

LYNX Oversight Committee Agenda


Meeting Date: 06/25/2026
Meeting Time: 11:00 AM

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 Committee Minutes

-  Oversight Committee 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. Finance & Audit 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 8
- ii.  Authorization to Release a Request for Proposal (RFP) to Procure Access Control System Project Services Pg 9
- iii.  Authorization to Release a Request for Proposal (RFP) for the Supply and Installation of Security Camera Equipment at LYNX Facilities Pg 11
- iv.  Authorization to Release a Request for Proposal (RFP) for the Manufacturing of LYNX Style Transit Shelters Pg 13
- v.  Authorization to Release a Request for Proposal (RFP) for Bus Stop and Shelter Pressure Washing & Maintenance Services Pg 15

B. Invitation for Bid (IFB)










- i.  Authorization to Release an Invitation for Bids (IFB) for the Procurement of Bulk Motor Oil and Fluids Pg 17

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 18
- 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 20
- iii.  Authorization to Negotiate and Award a Contract to Cigna Health and Life Insurance Company for Dental Insurance Pg 22



- iv.  Authorization to Negotiate and Award a Contract to P & A Administrative Services, Inc. for FSA, COBRA and Retiree Billing Services Administration Pg 24







D. Extension of Contracts

- i.  Authorization to Exercise the Third Option Year of Contract 22-C82 with Humana Insurance Company for Vision Insurance Pg 26
- 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 27
- 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 29
- 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 31
- 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 32
- 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 33
- 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 36
- 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 37
- 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 38


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 40

-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 47

-Attachments 
- iii.  Authorization to Execute a Deductive Change Order 8 for Pine Hills Bus Transfer Center Pg 51
- 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 53
- v.  Authorization to Dispose of Lost and Found Items Pg 56
- vi.  Authorization to Auction Surplus Capital Items Pg 58
- vii.  Authorization to Modify Prior Approval for Forty-Six (46) Replacement Vehicles for ACCESS LYNX Paratransit Services Pg 67

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 69

-Attachments 
- B.  Approval of the FY2027 Proposed Operating Budget Pg 73
- C.  Approval of the FY2027 Proposed Capital Budget Pg 76

8. Other Business

9. 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
Oversight Committee Meeting Minutes

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

DATE: **May 28, 2026**

TIME: **11:00 a.m.**

Members in Attendance:

Viviana Janer, Chair, Commissioner,
Osceola County BoCC
Renzo Nastasi, Orange County
Christina Martin, City of Orlando
Jo Santiago, Florida Department of
Transportation – District 5
Tawny Olore, Seminole County

Staff Members in Attendance:

Tiffany Homler Hawkins, Chief Executive Officer
Leonard Antmann, Chief Financial Officer
David Burrowes, Chief Operations Officer
James Boyle, Chief Development Officer

1. Call to Order

Chair Janer called the meeting to order at 11:00 a.m.

2. Approval of Minutes

A motion to approve the April 23, 2026, Oversight Committee meeting minutes was made by Christina Martin and seconded by Renzo Nastasi. Motion passed unanimously.

3. Public Comments

No one requested to address the Committee.

4. Chief Executive Officer’s Report

Tiffany Homler Hawkins, Chief Executive Officer, stated that the Advent Health Corporate 5K was attended by 180 LYNX participants.

The Public Service bus unveiling was held on May 26, 2026, at City Hall in Orlando. LYNX has showcased over 200 non-profits over the last 23 years.

5. Finance & Audit Committee Report

Kurt Petersen, member of the Finance & Audit Committee, was recognized. Mr. Petersen reported that the Finance & Audit Committee met on Thursday, May 21, 2026.

All Consent Agenda items, and Action items were approved to move forward to the Oversight Committee.

The Committee received presentations on the 2nd Quarter Operating Results and the Quarterly Investment report. The Funding Model Formula Policy was discussed and unanimously approved that fifty percent of the increase would come from 5307 funds, for one year, so that Osceola and Seminole Counties would not have to absorb the whole cost.

6. Committee Consent Agenda Items

Chair Janer 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

Renzo Nastasi made a motion to approve Consent Agenda items 6.A.i. through 6.A.ii. Second by Tawny Olore. Motion passed unanimously.

7. Action Items

- 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 Janer recognized Tiffany Homler Hawkins who stated that this is the annual apportionment formula funds across several grant programs. All of the numbers come from the Federal Transit Administration (FTA). This is on the Action agenda to allow the FDOT representative to abstain from voting. Jo Santiago stated that she would abstain from voting because FDOT will be receiving the funds.

Tawny Olore made a motion for 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. Second by Christina Martin. Motion passed unanimously with Jo Santiago abstaining.

- 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

Ms. Homler Hawkins stated that this is on the Action agenda to allow the representative from FDOT to abstain from voting. Jo Santiago stated that she will abstain from voting

Christina Martin made a motion for 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 Renzo Nastasi. Motion passed unanimously with Jo Santiago abstaining.

- C. FY2026 Amended Operating & Capital Budget

Chair Janer recognized Michelle Daley, Director of Finance, to make the presentation. Ms. Daley stated that the Operating Budget total is not changing, the amounts are moving around to different categories. Ridership has decreased primarily on fixed route service due to the reduction in service from Seminole County and the cold weather. Interest and Other Income has increased, to offset some of the customer fare decrease, due to interest rates remaining steady.

Other Services, on the expense side, has decreased due to delay of the implementation of the Oracle payroll modules and decreases from other departments. There is an increase in fuel and a decrease in utilities due to the electric fleet not running at full capacity, and there has been an increase in unleaded and diesel fuel costs.

The one change to the Capital Budget is for a low/no grant from the Federal Transit Administration (FTA) for electric vehicles. The increase to the budget is all Federal funds.

Tawny Olore inquired if there was a decrease in expenses due to the decrease in customer fares. Ms. Daley stated the decreases were already in the budget. Ms. Olore asked if there was an increase in ridership due to the rising gas prices. Ms. Homler Hawkins stated that average ridership has remained steady at 65,000 with an increase some days and a decrease in other days.

Renzo Nastasi inquired about the decrease in Other Services. Ms. Daley stated that there has been a delay in the Human Capital Management (HCM) module of Oracle, and that delay caused a decrease of about \$700,000. The remaining is from other departments to help offset the other adjustments.

Christina Martin asked if the Seminole County numbers were taken out of the ridership numbers, would ridership have increased in the other areas. Ms. Homler Hawkins stated that she would get those numbers to the Committee.

Ms. Olore stated that she asked the question that if there were subsequent decreases in operating expenses and was told that the numbers were already in the budget. So, that

was already taken out of the budget. The next question was if the customer fares had been adjusted, because if you took it out of expenses, wouldn't you have taken it out of revenue. The answer was they thought they did, but they didn't do enough. So, this should not all be based on Seminole County because it was already included in the budget. Ms. Daley stated that she did not say this was all based on Seminole County. Christina Martin stated that she would like to see the actual numbers, so that she can see where the ridership numbers changed.

Chair Janer stated that when there is such a decrease in customer fare revenue that there should be a more accurate description so that the Committee knows what the changes pertain to.

D. FY2027 Preliminary Capital Budget

Ms. Daley continued with this item. She stated the key budget assumptions that include revenue vehicle acquisition, passenger amenity improvements, technological improvements, facility improvements and the Southern Operations base. Most of the increase to the budget is based on carryover. There are many vehicles that have been purchased but not yet received. Delivery times are from eighteen to twenty-four months for fixed-route vehicles. Facility improvements and HVAC upgrades also have carryovers.

Christina Martin recognized and commended staff for being fiscally cognizant of the Capital Budget.

Renzo Nastasi made a motion for Authorization to Amend the FY2026 Operating & Capital Budgets and for Authorization to Approve the FY2027 Preliminary Capital Budget. Second by Christina Martin. Motion passed unanimously.

8. Information Items

A. FY2026 2nd Quarter Operating Results

9. Other Business

No other business was discussed.

10. Adjourned

Meeting adjourned at 11:26 a.m.

Certification of Minutes:

I certify that the foregoing minutes of the May 28, 2026, Oversight Committee meeting are true and correct, approved by the Oversight Committee.

X

Assistant

LYNX Oversight Committee Agenda

Consent Agenda Item #6.A. i

To: LYNX Oversight Committee

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

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 Oversight Committee Agenda

Consent Agenda Item #6.A. ii

To: LYNX Oversight Committee

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

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.A. iii

To: LYNX Oversight Committee

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

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.A. iv

To: LYNX Oversight Committee

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

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.A. v

To: LYNX Oversight Committee

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

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 Oversight Committee Agenda

FISCAL IMPACT:

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

LYNX Oversight Committee Agenda

Consent Agenda Item #6.B. i

To: LYNX Oversight Committee

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

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 Oversight Committee Agenda

Consent Agenda Item #6.C. i

To: LYNX Oversight Committee

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

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 Oversight Committee 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:

Proposer	Total Score	Ordinal Ranking
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 Oversight Committee Agenda

Consent Agenda Item #6.C. ii

To: LYNX Oversight Committee

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

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 Oversight mmittee 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:

Firm	Total Score	Ordinal Ranking
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:

Firm	Total Score	Ordinal Ranking
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 Oversight Committee Agenda

Consent Agenda Item #6.C. iii

To: LYNX Oversight Committee

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 Cigna Health and Life Insurance Company for Dental Insurance

Date: 06/25/2026

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.C. iv

To: LYNX Oversight Committee

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

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.D. i

To: LYNX Oversight Committee

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

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 Oversight Committee Agenda

Consent Agenda Item #6.D. ii

To: LYNX Oversight Committee

From: Terri Settington
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

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.D. iii

To: LYNX Oversight Committee

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

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.D. iv

To: LYNX Oversight Committee

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

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 Oversight Committee Agenda

Consent Agenda Item #6.D. v

To: LYNX Oversight Committee

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

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 Oversight Committee Agenda

Consent Agenda Item #6.D. vi

To: LYNX Oversight Committee

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

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 Oversight Committee 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)

Product	Operational Characteristics	FY 2026 Capital Cost
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
		Total \$ 575,456.00

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

Product	Operational Characteristics	FY 2026 Operating Cost
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
		Total \$ 78,936.00

LYNX Oversight Committee 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
			TOTAL FOR FY 2027	\$ 727,256

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 Oversight Committee Agenda

Consent Agenda Item #6.D. vii

To: LYNX Oversight Committee

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

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 Oversight Committee Agenda

Consent Agenda Item #6.D. viii

To: LYNX Oversight Committee

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

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 Oversight Committee Agenda

Consent Agenda Item #6.D. ix

To: LYNX Oversight Committee

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

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.E. i

To: LYNX Oversight Committee

From: Terri Settington
DIRECTOR OF HUMAN RESOURCES
Terri Settington
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

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 Oversight Committee 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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.E. ii

To: LYNX Oversight Committee

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

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 Oversight Committee 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

Chairman

ATTEST:

Assistant Secretary

LYNX Oversight Committee Agenda

Consent Agenda Item #6.E. iii

To: LYNX Oversight Committee

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

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 Oversight Committee 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
Total Construction Contract	\$14,786,585.00	\$1,739,167.99	(\$66,888.00)	\$16,458,864.99
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
Total Contingency	\$1,602,187.55	(\$1,602,187.55)	\$66,888.00	(\$1,535,299.55)

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 Oversight Committee Agenda

Consent Agenda Item #6.E. iv

To: LYNX Oversight Committee

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

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 Oversight Committee 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:

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

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:

Firm	Total Score	SEC Ordinal Ranking
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 Oversight mmittee 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 Oversight Committee Agenda

Consent Agenda Item #6.E. v

To: LYNX Oversight Committee

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

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 Oversight Committee 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
GRAND TOTAL	665

FISCAL IMPACT:

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

LYNX Oversight Committee Agenda

Consent Agenda Item #6.E. vi

To: LYNX Oversight Committee

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

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 Oversight Committee 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
TOTAL	\$5,758,022	\$0

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 Oversight Committee 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

LYNX Oversight mmittee Agenda

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

LYNX Oversight mmittee Agenda

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

LYNX Oversight Committee Agenda

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

LYNX Oversight mmittee Agenda

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 Oversight Committee 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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.E. vii

To: LYNX Oversight Committee

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

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 Oversight Committee Agenda

	Date	Qty	Price	Total
Board Approval 8/25/25 Consent Agenda Item #6.C. vi	8/28/2025	46	115,978.26	\$ 5,335,000.00
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
		46		\$ 5,578,520.00
Increase from previous Board Approval 8/25/2026 Consent Agenda Item #6.C. vi				\$ 243,520.00

FISCAL IMPACT:

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

LYNX Oversight Committee Agenda

Action Item #7.A

To: LYNX Oversight Committee

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

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 Oversight Committee 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 25th day of June 2026 by the Governing Board of the Central Florida Regional Transportation Authority.

CENTRAL FLORIDA REGIONAL
TRANSPORTATION AUTHORITY

By: Governing Board

Chairman

ATTEST:

Assistant Secretary

LYNX Oversight Committee Agenda

Action Item #7.B

To: LYNX Oversight Committee

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Approval of the FY2027 Proposed Operating Budget

Date: 06/25/2026

ACTION REQUESTED:

LYNX Staff is requesting the Oversight Committee's approval for the Chief Executive Officer (CEO) or designee to present the FY2027 Proposed Operating Budget to the LYNX Board of Directors.

BACKGROUND:

On March 24, 2026, staff presented to the Finance & Audit Committee several contribution scenarios based on the base case of the Preliminary FY2027 Operating budget. On April 16, 2026, staff presented to the Finance & Audit Committee the Preliminary FY2027 Operating Budget, this budget was also presented to the Oversight Committee on April 23, 2026.

The following are the overall assumptions in developing the operating budget:

- FY2027 Level of Service will be based on January 2026 Service Changes.
- Reviewed models as previously presented for use of budget stabilization.
- No Changes in Fixed Route Fare Structure.
- Wage increases consistent with funding partners and board approved labor agreements.
- Purchase transportation costs based on the current trip trends.
- Funding Partners contributions based on the approved Regional Funding Model.

LYNX Oversight Committee Agenda

OVERVIEW:

The FY2027 Proposed Operating Budget totals \$226,842,258 in revenues and \$226,842,258 in expenses. The Proposed Operating Budget is funded by a combination of LYNX generated revenue, federal, state and local dollars. These funds are used to fund personnel expenses, services, materials, supplies, taxes, utilities, casualty and liability expenses, purchased transportation expenses, leases and miscellaneous expenses. Specifically, this budget includes funds from the following sources:

	FY2027 Proposed
REVENUES:	
Customer fares	\$ 21,378,014
Contract services	3,134,083
Advertising	2,930,000
Interest and Other Income	1,871,000
Federal Revenue	16,744,729
State Revenue	12,994,144
Local Revenue	19,476,840
Local Revenue Funding Partner	137,168,837
Use of Budget Stabilization Funds/Reserves	11,144,611
TOTAL REVENUE	<u>\$ 226,842,258</u>

The funds are programmed to fund the following types of expenses:

	FY2027 Proposed
EXPENSES:	
Salaries, Wages & Fringe Benefits	\$ 126,960,475
Other services	16,390,741
Fuel Expense	13,794,650
Materials and supplies	10,977,849
Utilities	1,641,950
Casualty & Liability	5,043,482
Taxes and licenses	716,518
Purchase Transportation	48,059,003
Leases & Miscellaneous	1,840,862
GASB 87	409,343
GASB 96	941,869
Interest Expense	65,516
TOTAL EXPENSES	<u>\$ 226,842,258</u>

The Board approved the updated changes to the Funding Partner Funding Model Policy at the May 28, 2026, meeting. LYNX will utilize the recently approved Funding Model Formula Policy to allocate each jurisdiction's share of the costs of operations in FY2027.

LYNX Oversight Committee Agenda

The following chart shows the local funding breakdown:

	Orange County	Osceola County	Seminole County	TOTAL
Operating	\$ 105,983,161	\$ 19,564,953	\$ 11,620,723	\$ 137,168,837
Capital	3,034,275	423,863	124,928	\$ 3,583,066
Total Partner Contribution	\$ 109,017,436	\$ 19,988,816	\$ 11,745,651	\$ 140,751,903

LYNX Oversight Committee Agenda

Action Item #7.C

To: LYNX Oversight Committee

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Approval of the FY2027 Proposed Capital Budget

Date: 06/25/2026

ACTION REQUESTED:

LYNX Staff is requesting the Oversight Committee's approval for the Chief Executive Officer (CEO) or designee to present the FY2027 Proposed Capital Budget to the LYNX Board of Directors.

BACKGROUND:

The Proposed Capital Budget for FY2027 is \$194,839,426.

The budget is funded from a combination of federal, state and local sources, and includes items such as the planned purchase of replacement buses and vans, bus shelters, facility improvement, security enhancements and the use of technology to assist in service delivery.

The table below identifies funding sources for the preliminary budget:

		FY2027 Proposed
FEDERAL	\$	181,152,393
STATE		740,000
LOCAL		12,947,033
	\$	<u>194,839,426</u>

LYNX Oversight Committee Agenda

The table below identifies capital expenditures by major category:

	FY2027 Proposed
Vehicles	\$ 122,649,642
Facilities	45,742,698
Passenger Amenities	19,005,861
Technology	2,619,901
LYMMO	1,900,000
Security	1,922,751
Support	998,573
TOTAL	\$ <u>194,839,426</u>

The following are the details of each category:

- 1) Vehicles: includes replacement vehicles for fixed route, vanpool, paratransit services and support vehicles.

Type of Vehicle	New	Carryover	Total
CNG	25	95	120
Paratransit	13	131	144
Paratransit – subrecipient	12	5	17
Vanpool	37	49	86
Support	2	6	8

- 2) Support equipment: includes maintenance equipment, and other support equipment.
- 3) Passenger amenities: includes shelter rehabs and installations. The projects include the normal shelter program in addition to the Orange County ATSP shelter program.
- 4) Facilities: includes funds to complete the HVAC project for all facilities, the Window replacement for LYNX Central Station, LOC concrete improvements, restroom renovations and preliminary design for the southern operations facility.
- 5) Technology: includes projects to improve passenger information systems, life cycle replacements and software enhancements and upgrades.
- 6) Security: includes completion of the access control project, CCTV camera system enhancements and improved security at all LYNX facilities.