing of LYNX Style Transit Shelters

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for the Manufacturing of LYNX Style Transit Shelters. The term of the contract will be for three (3) years from date of award with the option of two (2) one (1) year extensions.

### **BACKGROUND:**

In December 2021, LYNX awarded contract 22-C35 for Bus Shelter Manufacture and Transit Related Amenities to Spencer Fabrications, Inc. The contract was for a period of three (3) years with two (2) one (1) year extensions. The second option year extension was approved at the August 28, 2025 Board of Director's meeting and will expire in December 2026.

The shelter styles included in the RFP are included for reference below. This contract allows for the procurement of other amenities including solar panels, benches, trash cans, bike racks, and custom bus shelters and amenities.

LYNX currently has approximately 1,000 bus shelters. Based on the annual budget, LYNX strives to install 25 to 30 new bus shelters per year. LYNX expects to purchase a minimum of twenty-five (25) shelters over the life of the contract to support new and replacement transit shelters.

# LYNX Board Agenda

## PICTURES OF SHELTERS:

15' x 15' Shelter



5' x 9' Shelter



6' x 13' Shelter (with screens)



## FISCAL IMPACT:

The FY2026 Approved Capital Budget includes \$15,123,792 for the installation of new shelters, which are funded with a combination of Federal and ATSP funds.

# LYNX Board Agenda

## Consent Agenda Item #6.A. v

**To:** LYNX Board of Directors

**From:** Aubrey Moses  
DIRECTOR OF MAINTENANCE  
Aubrey Moses  
Technical Contact

**Phone:** 407.841.2279 ext: 6105

**Item Name:** Authorization to Release a Request for Proposal (RFP) for Bus Stop and Shelter Pressure Washing & Maintenance Services

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release a Request for Proposal (RFP) for Bus Stop & Shelter Pressure Washing & Maintenance Services.

### **BACKGROUND:**

On September 23, 2021, the LYNX Board of Directors approved the award of Contract 22-C08 for bus stop and shelter pressure washing services to Faithworks Total Ground Maintenance, LLC for three (3) years with two (2) one (1) year options with a not to exceed (NTE) amount of \$360,546. On September 26, 2024, the Board of Directors approved the first option year with an increase of the not to exceed (NTE) amount to \$490,546. The first option year of Contract 22-C08 expired on September 30, 2025. On October 14, 2025, LYNX exercised option year two of contract 22-C08 that would extend the contract to October 13, 2026, and increased the not to exceed (NTE) amount to \$621,836.

LYNX has approximately 980 hard surface bus stops located within the boundaries of Orange, Osceola, Seminole, Southeastern Lake, and Northern Polk Counties. Bus stops are the primary point of customer access to the LYNX fixed route bus service. Bus stops and shelters are highly visible to the community and provide a clean, safe area for customers to wait, to board, and to alight LYNX buses. The cleaning and pressure washing of bus stops and shelters is required once per month.

# LYNX Board Agenda

## **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$131,500 for Pressure Washing of Bus Shelters.

# LYNX Board Agenda

## Consent Agenda Item #6.B. i

**To:** LYNX Board of Directors

**From:** Aubrey Moses  
DIRECTOR OF MAINTENANCE  
Mark Sharpe  
Technical Contact

**Phone:** 407.841.2279 ext: 6105

**Item Name:** Authorization to Release an Invitation for Bids (IFB) for the Procurement of Bulk Motor Oil and Fluids

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to release an Invitation for Bids (IFB) for the Procurement of Bulk Motor Oil and Fluids.

### **BACKGROUND:**

LYNX operates a fleet of 268 fixed route buses and a fleet of 102 support vehicles. Motor oil and other fluids such as automatic transmission fluid (ATF), coolant (antifreeze) and diesel exhaust fluid (DEF) are used in the scheduled and unscheduled maintenance of the LYNX fleets. The procurement of the fluids in bulk through a fixed price contract with defined product specifications guarantees the best pricing and product quality.

### **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$792,000 for bulk oils, fluids, and lubricants.

# LYNX Board Agenda

## Consent Agenda Item #6.C. i

**To:** LYNX Board of Directors

**From:** Carl Weckenmann  
DIRECTOR OF PLANNING and DEVELOPMENT  
Patricia Whitton  
Technical Contact

**Phone:** 407.841.2279 ext: 6075

**Item Name:** Authorization to Negotiate and Award a Contract to Foursquare Integrated Transportation Planning, Inc. for the Transit Development Plan (TDP) Major Update and System-Wide Passenger Survey for a Total Not to Exceed (NTE) Amount of \$1,036,865

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and execute a contract with Foursquare Integrated Transportation Planning, Inc. for the FY2028-FY2037 Transit Development Plan (TDP) major update and a system-wide passenger survey for a total not to exceed (NTE) amount of \$1,036,865.

### **BACKGROUND:**

At the March 26, 2026, LYNX Board of Director's meeting, staff received authorization to issue a Request for Proposal (RFP) for Consulting Services for LYNX's Ten-Year TDP major update (FY2028-2037) and system-wide passenger survey. The RFP for this project, 26-R09, was released on March 30, 2026, with proposals due April 30, 2026.

LYNX's most recent TDP major update was completed for the period of FY2023-2032. This FY2028-2037 TDP major update will include an extensive outreach process, including the Federal Transit Administration (FTA) required system-wide passenger demographic survey. This survey is required to be conducted at a minimum of every five years, per FTA Circular 4702.1B – "Title VI Requirements and Guidelines for Federal Transit Administration Recipients." This information is comprised of a system-wide on-board origin and destination passenger review and is a transit industry best practice. The last system-wide survey was completed in FY2023.

# LYNX Board Agenda

LYNX will leverage the demographic information and travel patterns collected in support of the FY2028-2037 TDP major update, updates to LYNX’s Title VI Program, future corridor studies, and share the data with its partners as they conduct their own transportation studies. LYNX will coordinate with SunRail and FDOT staff to provide the collected survey information to support study requirements for SunRail.

The TDP major update will assess the current operating environment and emerging trends resulting in the development of a ten-year plan supportive of the transit needs in the LYNX service area and consistent with local and regional transportation goals and objectives. The development of the TDP will be coordinated closely with MetroPlan Orlando and the recently updated 2050 Metropolitan Transportation Plan.

The Source Evaluation Committee (SEC) public meeting was held on June 1, 2026, with the following results:

<b>Proposer</b>	<b>Total Score</b>	<b>Ordinal Ranking</b>
EXP U.S. Services, Inc.	434	17
Foursquare Integrated Transportation Planning, Inc.	470	9
Toole Design Group, Inc.	455	13
WSP USA, Inc.	463	11

The SEC recommends that LYNX proceed with contracting with Foursquare Integrated Transportation Planning, Inc. to complete the TDP major update and system-wide passenger survey.

## **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$150,000 and the Proposed FY2027 Operating Budget includes \$800,000 for TDP major update and the passenger survey. This project is funded with a combination of Metroplan UPWP and Federal 5307 funds.

# LYNX Board Agenda

## Consent Agenda Item #6.C. ii

**To:** LYNX Board of Directors

**From:** Carl Weckenmann  
DIRECTOR OF PLANNING and DEVELOPMENT  
Myles O'Keefe  
Technical Contact

**Phone:** 407.841.2279 ext: 6075

**Item Name:** Authorization to Award Contracts to Kittelson & Associates, Inc., and WSP USA, Inc. for General Planning Consultant (GPC) Services for a Not to Exceed (NTE) Contract Amount of \$1.5 Million Each for the Initial Three (3) Year Term

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to (i) award contracts with the top two ranked firms, Kittelson & Associates, Inc. and WSP USA, Inc. for General Planning Consultant (GPC) services for a period of three (3) years, with two (2) one (1) year renewal options, for not to exceed (NTE) contract amounts of \$1.5 million each for the initial three (3) year term and (ii) delegate to the CEO the authority to approve and execute Task Orders.

### **BACKGROUND:**

At the March 27, 2025, LYNX Board of Director's meeting, staff received authorization to issue a Request for Proposal (RFP) for general planning consultant services. The RFP for this project, 26-R01, was released on October 22, 2025, with proposals due December 8, 2025. The Board of Directors authorized the CEO to negotiate contracts with Kittelson & Associates, Inc. and WSP USA, Inc. on April 23, 2026.

The purpose of the general planning consulting services contract is to provide LYNX with on-call expertise and technical capacity in a full array of professional services. The General Planning Consultants will serve as an extension of LYNX staff with the additional technical, financial and operational expertise to support the agency's plans and programs. The two \$1.5

# LYNX Board Agenda

million contracts are expected to be sufficient for the next three years of various planning studies.

The Source Evaluation Committee (SEC) public meeting was held on April 8, 2026. The SEC members evaluated and ranked each proposal individually, assigning scores and ordinal rankings with the following results:

<b>Firm</b>	<b>Total Score</b>	<b>Ordinal Ranking</b>
Kittelson & Associates Inc.	290	3
WSP USA Inc.	285	6
Kimely-Horn and Associates Inc.	282	8
Vanasse Hangen Brustlin Inc.	266	13
EXP U.S. Services, Inc.	259	14
Toole Design Group, LLC.	228	18

Pursuant to the Consultant's Competitive Negotiations Act, Florida Statute 287.055, the SEC selected in order of preference the following three (3) firms deemed to be the most qualified to perform the required services:

<b>Firm</b>	<b>Total Score</b>	<b>Ordinal Ranking</b>
Kittelson & Associates Inc.	290	3
WSP USA Inc.	285	6
Kimely-Horn and Associates Inc.	282	8

LYNX staff recommends the award of contracts with Kittelson & Associates, Inc. and WSP USA, Inc.

## **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$1,000,000 for Planning projects, the majority of which are expected to be grant funded.

# LYNX Board Agenda

## Consent Agenda Item #6.C. iii

**To:** LYNX Board of Directors

**From:** Terri Setterington  
DIRECTOR OF HUMAN RESOURCES  
Brian Anderson  
Technical Contact

**Phone:** 407.841.2279 ext: 6106

**Item Name:** Authorization to Negotiate and Award a Contract to Cigna Health and Life Insurance Company for Dental Insurance

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Director's authorization for the Chief Executive Officer (CEO) or designee to negotiate and award a contract to Cigna Health and Life Insurance Company for Dental Insurance for three (3) years with two (2) one (1) year renewal options.

### **BACKGROUND:**

It is beneficial for the Authority to provide a comprehensive benefit package for its employees. Dental insurance is an integral part of this package and is a valued benefit for the employees. There is no direct cost to the Authority as this is an employee paid benefit.

On January 1, 2024, the Authority entered into a contract with RSC Insurance Brokerage, Inc. for Health Benefits Consulting services. As part of the consulting services scope of work, RSC Insurance Brokerage, Inc. is responsible for assisting in drafting, reviewing, issuing and evaluating Request for Proposals and Invitation to Bids to assist LYNX in maintaining a comprehensive Employee Benefits Program for its employees. The consultant negotiated with the various providers and recommended the best provider(s) that meets the agency's plan and cost limitations.

On January 22, 2026, the LYNX Board of Directors approved the release of a Request for Proposal for Dental Insurance. The Board of Directors authorized RSC Insurance Brokerage, Inc to negotiate with the various providers and recommend the best provider that meets the agency's

# LYNX Board Agenda

plan and cost limitations. The Request for Proposal was released on March 3, 2026. Proposals were due to LYNX by April 1, 2026.

Nine (9) responsive Proposal responses were received from the following firms:

- Cigna Health and Life Insurance Company
- Blue Cross and Blue Shield of Florida, Inc. d/b/a Florida Blue
- Humana Insurance Company
- Metropolitan Life Insurance Company
- Reliance Standard Life Insurance Company
- Solstice Benefits, Inc.
- Standard Insurance Company
- Sun Life and Health Insurance Company
- UnitedHealth Group

On April 28, 2026, the Source Evaluation Committee (SEC) met with RSC Insurance Brokerage, Inc. to review the proposals submitted. The SEC requested to short list four (4) companies and request best and final pricing. The shortlisted firms were:

- Cigna Health and Life Insurance Company
- Humana Insurance Company
- Metropolitan Life Insurance Company
- Solstice Benefits, Inc.

The SEC met again on May 28, 2026, to review the best and final pricing provided. The SEC voted to recommend awarding a contract, pending successful negotiations, to Cigna Health and Life Insurance Company, for an initial term of three (3) years with two (2) one (1) year renewal options.

## **FISCAL IMPACT:**

There is no fiscal impact associated with this action as the benefit is funded entirely through employee pre-tax payroll deductions.

# LYNX Board Agenda

## Consent Agenda Item #6.C. iv

**To:** LYNX Board of Directors

**From:** Terri Settington  
DIRECTOR OF HUMAN RESOURCES  
Brian Anderson  
Technical Contact

**Phone:** 407.841.2279 ext: 6106

**Item Name:** Authorization to Negotiate and Award a Contract to P & A Administrative Services, Inc. for FSA, COBRA and Retiree Billing Services Administration

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and award a contract to P&A Administrative Services, Inc. for FSA, COBRA and Retiree Billing Services Administration for three (3) years with two (2) one (1) year renewal options.

### **BACKGROUND:**

As complexity and regulatory requirements associated with employee benefits administration continue to increase, it is important for the Authority to contract with a vendor that specializes in FSA, COBRA and Retiree billing to maintain compliance with federal and state regulations. Their expertise helps ensure timely notifications, accurate billing, and adherence to IRS and DOL requirements, reducing legal and financial risk. The current contract for FSA, COBRA and Retiree Billing Services Administration expires on December 31, 2026. The Authority wishes to continue outsourcing these functions to ensure continued streamlined enrollment, billing and collections.

On January 1, 2024, the Authority entered into a contract with RSC Insurance Brokerage, Inc. for Health Benefits Consulting services. As part of the consulting services scope of work, RSC Insurance Brokerage, Inc. is responsible for assisting in drafting, reviewing, issuing and evaluating Request for Proposals and Invitation to Bids to assist LYNX in maintaining a comprehensive Employee Benefits Program for its employees. The consultant negotiated with

# LYNX Board Agenda

the various providers and recommended the best provider(s) that meets the agency's plan and cost limitations.

On January 22, 2026, the LYNX Board of Directors approved the release of a Request for Proposal for FSA, COBRA and Retiree Billing Services Administration. The Board of Directors authorized RSC Insurance Brokerage, Inc. to negotiate with the various providers and recommend the best provider that meets the agency's plan and cost limitations. The Request for Proposal was released on March 3, 2026. Proposals were due to LYNX by April 1, 2026.

Fourteen (14) responsive Proposal responses were received from the following firms:

- Associated Bank, N.A.
- BASIC Benefits, LLC a Delaware Limited Liability Company DBA "BASIC"
- BBP Admin
- Diversified Administration, Inc.
- Employee Benefits Corporation
- Inspira Financial Trust, LLC
- Medcom Benefit Solutions
- Melody Benefits
- Metropolitan Life Insurance Company
- P&A Administrative Services, Inc.
- Surency Life & Health Insurance Company
- Total Administrative Services Corporation
- Voya Financial, Inc.
- WEX Inc.

On April 28, 2026, the Source Evaluation Committee (SEC) met with RSC Insurance Brokerage, Inc. to review the proposals submitted. The SEC requested to short list four (4) companies and request best and final pricing. The shortlisted firms were:

- Associated Bank, N.A.
- Inspira Financial Trust, LLC
- P&A Administrative Services, Inc.
- WEX Inc.

The SEC met again on May 28, 2026, to review the best and final pricing provided. The SEC voted to recommend awarding a contract pending successful negotiations to P&A Administrative Services, Inc., for an initial term of three (3) years with two (2) one (1) year renewal options.

## **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$12,840 for FSA, COBRA and Retiree Billing Services Administration.

# LYNX Board Agenda

## Consent Agenda Item #6.D. i

**To:** LYNX Board of Directors

**From:** Terri Settington  
DIRECTOR OF HUMAN RESOURCES  
Brian Anderson  
Technical Contact

**Phone:** 407.841.2279 ext: 6106

**Item Name:** Authorization to Exercise the Third Option Year of Contract 22-C82 with Humana Insurance Company for Vision Insurance

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the third option year of contract 22-C82 with Humana Insurance Company for Vision Insurance.

### **BACKGROUND:**

On July 28, 2022, the LYNX Board of Directors approved the award of Contract 22-C82 to Humana Insurance Company for Vision Insurance for two (2) years with three (3) one (1) year options. The initial term of Contract 22-C82 expired on December 31, 2024, the first option year expired on December 31, 2025 and the second option year expires on December 31, 2026.

It is beneficial for the Authority to provide a comprehensive benefit package to its employees. Vision insurance is an integral part of this package and is a valued benefit for the employees. This is a benefit that helps recruit and retain employees.

The Authority wishes to continue to offer this benefit option to our employees. There is no direct cost to the Authority as this is an employee paid benefit.

### **FISCAL IMPACT:**

There is no fiscal impact associated with this action as the benefit is funded entirely through employee pre-tax payroll deductions.

# LYNX Board Agenda

## Consent Agenda Item #6.D. ii

**To:** LYNX Board of Directors

**From:** Terri Setterington  
DIRECTOR OF HUMAN RESOURCES  
Brian Anderson  
Technical Contact

**Phone:** 407.841.2279 ext: 6106

**Item Name:** Authorization to Exercise the Second Option Year of Contract 22-C66 with Standard Insurance Co. for Group Life, Long & Short-Term Disability and Accidental Death and Dismemberment (AD&D)

**Date:** 06/25/2026

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### **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 22-C66 with Standard Insurance Co. for Group Life, Long & Short-Term Disability and Accidental Death and Dismemberment (AD&D).

### **BACKGROUND:**

On June 23, 2022, the LYNX Board of Directors approved the award of Contract 22-C66 to Standard Insurance Co. for three (3) years with two (2) one (1) year options. The initial term of Contract 22-C66 expired on December 31, 2025, and the first option year expires on December 31, 2026.

LYNX offers Group Life, Long and Short-Term Disability, and Accidental Death and Dismemberment to its employees as a benefit. This is a benefit that helps recruit and retain employees. The Authority wishes to continue to offer this benefit option to our 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 Board Agenda

## **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$93,276 for group life insurance and \$317,112 for long-term disability insurance paid by LYNX. The supplemental life and short-term disability are paid 100% by the employees through payroll deduction.

# LYNX Board Agenda

## Consent Agenda Item #6.D. iii

**To:** LYNX Board of Directors

**From:** Terri Settington  
DIRECTOR OF HUMAN RESOURCES  
Brian Anderson  
Technical Contact

**Phone:** 407.841.2279 ext: 6106

**Item Name:** Authorization to Exercise the Third Option Year of Contract 22-C28 with  
Voya Retirement Insurance and Annuity Company for Retirement Plan  
Administration and Recordkeeping Services

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the third option year of contract 22-C28 with Voya Retirement Insurance and Annuity Company for Retirement Plan Administration and Recordkeeping Services.

### **BACKGROUND:**

On June 24, 2021, the LYNX Board of Directors approved the award of Contract 22-C28 to Voya Retirement Insurance and Annuity Company for Retirement Plan Administration and Recordkeeping Services for three (3) years and one (1) month with three (3) one (1) year options. The initial term of Contract 22-C28 expired on December 31, 2024, option year one expired on December 31, 2025, and option year two expires on December 31, 2026.

The Authority wishes to continue to offer retirement services to our employees with this provider.

The Contract was negotiated with the below key acceptable terms and conditions, but are not limited to:

- Three-year contract term with options for a minimum of three annual renewals
- Annual basic service fee of no more than 0.28%

# LYNX Board Agenda

- During the initial contract term, minimum guaranteed interest rate of 1.65% for the stable value (cash) investment option offered on the Plan's investment menu
- Near-absolute prohibition on product sales to participants (limited exception for terminated participants who affirmatively request product information), with services to be provided to participants by non-commission based, salaried employees
- On-site participant meetings, including one-on-one meeting opportunities, every other month at the two LYNX Orlando locations; on-site participant meetings, including one-on-one meeting opportunities, at the LYNX Spring and Fall benefit fairs; and up to three meetings annually with participants on an as-needed basis at the LYNX Osceola location
- Recordkeeping of historical beneficiary designations currently on file
- Performance guarantees with 15% of service fees at risk
- Memorandum of Understanding to clarify concepts in the group annuity contract
- Provision of an IRS-preapproved 401(a) plan document and a specimen 457(b) plan document

All agreed-upon points in the preliminary negotiations with the LYNX negotiation team.

## **FISCAL IMPACT:**

There is no fiscal impact associated with this action as all fees are paid directly by the individual retirement accounts.

# LYNX Board Agenda

## Consent Agenda Item #6.D. iv

**To:** LYNX Board of Directors

**From:** Orlando Rolon  
DIRECTOR OF RISK MANAGEMENT AND SAFETY  
Brenda Atkinson  
Technical Contact

**Phone:** 407.841.2279 ext: 6167

**Item Name:** Authorization to Exercise the First Option Year of Contract 23-C87 with HR Law, P.A. for Workers Compensation Legal Services with No Increase in the Not to Exceed (NTE) Amount

**Date:** 06/25/2026

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### **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 23-C87 with HR Law, P.A. for Workers Compensation Legal Services with no increase in the not to exceed (NTE) amount.

### **BACKGROUND:**

On August 24, 2023, the Board of Directors approved the award of two contracts for Workers Compensation Legal Services. The initial three (3) year term will expire on September 9, 2026. The other law firm is Jones, Hurley & Hand, P.A. The not to exceed (NTE) amount for both law firms for the initial three (3) year term is \$435,000. Both contracts provide for two (2) one (1) year renewal options.

### **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$75,000 for legal services related to Workers' Compensation.

# LYNX Board Agenda

## Consent Agenda Item #6.D. v

**To:** LYNX Board of Directors

**From:** **Orlando Rolon**  
DIRECTOR OF RISK MANAGEMENT AND SAFETY  
**Brenda Atkinson**  
Technical Contact

**Phone:** 407.841.2279 ext: 6167

**Item Name:** **Authorization to Exercise the First Option Year of Contract 23-C88 with Jones, Hurley & Hand, P.A. for Workers Compensation - Legal Services with No Increase in the Not to Exceed (NTE) Amount**

**Date:** 06/25/2026

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### **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 23-C88 with Jones, Hurley & Hand, P.A. for Workers Compensation - Legal Services with no increase in the not to exceed (NTE) amount.

### **BACKGROUND:**

On August 24, 2023, the Board of Directors approved the award of two contracts for Workers Compensation Legal Services. The other law firm is HR Law, P.A. The initial three (3) year term will expire on September 9, 2026. The not to exceed amount for both law firms for the initial three (3) year term is \$435,000. Both contracts provide for two (2) one (1) year extension options.

### **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$75,000 for Legal Fees related to Workers' Compensation.

# LYNX Board Agenda

## Consent Agenda Item #6.D. vi

**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 Second Option Year of Contract 22-C87 with Trapeze Software Group, Increase Licensing and Software Maintenance, and Increase the Not to Exceed (NTE) Amount to \$3,922,631

**Date:** 06/25/2026

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### **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 22-C87 with Trapeze Software Group with updates to the software maintenance schedule, purchase additional operational software licensing for \$575,456.00, and to increase the not to exceed (NTE) amount to \$3,922,631.

### **BACKGROUND:**

Since 2008, LYNX has relied on the Trapeze Software Group's suite of fixed-route software applications to support mission-critical operational functions including scheduling, routing, dispatch, vehicle communications, run-cutting, operations management, payroll, asset tracking, maintenance, and real-time data reporting. The LYNX Board authorized staff on October 27, 2022, to negotiate and enter into a Master Agreement for these systems, establishing a three (3) year base term with two (2) additional one (1) year options (Contract 22-C87) for software maintenance.

Over the past four years, Contract 22-C87 has been updated through several contract modifications to ensure continuity of service, system alignment, and expansion where needed.

Contract Modification 1 (April 19, 2023) added eighteen Enterprise Asset Management (EAM) licenses and replaced the original maintenance schedule. Contract Modification 2 (January 8, 2026) exercised option year 1, aligned maintenance schedules, replaced the maintenance

# LYNX Board Agenda

schedule from contract mod 1, added support for real-time signage systems, and removed paratransit maintenance from the scope. The NTE was increased to \$3,116,439 in this contract modification.

In April 2026, LYNX and Trapeze Software Group completed a comprehensive review of system licensing requirements. As part of LYNX's ongoing efforts to enhance operational efficiency, streamline processes, improve the accuracy of attendance tracking, and manage discipline more effectively vehicle maintenance personnel and Transportation Supervisors are being integrated into the Trapeze platform. This expansion requires the procurement of additional software licenses and associated annual maintenance and support services to ensure continued system functionality and user access. This will be executed under Contract 22-C87 Modification 3.

The table below is the cost for the new licensing. (capital)

<b>Product</b>	<b>Operational Characteristics</b>	<b>FY 2026 Capital Cost</b>
FX	200 to 240 peak vehicles	\$ 18,191.00
OPS and OPS SIT	626 to 1000 employees	\$ 386,694.00
OPS Yard	626 to 746 employees	\$ 38,245.00
OPS WEB	626 to 1000 employees	\$ 116,527.00
OPS-MON	626 to 746 employees	\$ 15,799.00
		<b>Total \$ 575,456.00</b>

The table below is the additional cost for the software maintenance for FY 2026 licensing. (operating)

<b>Product</b>	<b>Operational Characteristics</b>	<b>FY 2026 Operating Cost</b>
FX	200 to 240 peak vehicles	\$ 3,638.00
OPS and OPS SIT	626 to 1000 employees	\$ 54,137.00
OPS Yard	626 to 746 employees	\$ 5,354.00
OPS WEB	626 to 1000 employees	\$ 13,595.00
OPS-MON	626 to 746 employees	\$ 2,212.00
		<b>Total \$ 78,936.00</b>

# LYNX Board Agenda

The table below is the maintenance cost for FY27 (extracted from the contract modification “Exhibit B-3”)

Description	Start Date	End Date	Operational Characteristics	FY 2027 Maintenance Cost
FX	11/1/2026	10/31/2027	Up to 240 Peak Vehicles	\$ 60,164
OPS & OPS-SIT	11/1/2026	10/31/2027	Up to 1000 Total Employees	\$ 218,327
OPS - YARD MANAGEMENT	11/1/2026	10/31/2027	Up to 1000 Total Employees	\$ 29,098
BLOCKBUSTER	11/1/2026	10/31/2027	Up to 269 Peak Vehicles	\$ 24,062
OPS-WEB	11/1/2026	10/31/2027	Up to 1000 Total Employees	\$ 45,638
OPS-MON	11/1/2026	10/31/2027	Up to 746 Total Employees	\$ 13,443
Streets, Xgate, XMM	11/1/2026	10/31/2027	Up to 233 vehicles	\$ 100,931
Additional Streets, Xgate, XMM	11/1/2026	10/31/2027	Additional 106 Vehicles	\$ 24,913
FX-MON	11/1/2026	10/31/2027	Up to 269 Peak Vehicles	\$ 18,598
Route Monitor/Ladder	11/1/2026	10/31/2027	Up to 315 Units	\$ 22,282
STREETS - WEB SERVICES	11/1/2026	10/31/2027	Up to 315 Vehicles	\$ 44,186
Streets - GTFS RT	11/1/2026	10/31/2027	Up to 253 Peak Vehicles	\$ 29,974
TBOX, Headsign, TSP	11/1/2026	10/31/2027	Up to 70 Vehicles	\$ 9,509
EAM - FA	11/1/2026	10/31/2027	452 active transit equipment units & 6014 stationary assets, mobile for 40 devices, Crystal for 2 seats. EAM FA - bar code, call center, equip planning, labor capture, notifications, production planning, query replacement modeling, reporting, sla, service requests, shop activity, shop scheduling, tire and warranty	\$ 51,303
Rides On Demand Subscription	11/1/2026	10/31/2027	Up to 2257 Booked Trips	\$ 12,413
Rides On Demand Hosting	11/1/2026	10/31/2027	Up to 2257 Booked Trips	\$ 6,791
MyRide Infotainment (Pine Hills)	Year 1		Up to 8 dual side screens	\$ 13,365
MyRide Infotainment (Big Screen)	Year 1		Up to 1 large format screen	\$ 2,259
			<b>TOTAL FOR FY 2027</b>	<b>\$ 727,256</b>

## **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$644,167 for the maintenance costs for Trapeze, and the FY2026 Approved Capital budget includes \$575,456 for the additional licensing requirements for Trapeze.

# LYNX Board Agenda

## Consent Agenda Item #6.D. vii

**To:** LYNX Board of Directors

**From:** Aubrey Moses  
DIRECTOR OF MAINTENANCE  
Aubrey Moses  
Technical Contact

**Phone:** 407.841.2279 ext: 6105

**Item Name:** Authorization to Exercise the Third Option Year of Contract 22-C85 with Stewart & Stevenson FDDA LLC for the Provision of Allison Transmissions and Increase the Not to Exceed (NTE) Amount to \$450,000

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to Exercise the Third Option Year of Contract 22-C85 with Stewart & Stevenson FDDA, LLC for the Provision of Allison Transmissions and increase the not to exceed (NTE) amount to \$450,000.

### **BACKGROUND:**

On July 28, 2022, the LYNX Board of Directors approved the award of Contract 22-C85 to Stewart & Stevenson FDDA LLC for the provision of remanufactured Allison transmissions used on transit buses for two (2) years with three (3) one (1) year options with a not to exceed amount of \$175,000. The initial term of Contract 22-C85 expired on August 31, 2024.

On July 25, 2024, the LYNX Board of Directors approved the first option year to be exercised with an increase of the NTE to \$280,000. The first option year will expire on August 31, 2025.

On August 28, 2025, the Board of Directors approved the second option year and increased the Not to Exceed Amount to \$350,000.

### **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$280,000 for transmissions for transit buses.

# LYNX Board Agenda

## Consent Agenda Item #6.D. viii

**To:** LYNX Board of Directors

**From:** Aubrey Moses  
DIRECTOR OF MAINTENANCE  
Aubrey Moses  
Technical Contact

**Phone:** 407.841.2279 ext: 6105

**Item Name:** Authorization to Exercise the Third Option Year of Contract 22-C86 with Gillig LLC for the Provision of Voith Transmissions and Increase the Not to Exceed (NTE) Amount to \$615,520

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the Third Option Year of Contract 22-C86 with Gillig LLC for the Provision of Voith Transmissions and increase the not to exceed (NTE) amount to \$615,520.

### **BACKGROUND:**

On July 28, 2022, the LYNX Board of Directors approved the award of Contract 22 -C86 to Gillig, LLC for the provision of Voith X-Change transmissions used on transit buses for two (2) years with three (3) one (1) year renewal options with a not to exceed amount of \$220,000.

On July 15, 2024, the LYNX Board of Directors approved the exercise of the first option year and increased the not to exceed (NTE) amount to \$475,000. On September 25, 2025, the Board of Directors approved the exercise of the second option year and increased the not to exceed (NTE) amount to \$540,000.

### **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$280,000 for transmissions for transit buses.

# LYNX Board Agenda

## Consent Agenda Item #6.D. ix

**To:** LYNX Board of Directors

**From:** Aubrey Moses  
DIRECTOR OF MAINTENANCE  
Aubrey Moses  
Technical Contact

**Phone:** 407.841.2279 ext: 6105

**Item Name:** Authorization to Extend Contract 21-C35 with American Facilities Services, Inc. for Janitorial Services for Three (3) Months and Increase the Not to Exceed (NTE) Amount to \$1,555,100

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to extend Contract 21-C35 with American Facilities Services, Inc. for Janitorial Services for three (3) months and increase the not to exceed amount to \$1,555,100.

### **BACKGROUND:**

On Mar 25, 2021, the LYNX Board of Directors approved the award of Contract 21-C35 for Janitorial Services at LYNX facilities with American Facilities Services, Inc. for two (2) years with three (3) one (1) year options with a not to exceed amount of \$1,200,000 for the initial term and option years.

On April 27, 2023, the Board of Directors approved option year 1 with no increase to the not to exceed amount.

On May 28, 2024, the Board of Directors approved option year 2 with no increase to the not to exceed amount.

On April 24, 2025, the LYNX Board of Directors approved exercising the third option year and increased the not to exceed amount to \$1,403,052.

# LYNX Board Agenda

On April 23, 2026, the LYNX Board of Directors approved the extension of Contract 21-C35 for three (3) months and increased the not to exceed amount to \$1,493,600

Staff is requesting to increase the not to exceed by \$61,500 to extend the janitorial services for three months to the end of September during the solicitation process.

Janitorial Services are used at the following LYNX facilities:

- 2500 LYNX Lane
- 455 North Garland Avenue

LYNX maintenance employees perform janitorial services at all other LYNX locations.

## **FISCAL IMPACT:**

The FY2026 Approved Operating Budget includes \$360,000 for janitorial services at LYNX facilities.

# LYNX Board Agenda

## Consent Agenda Item #6.E. i

**To:** LYNX Board of Directors

**From:** Terri Settingington  
DIRECTOR OF HUMAN RESOURCES  
Terri Settingington  
Technical Contact

**Phone:** 407.841.2279 ext: 6106

**Item Name:** Authorization to Delegate Authority to Plan Fiduciaries to Conduct a Procurement Process to Select a Recommended Recordkeeper for the LYNX Money Purchase Plan, LYNX Defined Contribution Plan for BU Employees, and LYNX Deferred Compensation Plan and Adoption of Resolution 26-008

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is seeking the Board of Directors' adoption of Resolution 26-008 to delegate authority to plan fiduciaries to select a recommended recordkeeper for the LYNX Money Purchase Plan, LYNX Defined Contribution Plan for BU Employees, and LYNX Deferred Compensation Plan, utilizing a procurement process chosen and managed by the plan fiduciaries, with the LYNX Procurement Department to provide such ministerial support for the procurement process as the plan fiduciaries specify and request.

### **BACKGROUND:**

#### Description of the Plans:

The LYNX Money Purchase Plan provides tax-qualified retirement benefits to LYNX's administrative employees and employees represented by the Amalgamated Transit Union Local 1749 ("supervisors' union").

The LYNX Defined Contribution Plan for BU Employees provides tax-qualified, defined contribution retirement benefits for employees represented by the Amalgamated Transit Union AFL-CIO Local 1596 ("drivers/maintenance union ") who do not participate in the closed defined benefit pension plan.

# LYNX Board Agenda

The LYNX Deferred Compensation Plan provides an optional means for employees to save more for their retirement through tax-deferred elective deferrals from their wages. Such plan is generally available to all employees of LYNX, including those represented by the drivers/maintenance union and the supervisors' union.

Each of the foregoing three plans are referred to herein as a "Plan" and collectively as the "Plans."

LYNX is the sponsor of the Plans.

For purposes of the topic addressed by this memorandum, the "Plan Fiduciaries" are the Board of Trustees for the LYNX Defined Contribution Plan for BU Employees, the Administrative Committee for the LYNX Money Purchase Plan, and the Administrative Committee for the LYNX Deferred Compensation Plan.

## Plan Recordkeeping Services:

It is a best practice in the retirement plan industry for the plan sponsor or plan fiduciary of a retirement plan to prudently select a professional retirement plan service provider (commonly called a "recordkeeper") to provide third-party administration, recordkeeping, governing plan document, and participant education services for the plan. The plan sponsor or plan fiduciary must evaluate the services and fees offered by various recordkeepers to determine which recordkeeper can best meet the needs of the plan and the plan participants for a reasonable cost, taking into account the plan design, pertinent facts and circumstances about the participant base, and the required compatibility among the systems and procedures of the recordkeeper, the plan fiduciary, and the employer.

Due to the highly-specialized nature of retirement plan recordkeeping services and the fact that the plan fiduciaries are, in part, responsible on an ongoing basis for overseeing and directing the recordkeeper in the performance of its duties, plan fiduciaries, rather than plan sponsors, are often tasked with the procurement of the recordkeeper. In this scenario, the plan fiduciaries' duties include: (i) determining the scope of services to be provided by the recordkeeper; (ii) determining the appropriate form(s) of competitive bidding (such as a request for proposals, invitation to negotiate, and so on); (iii) determining the substantive content of the competitive solicitation; (iv) determining the evaluation and selection procedures, including the criteria to evaluate the participant investment menus and investment services available from each recordkeeper; (v) serving as the evaluation and selection committee; and (vi) negotiating the contract terms with the selected recordkeeper. In this scenario, the plan's legal counsel and the plan's independent investment consultant provide specialized advice, and the plan sponsor's procurement staff provides ministerial support only, such as publicizing the solicitation, serving as the collection point for responses to the solicitation, coordinating meetings, and so on.

Voya Retirement Insurance and Annuity Company ("Voya") is the current recordkeeper for the Plans. If the LYNX Board of Directors approves the third and final renewal option available under the contract between Voya and LYNX, Voya's services for the Plans will terminate on December 31, 2027. Therefore, it is necessary to engage in a prudent process to evaluate the

# LYNX Board Agenda

services and fees offered by various recordkeepers (including Voya, if Voya wishes to again serve as the recordkeeper for the Plans) and select a recordkeeper that, effective as of January 1, 2028, can best provide the services that meet the needs of the Plans and the Plans' participants for a reasonable cost.

## Proposed Recordkeeping Procurement Process:

Under LYNX's current administrative rules, due to the anticipated monetary value of the recordkeeper contract, the standard procedure is for the LYNX Procurement Department to design a request for proposals and utilize that department's standard evaluation and selection criteria and processes. However, under the administrative rules, the LYNX Board of Directors has the ability to establish an alternate procedure for any given procurement matter.

Due to the highly-specialized nature of recordkeeping services needed for the Plans, the Plan Fiduciaries' knowledge of the Plans' design and operation, the Plan Fiduciaries' knowledge of the participant base in each Plan, and the fact that the Plan Fiduciaries are, in part, responsible on an ongoing basis for overseeing and directing the recordkeeper in the performance of its duties, it is proposed that the LYNX Board of Directors establish an alternative procurement procedure by delegating authority to the Plan Fiduciaries to select a recommended recordkeeper for the Plans, utilizing a procurement process chosen and managed by the plan fiduciaries, with the LYNX Procurement Department to provide such ministerial support for the procurement process as the Plan Fiduciaries specify and request.

## FISCAL IMPACT:

There is no fiscal impact, since all fees are paid by the individual retirement accounts.

**CFRTA RESOLUTION NO. 26-008**

**RESOLUTION OF THE CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY (d/b/a/ LYNX)  
TO DELEGATE AUTHORITY TO PLAN FIDUCIARIES TO CONDUCT A  
PROCUREMENT PROCESS TO SELECT A RECOMMENDED  
RECORDKEEPER FR THE LYNX MONEY PURCHASE PLAN, LYNX  
DEFINED CONTRIBUTION PLAN FOR BU EMPLOYEES, AND LYNX  
DEFERRED COMPENSATION PLAN**

**WHEREAS**, LYNX, as the sponsoring employer, previously established the LYNX Money Purchase Plan, the LYNX Defined Contribution Plan for BU Employees, and the LYNX Deferred Compensation Plan (each a "Plan" and collectively, the "Plans"); and

**WHEREAS**, LYNX previously delegated certain fiduciary duties under the Plans to the Board of Trustees for the LYNX Defined Contribution Plan for BU Employees, the Administrative Committee for the LYNX Money Purchase Plan, and the Administrative Committee for the LYNX Deferred Compensation Plan (collectively, the "Plan Fiduciaries"); and

**WHEREAS**, due to the approaching expiration of a contract between LYNX and Voya Retirement Insurance and Annuity Company ("Voya") pursuant to which Voya provides retirement plan recordkeeping services for the Plans, it is necessary to engage in a prudent process to evaluate the services and fees currently offered by various recordkeepers (including Voya, if Voya wishes to again serve as the recordkeeper for the Plans) and select a recordkeeper that, effective on or about January 1, 2028, can best provide the services that meet the needs of the Plans and the Plans' participants for a reasonable cost; and

**WHEREAS**, based on the anticipated monetary value of the new Plan recordkeeping contract, LYNX Administrative Rule 4 (titled Procurement and Contract Administration) generally provides for the LYNX Procurement Department to design a request for proposals and the process to select a recommended recordkeeper; and

**WHEREAS**, Administrative Rule 4 further provides, however, that the Governing Board of LYNX ("Board") has the unlimited discretion to waive or modify the standard procurement rules and determine the terms and conditions on which any contract is awarded by LYNX; and

**WHEREAS**, due to the highly-specialized nature of recordkeeping services needed for the Plans, the Plan Fiduciaries' knowledge of the Plans' design and operation, the Plan Fiduciaries' knowledge of the participant base in each Plan, and the fact that the Plan

Fiduciaries are, in part, responsible on an ongoing basis for overseeing and directing the recordkeeper in the performance of its duties, it is proposed that the Board establish an alternative procurement procedure by delegating authority to the Plan Fiduciaries to select a recommended recordkeeper for the Plans, utilizing a procurement process chosen and managed by the Plan Fiduciaries, with the LYNX Procurement Department to provide such ministerial support for their procurement process as the Plan Fiduciaries specify and request; and

**WHEREAS**, the Board wishes to establish an alternative procurement procedure for the selection of a recommended recordkeeper for the Plans.

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

1. The Plan Fiduciaries are hereby delegated the authority and duty to design and carry out a prudent procurement procedure to evaluate the services and fees currently offered by various recordkeepers (including Voya, if Voya wishes to again serve as the recordkeeper for the Plans) and select a recommended recordkeeper, utilizing a procurement process chosen and managed by the Plan fiduciaries, that effective on or about January 1, 2028, can best provide the services that meet the needs of the Plans and the Plans' participants for a reasonable cost. This is a broad delegation of authority to the Plan Fiduciaries, and the scope of the duties to be performed by the Plan Fiduciaries includes:
  - (a) determining the scope of services to be provided by the recordkeeper;
  - (b) determining the appropriate form(s) of competitive bidding;
  - (c) determining the substantive content of the competitive solicitation;
  - (d) determining the evaluation and selection procedures, including the criteria to evaluate the participant investment menus and investment services available from the potential recordkeepers;
  - (e) serving as the evaluation and selection committee;
  - (f) negotiating the contract terms with the selected recommended recordkeeper; and
  - (g) taking all other actions and executing all such documents as are reasonably related to the procurement of a recommended recordkeeper for the Plans.
2. The LYNX Procurement Department shall assist the Plan Fiduciaries in conducting their procurement process by performing such ministerial tasks as are specified and requested by the Plan Fiduciaries.
3. The Plan Fiduciaries shall submit their selection of the recommended Plan recordkeeper and the negotiated proposed contract with the recommended Plan recordkeeper to the Board for the Board's review and approval (or rejection).

4. As this delegation of procurement authority has been adopted by the Board, any determination to be made in the Plan recordkeeper procurement process (including who is to be awarded a contract with LYNX) may be made by the Board in its absolute discretion. In that regard, the Board has ultimate and final authority as to all matters and may waive or modify all requirements and resolve all issues in regard to the Plan recordkeeper procurement, whether procedural, material, or otherwise. As such, the award of any contract by the Board will be final and will be not subject to any appeal.
5. If the Plan Fiduciaries and/or the Board determine to apply the protest procedures under LYNX Administrative Rule 6, in whole or in part, to the Plan recordkeeper procurement, and if any person submitting a proposal or otherwise participating in the Plan recordkeeper procurement process files a protest, nothing contained in these resolutions nor in the LYNX Administrative Rules shall further grant any legal right to a protesting party to assert that the Plan recordkeeping contract should be awarded to that particular party due to any provisions of these resolutions or the LYNX Administrative Rules, or any right as to the process by which LYNX will resolve any such protest. Any such protest is for the benefit of LYNX and will be resolved by LYNX in its discretion in order for LYNX to determine who in the best interest of the Plans and the Plan participants should be awarded the Plan recordkeeping contract.
6. The Plan Fiduciaries, with such assistance as they may require from Plan legal counsel, the Plan investment consultant, or LYNX Procurement, Human Resources, Finance, or Accounting personnel, is authorized and directed to take all other action and execute such documents as they determine necessary or desirable to effectuate these resolutions.

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**CFRTA RESOLUTION NO. 26-008**

**RESOLUTION OF THE CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY (d/b/a/ LYNX)  
TO DELEGATE AUTHORITY TO PLAN FIDUCIARIES TO CONDUCT A  
PROCUREMENT PROCESS TO SELECT A RECOMMENDED  
RECORDKEEPER FR THE LYNX MONEY PURCHASE PLAN, LYNX  
DEFINED CONTRIBUTION PLAN FOR BU EMPLOYEES, AND LYNX  
DEFERRED COMPENSATION PLAN**

7. Any and all actions heretofore or hereinafter taken by the Plan Fiduciaries, the LYNX CEO, and/or LYNX Procurement, Human Resources, Finance, or Accounting personnel in connection with any and all of the matters addressed in these resolutions are hereby confirmed and ratified as properly authorized acts of LYNX.

**APPROVED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2026 by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Secretary

# LYNX Board Agenda

## Consent Agenda Item #6.E. ii

**To:** LYNX Board of Directors

**From:** Kimberly Frye  
DIRECTOR OF MOBILITY SERVICES  
Selita Stubbs  
Technical Contact

**Phone:** 407.841.2279 ext: 6169

**Item Name:** Authorization to Submit a Trip and Equipment Grant Application to the Florida Commission for the Transportation Disadvantaged (FLCTD) in the Overall Amount of \$3,204,809 and Adoption of Resolution 26-009

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit a grant application to the Florida Commission for the Transportation Disadvantaged (FLCTD) for Fiscal Year 2026/2027 and adoption of Resolution 26-009 for the Transportation Disadvantaged Trip and Equipment Grant Application.

### **BACKGROUND:**

The Florida State Fiscal Year is July 1 thru June 30 and grantees are required to submit applications prior to the upcoming funding cycle. The Trip and Equipment Grant allocations are formula based derived from TD population, centerline miles within county, and number of previously invoiced trips. This funding is provided to the CTCs to support both operational and/or capital equipment expenditures, which LYNX utilizes to assist in the procurement of transportation services in support of the TD program throughout the tri-county service area.

LYNX serves as the Community Transportation Coordinator (CTC) for Orange, Osceola, and Seminole Counties. The overall funding allocation is \$3,204,809.00, which includes a 10% local match of \$320,478.00 for the purchase of Transportation Disadvantaged (TD) trips.

# LYNX Board Agenda

## **FISCAL IMPACT:**

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

**CFRTA RESOLUTION NO# 26-009**

**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 COMMISSION FOR THE TRANSPORTATION DISADVANTAGE (CTD) FOR THE FY2026-2027 TRIP AND EQUIPMENT GRANT PROGRAM, IN THE AMOUNT OF \$3,204,809.00 DOLLARS.**

**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 this grant application and all supporting documents, agreements and assurances which may be required in connection with the application 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 LYNX BOARD has the authority to authorize the submission of grant applications to the Florida Commission for the Transportation Disadvantage.
2. The BOARD has the authority to authorize the execution of Public Transportation Grant Agreements to be issued by CTD in FY2026-2027.
3. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to submit grant applications to the Florida Commission for the Transportation Disadvantage for fiscal year 2026-2027 in the amount of \$3,204,809.00 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 application.
4. The BOARD authorizes Tiffany Homler Hawkins, 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 Commission for the Transportation Disadvantage.
5. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to make purchases and/or expend funds pursuant to grant awards made by the Florida Commission for the Transportation Disadvantage 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 COMMISSION FOR THE TRANSPORTATION DISADVANTAGE (CTD) FOR THE FY2026-2027 TRIP AND EQUIPMENT GRANT PROGRAM, IN THE AMOUNT OF \$3,204,809 DOLLARS.**

**APPROVED AND ADOPTED** this 25th day of June 2026, by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

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Chairman

ATTEST:

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Assistant Secretary

# LYNX Board Agenda

## Consent Agenda Item #6.E. iii

**To:** LYNX Board of Directors

**From:** Leonard Antmann  
CHIEF FINANCIAL OFFICER  
Lismar Matos Hernandez  
Technical Contact

**Phone:** 407.841.2279 ext: 6125

**Item Name:** Authorization to Execute a Deductive Change Order 8 for Pine Hills Bus Transfer Center

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute deductive change order 8 for the Pine Hills Bus Transfer Center.

### **BACKGROUND:**

LYNX has been evaluating internally several probable change order requests from McCree Design Builders, Inc. (McCree; General Contractor). After careful evaluation of the changes requested, LYNX through our Construction Engineering Inspector (CEI; WSP, Inc.) has determined that liquidated damages should be assessed against McCree for a total amount of \$66,888.00 for this project. This Change Order 8, is specifically executed to document the assessed liquidated damages against McCree in the deductive amount of \$66,888.00 from the total retainage.

# LYNX Board Agenda

Description	Original Budget	CO #1-CO #7	CO #8	Revised Total
Belco Drive	\$2,706,074.66	\$930,338.10	(\$33,444)	\$3,602,968.76
Silver Star	\$614,299.96	\$150,058.89	(\$33,444)	\$730,914.85
CCTV	\$339,276.60	\$44,730.62		\$384,007.22
Transfer Center/On-Site	\$3,894,690.83	\$385,719.07		\$4,280,409.90
Canopy	\$3,173,243.37	\$93,666.59		\$3,266,909.96
Real Time	\$84,819.00	(\$19,280.64)		\$65,538.36
Building	\$3,630,180.58	\$64,606.16		\$3,694,786.74
Trail	\$344,000.00	\$89,329.20		\$433,329.20
<b>Total Construction Contract</b>	<b>\$14,786,585.00</b>	<b>\$1,739,167.99</b>	<b>(\$66,888.00)</b>	<b>\$16,458,864.99</b>
Contingency Use (McCree)		(\$1,739,167.99)	\$66,888.00	(\$1,672,279.99)
Contingency Use (WSP)		(\$441,878.29)		(\$441,878.29)
Contingency Use (Spencer)		(\$7,000.00)		(\$7,000.00)
Orange County Contribution		\$431,075.00		\$431,075.00
Errors & Omissions (WSP)		\$154,783.73		\$154,783.73
<b>Total Contingency</b>	<b>\$1,602,187.55</b>	<b>(\$1,602,187.55)</b>	<b>\$66,888.00</b>	<b>(\$1,535,299.55)</b>

## **FISCAL IMPACT:**

Given that Change Order 8 is being executed solely to document assessed liquidated damages, there is no change to the original project budget associated with this action.

# LYNX Board Agenda

## Consent Agenda Item #6.E. iv

**To:** LYNX Board of Directors

**From:** Leonard Antmann  
CHIEF FINANCIAL OFFICER  
Lismar Matos Hernandez  
Technical Contact

**Phone:** 407.841.2279 ext: 6125

**Item Name:** Authorization to Approve the Source Evaluation Committee (SEC) Ranking and Initiate Negotiations with AECOM Technical Services, Inc. for Architecture and Engineering Services for Facilities

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to approve the source evaluation committee (SEC) ranking and initiate negotiations with AECOM Technical Services, Inc. for architecture and engineering services for Facilities.

### **BACKGROUND:**

On October 23, 2025, the LYNX Board of Directors granted permission to proceed with a Request for Proposal (RFP) for Architecture and Engineering Services. This permission was to allow for the award of two contracts: one for facilities and one for bus shelters, transfer centers and LYMMO. This will cover all associated services as described in the RFP documents.

As LYNX has consolidated award of a contract to a single firm, the process for award per Fla. Stat. 287.055 is a two-step process. First, the agency is required to approve the SEC ranking and proceed with negotiations with the top rank firm. Once this has been determined to be successful, a second board item will be brought forth to award the contract to the selected firm.

In the event that negotiations are not successful with the top ranked firm, this board authorization will allow the agency to proceed with the same process with the next highest ranked firm.

# LYNX Board Agenda

## Procurement Process:

RFP 26-R04 was released on March 20, 2026, and responses were due on April 13, 2026.

A total of 6 firms responded to the RFP. These included:

- AECOM Technical Services, Inc.
- Kimley-Horn & Associates
- DLZ Florida, LLC
- EXP U.S. Services, Inc.
- Grace Design Studios
- HDR Engineering, Inc.

The SEC met on June 9, 2026 to discuss the six (6) proposals. The meeting was publicly noticed in accordance with the Florida Sunshine Law. The proposals were evaluated by each member of the SEC based on the following criteria set forth in the RFP:

- Company Qualifications (40)
- Personnel Experience and Knowledge (30)
- Methodology/Approach (20)
- Financial Qualifications (10)

Scoring of the proposals submitted was based on a total possible score of 100 per reviewer and the lowest ordinal ranking will be recommended for contract approval:

<b>Firm</b>	<b>Total Score</b>	<b>SEC Ordinal Ranking</b>
<b>AECOM Technical Services, Inc.</b>	<b>269</b>	<b>7</b>
<b>Kimley-Horn &amp; Associates</b>	<b>258</b>	<b>8</b>
<b>DLZ Florida, LLC</b>	<b>185</b>	<b>17</b>
<b>EXP U.S. Services, Inc.</b>	<b>259</b>	<b>8</b>
<b>Grace Design Studios</b>	<b>210</b>	<b>13</b>
<b>HDR Engineering, Inc.</b>	<b>271</b>	<b>8</b>

After discussions on the proposals received from the six firms, the SEC ranked the proposals received. Pursuant to the Consultant's Competitive Negotiations Act, Florida Statute 287.055, the SEC selected in order of preference the following three (3) firms deemed to be the most qualified to perform the required services:

<b>Firm</b>	<b>Total Score</b>	<b>SEC Ordinal Ranking</b>
AECOM Technical Services, Inc.	269	7
HDR Engineering, Inc.	271	8
Kimley-Horn & Associates	258	8

The motion by the SEC was to move forward with the procurement process with AECOM Technical Services, Inc. for Architecture and Engineering Services for Facilities.

# LYNX Board Agenda

## **FISCAL IMPACT:**

The FY2026 Approved Capital budget includes \$10,169,577 for facility related projects. Each project is evaluated to determine if A & E services are needed. These projects are 100% funded by Federal grants.

# LYNX Board Agenda

## Consent Agenda Item #6.E. v

**To:** LYNX Board of Directors

**From:** Michelle Daley  
DIRECTOR OF FINANCE  
Holly Zeszutko  
Technical Contact

**Phone:** 407.841.2279 ext: 6014

**Item Name:** Authorization to Dispose of Lost and Found Items

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

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

### **BACKGROUND:**

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

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

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

# LYNX Board Agenda

## Lost and Found Articles

CATEGORY	COUNT
BAG/BACKPACK/PURSE	85
BIKE	120
BLANKET	10
BOOK	9
CANE/WALKER/WHEELCHAIR	8
CASE/BINDER/POUCH	5
CELLPHONE	105
CLOTHING	66
ELECTRONIC DEVICE	68
GLASSES	44
HAT	15
JEWELRY/WATCH	19
LUGGAGE	5
LUNCH BAG/THERMOS/MUG	29
SPORTS EQUIPMENT	3
STROLLER	1
UMBRELLA	17
WALLET	56
<b>GRAND TOTAL</b>	<b>665</b>

### **FISCAL IMPACT:**

The net proceeds from this sale will be included in LYNX's FY2026 non-operating revenue.

# LYNX Board Agenda

## Consent Agenda Item #6.E. vi

**To:** LYNX Board of Directors

**From:** Michelle Daley  
DIRECTOR OF FINANCE  
Holly Zeszutko  
Technical Contact

**Phone:** 407.841.2279 ext: 6014

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

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

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

### **BACKGROUND:**

It is LYNX's policy to hold a quarterly auction to dispose of Board approved surplus and obsolete items. The following surplus items require authorization for retirement and disposal at the public auction pursuant to Administrative Rule 4.16.2.A. Assets with a fair market value of \$10,000 or less will not have any due to FTA values.

### **Surplus Capital Items:**

#### **Revenue Vehicles:**

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

- There are 13 Revenue Vehicles that have reached the end of their useful life and exceed the FTA mileage requirements.

#### **Other Vehicles:**

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

- There are 5 Vehicles that have reached the end of their useful life and exceed the mileage FTA requirements.

# LYNX Board Agenda

## Furniture, Fixtures, Equipment:

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

### Category Totals

Category	Acquisition Value	Net Book Value
Revenue Vehicles	\$5,088,283	\$0
Other Vehicles	\$134,568	\$0
Surplus Equipment	\$535,171	\$0
<b>TOTAL</b>	<b>\$5,758,022</b>	<b>\$0</b>

### Surplus Capital Items Detail:

System Number	Asset ID	Acquisition Date	Class	Description	Useful life	Acquired Value*	NBV*
1209071	200335	05/31/2020	RV	2020 Turtle Top Bus	5YR 00 MOS	\$84,388	\$0
1209073	200329	05/31/2020	RV	2020 Turtle Top Bus	5YR 00 MOS	\$84,388	\$0
1208125	171124	01/31/2019	RV	2018 Turtle Top Bus	4YR 00 MOS	\$78,407	\$0
1206045	199-415	11/01/2015	RV	2015 Gillig Low Floor Bus	9YR 00 MOS	\$484,110	\$0
1206046	200-415	11/01/2015	RV	2015 Gillig Low Floor Bus	9YR 00 MOS	\$484,110	\$0
1206047	201-415	11/01/2015	RV	2015 Gillig Low Floor Bus	9YR 00 MOS	\$484,110	\$0
1206048	202-415	11/01/2015	RV	2015 Gillig Low Floor Bus	9YR 00 MOS	\$484,110	\$0
1206049	203-415	11/01/2015	RV	2015 Gillig Low Floor Bus	9YR 00 MOS	\$484,110	\$0
1206050	204-415	11/01/2015	RV	2015 Gillig Low Floor Bus	9YR 00 MOS	\$484,110	\$0
1206051	205-415	11/01/2015	RV	2015 Gillig Low Floor Bus	9YR 00 MOS	\$484,110	\$0
1206052	206-415	11/01/2015	RV	2015 Gillig Low Floor Bus	9YR 00 MOS	\$484,110	\$0
1206061	215-415	11/01/2015	RV	2015 Gillig Low Floor Bus	9YR 00 MOS	\$484,110	\$0
1206062	216-415	11/01/2015	RV	2015 Gillig Low Floor Bus	9YR 00 MOS	\$484,110	\$0
Total						\$5,088,283	\$0

System Number	Asset ID	Acquisition Date	Class	Description	Useful life	Acquired Value*	NBV*
1203933	37162	06/07/2013	OV	2013 CHEVY TRAVERSE	4YR 00 MOS	\$24,396	\$0
1203938	37167	06/07/2013	OV	2013 CHEVY TRAVERSE	4YR 00 MOS	\$24,396	\$0
1203928	37157	06/07/2013	OV	2013 CHEVY TRAVERSE	4YR 00 MOS	\$24,396	\$0
1203132	35758	09/30/2012	OV	2012 Ford E350	5YR 00 MOS	\$32,212	\$0
1203920	36250	06/07/2013	OV	2013 Ford E350	4YR 00 MOS	\$29,168	\$0
Total						\$134,568	\$0

# LYNX Board Agenda

System Number	Asset ID	Acquisition Date	Class	Description	Useful life	Acquired Value*	NBV
1201773	8811	06/30/2008	FE	COMPOSITE MONITORS FOR WELLNESS CENTER	05 YRS 00 MOS	\$1,812	\$0
1201951	9127	11/10/2008	FE	Thermal Imaging Camera	05 YRS 00 MOS	\$8,635	\$0
1209768	16905	11/12/2020	FE	Office Chairs HR	05 YRS 00 MOS	\$390	\$0
1200601	3213	04/24/2002	FE	Bookcase Cordovan Finish	05 YRS 00 MOS	\$340	\$0
1209029	16340	04/30/2020	FE	Water Cooler Dispenser	05 YRS 00 MOS	\$351	\$0
1200046	97271SDF5004	01/31/1997	FE	DESK, FULL PED 36X72	05 YRS 00 MOS	\$948	\$0
1200990	4370	01/07/2005	FE	VISUAL BOARD-MEDLEY-TAWNY MAPLE	05 YRS 00 MOS	\$843	\$0
1200217	1133	09/30/1998	FE	FILE-5 DRAWER LATERAL	05 YRS 00 MOS	\$379	\$0
1202957	10032	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 YRS 00 MOS	\$351	\$0
1206227	13877	01/14/2016	FE	Torsa Task Chair	05 YRS 00 MOS	\$417	\$0
1200886	4204	12/17/2004	FE	Chair-Ceaser Hi Back Leather	05 YRS 00 MOS	\$926	\$0
1200634	3534	08/22/2002	FE	Chair, Aeron Adj Arms	05 YRS 00 MOS	\$552	\$0
1200688	3668	12/13/2002	FE	Chair - Aeron	05 YRS 00 MOS	\$504	\$0
1200294	1527	12/11/1998	FE	EXECUTIVE CHAIR MAGNET MIDNIGHT	05 YRS 00 MOS	\$378	\$0
1202973	10046	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 YRS 00 MOS	\$352	\$0
1200209	1121	09/30/1998	FE	FILE-5 DRAWER LATERAL	05 YRS 00 MOS	\$379	\$0
1200212	1126	09/30/1998	FE	FILE-5 DRAWER LATERAL	05 YRS 00 MOS	\$379	\$0
1201159	6739	09/15/2005	FE	Cabinet-Hvy Duty Mobile Computer	05 YRS 00 MOS	\$568	\$0
1201162	6742	09/15/2005	FE	Cabinet-Hvy Duty Mobile Computer	05 YRS 00 MOS	\$568	\$0
1200334	1704	06/01/1999	FE	FILE CABINET-5 DRAWER LATERAL	05 YRS 00 MOS	\$396	\$0

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1200351	1744	06/22/1999	FE	DESK-DOUBLE PEDESTAL 36X72 MED CHERRY AMBER	05 YRS 00 MOS	\$674	\$0
1200352	1745	06/22/1999	FE	CREDENZA-PEDESTAL 21X72 MED CHERRY AMBER	05 YRS 00 MOS	\$616	\$0
1201033	4731	03/04/2005	FE	CHAIR-AERON CLASSIC BLACK	05 YRS 00 MOS	\$538	\$0
1202977	10050	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 YRS 00 MOS	\$352	\$0
1203085	10449	08/07/2012	FE	Hydraulic Platform Lift model 2MPT5	05 YRS 00 MOS	\$1,226	\$0
1200715	3856	08/01/2003	FE	Fan - Circulator Mobile 36"	05 YRS 00 MOS	\$567	\$0
1209026	16337	04/30/2020	FE	Water Cooler Dispenser	05 YRS 00 MOS	\$351	\$0
1200055	1884	06/19/1997	FE	Delta Unisaw Table Saw: Saw and Fence	03 YRS 00 MOS	\$1,630	\$0
1209778	17709	11/06/2020	FE	Edic Galaxy 220PSI Upholstery Cleaner	05 YRS 00 MOS	\$2,219	\$0
1207167	05-22B	06/01/2017	FE	Lift Tow System for Road Ranger 05-22	05 YRS 00 MOS	\$2,295	\$0
1207105	05-22C	05/18/2017	FE	Road Ranger Light Bar 05-22	05 YRS 00 MOS	\$350	\$0
1201421	7735	06/30/2007	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0
1201425	7741	06/30/2007	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0
1201431	7750	06/30/2007	FE	Radio, Gillig Bus #711	05 YRS 00 MOS	\$4,762	\$0
1201441	7762	06/30/2007	FE	Radio, Gillig Bus #715	05 YRS 00 MOS	\$4,762	\$0
1201451	7774	06/30/2007	FE	Radio, Gillig Bus #804	05 YRS 00 MOS	\$4,762	\$0
1201489	7937	09/30/2007	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0
1201490	7938	09/30/2007	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0
1201491	7939	09/30/2007	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0
1201492	7940	09/30/2007	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0
1201494	7942	09/30/2007	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0

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1201495	7943	09/30/2007	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0
1201497	7945	09/30/2007	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0
1201502	7950	09/30/2007	FE	Motorolra Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0
1201506	7954	09/30/2007	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$4,762	\$0
1201814	8927	07/31/2008	FE	2-WAY RADIO KITS-XLT 2500	05 YRS 00 MOS	\$3,281	\$0
1201815	8928	07/31/2008	FE	2WAY RADIO KITS XTL	05 YRS 00 MOS	\$3,281	\$0
1201819	8932	07/31/2008	FE	2WAY RADIO KITS 2500	05 YRS 00 MOS	\$3,281	\$0
1201822	8918	07/31/2008	FE	2 WAY RADIO KIT 2500	05 YRS 00 MOS	\$3,281	\$0
1201823	8919	07/31/2008	FE	2 WAY RADIO KIT 2500	05 YRS 00 MOS	\$3,281	\$0
1201830	8926	07/31/2008	FE	2 WAY RADIO KIT XTL 2500	05 YRS 00 MOS	\$3,281	\$0
1201996	9175	04/15/2009	FE	APC Mod 20 - LAN System	05 YRS 00 MOS	\$9,444	\$0
1201998	9177	04/15/2009	FE	APC Mod 20 - LAN System	05 YRS 00 MOS	\$9,444	\$0
1202205	9395	09/14/2010	FE	Motorola XTS 2500 Radio	05 YRS 00 MOS	\$5,155	\$0
1202211	9393	09/14/2010	FE	Motoroa XTS 2500 Radio	05 YRS 00 MOS	\$5,155	\$0
1202214	9381	09/14/2010	FE	Motorola XTS 2500 Radio	05 YRS 00 MOS	\$5,155	\$0
1202223	9383	09/14/2010	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$5,155	\$0
1202227	9389	09/14/2010	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$5,155	\$0
1202348	9428	11/19/2010	FE	Motorola XTS 2500 Radio	05 YRS 00 MOS	\$5,155	\$0
1202352	9452	11/19/2010	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$5,155	\$0
1202356	9446	11/19/2010	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$5,155	\$0
1202358	9456	11/19/2010	FE	Motorola XTS2500	05 YRS 00 MOS	\$5,155	\$0

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1202362	9458	11/19/2010	FE	Motorola XTS2500	05 YRS 00 MOS	\$5,155	\$0
1202364	9426	11/19/2010	FE	Motorola XTS 2500	05 YRS 00 MOS	\$5,155	\$0
1202377	9444	12/17/2010	FE	Motorola XTS 2500	05 YRS 00 MOS	\$5,155	\$0
1203040	10114	05/11/2012	FE	Motorola Radio XTL2500	05 YRS 00 MOS	\$3,121	\$0
1203042	10121	05/11/2012	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$3,121	\$0
1203043	10131	05/11/2012	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$3,121	\$0
1203044	10130	05/11/2012	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$3,121	\$0
1203045	10142	05/11/2012	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$3,121	\$0
1203644	10555	12/03/2012	FE	Motorola XTS250	05 YRS 00 MOS	\$5,155	\$0
1203647	10559	12/03/2012	FE	Motorola XTS250	05 YRS 00 MOS	\$5,155	\$0
1203159	11834	04/29/2012	FE	SEON TROOPER TL4 - Video System Upgrade	05 YRS 00 MOS	\$5,809	\$0
1203162	11833	04/29/2012	FE	SEON TROOPER TL4 - Video System Upgrade	05 YRS 00 MOS	\$5,809	\$0
1203170	11822	04/29/2012	FE	SEON TROOPER TL4 - Video System Upgrade	05 YRS 00 MOS	\$5,809	\$0
1203171	11829	04/29/2012	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$5,809	\$0
1203177	11847	04/29/2012	FE	SEON TROOPER TL4 - Video System Upgrade	05 YRS 00 MOS	\$5,809	\$0
1203262	9897	04/29/2012	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$5,356	\$0
1203280	9911	04/29/2012	FE	SEON TROOPER TL4 - Video System Upgrade	05 YRS 00 MOS	\$5,356	\$0
1203298	11785	04/29/2012	FE	SEON TROOPER TL4 - Video System Upgrade	05 YRS 00 MOS	\$5,356	\$0
1203309	9823	04/29/2012	FE	SEON TROOPER TL4 - Video System Upgrade	05 YRS 00 MOS	\$5,356	\$0
1203844	10234	10/05/2012	FE	MOTOROLA RADIO XTL	05 YRS 00 MOS	\$454	\$0
1203845	10235	10/05/2012	FE	MOTOROLA RADIO XTL	05 YRS 00 MOS	\$454	\$0

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1203852	10245	10/05/2012	FE	MOTOROLA RADIOS XTL	05 YRS 00 MOS	\$454	\$0
1204121	11159	08/22/2013	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$5,155	\$0
1204151	11228	08/06/2013	FE	SEON VIDEO RECORDER	05 YRS 00 MOS	\$7,402	\$0
1204158	11227	08/05/2013	FE	MOTOROLA RADIO XTS 2500	05 YRS 00 MOS	\$5,155	\$0
1204160	11230	08/23/2013	FE	MOTOROLA RADIO XTS 2500	05 YRS 00 MOS	\$5,155	\$0
1204416	11243	09/30/2013	FE	MOTOROLA RADIO XTS 2500	05 YRS 00 MOS	\$5,155	\$0
1204566	11669	10/31/2013	FE	MOTOROLA RADIO XTS 2500	05 YRS 00 MOS	\$5,155	\$0
1204663	11924	02/28/2014	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$7,605	\$0
1204664	11925	02/28/2014	FE	MOTOROLA RADIO XTL 2500	05 YRS 00 MOS	\$5,155	\$0
1204666	11930	02/28/2014	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$7,605	\$0
1204667	11931	02/28/2014	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$5,155	\$0
1204669	11936	02/28/2014	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$7,605	\$0
1204670	11937	02/28/2014	FE	Motorola Radio XTL 2500	05 YRS 00 MOS	\$5,155	\$0
1204678	11954	02/28/2014	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$7,605	\$0
1204711	9726	04/29/2012	FE	SEON TROOPER TL4- VIDEO SYSTEM UOGRADE	05 YRS 00 MOS	\$5,356	\$0
1204718	9799	04/29/2012	FE	SEON TROOPER TL4-VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0
1204721	9813	04/29/2012	FE	SEON TROOPER TL4-VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0
1204729	9795	04/29/2012	FE	SEON TROOPER TL4-VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0
1204730	11388	04/29/2012	FE	SEON TROOPER TL4-VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0
1204731	11384	04/29/2012	FE	SEON TROOPER TL4-VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0
1204732	11421	04/29/2012	FE	SEON TROOPER TL4-VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0

# LYNX Board Agenda

1204733	9907	04/29/2012	FE	SEON TROOPER TL4-VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0
1204735	11427	04/29/2012	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$5,356	\$0
1204736	9840	04/29/2012	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$5,356	\$0
1204737	9717	04/29/2012	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$5,356	\$0
1204739	10587	04/29/2012	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$5,356	\$0
1204741	11401	04/29/2012	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$5,356	\$0
1204742	9803	04/29/2012	FE	SEON TROOPER TL4-VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0
1204743	11356	04/29/2012	FE	SEON TROOPER TL4-VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0
1204744	9855	04/29/2012	FE	SEON TROOPER TL4- VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0
1204745	11399	04/29/2012	FE	SEON TROOPER TL4- VIDEO SYSTEM UPGRADE	05 YRS 00 MOS	\$5,356	\$0
1204815	12012	03/31/2014	FE	Seon Digital Video Recorder	05 YRS 00 MOS	\$7,605	\$0
1204855	12099	03/31/2014	FE	MOTOROLA RADIO XTS 2500	05 YRS 00 MOS	\$5,155	\$0
1205650	12894	01/29/2015	FE	Seon	05 YRS 00 MOS	\$9,090	\$0
1208364	15198	06/05/2019	FE	APX 1500 Radios Neighborlink	05 YRS 00 MOS	\$1,971	\$0
1208370	15204	06/05/2019	FE	APX 1500 Radios Neighborlink	05 YRS 00 MOS	\$1,971	\$0
1208384	15218	06/05/2019	FE	APX 1500 Radios Neighborlink	05 YRS 00 MOS	\$1,971	\$0
1210731	17902	01/28/2021	FE	APC Full with Sensors	03 YRS 00 MOS	\$4,144	\$0
1210745	17918	01/28/2021	FE	Automatic Passenger Counter	03 YRS 00 MOS	\$4,144	\$0
1210747	17921	01/28/2021	FE	Automatic Passenger Counter	03 YRS 00 MOS	\$4,144	\$0
1210748	17922	01/28/2021	FE	Automatic Passenger Counter	03 YRS 00 MOS	\$4,144	\$0
1210761	17934	01/28/2021	FE	APC Full with Sensors	03 YRS 00 MOS	\$4,144	\$0

# LYNX Board Agenda

1210769	17943	01/28/2021	FE	Automatic Passenger Counter	03 YRS 00 MOS	\$4,144	\$0
1210794	17966	01/28/2021	FE	APC Full with Sensors	03 YRS 00 MOS	\$4,144	\$0
1210803	17976	01/28/2021	FE	Automatic Passenger Counter	03 YRS 00 MOS	\$4,144	\$0
1210810	18540	01/28/2021	FE	APC Full with Sensors	03 YRS 00 MOS	\$4,144	\$0
1210816	18546	01/28/2021	FE	Automatic Passenger Counter	03 YRS 00 MOS	\$4,144	\$0
1210817	18547	01/28/2021	FE	APC Full with Sensors	03 YRS 00 MOS	\$4,144	\$0
1210824	18554	01/28/2021	FE	APC Full with Sensors	03 YRS 00 MOS	\$4,144	\$0
1210829	18559	01/28/2021	FE	APC Full with Sensors	03 YRS 00 MOS	\$4,144	\$0
1210835	18565	01/28/2021	FE	Automatic Passenger Counter	03 YRS 00 MOS	\$4,144	\$0
1210838	18568	01/28/2021	FE	APC Full with Sensors	03 YRS 00 MOS	\$4,144	\$0
Total						\$535,171	\$0

## **FISCAL IMPACT:**

The total net book value of the surplus items is \$0. Given that the assets are inoperable and/or unrepairable, and that their fair market value is less than \$10,000, there is no FTA obligation.

# LYNX Board Agenda

## Consent Agenda Item #6.E. vii

**To:** LYNX Board of Directors

**From:** Kimberly Frye  
DIRECTOR OF MOBILITY SERVICES  
Benjamin Gonzalez  
Technical Contact

**Phone:** 407.841.2279 ext: 6169

**Item Name:** Authorization to Modify Prior Approval for Forty-Six (46) Replacement Vehicles for ACCESS LYNX Paratransit Services

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to modify the previously approved vehicle procurement for Forty-Six (46) Paratransit Vehicles by replacing Ten (10) units originally specified under the Federal Department of Transportation (FDOT) TRIPS contract with a different vehicle type. This modification increases the total project cost by \$243,520 while keeping the total quantity of 46 vehicles unchanged. This adjustment results in an updated not to exceed (NTE) amount of \$5,578,520.

### **BACKGROUND:**

On August 28, 2025, the Board authorized the purchase of 46 replacement Paratransit vehicles for an NTE of \$5,335,000. During FY2026 configuration and production planning, staff identified the need to substitute ten (10) vehicles originally configured at \$109,055 per unit with a different paratransit vehicle type priced at \$140,720 per unit. This results in a unit-to-unit increase of \$31,665 per vehicle and a total adjustment of \$243,520 for the ten vehicles. All vehicles will remain ADA-compliant and outfitted with required lifts, seating, and mobility device securement systems.

# LYNX Board Agenda

	Date	Qty	Price	Total
<b>Board Approval 8/25/25 Consent Agenda Item #6.C. vi</b>	<b>8/28/2025</b>	<b>46</b>	<b>115,978.26</b>	<b>\$ 5,335,000.00</b>
PO 2501793	9/15/2025	41	109,055.00	4,471,255.00
PO 2501800	9/15/2025	5	158,123.00	790,615.00
PO reduction old configuration (PO 2501793)	6/25/2026	-10	109,055.00	(1,090,550.00)
PO addition new configuration	6/25/2026	10	140,720.00	1,407,200.00
		<b>46</b>		<b>\$ 5,578,520.00</b>

<b>Increase from previous Board Approval 8/25/2026 Consent Agenda Item #6.C. vi</b>	<b>\$ 243,520.00</b>
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## **FISCAL IMPACT:**

The FY2026 Approved Capital Budget includes \$5,578,520 for Paratransit Vehicles. These vehicles are 100% funded by Federal grants.

# LYNX Board Agenda

## Action Item #7.A

**To:** LYNX Board of Directors

**From:** Carl Weckenmann  
DIRECTOR OF PLANNING and DEVELOPMENT  
Myles O'Keefe  
Technical Contact  
Prahallad Vijayvargiya  
Technical Contact

**Phone:** 407.841.2279 ext: 6075

**Item Name:** Authorization to Ratify a Grant Application Submitted to the Florida Department of Transportation (FDOT) in the Total Amount of \$1,600,000 and Adoption of Resolution 26-007

**Date:** 06/25/2026

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### **ACTION REQUESTED:**

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to ratify the grant application submitted to the Florida Department of Transportation (FDOT) on June 18, 2026, and adoption of Resolution 26-007 for the SFY 2027 Transit Corridor Program in the Total Amount of \$1,600,000.

### **BACKGROUND:**

On May 6, 2026, the Florida Department of Transportation (FDOT), under District Five's Modal Development Office announced its funding solicitation and guidance for eligible capital, operating and planning projects for the State Fiscal Year (SFY) 2027 Transit Corridor Program. The solicitation was due for submission on June 19, 2026.

The Transit Corridor Program (TCP) provides funding to support services within specific corridors when the services are designed and expected to help reduce or alleviate congestion or other mobility issues. Eligible projects include capital, operating and planning projects. Consistent with Chapter 341, Florida Statutes, the TCP advances corridor-level capacity, reliability, and mobility objectives, particularly along state roads and demonstrates the corridor's importance to regional mobility, access to key activity centers, and support of economic and community objectives.

# LYNX Board Agenda

LYNX submitted an application under the Operating category, to support the ongoing operation of Link 107. The Link 107 provides frequent service along the corridor, operating every 20 minutes on weekdays and every 30 minutes on weekends. The route carries more than 2,800 passengers each weekday making it the third busiest LYNX route. Among all routes, it ranks first in passengers per route mile and third with 28.7 passengers per revenue hour. Link 107 connects two major transit hubs: LYNX Central Station (LCS) in Downtown Orlando and the Florida Mall SuperStop in southern Orange County, serving as key transfer points within the regional transportation network. The match requirements for this program are 50% state funding and 50% local share.

Funding from this grant program will preserve reliability, sustain access to key job centers, reduce strain on the Orange Blossom Trail (OBT) corridor, and maintain connectivity for underserved communities. Maintaining Link 107's frequency ensures LYNX continues providing a critical mobility lifeline for residents and workers along the OBT corridor.

The budget is described as follows:

FDOT Transit Corridor Program Funding Request:	\$800,000
Local Match:	<u>+ \$800,000</u>
Total Net Project Cost:	\$1,600,000

## **FISCAL IMPACT:**

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

**CFRTA RESOLUTION NO. 26-007**

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (d/b/a/ LYNX) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO RATIFY THE GRANT APPLICATION SUBMITTED TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE STATE FISCAL YEAR 2027 TRANSIT CORRIDOR PROGRAM, IN THE TOTAL AMOUNT OF \$1,600,000 DOLLARS.**

**WHEREAS**, LYNX has satisfied the requirement to complete a Transportation Development Plan (TDP) for FY2025-2034 which has been submitted to FDOT in February 2025. 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 ratify the grant application and all supporting documents, agreements and assurances which may be required in connection with the applications as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

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

1. The BOARD has the authority to authorize the submission of grant applications to the Florida Department of Transportation.
2. The BOARD has the authority to authorize the execution of Public Transportation Grant Agreements to be issued by FDOT in SFY2027.
3. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to ratify the grant application submitted to the Florida Department of Transportation for the State Fiscal Year (SFY) 2027, in the total amount of \$1,600,000 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 application.
4. The BOARD authorizes Tiffany Homler Hawkins, Chief Executive Officer, or designee, to sign all agreements or contracts, which may be required in connection with the application, and subsequent agreements, with the Florida Department of Transportation.
5. The BOARD authorizes Tiffany Homler Hawkins, 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 RATIFY THE GRANT APPLICATION SUBMITTED TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE STATE FISCAL YEAR 2027 TRANSIT CORRIDOR PROGRAM, IN THE TOTAL AMOUNT OF \$1,600,000 DOLLARS.**

**APPROVED AND ADOPTED** this 25<sup>th</sup> day of June 2026 by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

By: Governing Board

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Chairman

ATTEST:

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Assistant Secretary

# LYNX Board Agenda

## Work Item #8.A

**To:** LYNX Board of Directors

**From:** Leonard Antmann  
CHIEF FINANCIAL OFFICER  
Michelle Daley  
Technical Contact

**Phone:** 407.841.2279 ext: 6125

**Item Name:** Work Session on FY2027 Operating and Capital Budgets

**Date:** 06/25/2026

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LYNX staff will conduct a work session on the FY2027 Operating and Capital budgets.

# LYNX Board Agenda

## Information Item A

**To:** LYNX Board of Directors

**From:** Orlando Rolon  
DIRECTOR OF RISK MANAGEMENT AND SAFETY  
Brenda Atkinson  
Technical Contact

**Phone:** 407.841.2279 ext: 6167

**Item Name:** Notification of Settlement Agreements Pursuant to Administrative Rule 6 - May 2026

**Date:** 06/25/2026

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### LYNX Liability Claims Settlements May 1 – 31, 2026

Claimant Name	Accident Date	Accident Type	Settlement Amount	Date of Check
Sophia Wright	10/14/2025	PD	\$ 2,915.16	5/1/2026
State Farm (Layton Thomas)	7/10/2025	PD	\$ 9,728.56	5/1/2026
AFNI (Miguel Lorente )	8/13/2025	PD	\$ 2,766.08	5/1/2026
Dan Newlin FBO Sonia Eccles	12/120/23	BI	\$ 30,000.00	5/1/2026
Tesla Collision Orlando (Hieu Le)	1/3/2026	PD	\$ 1,526.01	5/8/2026
Robert Grider	2/20/2026	PD	\$ 486.99	5/8/2026
Winette Rosier	11/9/2025	BI	\$ 10,000.00	5/15/2026
Nasir Iqbal -DV	10/24/2025	PD	\$ 98.95	5/15/2026
Miguel Oliveras	8/4/2025	BI	\$ 1,800.00	5/22/2026
Lakila Morgan	4/30/2026	PD	\$ 15,000.00	5/22/2026
Marisol Lugo	5/1/2026	PD	\$ 1,593.15	5/29/2026
Colling Gilbert Wright, PLLC Trust Account f/b/o Joshua Baker	7/9/2025	BI	\$ 12,000.00	5/29/2026

# LYNX Board Agenda

## Information Item B

**To:** LYNX Board of Directors

**From:** Maurice Jones  
DIRECTOR OF PROCUREMENT  
Wanda Gonzalez  
Technical Contact

**Phone:** 407.841.2279 ext: 6057

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

**Date:** 06/25/2026

---

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

1. Trapeze Software Group, Inc.



**Date:** May 20, 2026

**Requested by:** Kimberly Frye, Director of Mobility Services

**Subject:** Sole Source Justification – Trapeze Software Group, Inc., Polygon Support Services (2026–2030)

## Background

LYNX uses Trapeze Mobility on Demand (MOD) software as a core component of its paratransit operations. The system manages service areas using “polygons” that define geographic boundaries for scheduling and dispatching trips. To maintain accurate service coverage and ensure compliance with operational requirements, these polygons must be updated periodically.

## Justification for Sole Source

### 1. Proprietary System Expertise

The Trapeze MOD platform, including PASS and OneMobility, is proprietary software developed and maintained exclusively by Trapeze Software Group, Inc. Polygon configuration and integration require specialized knowledge of Trapeze’s architecture, data formats, and internal processes. No third-party vendor has access to the proprietary tools, source code, or technical documentation necessary to perform these updates.

### 2. Continuity of Service and Risk Mitigation

Engaging any vendor other than Trapeze would pose significant operational risk, including potential service disruptions, data integrity issues, and noncompliance with ADA requirements. Trapeze’s direct involvement ensures seamless updates without compromising system stability or the rider’s experience.

### 3. Specialized Tools and Conversion Process

Polygon updates require converting shapefiles (.shp) into Trapeze’s proprietary format and deploying them within the MOD environment. Trapeze is the only entity with the tools and capability to perform these conversions accurately and securely.

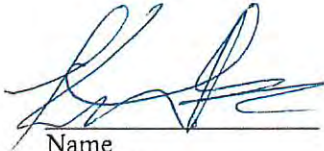
**Total estimated cost for all phases:** \$63,056 (includes the two one-year option years)

## Conclusion

Due to the proprietary nature of the Trapeze MOD system and the specialized expertise required, Trapeze Software Group, Inc. is the only vendor capable of providing these services. Procuring polygon support from any other source would pose unacceptable risk to system functionality and service continuity.

**Recommendation:** Approve Trapeze Software Group, Inc. as a sole source provider for polygon support services for 2026–2030.

 May 20, 2026  
Kimberly Frye  
Director of Mobility Services  
Central Florida Regional Transportation Authority



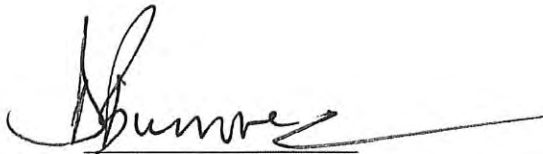
Name  
Project Manager

5-27-26  
Date:



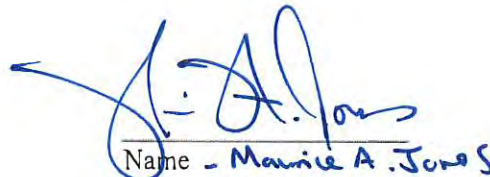
Name  
Department Director

5-27-26  
Date



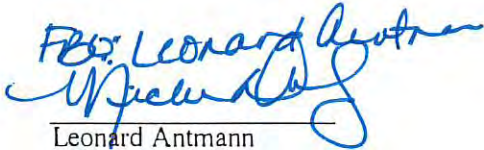
Name  
Department Chief

\_\_\_\_\_  
Date:



Name - Maurice A. Jones  
Director of Procurement

5/29/2026  
Date:



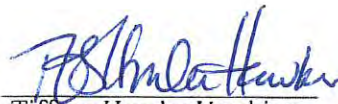
Leonard Antmann  
Chief Financial Officer

6/1/26  
Date:



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

6/1/26  
Date:



Tiffany Homler Hawkins  
Chief Executive Officer

Date: 6/3/26

# LYNX Board Agenda

## Information Item C

**To:** LYNX Board of Directors

**From:** Leonard Antmann  
CHIEF FINANCIAL OFFICER  
Quinyetta Young  
Technical Contact

**Phone:** 407.841.2279 ext: 6125

**Item Name:** Notification of Utilization of Project Contingency to Gibson Air Conditioning & Refrigeration, LLC Pursuant to Admin. Rule 4.5.4.D in the Amount of \$58,204.30

**Date:** 06/25/2026

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Pursuant to Administrative Rule 4.5.4, staff is providing the Board of Directors notification that Project Contingency was utilized for Change Order 1 issued by the Chief Executive Officer in the amount of \$58,204.30 to Gibson Air Conditioning & Refrigeration, LLC for changes identified during the HVAC Systems Replacement & Enhancement Project at LYNX Central Station and Operations Center.

### **BACKGROUND:**

The purpose of the HVAC Systems Replacement & Enhancement Project is to replace the HVAC systems at LYNX Central Station and Operations Center as the systems have met their useful life and are costly to maintain.

The initial award of Contract 25-C093 was approved by the Board of Directors on April 24, 2025 in the Not to Exceed Amount of \$11,330,000, which included contingency funding.

Between the deadline for the submission of bids by vendors on April 1, 2025 and the Notice to Proceed issued on November 20, 2025, there have been escalations in pricing in the market on the Trane & Liebert equipment. The proposed increases in pricing in the amount of approximately 8-10% were reviewed and determined to be reasonable by Carrie Company, LLC who is the Consultant that provides the Construction Engineering and Inspection Services on the Project for LYNX

# LYNX Board Agenda

## **CHANGE ORDER:**

<b>Contract Amount</b>	<b>Contingency</b>	<b>Change Orders</b>	<b>Remaining Contingency</b>
\$10,300,000	\$1,030,000	\$58,204.30	\$971,795.70

<b>Description</b>	<b>Original Budget</b>	<b>CO #001</b>	<b>Revised Total</b>
Trane Equipment	\$1,688,683.00	\$38,500.00	\$1,727,183.00
Liebert System	\$85,300.00	\$19,704.30	\$105,004.30
Total Construction Cost	\$1,773,983.00	\$58,204.30	\$1,832,187.30

## **FISCAL IMPACT:**

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

# LYNX Board Agenda

## Information Item D

**To:** LYNX Board of Directors

**From:** Terri Settington  
DIRECTOR OF HUMAN RESOURCES  
Sara Holtzman  
Technical Contact

**Phone:** 407.841.2279 ext: 6106

**Item Name:** Quarterly Service Recognition

**Date:** 06/25/2026

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The Human Resources Department along with the Chief Executive Officer would like to recognize the employees that have reached a milestone in their service to the agency this quarter and offer sincere gratitude for the talent, energy, and commitment to public service they have shown during their time at LYNX.

### 5 Years of Service

Samson Georges – Technician, Vehicle Maintenance  
Micah Greene – Bus Operator, Transportation  
Stephen Harriot – Bus Operator, Transportation  
Roberto Mejia – Bus Operator, Transportation  
Helio Neto – Mobility Services Representative, Mobility Services  
Tawanna Parker – Bus Operator, Transportation  
Merlene Warner – Bus Operator, Transportation

### 10 Years of Service

Lee Crouse – Bus Operator, Transportation  
Fredys Debord – Bus Operator, Transportation  
Carmen Diaz – Bus Operator, Transportation  
William Marquez – Bus Operator, Transportation  
Daniel Romero – Bus Operator, Transportation

# LYNX Board Agenda

## **15 Years of Service**

Doris Bishop – Service Island Attendant, Vehicle Maintenance

Alfredo Flores Torres – Bus Operator, Transportation

Spence Holloway – Bus Operator, Transportation

Alejandro Jimenez – Service Island Attendant, Vehicle Maintenance

Jorge Villalobos Lopez – Bus Operator, Transportation

## **20 Years of Service**

Rosa Bauza – Bus Operator, Transportation

Paul Ranzie – Bus Operator, Transportation

## **25 Years of Service**

Craig Shaffer – Technician, Vehicle Maintenance

Allington Corbin – Technician, Vehicle Maintenance

Yolanda Stuckey – Bus Operator, Transportation

# 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 - May 2026

**Date:** 06/25/2026

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### **LYNX Press Releases | Media Notes: May 2026**

May 12	23rd Public Service Bus Contest Winners Announced
May 22	LYNX May Board of Directors and Oversight Committee Meeting Information

### **LYNX News Articles – May 2026**

May 11	<a href="#">Pine Hills leaders unveil development blueprint for economic growth</a> The Business Journals
May 14	<a href="#">Public transit gap means nearly 80% of passengers at MCO arrive by car</a> Spectrum News
May 19	<a href="#">Driver flees traffic stop in Tampa, FHP searching for suspect</a> WFTV  <a href="#">2 injured in crash involving Lynx bus, multiple vehicles near UCF: Troopers</a> FOX 35 Orlando  <a href="#">Lynx bus involved in multi-vehicle crash near UCF, FHP says</a> WESH

# LYNX Board Agenda

## LYNX Social Media – May 2026

May 1	<a href="#">One 40-foot bus can take up to 40 cars off the road.</a> <a href="#">Service detour for the Make’M Smile event.</a> <a href="#">Cheering on Orlando Magic in game 6.</a> <a href="#">Service detour for the TG Lee Milk Run.</a> <a href="#">Team LYNX at AdventHealth Corporate 5K.</a> <a href="#">Service detour on Rio Grande due to construction.</a>
May 2	<a href="#">Lennox welcomes you aboard for a paws-itively awesome ride.</a>
May 3	<a href="#">Beginning the day with a pre-trip inspection.</a>
May 4	<a href="#">May the Fourth be with you.</a> <a href="#">Service detour on Orange Center Boulevard due to construction.</a>
May 5	<a href="#">It’s your ride, your way. From local bus service to connections with SunRail.</a> <a href="#">Service detour on Orange Center Boulevard due to construction.</a>
May 6	<a href="#">One seat per rider.</a>
May 7	<a href="#">Link 102 route.</a>
May 8	<a href="#">From sunrise to sunset, we keep Central Florida moving.</a> <a href="#">Service detour around Camping World Stadium for the Rolling Loud Festival.</a>
May 9	<a href="#">ACCESS LYNX service.</a> <a href="#">Service detour around Camping World Stadium for the Rolling Loud Festival.</a>
May 10	<a href="#">Happy Mother’s Day.</a>
May 11	<a href="#">Plan your trip, track your ride and buy your bus app with Transit.</a>
May 12	<a href="#">Happy National Transportation Week.</a>
May 13	<a href="#">Memorial Day Schedule.</a> <a href="#">Public Service Bus winner announcement.</a>
May 14	<a href="#">Ride LYNX with headphones for a comfortable, considerate trip!</a>
May 15	<a href="#">Save money and help the environment by riding LYNX.</a>
May 16	<a href="#">Reduced fare program.</a>
May 17	<a href="#">Link 13 route.</a>
May 18	<a href="#">Memorial Day schedule.</a>

# LYNX Board Agenda

May 19	<a href="#">Transit application.</a>
May 20	<a href="#">Train to plane.</a>
May 21	<a href="#">LYNX hurricane policy.</a>
May 22	<a href="#">Lights, camera, LYNX!</a> <a href="#">Oversight Committee and Board of Directors meetings.</a>
May 23	<a href="#">Memorial Day schedule.</a>
May 24	<a href="#">Public Service Bus winner announcement.</a>
May 25	<a href="#">Memorial Day schedule.</a> <a href="#">Memorial Day.</a>
May 26	<a href="#">Public Service Bus unveiling.</a> <a href="#">Final preparations for the Public Service Bus unveiling.</a> <a href="#">Public Service Bus unveiling livestream.</a> <a href="#">Public Service Bus unveiling photos.</a>
May 27	<a href="#">Destination Parkway SuperStop.</a> <a href="#">Winegard Road and Jordan Avenue closure due to construction.</a>
May 28	<a href="#">Oversight Committee and Board of Directors meetings.</a> <a href="#">Bumby Avenue closure for the Milk Mart event.</a>
May 29	<a href="#">Link 701 summer schedule.</a>
May 30	<a href="#">Transit application.</a>
May 31	<a href="#">Employee 25-year celebration.</a>

# LYNX ard Agenda

<b>SOCIAL MEDIA USAGE</b>	<b>May 2026</b>
Total Facebook Posts	51
Facebook Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes.	1.1K Reactions, 164 Comments, 72 Shares
Facebook Post Impressions: The number of times posts appeared on someone's screen.	85 K
Total Tweets	47
Twitter X Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes	73 Likes, 197 Shares
Twitter X Post Impressions: The number of times posts appeared on someone's screen.	5 K
Total Instagram Posts	41
Instagram Engagement: The sum of interactions received for the posts published in the selected timeframe: Comments and likes.	619 Likes, 19 Comments
Instagram Post Impressions: The number of times posts appeared on someone's screen.	14.2 K
<b>WEBSITE USAGE</b>	<b>May 2026</b>
Total Pageviews	268 K
Total Users	173 K

# LYNX Board Agenda

## Commuter Vanpool Program – May 2026

<b>Vanpool</b>	<b>May 2026</b>
Vanpool Participants	511*
Total Revenue Miles	205,000*
New Vanpool	0
Returned Vanpools	1
Current Vans at Service	134
Pending Interests	AAR Corporation
Events	None

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

## Advertising Sales – May 2026

<b>Advertising Sales Revenue</b>	<b>May 2026</b>	<b>LYNX %</b>	<b>FY to Date Sales</b>	<b>FY to Date LYNX %</b>
Sales Revenue	\$375,417.40	\$225,250.44	\$3,076,606.62	\$1,845,963.97

# LYNX Board Agenda

## Monthly Report B

**To:** LYNX Board of Directors

**From:** Leonard Antmann  
CHIEF FINANCIAL OFFICER  
Michelle Daley  
Technical Contact

**Phone:** 407.841.2279 ext: 6125

**Item Name:** Monthly Financial Report - March 2026

**Date:** 06/25/2026

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Please find attached the preliminary monthly financial report for the Sixth month ending March 31, 2026.

Central Florida Regional Transportation Authority dba LYNX  
Statement of Operating Revenue and Expenses  
For the six months ending March 31, 2026  
(unaudited)

	As of March 31, 2026		% of Actual compared to Budget
	Budget	Actual	
<b>REVENUES:</b>			
Customer fares	\$ 11,180,057	\$ 9,704,420	87%
Contract services	1,855,338	1,673,220	90%
Advertising	1,389,999	1,551,501	112%
Interest and Other Income	977,058	2,000,976	205%
Federal Revenue	7,601,106	7,852,363	103%
State Revenue	6,669,630	4,467,781	67%
Local Revenue	8,828,160	8,641,650	98%
Local Revenue Funding Partner	59,976,024	59,976,024	100%
<b>TOTAL REVENUE</b>	<b>98,477,372</b>	<b>95,867,935</b>	<b>97%</b>
<b>EXPENSES:</b>			
Salaries, Wages & Fringe Benefits	64,815,047	65,297,983.55	101%
Other services	6,725,788	4,649,191.24	69%
Fuel Expense	6,808,110	7,373,266.33	108%
Materials and supplies	5,383,186	4,865,894.11	90%
Utilities	1,034,922	822,445.79	79%
Casualty & Liability	2,394,649	1,861,727.91	78%
Taxes and licenses	372,046	235,267.80	63%
Purchased transportation services	20,400,234	20,188,924.34	99%
Leases & Miscellaneous	1,115,342	881,169.56	79%
Interest Expense	31,830	36,297.09	114%
<b>TOTAL EXPENSES</b>	<b>109,081,154</b>	<b>106,212,168</b>	<b>97%</b>
<b>CHANGE IN NET POSITION</b>	<b>\$ (10,603,782)</b>	<b>\$ (10,344,233)</b>	<b>98%</b>

# LYNX Board Agenda

## Monthly Report C

**To:** LYNX Board of Directors

**From:** Kimberly Frye  
DIRECTOR OF MOBILITY SERVICES  
Selita Stubbs  
Technical Contact

**Phone:** 407.841.2279 ext: 6169

**Item Name:** Paratransit Monthly Report - May 2026

**Date:** 06/25/2026

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Please find attached the monthly report for Paratransit Services – May 2026.

# Mobility Services – Access LYNX

## Monthly Trip Trends FY2025 vs FY2026

The full fiscal-year trend shows distinct seasonal patterns in trip activity for both years. FY2026 begins the year with significantly higher volumes in October and December, dips sharply in February, and then rises again through March and April before tapering in May. In contrast, FY2025 displays steadier trip levels across the fall months, followed by a similar seasonal rebound in the spring. Overall, FY2026 demonstrates more volatility but generally higher activity during the early fiscal months.

### Key Data Highlights (January through May)

- **January:** FY2026 recorded **56.3K** trips, slightly above FY2025's **55.8K**.
- **February:** FY2026 dipped to **53.6K**, slightly below FY2025 at **54.3K**.
- **March:** FY2026 increased sharply to **59.9K**, topping FY2025's **58.6K**.
- **April:** FY2026 delivered **60.6K**, just under FY2025's **61.3K**.
- **May\*\*:** FY2026 reached **58.0K**, slightly below FY2025 at **59.4K**.

### Overall:

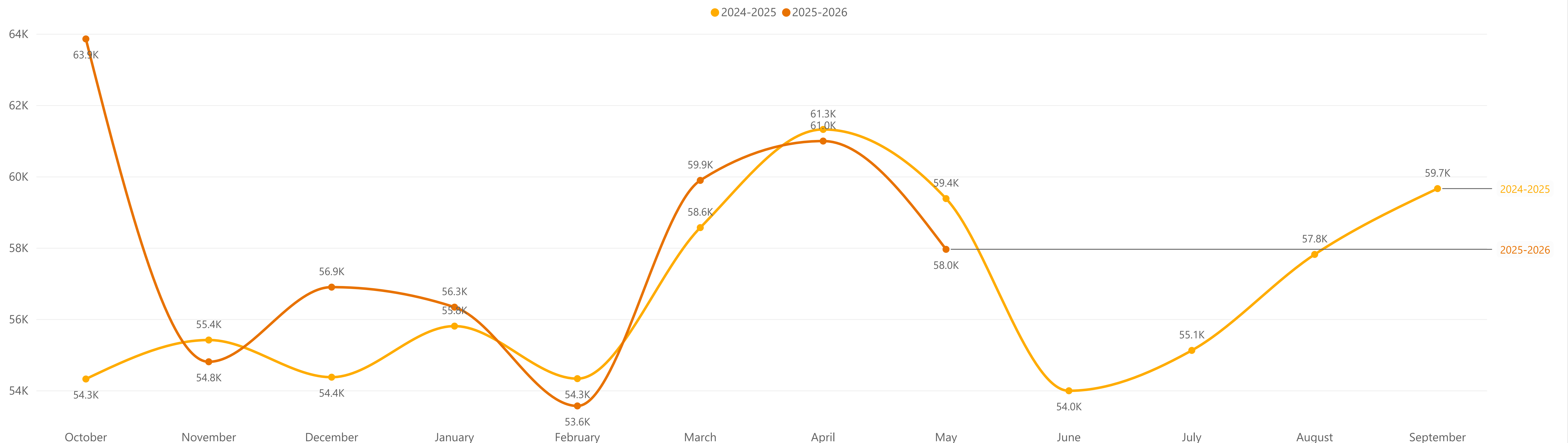
These trends highlight sustained ridership demand and emphasize the need for continued operational readiness as volumes remain consistently high.

\*\* Unreconciled data FY 2026.

## Monthly Trips

Last Updated: 6/14/2026 9:43:08 PM

Monthly Trips by FiscalYear



# On-Time Performance (OTP) Trends

Fiscal Year 2026 is experiencing lower on-time performance compared to the prior year, remaining mostly below the 90% target throughout January to May. While FY2026 shows modest improvement in May, overall performance remains several points behind FY2025, signaling continued operational pressures that are affecting service reliability.

\*\* Unreconciled data

## Key Data Highlights (FY 2026 Focus)

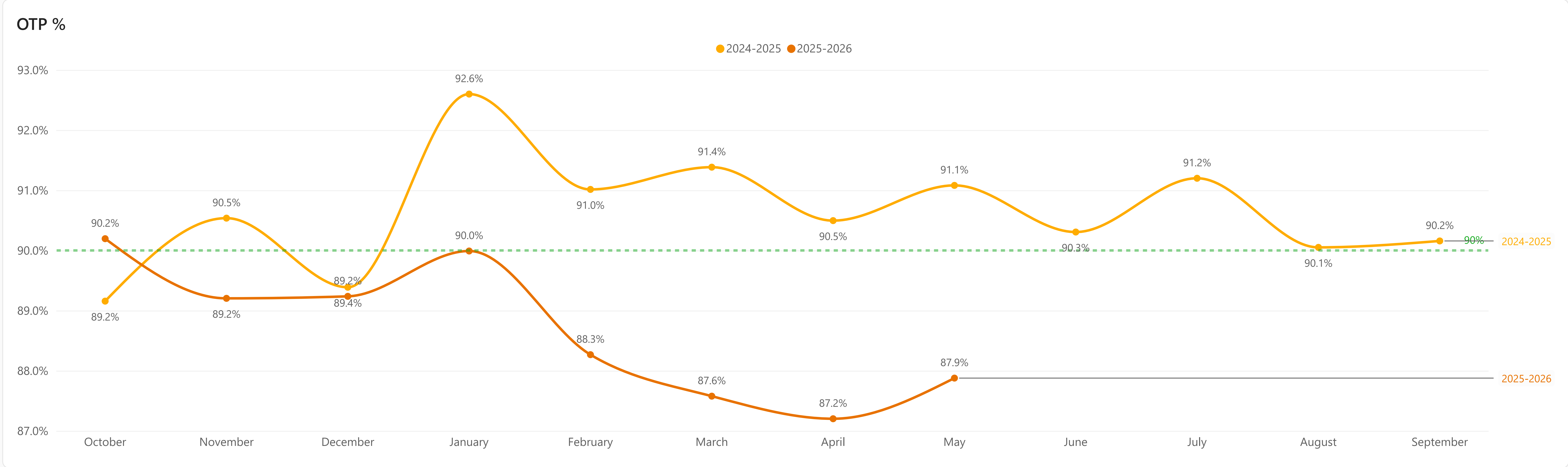
- **January:** FY2026 opened at **90.0%**, trailing FY2025's **92.6%**.
- **February:** OTP declined to **88.3%**, versus **91.0%** in FY2025.
- **March:** Performance continued downward at **87.6%**, compared to **91.4%** last year.
- **April:** FY2026 reached a low of **87.2%**, while FY2025 held **90.5%**.
- **May\*\*:** FY2026 rebounded slightly to **87.9%**, but still below FY2025's **91.1%**.

**Overall:** FY2026 is operating **2–4 percentage points below** prior-year performance each month. This year-over-year gap highlights the need for targeted efforts to strengthen schedule adherence, improve fleet reliability, and stabilize operating conditions as demand continues to rise.

# Monthly OTP by Fiscal Year

**SAME PERIOD**

<b>90.7%</b>	<b>88.7%</b>
Avg OTP FY 2024-2025	Avg OTP FY 2025-2026



# Trips by Purpose

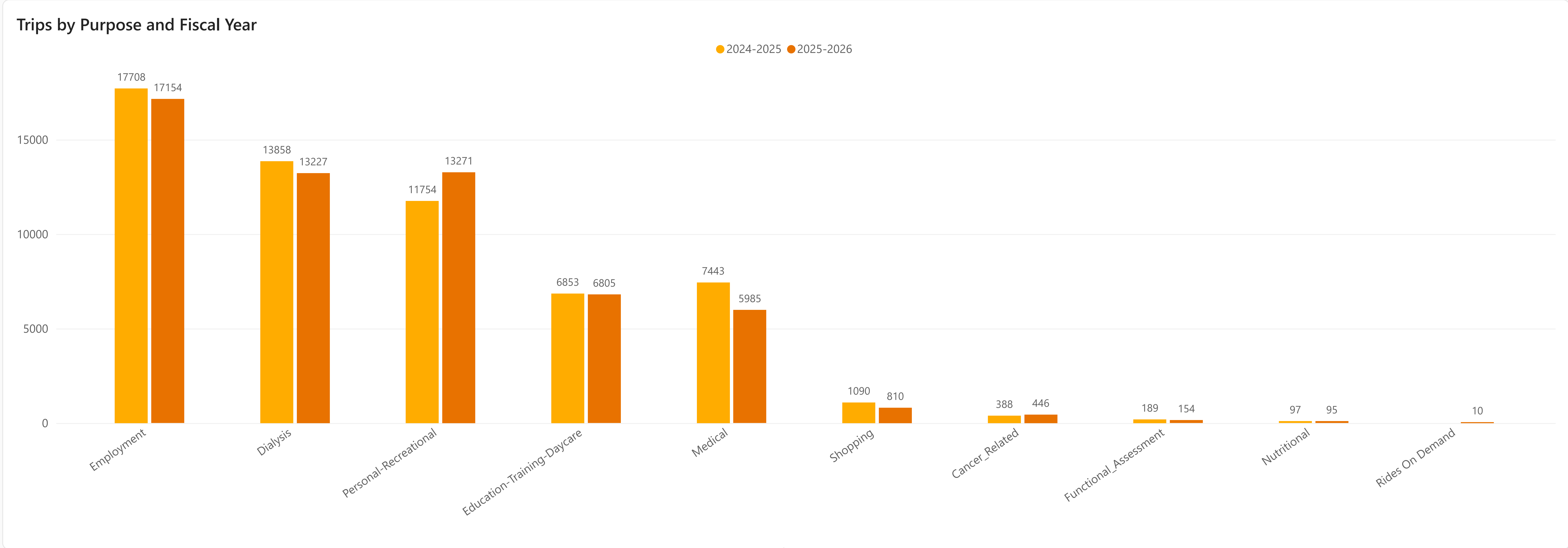
Fiscal Year 2026 shows a mixed pattern in trip purpose distribution. Employment, Dialysis, and Personal/Recreational trips continue to represent the largest portions of overall activity.

\*\* May 2026 is unreconciled data.

## Key Data Highlights: Top Five Trip Purpose Categories

- Employment
- Dialysis
- Personal/Recreational
- Education/Training/Daycare
- Medical

# May Trips by Purpose



# Average Daily Vehicle Availability (Weekday & Weekend)

Fiscal Year 2026 shows mixed performance in average daily vehicle availability when viewed across the full year beginning in October. Weekend availability remains consistently stronger than FY2025 throughout most months, while weekday availability starts slightly lower but steadily improves, ultimately meeting or exceeding prior-year levels during the spring.

\*\* Unreconciled data

## Key Data Highlights – Weekend Vehicles (FY 2026 Focus)

- **January:** FY2026 began with **88 vehicles**, above FY2025's **77**.
- **February:** FY2026 recorded **80**, slightly below FY2025's **82**.
- **March:** Increased to **85**, compared to **80** in FY2025.
- **April:** FY2026 peaked at **96**, significantly higher than FY2025's **82**.
- **May\*\*:** Ended at **90**, ahead of FY2025's **79**.

**Overall:** FY2026 weekend availability is generally **higher by 3–14 vehicles per month** compared to FY2025.

## Key Data Highlights – Weekday Vehicles (FY 2026 Focus)

- **January:** FY2026 opened with **145 vehicles**, above FY2025's **137**.
- **February:** Reached **144**, closely aligned with FY2025's **145**.
- **March:** Increased to **150**, just below FY2025's **151**.
- **April:** FY2026 peaked at **156**, surpassing FY2025's **149**.
- **May\*\*:** Concluded at **150**, matching FY2025 at **150**.

**Overall:** FY2026 shows steady improvement, ultimately **matching or outperforming FY2025** during the high-demand spring period.

# Average Daily Vehicle by Month

Fiscal Year

2024-2025

2025-2026

Fiscal Month

October

November

December

January

February

March

April

May

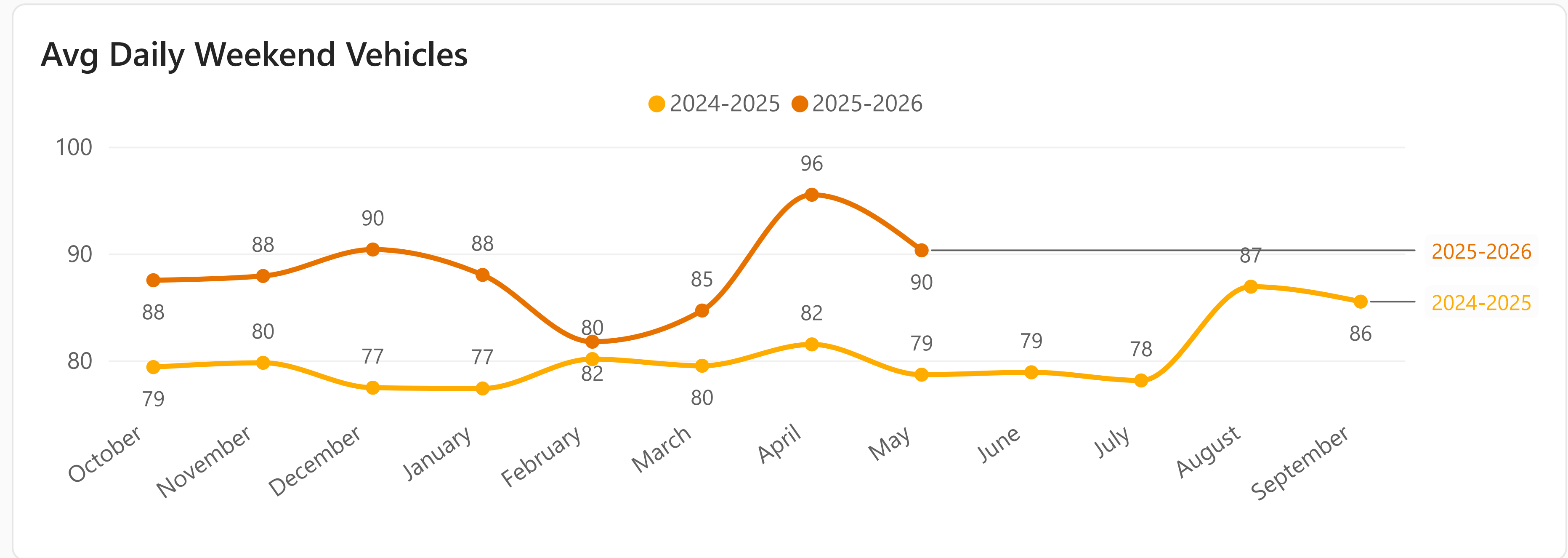
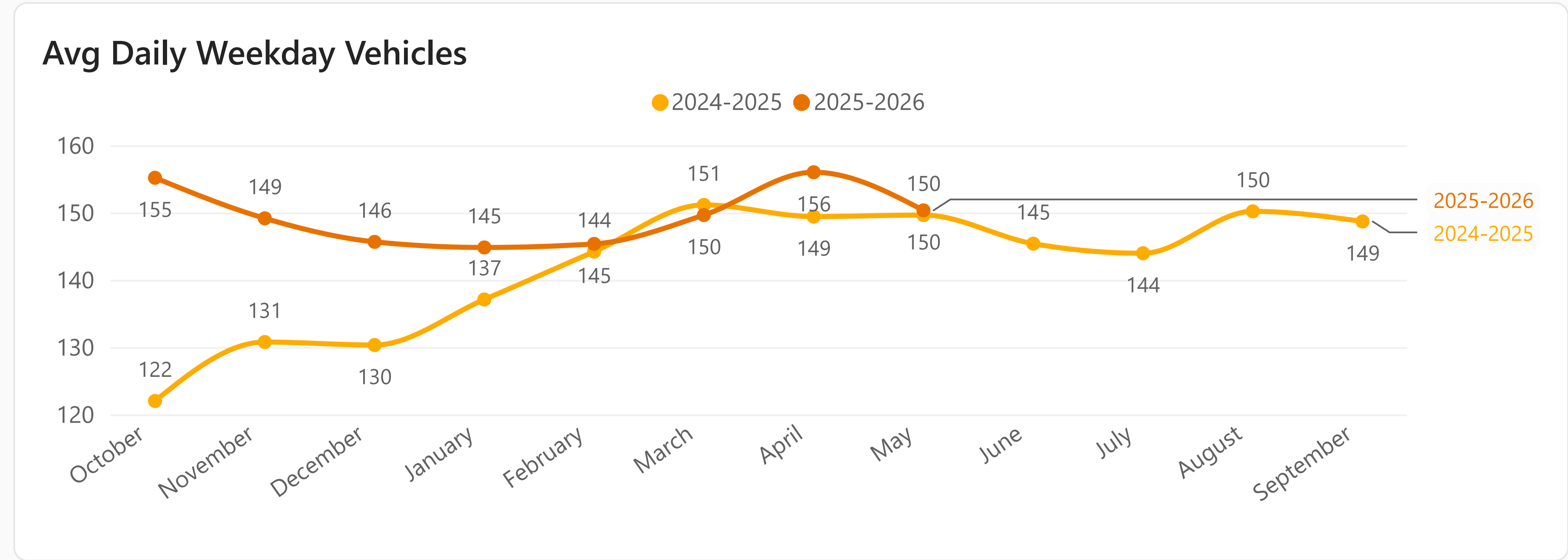
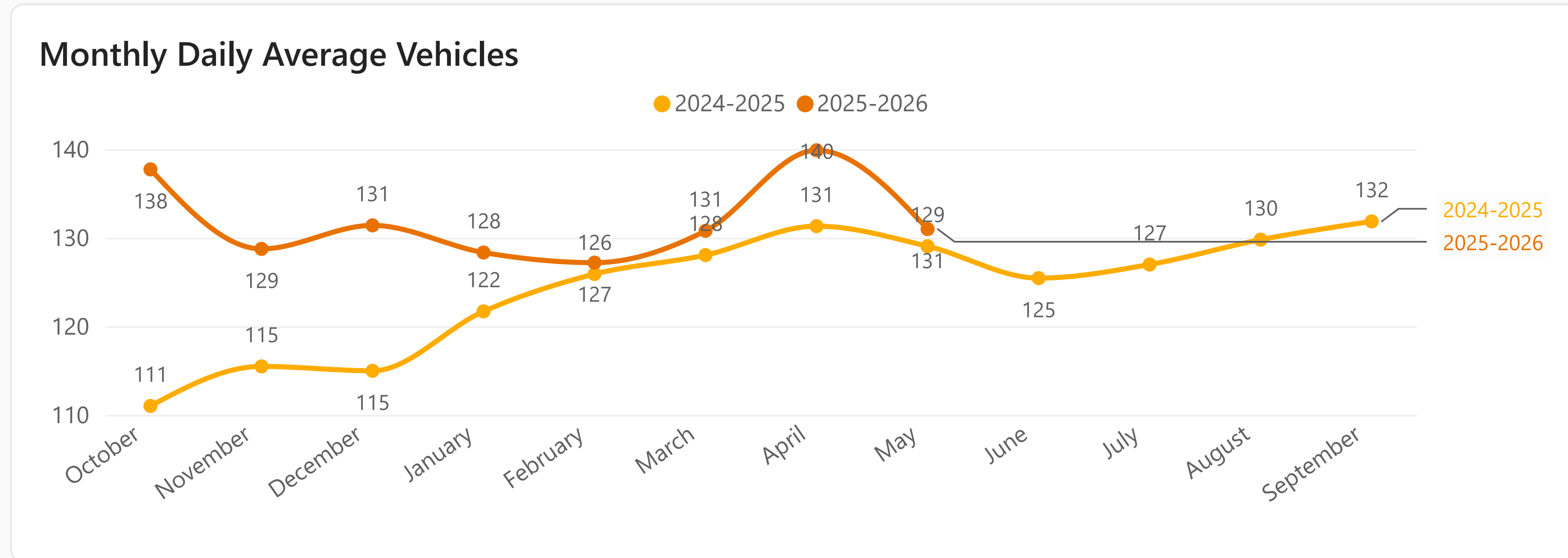
June

July

August

September

Clear all slicers



# LYNX Board Agenda

## Monthly Report D

**To:** LYNX Board of Directors

**From:** Carl Weckenmann  
DIRECTOR OF PLANNING and DEVELOPMENT  
Bruce Detweiler  
Technical Contact

**Phone:** 407.841.2279 ext: 6075

**Item Name:** Ridership Report - April 2026

**Date:** 06/25/2026

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The attached monthly Performance Report includes April 2026 Year-To-Date figures for ridership and other performance indicators. Total ridership for April 2026 was 1,723,923, this excludes Vanpool ridership as that was unavailable at the time of reporting. This is an 11.2% decrease from April 2025. On-Time Performance for Fiscal Year-To-Date 2026 is 65%.

- LYNX overall ridership decreased by 217.4K, or 11.2%, compared to April 2025. This excludes Vanpool ridership as that was unavailable at the time of reporting. Year-to-date ridership for FY-26 (12,436,923) increased 1.7% compared to FY-25 (12,358,363).
- LYMMO ridership decreased by 11.7K, or 24.8%, compared to April 2025. Year-to-date ridership for FY-26 (275,036) decreased 15.8% compared to FY-25 (326,640).
- Fixed Route ridership decreased by 202.8K, or 11.2%, compared to April 2025. Year-to-date ridership for FY-26 (11,607,747) increased by 2.2% compared to FY-25 (11,355,527).
- NeighborLink ridership decreased by 3.7K, or 32.8%, compared to April 2025. Year-to-date ridership for FY-26 (65,394) decreased 6.9% compared to FY-25 (70,269).
- ACCESS LYNX ridership increased by 0.9K, or 1.3%, compared to April 2025. Year-to-date ridership for FY-26 (455,515) increased 3.5% compared to FY-25 (440,022).
- Vanpool ridership for April 2026 was unavailable at the time of reporting.



## April 2026 Service Performance Report

### RIDERSHIP

Total Ridership by Mode						
	Apr-25	Apr-26	% Δ	YTD-25	YTD-26	% Δ
LYMMO	47,262	35,544	-24.8%	326,640	275,036	-15.8%
Fixed Route	1,814,091	1,611,258	-11.2%	11,355,527	11,607,747	2.2%
NeighborLink	11,372	7,637	-32.8%	70,269	65,394	-6.9%
ACCESS LYNX	68,612	69,484	1.3%	440,022	455,515	3.5%
Vanpool *	24,186	-	-	165,905	-	-
<b>SYSTEM TOTAL</b>	<b>1,941,337</b>	<b>1,723,923</b>	<b>-11.2%</b>	<b>12,192,458</b>	<b>12,403,692</b>	<b>1.7%</b>

\* April 2026 Vanpool data was unavailable at the time of reporting.

<b>April-25</b>	22 Weekdays	4 Saturdays	4 Sundays
<b>April-26</b>	22 Weekdays	4 Saturdays	4 Sundays

Average Daily Ridership by Mode									
Mode	Weekday			Saturday			Sunday		
	Apr-25	Apr-26	% Δ	Apr-25	Apr-26	% Δ	Apr-25	Apr-26	% Δ
LYMMO	1,850	1,351	-27.0%	768	705	-8.2%	871	752	-13.7%
Fixed Route	67,766	59,392	-12.4%	47,349	43,297	-8.6%	33,461	32,863	-1.8%
NeighborLink	473	311	-34.2%	241	198	-17.8%	-	-	-
ACCESS LYNX	2,673	2,708	1.3%	1,427	1,423	-0.3%	1,026	1,056	2.9%
Vanpool *	959	-	-	341	-	-	191	-	-
<b>SYSTEM TOTAL</b>	<b>73,721</b>	<b>63,762</b>	<b>-13.5%</b>	<b>50,126</b>	<b>45,623</b>	<b>-9.0%</b>	<b>35,549</b>	<b>34,671</b>	<b>-2.5%</b>

\* April 2026 Vanpool data was unavailable at the time of reporting.

**LYNX** ridership decreased by about 217.4K, or 11.2%, compared to April 2025. This does not include Vanpool data, which was unavailable at the time of reporting.

**LYMMO** ridership decreased by about 11.7K, or 24.8%, compared to April 2025. Compared to April 2025, average weekday ridership decreased by 27.0%, average Saturday ridership decreased by 8.2%, and average Sunday ridership decreased by 13.7%. With the January 2026 service change, LYMMO Lime routing was changed significantly and the LYMMO Orange and Grapefruit had a reduction in service span and Sunday frequency.

**Fixed Route** ridership decreased by about 202.8K, or 11.2%, compared to April 2025. Average weekday ridership decreased by 12.4%, average Saturday ridership decreased by 8.6%, and average Sunday ridership decreased by 1.8%. Significant service reductions were made in Seminole County with the January 2026 service change.

**NeighborLink** ridership decreased by about 3.7K, or 32.8%, compared to April 2025. NeighborLink ridership saw a 34.2% decrease in average weekday ridership and a 17.8% decrease in average Saturday ridership. With the January 2026 service change, two NeighborLink routes in Seminole County were discontinued.

**ACCESS LYNX** ridership increased by about 0.9K, or 1.3%, compared to April 2025. Ridership showed a 1.3% increase to average weekday ridership, a 0.3% decrease to average Saturday ridership, and a 2.9% increase to average Sunday ridership.

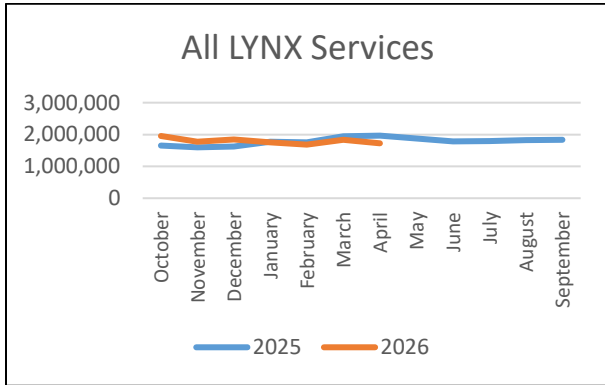
**Vanpool** data for April 2026 was unavailable at the time of reporting.

\*According to the U.S. Energy Information Administration, the average price of gasoline in the U.S. was \$3.30/gallon in April 2025 and \$4.24/gallon in April 2026. Historically, high gas prices can result in increased public transit ridership.

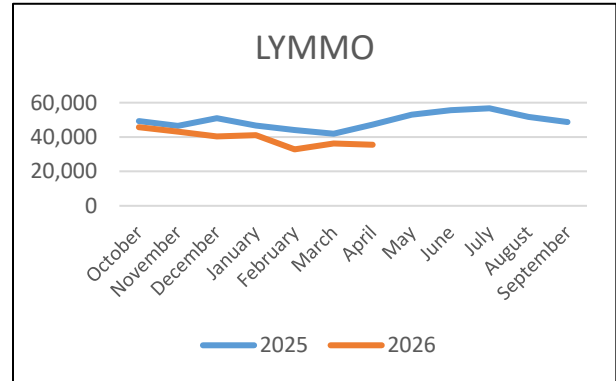


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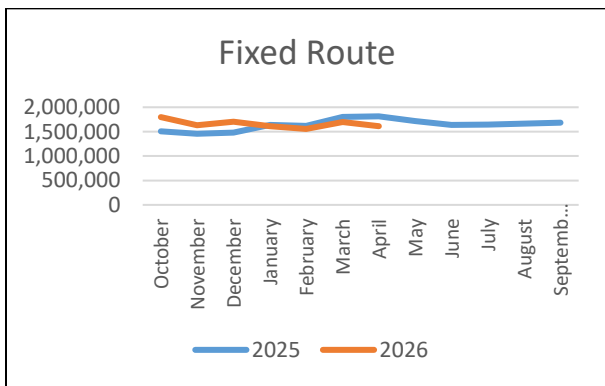
### MONTHLY RIDERSHIP TRENDS BY MODE



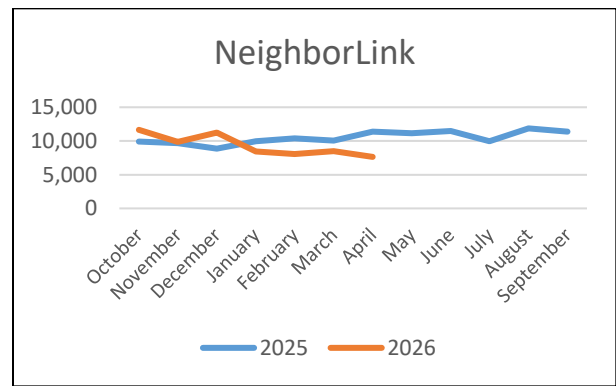
Year-to-Date Fiscal Year 2026 LYNX system-wide ridership has increased by 1.7% compared to Fiscal Year 2025.



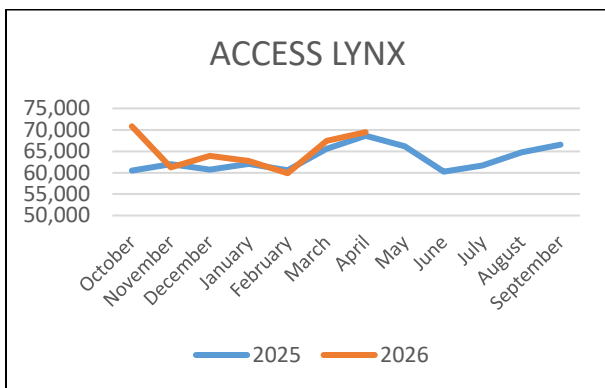
Year-to-Date Fiscal Year 2026 LYMMO ridership has decreased by 15.8% compared to Fiscal Year 2025.



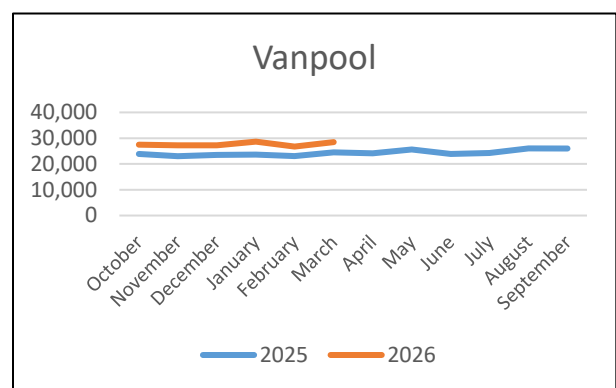
Year-to-Date Fiscal Year 2026 Fixed Route ridership has increased by 2.2% compared to Fiscal Year 2025.



Year-to-Date Fiscal Year 2026 NeighborLink ridership has decreased by 6.9% compared to Fiscal Year 2025.



Year-to-Date Fiscal Year 2026 ACCESS LYNX ridership has increased by 3.5% compared to Fiscal Year 2025.



April 2026 Vanpool data was unavailable at the time of reporting.



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**FIXED ROUTE AND LYMMO MONTHLY PERFORMANCE DATA**

Fixed Route - Modal Performance Data - Fiscal Year 2026								
Month	Ridership	Passengers per Trip	On-Time Performance	NTD Reportable Accidents	Total Trips Scheduled	% of Trips Operated	Fleet Availability	On-Time Preventative Maintenance
Oct	1,798,377	19	66%	11	94,441	99%	217	96%
Nov	1,632,126	19	67%	1	87,865	99%	220	96%
Dec	1,702,058	19	66%	10	93,086	98%	213	96%
Jan	1,611,359	19	66%	3	87,136	99%	205	98%
Feb	1,555,552	20	62%	8	77,384	98%	207	100%
Mar	1,697,017	20	63%	9	85,233	99%	218	100%
Apr	1,611,258	19	67%	3	84,023	99%	213	100%
May								
Jun								
Jul								
Aug								
Sep								
<b>YTD</b>	<b>11,607,747</b>	<b>19</b>	<b>65%</b>	<b>45</b>	<b>609,168</b>	<b>99%</b>	<b>213</b>	<b>98%</b>

LYMMO - Modal Performance Data - Fiscal Year 2026								
Month	Ridership	Passengers per Trip	On-Time Performance	NTD Reportable Accidents	Total Trips Scheduled	% of Trips Operated	Fleet Availability	On-Time Preventative Maintenance
Oct	45,729	9	73%	1	4,919	98%	5	100%
Nov	43,230	10	70%	0	4,529	95%	3	100%
Dec	40,350	9	73%	0	4,848	96%	3	100%
Jan	41,066	10	69%	0	4,300	96%	3	100%
Feb	32,844	9	69%	1	3,752	93%	2	100%
Mar	36,273	9	69%	0	4,118	97%	0	100%
Apr	35,544	9	73%	0	4,116	98%	0	100%
May								
Jun								
Jul								
Aug								
Sep								
<b>YTD</b>	<b>275,036</b>	<b>9</b>	<b>71%</b>	<b>2</b>	<b>30,582</b>	<b>96%</b>	<b>2</b>	<b>100%</b>



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**NEIGHBORLINK AND ACCESS LYNX MONTHLY PERFORMANCE DATA**

NeighborLink - Modal Performance Data - Fiscal Year 2026						
Month	Ridership	On-Time Performance	Collected Fares	NTD Reportable Accidents	Fleet Availability	On-Time Preventative Maintenance
Oct	11,652	98%	100%	0	15	100%
Nov	9,872	97%	100%	0	14	88%
Dec	11,244	98%	100%	0	13	100%
Jan	8,424	97%	100%	0	14	100%
Feb	8,080	97%	100%	0	17	100%
Mar	8,485	94%	100%	0	16	100%
Apr	7,637	95%	100%	0	16	100%
May						
Jun						
Jul						
Aug						
Sep						
<b>YTD</b>	<b>65,394</b>	<b>97%</b>	<b>100%</b>	<b>0</b>	<b>15</b>	<b>98%</b>

ACCESS LYNX - Modal Performance Data - Fiscal Year 2026						
Month	Ridership	On-Time Performance	Collected Fares	NTD Reportable Accidents	Fleet Availability	On-Time Preventative Maintenance
Oct	70,828	90%	100%	0	165	62%
Nov	61,249	89%	100%	0	152	47%
Dec	63,911	89%	100%	0	152	99%
Jan	62,739	90%	100%	0	151	129%
Feb	59,871	88%	100%	1	148	120%
Mar	67,420	88%	100%	0	154	141%
Apr	69,484	87%	100%	0	160	132%
May						
Jun						
Jul						
Aug						
Sep						
<b>YTD</b>	<b>455,502</b>	<b>89%</b>	<b>100%</b>	<b>1</b>	<b>155</b>	<b>104%</b>



## April 2026 Service Performance Report

### GLOSSARY

#### 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** –

Fixed Route and LYMMO: LYNX defines a bus as on-time if it falls within 0 minutes early to six (6) minutes late of the published schedule.

NeighborLink: LYNX defines a NeighborLink as on-time if the trip is capable of being operated in full and a vehicle is available for scheduled pick-ups.

ACCESS LYNX: LYNX defines an ACCESS LYNX trip as on-time if the customer is picked up no earlier than their scheduled pickup time and no later than 30 minutes after their scheduled pickup time.

**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

**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 amount of vehicles in the bus vehicle fleet that are 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.