

LYNX Board Agenda


Meeting Date: 06/26/2025
Meeting Time: 1:00 PM

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

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

1. Call to Order

2. Approval of Minutes

-  Board of Directors Meeting Minutes 5.22.25

Pg 4

3. Public Comments

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

4. Chief Executive Officer's Report




5. Oversight Committee Report

6. Consent Agenda







A. Request for Proposal (RFP)


- i.  Authorization to Release a Request for Proposal (RFP) for Maintenance Uniform Rental and Laundering Services Pg 11

B. Award Contracts






- i.  Authorization to Negotiate and Award a Contract to Foursquare Integrated Transportation Planning, Inc. for a Fare Study and Equity Analysis in a Not to Exceed Amount of \$255,624 Pg 13
- ii.  Authorization to Negotiate and Award a Contract to Galls, Inc. for Bus Operator and Transportation Supervisor Uniforms for a Not to Exceed Amount of \$975,000 Pg 15
- iii.  Authorization to Award a Contract to Akerman, LLP for Pension Legal Services for a Not to Exceed Amount of \$375,000 Pg 17

C. Extension of Contracts




- i.  Authorization to Exercise the Second Option Year of Contract 21-C47 with Humana Insurance Company for Dental Insurance Pg 19
- ii.  Authorization to Exercise the Second Option Year of Contract 22-C82 with Humana Insurance Company for Vision Insurance Pg 21
- iii.  Authorization to Exercise Second Option Year of Contract 22-C33 with Adventist Health System/ Sunbelt, Inc. dba AdventHealth Centra Care for Occupational Health Services Pg 23
- iv.  Authorization to Exercise the First 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 25
- v.  Authorization to Exercise the Second Option Year of Contract 22-C28 with Voya Retirement Insurance and Annuity Company for Retirement Plan Administration and Recordkeeping Services Pg 27
- vi.  Authorization to Exercise Second Option Year of Contract 21-C45 with AECOM Technical Services, Inc. for Architectural and Engineering Services Pg 29

- vii.  Authorization to Exercise Second Option Year of Contract 21-C46 with Kimley-Horn and Associates, Inc. for Architectural and Engineering Services and Increase the Not to Exceed to \$3,900,000 Pg 31

D. Miscellaneous

- i.  Authorization to Approve and Submit the Disadvantaged Business Enterprise Program Participation Goal for FY 2026-2028 to the Federal Transit Administration (FTA) Pg 33
- ii.  Authorization to Execute a Second Amendment to Agreement with Transdev Services, Inc. for Paratransit Services Pg 35
- iii.  Authorization to Submit a Grant Application to the Federal Transit Administration (FTA) for the FY2025 Low or No Emission and Buses and Bus Facilities Competitive Program in the Total Amount of Approximately \$42,087,695 Pg 37
- iv.  Authorization to Solicit FY2026-2027 Project Applications for the Federal Transit Administration (FTA), Section 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities Pg 39
- v.  Authorization to Enter into a Transit Shelter Contribution Agreement with the City of Orlando for the Installation of Four Transit Shelters in the Amount of \$259,973 Pg 41


7. Action Agenda

- A.  Authorization to Submit Grant Applications to the Federal Transit Administration (FTA) for the FY2025 Apportionments \$64,959,120 and Sub-Allocate to Lake County Transit Services \$940,769 and Florida Department of Transportation (FDOT) \$19,047,439 Pg 43
- B.  Authorization to Ratify a Grant Application to the Florida Department of Transportation (FDOT) for the FY2025 Low or No Emission and Buses and Bus Facilities Competitive Program for Rural Areas in the Total Amount of \$10,907,110 Pg 47
- C.  Authorization to Approve the First Amendment to Pine Hills Transfer Station Contribution Agreement 23-C16 in the Amount of \$431,075 Pg 49

-Attachments



8. Information Items

- A.  Notification of Settlement Agreements Pursuant to Administrative Rule 6 Pg 58

9. Monthly Reports

- A.  Communications Report - May 2025 Pg 60
- B.  Monthly Financial Report - March 2025 Pg 65
- C.  Paratransit Monthly Report - May 2025 Pg 67

-Attachments



- D.  Ridership Report - April 2025 Pg 78

-Attachments



10. Other Business

11. Adjourned

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

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

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

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

DATE: **May 22, 2025**

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

Members in Attendance:

Viviana Janer, Commissioner, Osceola County BoCC, Chair
Buddy Dyer, Mayor, City of Orlando, Vice-Chair
Jerry Demings, Mayor, Orange County
John Tyler, Secretary, Florida Department of Transportation – District 5, Secretary
Amy Lockhart, Commissioner, Seminole County BoCC

1. Call to Order

Chair Janer called the meeting to order at 1:02 p.m.

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

2. Approval of Minutes

Mayor Dyer moved to approve the Board of Directors meeting minutes of April 24, 2025.
Seconded by Secretary Tyler. The minutes were unanimously approved as presented.

3. Public Comments

Marc Simmons – Via Web

Mr. Simmons would like to see LYNX purchase Clean Diesel Vehicles.

Rain Patterson – Via Web

Rain supports furthering the SR50/UCF Connector BRT Project, furthering the 436 BRT Project, and a study for an express connector from UCF to Orlando International Airport.

Joanne Counelis – Lake Mary, FL

Ms. Counelis stated that she won two medals at the Special Olympics last weekend. She stated that she wants mass transit. She would like to see buses running by Lake Mary Country Club, a bus by Oviedo Boulevard and the Lake Mary Prep School.

4. Chief Executive Officer's Report

Tiffany Homler Hawkins, Chief Executive Officer, stated that fixed-route ridership is stable between the 68,000-70,000 range with low to mid 70,000s across all modes.

The long-awaited Pine Hills Transfer Center is getting close to being operational. A ribbon cutting ceremony will be scheduled soon.

LYNX presented at Leadership Orlando yesterday and Tiffany Homler Hawkins and James Boyle presented at the Orange County Transportation Mobility Advisory Committee last night. SunRail will be on the agenda next month.

LYNX Cares volunteer days at Second Harvest Food Bank will take place on May 31.

The Annual Public Service Bus unveiling will be on May 28 in Osceola County.

Hurricane season starts soon, so LYNX is advertising promotional pieces on safety policies.

5. Oversight Committee Report

Commissioner Janer, Chair of the Oversight Committee provided her report on the Oversight Committee meeting that met earlier. She stated that the committee approved the minutes from the April 24, 2025, Oversight meeting.

Kurt Petersen, Chair of the Finance & Audit Committee, gave a report on the May 15, 2025 Finance & Audit Committee. The Finance Committee recommends approval of all Consent Agenda items.

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

There were presentations on the Preliminary FY2026 Operating and Capital budgets. There was discussion on Seminole County's decision to move toward micro-transit, and an update on CNG fueling at the Osceola County facility.

6. Consent Agenda:

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

A. Invitation for Bid (IFB)

- i. Authorization to Release an Invitation for Bids for the Maintenance Shop Concrete Floor Polishing and Reconditioning Located at the LYNX Operations Center (LOC A)
- ii. Authorization to Release an Invitation for Bids (IFB) for the Procurement of Bulk Motor Oil and Fluids

- B. Award Contracts
 - i. Authorization to Negotiate and Award a Contract to Forvis Mazars, LLP for Auditing Services for a Total Not to Exceed (NTE) of \$322,500
- C. Extension of Contracts
 - i. Authorization to Exercise the Second Option Year of Contract 21-C38 with Akerman, LLP for Federal Lobbying Services and Increase the Not to Exceed (NTE) to \$550,000
- D. Miscellaneous
 - i. Authorization to Submit a Trip and Equipment Grant Application to the Florida Commission for the Transportation Disadvantaged in the Overall Amount of \$3,204,715 and Adoption of Resolution 25-004
 - ii. Authorization to Approve and Implement the Generative Artificial Intelligence Policy
 - iii. Approval of the Updated Investment Policy

Secretary Tyler made a motion to approve Consent Agenda items 6.A.i. through 6.D.iii. Seconded by Mayor Dyer. Motion passed unanimously.

7. Action Agenda

A. Approval of the FY2026 Preliminary Operating Budget

Chair Janer recognized Ms. Homler Hawkins who stated that the FY2026 Operating Budget will be presented with a request to send the budget request letters to the Funding Partners and the other entities that have bus service agreements with LYNX. Historically, the Preliminary Operating and Capital budgets are only presented to the Oversight Committee and then the budget request letters are sent out. Because of the changes that are forthcoming from Seminole County, LYNX would like to inform everyone of the “base case” scenario. The scenario stems from the Budget Assumptions approved by the Oversight Committee in February. This is based on the Regional Funding Model Policy and the budget scenario of drawing down the budget stabilization funds. On Tuesday, the Seminole County BoCC voted to implement micro transit service as a substitute for some LYNX routes. The letter from Seminole County to LYNX was received yesterday and a copy provided to each Board member. Their intent is to start the micro transit service on October 1 with a three month overlap with the micro transit and LYNX service. There are still many details to work out at this time including a communications plan for passengers.

The “base case” scenario will be presented along with a scenario that includes possible impacts of Seminole County’s micro transit in the time frame and the level described. Options will be presented on how to minimize the funding impacts to the other Partners.

Ms. Homler Hawkins recognized Lenny Antmann, Chief Financial Officer, to make the presentation. Mr. Antmann stated that the FY2026 level of service is based on a starting point of December service and Seminole County service adjustments. Funding

Partner contributions are based on the Regional Funding Model Policy. Several models were presented to the Finance & Audit Committee, and the “base case” scenario represents the scenario chosen by the Committee.

Fixed-route and Paratransit trip levels are projected with current trends with no change to the fixed-route fare structure. A new fare structure for Vanpool started this month. Wage increases will remain consistent with Funding Partners and the approved Union Labor agreements. Purchase transportation costs will be based on current Paratransit trip trends.

The alternate scenario depicts the suggested service levels in Seminole County, from their April meeting, to include a reduction in their fixed-route expenses. This reduction will increase the Partner Contributions for Orange and Osceola Counties.

This Budget was presented to the Finance & Audit Committee, the Oversight Committee, and the Board of Directors this month. Based upon the direction of the Board, this Budget will be presented to the Counties as requested. In August, the Budget will be presented to the Finance & Audit Committee and the Oversight Committee for approval, with a Work Session for the Board. The Budget will be presented to the Board for approval in September.

Mayor Demings voiced his concerns regarding the impacts to Orange County due to the decisions that Seminole County has made. He stated that if Seminole County decides, in the future, to move towards an alternative service other than LYNX, that there must be a discussion about the governance and structure that remains within LYNX. As the major contributor to the budget, Orange County should have an appropriate stake in the financial future. There is an imbalance at this point in terms of service level and the contribution from the local partner. He will challenge his staff to take a look and bring a potential governance structure of equitable share to the LYNX Board of Directors in the future.

Commissioner Lockhart agreed with the Mayor stating that the governance structure has been interesting all along, given that there are two people that vote on budgets that do not contribute at all on this Board currently in terms of general operating for fixed route. As of now, Seminole County plans to continue with paratransit, and some of the fixed routes may be honed as time goes by, if ridership declines. When Seminole County very publicly said that the escalation of costs to Seminole was untenable, two years ago, the response from LYNX leadership was repeatedly just tell us what you want to pay or what routes should be cut. The costs are directly related to the service level requested, which is how Seminole moved forward. If Seminole cannot pay more, there must be cuts. So that is the path that Seminole was led down, and that’s what Seminole did. If now, there is some buyers remorse over the fact that Seminole actually did what Seminole was told they needed to do, to reduce costs, then there is understanding on why there would need to be additional conversations. Because this is a preliminary budget, we are not binding this Board to this, as this is a preliminary step and it will be coming back after it has been presented at each of the respected Boards,

correct? Mr. Antmann stated yes. Commissioner Lockhart stated that this was a “checking of the box” so to speak.

Mr. Antmann stated that the “base case” is presented as direction to go forward with the “base case”, or whichever direction the Board desires.

Commissioner Lockhart stated that knowing what we know about the changes that Seminole County is making, why would the base budget be an option? Mr. Antmann stated that at this point, LYNX staff does not have the final changes or the date that the changes go into effect. The effective date will greatly change the amount of contributions to each of the funding partners. Commissioner Lockhart does not see anything drastically changing from what has been proposed at this moment, the suggestion is to look seriously at the alternate scenario that has been presented.

Ms. Homler Hawkins appreciates Commissioner Lockhart’s perspective. There are many unknowns at this time including the date of service and the Federal obligation that is left on the shelters that are in Seminole County. The recommendation is that the “base case” scenario budget be presented to the funding partners with the understanding that these changes will necessitate a budget amendment once changes become final with Seminole County.

Secretary Tyler asked if this body did not move to approve sending this budget forward today, what impact would that have on the budgeting process, since there will likely be a different number that is sought for approval later. What is the value of making that official step today? Ms. Homler Hawkins stated that the Funding Partners are currently developing their budgets, and there needs to be certainty as to the numbers, with the understanding that the numbers will change. If and when the numbers change, the budget will be brought back to the Board for direction on finding the cuts for Orange and Osceola Counties, such as flexing out additional preventative maintenance dollars. One way or the other, the budget could change. The “base case” is what LYNX has done for the last four budget cycles as well as the Regional Funding model, staying on the funding model, possibly using additional preventative maintenance.

Mayor Dyer made a motion for Approval of the FY2026 Preliminary Operating Budget. Second by Commissioner Janer. Motion passed. Mayor Demings stated that he would vote in the affirmative to support the preliminary budget, but by no means does he understand and has not been presented that this is the final number. At some point, a final number will come back and the Board will participate in a negotiating process as in the past and would like the Board members to understand the position that the Mayor is taking on behalf of Orange County.

B. Approval of the FY2026 Preliminary Capital Budget

Mr. Antmann continued with this item. Mr. Antmann stated that the key assumptions include revenue vehicle acquisition, passenger amenities program improvements,

technological improvements, facility improvements, enhancement of security infrastructure, and a Southern Operations base.

The increase in this budget is due to the one-time grants received to purchase thirty 40' CNG buses and a grant for window replacement. The increase in technology is for the Real Time signage program.

This budget will be presented to the Funding Partners in June and July as requested, return in August with a proposed budget, and adoption of the budget by the Board in September.

Commissioner Lockhart asked for the detail regarding passenger amenities for Seminole County. Mr. Antmann stated that this is for a combination of shelters and shelter rehabs. Commissioner Lockhart stated that perhaps that number would change drastically as well. Given the conversation, that everyone seems to pretend isn't happening, that the number is not going to be there. Seminole County is not adding more bus shelters. Mr. Antmann stated that there are remaining routes, and if there is a need for a shelter it would be provided. This will be addressed once everything is finalized.

Secretary Tyler made a motion for Approval of the FY2026 Preliminary Capital Budget. Second by Mayor Dyer. Motion passed unanimously.

8. Information Items

There was one item for review purposes only, no action was requested.

A. Notification of Settlement Agreements Pursuant to Administrative Rule 6

9. Monthly Reports

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

- A. Communications Report – April 2025
- B. Monthly Financial Report – February 2025
- C. Paratransit Monthly Report – April 2025
- D. Ridership Report – March 2025

10. Other Business

No other business was discussed.

11. Adjourned:

The meeting adjourned at 1:44 p.m.

Certification of Minutes:

I certify that the foregoing minutes of the May 22, 2025, LYNX Board of Director's meeting are true and correct, approved by the Board of Directors.

X

Assistant

LYNX Board Agenda

Consent Agenda Item #6.A. i

To: LYNX Board of Directors

From: David Burrowes
CHIEF OPERATIONS OFFICER
Ricky Gonzalez
Technical Contact
Aubrey Moses
Technical Contact

Phone: 407.841.2279 ext: 6161

Item Name: Authorization to Release a Request for Proposal (RFP) for Maintenance Uniform Rental and Laundering Services

Date: 06/26/2025

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 Maintenance Uniform Rental and Laundering services. The contract term will be for an initial three (3) year period with two (2) one (1) year options.

BACKGROUND:

LYNX has exercised the second option year under Uniform Rental Contract 20-C74 for the period of performance covering October 1, 2024, through September 30, 2025. There are no other options within the terms of the current contract, which will necessitate a new contract.

This solicitation will provide LYNX with the following services and supplies on an ongoing basis:

- Vehicle Maintenance – Mechanics Uniforms, Shop Rags, Floor Mats
- Finance – Material Control Clerk and Supervisor Uniforms, Revenue Clerk

Laundered uniforms must be supplied to Maintenance Bargaining Unit Employees as per the Labor Agreement between LYNX and the Amalgamated Transit Union Local 1596.

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DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2025 Amended Operating Budget includes \$46,950 for Vehicle Maintenance Uniform Allowance.

LYNX Board Agenda

Consent Agenda Item #6.B. i

To: LYNX Board of Directors

From: James Boyle
CHIEF DEVELOPMENT OFFICER
Myles O'Keefe
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Negotiate and Award a Contract to Foursquare Integrated Transportation Planning, Inc. for a Fare Study and Equity Analysis in a Not to Exceed Amount of \$255,624

Date: 06/26/2025

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 Foursquare Integrated Transportation Planning, Inc. (Foursquare ITP) to complete a Fare Study and Equity Analysis in a not to exceed amount of \$255,624.

BACKGROUND:

This fare study will examine LYNX's current fare structures and policies and develop potential scenarios for new fare options, with guidance provided by the LYNX Board of Directors. The study will also include trend analysis, a peer agency review, a Title VI analysis, an elasticity assessment, and public outreach. The fare equity analysis component of the study will be conducted in accordance with the Federal Transit Administration (FTA) Title VI requirements, as written in the Title VI Circular 4702.1B.

The last fare study was completed in 2017, with the direction being to make no changes to the fare structure. Fare studies were also completed in 2014 and 2009; the latter of which is when the last fare increase was introduced.

On August 22, 2024, the LYNX Board of Directors authorized the release of a Request for Proposals (RFP). The RFP was released, posted on DemandStar, and sent directly to potential

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proposers on March 5, 2025. The deadline to submit bids was April 11, 2025, and only one proposer submitted a bid, and was considered responsive and responsible for this solicitation:

Vendor	Bid Amount
Foursquare Integrated Transportation Planning, Inc.	\$255,624

The Source Evaluation Committee (SEC) met on May 29, 2025, to discuss the proposal. The meeting was publicly noticed in accordance with Florida Sunshine Law.

The proposal was evaluated by the SEC based on the following criteria set forth in the RFP:

- Qualifications of Proposer and Staff + References from Three (3) Transit Agencies (35%)
- Staff Experience and Knowledge (15%)
- Methodology / Approach (40%)
- Pricing Proposal (10%)

After discussion of the proposal received, the SEC voted to recommend to the LYNX Board of Directors to negotiate and award a contract to Foursquare Integrated Transportation Planning, Inc. (Foursquare ITP).

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE Goal has been established for this contract. LYNX encourages the Contractor to make every attempt to obtain participation of certified DBEs and other small businesses in the completion of this contract (Race Neutral).

FISCAL IMPACT:

This will be funded 100% with Federal 5307 Grant funds.

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Consent Agenda Item #6.B. ii

To: LYNX Board of Directors

From: Reinaldo Quinones
DIRECTOR OF TRANSPORTATION
Reinaldo Quinones
Technical Contact

Phone: 407.841.2279 ext: 6223

Item Name: Authorization to Negotiate and Award a Contract to Galls, Inc. for Bus Operator and Transportation Supervisor Uniforms for a Not to Exceed Amount of \$975,000

Date: 06/26/2025

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 Galls, Inc. for Bus Operators and Transportation Supervisors Uniforms for three (3) years with two (2) one (1) year options in a not to exceed amount of \$975,000 for the initial three (3) year term.

BACKGROUND:

Per the Union Contract, bus operators receive a yearly uniform allowance to be used for the purchase of shirts, pants, jackets, caps, and other authorized items from the authorized supplier who is currently Galls, Inc. The current contract is set to expire on September 30, 2025.

On December 12, 2024, the LYNX Board of Directors authorized staff to release a Request for Proposal (RFP) for bus operator and supervisor uniforms. The RFP was released on December 13, 2024, and proposals were due March 7, 2025, at 12:00 pm. Two (2) proposals were received and the SEC met on May 22, 2025, to evaluate and score proposals.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE Goal has been established for this contract. LYNX encourages the Contractor to make every attempt to obtain participation of certified DBEs and other small businesses in the completion of this contract (Race Neutral).

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FISCAL IMPACT:

The FY2025 Amended Operating Budget included \$331,668 for bus operators and transportation supervisors' uniforms.

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Consent Agenda Item #6.B. iii

To: LYNX Board of Directors

From: Terri Setterington
DIRECTOR OF HUMAN RESOURCES
Terri Setterington
Technical Contact

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Award a Contract to Akerman, LLP for Pension Legal Services for a Not to Exceed Amount of \$375,000

Date: 06/26/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute a contract with Akerman, LLP for Pension Legal Services for a term of three (3) years with two (2) one (1) year renewal options in a not to exceed amount of \$375,000 for the initial three (3) year term.

BACKGROUND:

On December 12, 2024, the Board of Directors delegated to the Chairman the authority to negotiate a contract with Akerman, LLP for Pension Legal Services and to waive the competitive solicitation process provided for in LYNX Administrative Rule 4, Procurement and Contract Administration.

On January 28, 2025, a contract was entered into with Akerman, LLP for Pension Legal Services for a term of six (6) months and is scheduled to expire on July 27, 2025.

There is no statutory authority that requires LYNX to competitively procure legal services. As a multi-county special independent district, LYNX is not subject to Section 287.057, Florida Statutes, which is the general law applicable to competitive procurements. Even if it were, Section 287.057 does not require the competitive procurement of legal services. LYNX does not use federal funds to pay for its legal services, therefore federal law would not apply to the procurement of legal services.

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In the absence of any legislative requirements regarding the method of awarding contracts for legal services, the Board may exercise reasonable discretion and a contract may be negotiated and awarded by any practicable method that will safeguard the public interest.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2025 Amended Operating Budget includes \$100,000 for Pension Legal Services.

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Consent Agenda Item #6.C. i

To: LYNX Board of Directors

From: Terri Setterington
DIRECTOR OF HUMAN RESOURCES
Terri Setterington
Technical Contact

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Exercise the Second Option Year of Contract 21-C47 with Humana Insurance Company for Dental Insurance

Date: 06/26/2025

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 21-C47 with Humana Insurance Company for Dental Insurance.

BACKGROUND:

On June 24, 2021, the LYNX Board of Directors approved the award of Contract 21-C47 to Humana Insurance Company for Dental Insurance for three (3) years with two (2) one (1) year options. The initial term of Contract 21-C47 expired on December 31, 2024 and the first option year expires on December 31, 2025.

It is beneficial for the Authority to provide a comprehensive benefit package to its employees. Dental insurance is an integral part of this package and is a valued benefit for the 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.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE Goal is not applicable for this activity.

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FISCAL IMPACT:

There is no fiscal impact since this is an employee benefit that is paid 100% through an employee pre-tax payroll deduction.

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Consent Agenda Item #6.C. ii

To: LYNX Board of Directors

From: Terri Setterington
DIRECTOR OF HUMAN RESOURCES
Terri Setterington
Technical Contact

Phone: 407.841.2279 ext: 6106

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

Date: 06/26/2025

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-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 and the first option year expires on December 31, 2025.

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.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE Goal is not applicable for this activity.

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FISCAL IMPACT:

There is no fiscal impact since this is an employee benefit that is paid 100% through an employee pre-tax payroll deduction.

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Consent Agenda Item #6.C. iii

To: LYNX Board of Directors

From: Terri Setterington
DIRECTOR OF HUMAN RESOURCES
Terri Setterington
Technical Contact

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Exercise Second Option Year of Contract 22-C33 with Adventist Health System/Sunbelt, Inc. dba AdventHealth Centra Care for Occupational Health Services

Date: 06/26/2025

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-C33 with Adventist Health System/Sunbelt, Inc. dba AdventHealth Centra Care for Occupational Health Services.

BACKGROUND:

On December 9, 2021, the LYNX Board of Directors approved the award of Contract 22-C33 to Adventist Health System/Sunbelt, Inc. dba AdventHealth Centra Care for occupational health services for three (3) years with two (2) one (1) year options in a not to exceed of \$475,000 dollars for the initial term. The initial term of Contract 22-C33 expired on January 10, 2025 and the first option year expires on January 10, 2026. The not to exceed will remain at \$475,000.

Occupational health services include pre-employment physical exams, post-accident physical exams, occupational medical exams (audiometry, spirometry and fit testing), drug/alcohol testing, Hepatitis B shots and return-to-work (fitness for duty) exams.

The contract for these services enables us to meet the mandated requirements of the drug and alcohol testing rules issued by U.S. Department of Transportation as prescribed by Omnibus Transportation Employees Testing Act of 1991, as amended.

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DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE Goal is not applicable for this activity.

FISCAL IMPACT:

The FY2025 Amended Operating Budget includes \$123,960 for occupational health services.

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Consent Agenda Item #6.C. iv

To: LYNX Board of Directors

From: Terri Setterington
DIRECTOR OF HUMAN RESOURCES
Terri Setterington
Technical Contact

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Exercise the First 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: 06/26/2025

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 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 expires on December 31, 2025.

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.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE Goal is not applicable for this activity.

LYNX Board Agenda

FISCAL IMPACT:

The FY2025 Amended Operating Budget includes \$90,298 for group life insurance and \$300,995 for long-term disability insurance paid by LYNX. The supplemental life and short-term disability are paid 100% by the employees through payroll deduction.

LYNX Board Agenda

Consent Agenda Item #6.C. v

To: LYNX Board of Directors

From: Terri Setterington
DIRECTOR OF HUMAN RESOURCES
Terri Setterington
Technical Contact

Phone: 407.841.2279 ext: 6106

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

Date: 06/26/2025

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-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 and option year one expires on December 31, 2025.

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

LYNX ard Agenda

The terms of the existing Contract include the following:

- Three-year and one-month contract term with options for a minimum of three one-year renewals
- Annual basic service fee of no more than 0.28%
- 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
- Provision of an IRS-preapproved 401(a) plan document and a specimen 457(b) plan document

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE Goal is not applicable for this activity.

FISCAL IMPACT:

Since all fees are paid by individual retirement accounts, there is no fiscal impact.

LYNX Board Agenda

Consent Agenda Item #6.C. vi

To: LYNX Board of Directors

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

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Exercise Second Option Year of Contract 21-C45 with AECOM Technical Services, Inc. for Architectural and Engineering Services

Date: 06/26/2025

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 21-C45 with AECOM Technical Services, Inc. for Architectural and Engineering Services, and delegate to the CEO the authority to negotiate and execute task orders for the work performed.

BACKGROUND:

On August 26, 2021, the LYNX Board of Directors approved the award of Contract 21-C45 to AECOM Technical Services, Inc. for the provision of Architectural and Engineering Services for Facilities for three (3) years with two (2) one (1) year options with a not to exceed amount of \$3,500,000. The initial term of Contract 21-C45 expired on October 26, 2024 and the first-year option expires on October 26, 2025. For this contract, the consultant will provide Architectural and Engineering Services for Facilities related projects.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

It is the policy of LYNX to ensure that certified DBE's and small business firms have equal opportunity to participate in DOT assisted solicitations and contracts. The DBE goal for this project will be assessed upon finalization of the scope of work. The contractor will be required to provide documentation and report the certified DBE's and small business firms participating on the project.

LYNX Board Agenda

FISCAL IMPACT:

The FY2025 Capital Budget includes \$8,255,000 in facility related projects. Each project will be evaluated for A&E services as needed. These projects are 100% funded by Federal grants.

LYNX Board Agenda

Consent Agenda Item #6.C. vii

To: LYNX Board of Directors

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Jennifer Hall
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Exercise Second Option Year of Contract 21-C46 with Kimley-Horn and Associates, Inc. for Architectural and Engineering Services and Increase the Not to Exceed to \$3,900,000

Date: 06/26/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the Second Option Year option of Contract 21-C46 with Kimley-Horn and Associates, Inc. for Architectural and Engineering Services, increase the not to exceed (NTE) amount from \$3,200,000 to \$3,900,000 and delegate to the CEO the authority to negotiate and execute task orders for the work performed.

BACKGROUND:

On October 14, 2021, the LYNX Board of Directors approved the award of Contract 21-C46 to Kimley-Horn and Associates, Inc. for Architectural and Engineering Services for three (3) years with two (2) one (1) year options with a not to exceed of \$3,200,000. The initial term of Contract 21-C46 expired on October 13, 2024 and the first year option expires on October 13, 2025.

For this contract, the consultant will provide Architectural and Engineering Services for Bus Shelters and Associated Amenities, Transfer Centers, and LYMMO. The increase in the NTE is largely due to the 264 shelters sites expected to be designed, permitted, and constructed as part of Orange County's Accelerated Transportation Safety Program (ATSP).

LYNX Board Agenda

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

It is the policy of LYNX to ensure that certified DBE's and small business firms have equal opportunity to participate in DOT assisted solicitations and contracts. The DBE goal for this project will be assessed upon finalization of the scope of work. The contractor will be required to provide documentation and report the certified DBE's and small business firms participating on the project.

FISCAL IMPACT:

The FY2025 Capital Budget includes \$17,555,281 in projects for shelters, transfer centers and LYMMO. Each project will be evaluated for A&E Services as needed. These projects are funded with Local Orange County ATSP funds and Federal grants.

LYNX Board Agenda

Consent Agenda Item #6.D. i

To: LYNX Board of Directors

From: Maurice Jones
DIRECTOR OF PROCUREMENT and DBE LIAISON
Maurice Jones
Technical Contact

Phone: 407.841.2279 ext: 6057

Item Name: Authorization to Approve and Submit the Disadvantaged Business Enterprise Program Participation Goal for FY 2026-2028 to the Federal Transit Administration (FTA)

Date: 06/26/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to approve and submit to Federal Transit Administration (FTA), the Triennial Disadvantaged Business Enterprise (DBE) Program overall participation goal of 3% for Federal Fiscal years (FY2026-2028) and Program Update.

BACKGROUND:

The Disadvantaged Business Enterprise Program is mandated for all Federal Transit Administration (FTA) recipients that receive \$670,000 or more in FTA planning, capital and/or operating assistance in a fiscal year. As a grant recipient of Federal Transit Administration Funds (FTA), LYNX must ensure that disadvantaged business enterprises as defined in Title 49 Code of Federal Regulations (CFR) Part 26 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with Federal funds. As a condition of receiving U.S. Department of Transportation (DOT) financial assistance, LYNX developed and implemented a Disadvantaged Business Enterprise Program (DBE program). The program was last updated and approved by FTA in FY2025.

FTA guidelines require agencies submission of a triennial (3) years DBE goal and goal setting methodology. In accordance with 49 CFR Part 26 of the regulations. Upon approval from FTA, the goal will become effective from October 1, 2025, through September 30, 2028. LYNX's DBE goals are calculated using a base figure in accordance with the guidelines of CFR 49 Part

LYNX Board Agenda

26, with consideration for adjustments and while considering several factors including past performance. LYNX awards contracts that fall under three categories: (i) Professional Services, (ii) Goods/Services and (iii) Construction. The majority of contracts awarded are generally in the professional services category.

The goal setting process must also provide for public participation and effect public notice announcing the proposed goal while informing the public. LYNX published the proposed goal in the Orlando Sentinel, and also on the LYNX's website for public comment.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

No fiscal impact.

LYNX Board Agenda

Consent Agenda Item #6.D. ii

To: LYNX Board of Directors

From: David Burrowes
CHIEF OPERATIONS OFFICER
David Burrowes
Technical Contact

Phone: 407.841.2279 ext: 6161

Item Name: Authorization to Execute a Second Amendment to Agreement with Transdev Services, Inc. for Paratransit Services

Date: 06/26/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to execute a Second Amendment to Contract 23-C71 for Paratransit Services with Transdev Services, Inc. (the "Contractor").

BACKGROUND:

On April 27, 2023, the Board of Directors approved the award of Contract 23-C71 for Paratransit Services to Transdev Services, Inc. The Board also approved a Facility Lease Agreement, a Fuel Delivery Agreement and a Vehicle Lease Agreement which relate to the furnishing of the Paratransit Services by Contractor.

On July 25, 2024, the Board of Directors approved a First Amendment to Contract 23-C71 for Paratransit Services to modify the rate and other terms including a revised fleet replacement plan and updated subcontractor trip distribution.

This Second Amendment is intended to clarify and add additional protections to LYNX regarding any acts, omissions or workers' compensation claims caused in whole or in part by any subcontractors or contract employees classified as independent contractors. It will require Contractor to indemnify, defend and hold LYNX harmless for these claims. Additionally, the Second Amendment requires written consent from LYNX and an unconditional release of LYNX from all liability arising out of any claims related to the performance of services under the contract prior to Contractor settling such claims.

LYNX Board Agenda

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal of 13.7% is assessed for this contract. LYNX's procurement policy requires contractors to use a good faith effort to subcontract portions of their work for material, supplies and services to Disadvantage Business Enterprise (DBE) Firms.

FISCAL IMPACT:

The FY2025 Amended Operating Budget includes \$38,718,108 for Purchased Transportation Services.

LYNX Board Agenda

Consent Agenda Item #6.D. iii

To: LYNX Board of Directors

From: James Boyle
CHIEF DEVELOPMENT OFFICER
Prahallad Vijayvargiya
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Submit a Grant Application to the Federal Transit Administration (FTA) for the FY2025 Low or No Emission and Buses and Bus Facilities Competitive Program in the Total Amount of Approximately \$42,087,695

Date: 06/26/2025

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 Federal Transit Administration (FTA) FY2025 Low or No Emission and Buses and Bus Facilities Competitive Program in the amount of approximately \$42,087,695 for the procurement of thirty (30) replacement 40' CNG buses and the Capital rehabilitation of the Bus Maintenance Facility.

BACKGROUND:

On May 14, 2025, the Federal Transit Administration (FTA) released a joint Notice of Funding Opportunity (NOFO) for two competitive funding programs: \$1.1 billion under the FY 2025 Low or No Emission (Low-No) Grant Program, and approximately \$398 million under the FY 2025 Grants for Buses and Bus Facilities Competitive Program. Applicants may submit projects to either or both programs. If a project is selected under both, the FTA reserves the right to determine under which program it will be funded.

Applicants proposing Low-No projects under both programs may also include partnerships with vendors and stakeholders involved in implementation. Grant applications are due on July 14, 2025.

LYNX Board Agenda

The *Low or No Emissions Program* provides funding for: (1) the purchase or lease of zero-emission and low-emission transit buses, and (2) the acquisition, construction, or leasing of supporting facilities and equipment. The program allows for a maximum federal share of 85%.

The *Buses and Bus Facilities Program* provides financial assistance for: (1) the replacement, rehabilitation, purchase, or lease of buses and related equipment, and (2) the rehabilitation, purchase, construction, or lease of bus-related facilities. This program allows for a maximum federal share of 80%.

LYNX will submit an application with two (2) projects under the Low or No Emission and the Buses and Bus Facilities Competitive Program. The proposed projects include:

- Procurement of thirty (30) 40-foot Compressed Natural Gas (CNG) buses to replace vehicles that have surpassed their useful service life.
- Capital rehabilitation to the Maintenance Facility, including the restrooms and concrete at LOC A & B Bus Parking Lot.

The local match will be provided through Transportation Development Credits (TDCs) from the Florida Department of Transportation (FDOT), as outlined in the budget below.

Low or No Emission Funding Request Approximately:	\$27,812,415
Buses and Bus Facilities Funding Request Approximately:	\$ 5,857,740
Local Match (Transportation Development Credits) Approximately:	<u>\$ 8,417,540</u>
Total Project Cost Approximately:	\$42,087,695

The application will be scalable down to the procurement of twenty (20) 40' CNG replacement buses. This is based upon previous requests from the FTA for flexibility in grant submissions if needed due to funding allocations.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE Goal is not applicable for this activity.

FISCAL IMPACT:

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

LYNX Board Agenda

Consent Agenda Item #6.D. iv

To: LYNX Board of Directors

From: James Boyle
CHIEF DEVELOPMENT OFFICER
Prahallad Vijayvargiya
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Solicit FY2026-2027 Project Applications for the Federal Transit Administration (FTA), Section 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities

Date: 06/26/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to conduct the competitive process to select projects and subrecipients for the Federal Transit Administration (FTA) Enhanced Mobility of Seniors and Individuals with Disabilities, Section 5310 Program.

BACKGROUND:

The Governor of the State of Florida appointed LYNX as the designated recipient of Section 5310 funds under MAP-21, a designation that continues under the Infrastructure Investment and Jobs Act (IIJA). This designation applies to the Census-defined urbanized areas of Orlando and Kissimmee.

As the designated recipient of 5310 funds for the urbanized area of Orlando and Kissimmee, LYNX is responsible for developing a Program of Projects (POP). This includes soliciting applications from non-profit organizations and other eligible entities that provide transportation services to seniors and individuals with disabilities.

The purpose of the Section 5310 program is to enhance mobility for these populations by funding programs that address the special transportation needs of transit-dependent individuals, needs that go beyond traditional public transportation and Americans with Disabilities Act (ADA) complementary paratransit services.

LYNX ard Agenda

Through this program, LYNX aims to improve access, independence, and quality of life for seniors and individuals with disabilities in the Orlando and Kissimmee urbanized areas.

Eligible activities under IIIJ Act include:

1. Public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
2. Public transportation projects that exceed the requirements of the ADA.
3. Public transportation projects that improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary paratransit service.
4. Alternatives to public transportation that assist seniors and individuals with disabilities.

LYNX Mobility Management has completed the Transportation Disadvantaged Service Plan (TDSP) Minor Update for Fiscal Year 2025, in accordance with the requirements of the State of Florida Commission for the Transportation Disadvantaged (CTD). The updated document will be presented for final approval to MetroPlan Orlando's Local Coordinating Board (LCB) on June 12, 2025. This plan includes the locally developed, coordinated public transit-human services transportation plan required under the Federal Transit Administration's (FTA) Section 5310 Program.

As part of its role as the designated recipient of Section 5310 funds, LYNX intends to competitively solicit project applications from non-profit organizations and other eligible entities. LYNX has a successful track record of partnering with non-profit agencies that maintain active coordination agreements, all working toward a shared goal: to deliver cost-effective, efficient transportation services for seniors and individuals with disabilities.

The 5310 trips provided directly by human service agencies to their respective clients reduce the need to provide paratransit trips for eligible riders. This approach not only enhances service delivery but also reduces reliance on traditional ADA paratransit services, offering a more sustainable and targeted solution for eligible riders.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE Goal is not applicable for this activity.

FISCAL IMPACT:

LYNX staff will include the Section 5310 project award in future operating and capital budgets as appropriate.

LYNX Board Agenda

Consent Agenda Item #6.D. v

To: LYNX Board of Directors

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Jennifer Hall
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Enter into a Transit Shelter Contribution Agreement with the City of Orlando for the Installation of Four Transit Shelters in the Amount of \$259,973

Date: 06/26/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into a Transit Shelter Contribution Agreement with the City of Orlando for the installation of four new transit shelters in the amount of \$259,973.

BACKGROUND:

In mid-2024, the City of Orlando approached LYNX staff about potential opportunities for bus shelter installations near AdventHealth Orlando. After a couple of field visits and various correspondence, four sites were agreed upon. On April 9, 2025, a Transit License Agreement (TLA) was signed by AdventHealth and LYNX for shelters and their amenities to be constructed at the four sites. On May 18, 2025, the City of Orlando signed this Transit Shelter Contribution Agreement for the full expected cost of installing shelters and amenities at all four sites. This requested action is to formally consent to LYNX signing the contribution agreement.

LYNX provided an estimate of \$259,973 which is expected to cover the cost of the engineering, shelter and amenity manufacturing, and site construction for all four sites. The Shelter Contribution Agreement was written for that amount. The shelters and amenities will remain property of LYNX.

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DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

With the execution of the agreement, LYNX staff will incorporate the revenue and expenses associated with the installation of four new transit shelters in the FY2026 Capital budget.

LYNX Board Agenda

Action Item #7.A

To: LYNX Board of Directors

From: James Boyle
CHIEF DEVELOPMENT OFFICER
Prahallad Vijayvargiya
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Submit Grant Applications to the Federal Transit Administration (FTA) for the FY2025 Apportionments \$64,959,120 and Sub-Allocate to Lake County Transit Services \$940,769 and Florida Department of Transportation (FDOT) \$19,047,439

Date: 06/26/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to submit grant applications to the Federal Transit Administration (FTA) for the FY2025 FTA apportionments of \$64,959,120 and to execute Grant Agreements with the FTA. Also, to sub-allocate to Lake County Transit services \$940,769 and Florida Department of Transportation (FDOT) \$19,047,439.

In addition, staff is requesting the Board of Directors' authorization for the sub-allocation of the Orlando urban area funding to the Lake County Transit Services and the Florida Department of Transportation (FDOT) SunRail from the FTA's FY2025, 5307 formula apportionment in the amounts of \$940,769 and \$14,291,939, respectively. Also, the FTA's FY2025, 5337 formula apportionment in the amounts of \$4,755,500 to the Florida Department of Transportation (FDOT) for SunRail.

BACKGROUND:

On May 5, 2025, the Federal Transit Administration (FTA) released the full FY2025 annual apportionments on various FTA funding programs.

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Board authorization is requested to apply for these funding programs.

Urbanized Area Formula Program	\$ 50,690,898
State of Good Repair Fixed-Guideway	677,327
Bus/Bus Facilities Program	3,875,542
Enhanced Mobility for Seniors and Individuals with Disabilities	2,715,353
Surface Transportation Program	7,000,000
Total	\$ 64,959,120

The sub-allocation to Lake County is in the amount of \$940,769. The sub-allocation for FDOT's SunRail is in the amount of \$ \$14,291,939 & \$4,755,500. These amounts are determined based on the final FY2025 full year FTA apportionments.

This request for Board authorization includes the execution of any Supplemental Agreements as part of respective grant applications by Lake County and FDOT to FTA. This will allow Lake County Transit Services and FDOT to be direct 5307 & 5337 grant recipients, eligible to receive and dispense FTA's 5307 & 5337 sub-allocated funds.

Congress established the legal authority to commence and continue FTA programs through authorizing legislation covering several years. The federal public transportation law, Infrastructure Investment and Jobs Act (IIJA) extension Act, 2025 (H.R. 1968/([Pub. L. 119-4](#), March 15, 2025) signed by President Trump on March 15, 2025, It also contains information on how FTA plans to administer its transit programs in FY2025 and how funds appropriated and allocated prior to FY2025 will be treated.

The following summarizes the funding programs and the FY2025 apportionments:

Urbanized Area Formula Program - Section 5307:

This program provides grants to Urbanized Areas (UZA) for public transportation capital, planning, job access and reverse commute projects, as well as operating expenses in certain circumstances. These funds constitute a core investment in the enhancement and revitalization of public transportation systems in urbanized areas throughout the nation that depend on public transportation to improve mobility and reduce congestion.

Under the IIJ Act a special rule allows recipients in urbanized areas with populations of 200,000 or above and those that operate 100 or fewer buses in fixed route service or demand response, excluding ADA complementary paratransit, during peak hours, to receive a grant for operating assistance subject to a maximum amount per system, in accordance with "Section 5307 Operating Assistance Special Rule Operator Caps". FTA identified the transit systems, and their maximum operating assistance amounts for FY2025 based on the percentage of the apportionment attributable to an operator, calculated from vehicle revenue hours reported in their FY2023, NTD report.

In the FY2025 FTA apportionments released on May 5, 2025, the Orlando 5307 funds of \$53,872,987 included the apportionment attributable to Lake County in the amount of \$940,769 and commuter rail (FDOT) in the amount of \$14,291,939. The net LYNX 5307 funding is in the

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amount of \$38,640,279 for Orlando and \$8,930,878 for Kissimmee, small urban: Four Corners \$1,950,100 & Poinciana \$1,169,641 combined \$50,690,898.

Due to the cycle and timing on the release of Federal apportionments and the grant application process, the annual LYNX's 5307 apportionment is typically budgeted by LYNX over multiple years.

State of Good Repair (SGR) - Section 5337:

SGR replaced the fixed-guideway modernization formula program funds of \$5,432,827, included the apportionment attributable to commuter rail (FDOT) in the amount of \$4,755,500. The net LYNX 5337 funding is in the amount of \$677,327 for Orlando. Projects are limited to replacement and rehabilitation, or capital projects required to maintain public transportation systems in a state of good repair. LYNX will be working with the City of Orlando staff to upgrade the Orange & Grapefruit LYMMO in a state of good repair and to provide amenities and technology enhancements.

Bus/Bus Facilities Program – Section 5339:

Provides capital funding of \$3,875,542 to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities.

This program replaced the Section 5309 Bus and Bus Facilities Program, which allocated funds through a competitive project selection process or earmarking. LYNX will program section 5339 funds for revenue vehicles.

Enhanced Mobility for Seniors/Individuals with Disabilities- Section 5310:

This program is intended to enhance mobility for seniors and persons with disabilities by providing funds of \$2,715,353 for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services. 55% Funds will be used as Traditional capital which will require 20% local match and 45% funds for nontraditional operating which will require in-kind match.

Eligible activities include:

- 1) Public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable.
- 2) Public transportation projects that exceed the requirements of the ADA.
- 3) Public transportation projects that improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary paratransit.
- 4) Alternatives to public transportation that assist seniors and individuals with disabilities.

Surface Transportation Program (STP):

The STP provides funding of \$7,000,000 that may be used by States and localities for a wide range of projects to preserve and improve the conditions and performance of surface transportation, including highway, transit, intercity bus, bicycle, and pedestrian projects.

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The USDOT funding for the Federal Highway Administration includes Surface Transportation Program (STP) funds that are eligible to be transferred to FTA for transit purposes. The regional STP funds are allocated by MetroPlan Orlando for transit enhancements, bicycle and pedestrian improvements and highway projects. STP funds are programmed annually by MetroPlan Orlando in the Transportation Improvement Program (TIP) and are incorporated in the state adopted State Transportation Improvement Program (STIP).

LYNX will program the FY2025 STP funding for revenue vehicles and passenger amenities.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE Goal is not applicable for this activity.

FISCAL IMPACT:

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

LYNX Board Agenda

Action Item #7.B

To: LYNX Board of Directors

From: James Boyle
CHIEF DEVELOPMENT OFFICER
Prahallad Vijayvargiya
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Ratify a Grant Application to the Florida Department of Transportation (FDOT) for the FY2025 Low or No Emission and Buses and Bus Facilities Competitive Program for Rural Areas in the Total Amount of \$10,907,110

Date: 06/26/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' ratification of a grant application to the Florida Department of Transportation (FDOT) for the FY2025 Low or No Emission Grant Program and the FY2025 Grants for Buses and Bus Facilities Competitive Program for Rural Areas in the total amount of \$10,907,110.

BACKGROUND:

On May 14, 2025, the Federal Transit Administration (FTA) released a joint Notice of Funding Opportunity (NOFO) for two competitive funding programs: \$1.1 billion under the FY2025 Low or No Emission (Low-No) Grant Program, and approximately \$398 million under the FY2025 Grants for Buses and Bus Facilities Competitive Program. Applicants may submit projects to either or both programs. If a project is selected under both, the FTA reserves the right to determine under which program it will be funded.

Applicants proposing Low-No projects under both programs may also include partnerships with vendors and stakeholders involved in implementation. LYNX has named Gillig, LLC as the designated bus vendor for this application.

Rural areas Low-No and Buses and Bus Facilities funding are coordinated by the Florida Department of Transportation (FDOT), which submits a consolidated statewide application to the

LYNX Board Agenda

FTA. Accordingly, all rural grant applications were due to FDOT by June 12, 2025, to meet internal Department deadlines.

The Low-No Program provides funding for: (1) the purchase or lease of zero-emission and low-emission transit buses, and (2) the acquisition, construction, or leasing of supporting facilities and equipment. The Buses and Bus Facilities Program provides financial assistance for: (1) the replacement, rehabilitation, purchase, or lease of buses and related equipment, and (2) the rehabilitation, purchase, construction, or lease of bus-related facilities. Both programs allow for a maximum federal share of 85%.

LYNX began the transition to low emission buses in 2015. Buses proposed for purchase through this grant will replace diesel buses that have surpassed their useful life, further advancing LYNX's transition to a low-emission fleet.

For FY2025, LYNX has applied to both programs for the purchase of ten (10) Compressed Natural Gas (CNG) buses as summarized below. The local match will consist of Transportation Development Credits.

FDOT Low-No and Buses & Bus Facilities Funding Request	\$ 9,270,640
Local Match (Transportation Development Credits)	<u>\$ 1,636,470</u>
Total Project Cost	\$10,907,110

The application will be scalable down to seven (7) CNG buses. This is based upon previous requests from the FTA for flexibility in grant submissions if needed due to funding allocations.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE Goal is not applicable for this activity.

FISCAL IMPACT:

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

LYNX Board Agenda

Action Item #7.C

To: LYNX Board of Directors

From: Michelle Daley
DIRECTOR OF FINANCE
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Approve the First Amendment to Pine Hills Transfer Station Contribution Agreement 23-C16 in the Amount of \$431,075

Date: 06/26/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors authorization for the Chief Executive Officer (CEO) or designee to approve the First Amendment to the Pine Hills Transfer Station Contribution Agreement 23-C16 with Orange County in the amount of \$431,075.

BACKGROUND:

The original Pine Hills Transfer Station Contribution Agreement 23-C16 (the “Contribution Agreement”) was approved at the October 27, 2022 Board Meeting. The original Contribution Agreement provided for a contribution by Orange County to LYNX in the amount of Six Hundred Thousand and No/100 Dollars (\$600,000) for construction of the Pine Hills Transfer Station project.

The First Amendment provides for an additional contribution by Orange County to LYNX for the Belco Drive portion of the construction of the Project. The County and design changes required a signalized pedestrian crossing, ADA compliance improvements, concrete driveways improvements and required utility work. The County and LYNX collaborated to include these enhancements to the Pine Hills Transfer Center Project.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE Goal is not applicable for this activity.

LYNX Board Agenda

FISCAL IMPACT:

The FY2025 Capital Budget includes \$17,521,455 for the Pine Hills Transfer Station project. This project has been funded with Federal, State, and Local contributions.

**FIRST AMENDMENT TO PINE HILLS TRANSFER STATION
CONTRIBUTION AGREEMENT (CONTRACT NO. 23-C16)**

BY AND BETWEEN

ORANGE COUNTY, FLORIDA

AND

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY DBA LYNX

THIS FIRST AMENDMENT TO THE PINE HILLS TRANSFER STATION CONTRIBUTION AGREEMENT (“Amendment”), is entered into this _____ day of _____, 2025, by and between **ORANGE COUNTY, FLORIDA**, a charter county and political subdivision of the State of Florida, whose mailing address is Post Office Box 1393, Orlando, Florida 32802-1393 (hereinafter, “County”), and the **CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY, d/b/a LYNX**, a Florida body politic and corporate governed by Part II, Chapter 343, Florida Statutes, and having its principal place of business at LYNX Central Station, 455 N. Garland Ave., Orlando, Florida 32801 (“LYNX”).

WITNESSETH:

WHEREAS, LYNX intends to construct, operate and maintain an eight-bay transfer facility and an administrative building that will house driver restrooms and lounge, customer service and security, to be located at the intersection of Belco and Silver Star Road (the “Project”), which is set forth in **Exhibit “A” – Sketches #1 & #2** and attached hereto and incorporated by reference; and

WHEREAS, the parties entered into a Contribution Agreement No. 23-C16 effective February 21, 2023 (the “Agreement”). The Agreement provided for County to make a one-time payment to LYNX in the amount of \$600,000 for the construction of the Project, which was to be completed no later than December 31, 2024; and

WHEREAS, during the construction of the Project, the parties mutually agreed to additional design changes to the Belco Drive portion of the Project. LYNX has constructed and continues to construct the additional changes for Belco Drive, which includes, among other things, a signalized pedestrian crossing, ADA compliance improvements, concrete driveways improvements and required utility work (“Belco Drive Work”); and

WHEREAS, the parties desire to enter into this Amendment so that LYNX receives reimbursement from County for past and contribution for future construction work on Belco Drive Work and to extend the Agreement’s original December 31, 2024 termination date to acknowledge the prior work LYNX has completed on the Belco Drive Work and so that LYNX can complete the remaining work on the Belco Drive Work portion of the Project; and

WHEREAS, the parties hereby find that this Amendment promotes a valid and important public purpose and is in the best interest of the public health, safety, and welfare of the citizens in the corresponding service area.

NOW, THEREFORE, in consideration of the promises and covenants contained herein, and other good and valuable consideration, each to the other provided, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Recitals.** The foregoing recitals are true and correct and are incorporated herein by this reference.

2. **Additional County Contribution.** County hereby agrees to provide an additional one-time payment to LYNX in the amount of [Four Hundred and Thirty-one Thousand and Seventy-Five Dollars (\$431,075 as contribution for the past and future work by LYNX on the Belco Drive portion of the Project (“Additional Contribution”). The Additional Contribution is itemized in **Exhibit “B” – List Of Reimbursed Costs**, which is attached hereto and incorporated by reference. The County’s Additional Contribution shall be paid to LYNX on or before September 30, 2025. Invoices will be sent to ORANGE COUNTY at the following address:

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

LYNX shall use the Additional Contribution only for the costs associated with the past and future construction of the Belco Drive portion of the construction of the Project.

3. **Agreement Expiration Date.** The parties also agree to extend the Agreement’s December 31, 2024 termination date in Section 10 to either (a) LYNX’s final completion date of the Project or (b) December 31, 2025, whichever occurs first.

4. **Full Force and Effect.** Except as herein modified, all the terms and conditions of the Agreement remain unchanged and in full force and effect.

[Signatures appear on following pages]

*[SIGNATURE PAGE OF THE FIRST AMENDMENT TO PINE HILLS TRANSFER STATION
CONTRIBUTION AGREEMENT BETWEEN CENTRAL FLORIDA REGIONAL TRANSPORTATION
AUTHORITY AND ORANGE COUNTY, FLORIDA]*

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

ORANGE COUNTY, FLORIDA

By: Board of County Commissioners

By: _____
Jerry L. Demings
Orange County Mayor

Date: _____

ATTEST:

Phil Diamond, CPA, County Comptroller,

As Clerk of the Board of County Commissioners

By: _____

Date: _____

*[SIGNATURE PAGE OF THE FIRST AMENDMENT TO PINE HILLS TRANSFER STATION
CONTRIBUTION AGREEMENT BETWEEN CENTRAL FLORIDA REGIONAL TRANSPORTATION
AUTHORITY AND ORANGE COUNTY, FLORIDA]*

“LYNX”

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

By: _____

Name: Tiffany Homler Hawkins

Title: Chief Executive Officer

Dated: _____

This Amendment is approved as to form for
reliance only by LYNX and for no other
person and for no other purpose.

AKERMAN LLP,
Counsel for LYNX,

By: _____

James F. Goldsmith

Date: _____

EXHIBIT A – SKETCHES #1 & #2

EXHIBIT A – SKETCH #1



EXHIBIT A – SKETCH #2



EXHIBIT B – List Of Reimbursed Costs

PCO 20 Orange County DRONE	\$ 6,444.49
PCO 32 Pre CCTV R1 Manhole	62,527.58
PCO 33 R2 SEWER time frame	8,748.92
PCO 41 RFI 87 bypass delay (design)	47,793.05
PCO 66 R2 RFI 112 Flume Sidewalk Handrail	21,285.29
PCO 70 Unidentified ARV MH RFI 113 at Entrance from Belco	12,263.13
PCO 75 Base and a Half Material for Sta 18+40 (OUC water pipe on Belco)	7,030.57
PCO 76 Orange County DRONE Photography	1,029.10
PCO 78 RFI 127 R-18 Additional Signage and Striping	3,877.38
PCO 80 Parking Lot Wear and Tear Remediation (due to MH ARV)	21,132.97
PCO 81 RFI 128 Concrete Drive Aprons	40,691.34
PCO 82 Belco Revision 7 (Crosswalk)	161,520.00
PCO 84 Belco Material Testing Not in Scope	19,512.29
PCO 85 Increased MOT costs through 1/26/2025	6,801.62
WSP design revision costs	10,417.50
TOTAL	\$ 431,075.23

LYNX Board Agenda

Information Item A

To: LYNX Board of Directors

From: John Burkholder III
DIRECTOR OF RISK MANAGEMENT AND SAFETY
John Burkholder III
Technical Contact

Phone: 407.841.2279 ext: 6167

Item Name: Notification of Settlement Agreements Pursuant to Administrative Rule 6

Date: 06/26/2025

LYNX Liability Claim Settlements May 1-31, 2025

Claimant Name	Accident Date	Type	Amount	Date of Check
Robert J. Horst, Trust Account fbo Justin Fluellen	5/17/2022	BI	\$48,500.00	4/25/2025
Gerber Collison (Aaron Walker)	11/12/2024	PD	\$7,599.60	4/25/2025
Greenway Ford (Paverscape)	2/18/2025	PD	\$2,269.12	5/2/2025
Enterprise Rent-a-car (Lee WHyms)	2/23/2025	PD	\$1,423.99	5/2/2025
Ramon Farmer	2/28/2025	PD	\$3,121.32	5/2/2025
Page & Eichenblatt, P.A. fbo Denise Grant	5/12/2022	BI	\$7,450.00	5/2/2025
Morgan & Morgan Trust fbo The Estate of Richard Caligiuri Thomas J Caligiuri Executor	8/30/2021	BI	\$20,000.00	5/2/2025
School board of Osceola County	9/4/2024	PD	\$659.00	5/2/2025
Linda Flowers	12/20/2024	BI	\$1,000.00	5/2/2025
Maitland Collision Center (Mark Palazzolo)	11/26/2024	PD	\$1,552.66	5/2/2025
CSM in trust for United Services Automobile Assoc (Allen Davis)	12/31/2024	PD	\$1,792.42	5/2/2025
Enterprise Rent-a-car (Paverscape)	2/18/2024	PD	\$624.84	5/9/2025
Dan Newlin Injury Attorneys Trust Account FBO Wilfredo Ramos	9/20/2021	BI	\$170,000.00	5/9/2025
Dan Newlin Injury Attorneys Trust Account FBO Delia Ramos	9/20/2021	BI	\$5,000.00	5/9/2025
Alexandra Campbell	5/19/2025	PD	\$1,556.72	5/9/2025
Athens Towing & Recovery (Shanice Jenkins)	1/16/2025	PD	\$860.00	4/4/2025

LYNX ard Agenda

Alexander Shunnarah Gulf Coast, LLP Trust Account f/b/o Laquetta Nelson	10/21/2024	BI	\$200,000.00	5/2/2025
Abhijitha V G	4/24/2025	PD	\$126.00	5/23/2025
Cooksey & Cooksey, PA FBO Yvenel Parfait	7/22/2022	BI	\$10,000.00	5/23/2025
Quanda Shavell Banks	4/20/2025	PD	\$281.01	5/23/2025
David Horton	1/30/2025	PD	\$135.00	5/23/2025

LYNX Board Agenda

Monthly Report A

To: LYNX Board of Directors

From: Matthew Friedman
DIRECTOR OF MARKETING COMMUNICATIONS
Janet Vidal
Technical Contact

Phone: 407.841.2279 ext: 6206

Item Name: Communications Report - May 2025

Date: 06/26/2025

LYNX Press Releases | Media Notes: May 2025

May 12	Memorial Day Schedule
May 13	22nd Public Service Bus Contest Winners Announced
May 16	LYNX May Board of Directors and Oversight Committee Meeting Information

LYNX News Articles - May 2025

May 17	Man dead after being hit by lynx bus in Orange County 2 fatal Lynx transit crashes in Orange County in less than 24 hours Passenger on ACCESS LYNX bus killed, 3 others injured in Orange County crash Pedestrian killed in crash involving Lynx bus on Colonial Drive 1 dead, multiple injured after Access LYNX bus overturns in crash, troopers say Lynx Bus overturns in Orange County crash, one dead and others injured LYNX bus hit, kills pedestrian
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LYNX ard Agenda

May 18	2 Orange County deadly LYNX bus crashes in less than 24 hours, troopers say 2 deadly LYNX bus crashes in the past 24 hours
May 20	Seminole County Approves FreeBee as New Public Transit Provider Freebee minivans to travel seminole roads in place of most of lynx buses but it might cost more Seminole County approves Freebee as new microtransit service Seminole County reducing LYNX routes, rolling out rideshare service this fall FL: FreeBee minivans to travel Seminole roads in place of most Lynx buses — but it might cost more

LYNX Social Media – May 2025

May 1	Happy Thank you Thursday. Last day to register for the public service bus.
May 2	Lennox welcomes you aboard.
May 3	Information about service detours.
May 4	May The Fourth.
May 5	See & Say mobile application.
May 6	Tip Tuesday. Service detour for the Simply IOA Corporate 5K.
May 7	Florida Mall SuperStop.
May 8	Tutorial on how to use the bike rack on a bus. Service detour for the Simply IOA Corporate 5K.
May 9	From local bus service to connections with SunRail.
May 10	Link 434 route in Longwood.
May 11	Happy Mother's Day.
May 12	Monday morning at a LYNX bus stop. Memorial Day schedule.
May 13	Fueling up to keep you rolling. Public service bus winner announcement. Service detour for the Purple Pride 5K.

LYNX Board Agenda

May 14	FastLink service. Orlando Valkyries PVF Championship.
May 15	Hurricane season.
May 16	National Transportation Week. Oversight Committee and Board of Directors meetings. Service detour for the Purple Pride 5K.
May 17	Youth and AdvantAge ID cards. Epic Universe is opening soon.
May 18	Memorial Day schedule.
May 19	Buses rolling out at LYNX Central Station.
May 20	Ride SunRail to Universal Epic Universe. Service detour for the Milk Mart Orlando event.
May 21	Ride the train to the plane. Service detour for the Orlando Carnival. The construction detour on Robinson will end tomorrow. Thank you Leadership Orlando for having us today.
May 22	Oversight Committee and Board of Directors meetings. Universal Epic Universe opens today. Service detour for the Milk Mart Orlando event.
May 23	Steering your weekend plans in the right direction. Service detour for the Orlando Carnival.
May 24	Memorial Day schedule. Service detour for the Milk Mart Orlando event.
May 25	Service detour for the Orlando Carnival. The newest class of bus operators and maintenance technician.
May 26	Memorial Day schedule. Happy Memorial Day.
May 27	The Public Service Bus unveiling.
May 28	Public Service Bus reveal is today. Live stream of the Public Service Bus unveiling. Congratulations to the organizations that won a spot on the Public Service Bus.
May 29	ACCESS LYNX service.
May 30	Link 350 service to key locations in Central Florida.
May 31	Employees' milestone anniversaries. Link 701 summer schedule.

LYNX Board Agenda

Social Media Usage	May 2025
Total Facebook Posts	56
Facebook Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes.	1.5K Reactions, 159 Comments, 113 Shares
Facebook Post Impressions: The number of times posts appeared on someone's screen.	117 K
Total Tweets	59
Twitter X Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes	46 Likes, 18 Retweets, 1 Reply
Twitter X Post Impressions: The number of times posts appeared on someone's screen.	7.5K
Website Usage	May 2025
Total Pageviews	315K
Total User Visits	209K

LYNX Board Agenda

Commuter Vanpool Program – May 2025

Vanpool	May 2025
Vanpool Participants	461*
Total Revenue Miles	196,000*
New Vanpool	6
Returned Vanpools	3
Current Vans at Service	124
Pending Interests	Orlando VA
Events	Lake Nona VA Table Event

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

Advertising Sales – May 2025

Advertising Sales Revenue	May	LYNX %	FY to Date Sales	FY to Date LYNX %
Sales Revenue	\$362,340.93	\$217,404.56	\$3,205,110.36	\$1,923,066.22

LYNX Board Agenda

Monthly Report B

To: LYNX Board of Directors

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Monthly Financial Report - March 2025

Date: 06/26/2025

Please find attached the preliminary monthly financial report for the Sixth month ending March 31, 2025.

Central Florida Regional Transportation Authority (DBA LYNX)
Statement of Operating Revenue and Expenses
For the six months ending March 31, 2025
(unaudited)

	As of March 31, 2025		% of Actual compared to Budget
	Budget	Actual	
REVENUES:			
Customer Fares	\$ 10,792,022	\$ 10,492,944	97%
Contract Services	1,861,088	1,848,525	99%
Advertising	1,340,000	1,728,963	129%
Interest and Other Income	1,641,060	2,774,774	169%
Federal Revenue	7,009,338	6,599,279	94%
State Revenue	5,515,693	5,369,640	97%
Local Revenue	8,972,918	8,224,191	92%
Local Revenue Funding Partner	53,703,741	53,703,741	100%
TOTAL REVENUE	\$ 90,835,860	\$ 90,742,057	100%
EXPENSES:			
Salaries, Wages & Fringe Benefits	\$ 63,025,119	\$ 63,197,668	100%
Other Services	7,344,293	3,749,266	51%
Fuel Expense	6,793,704	6,533,525	96%
Materials and Supplies	5,293,409	4,603,943	87%
Utilities	1,116,781	697,633	62%
Casualty & Liability	2,468,640	2,541,569	103%
Taxes and Licenses	339,638	411,116	121%
Purchased Transportation Services	18,870,295	19,218,841	102%
Leases & Miscellaneous	1,042,151	722,212	69%
Interest Expense	37,676	37,676	100%
TOTAL EXPENSES	\$ 106,331,706	\$ 101,713,449	96%
CHANGE IN NET POSITION	\$ (15,495,846)	\$ (10,971,392)	71%

LYNX Board Agenda

Monthly Report C

To: LYNX Board of Directors

From: David Burrowes
CHIEF OPERATIONS OFFICER
Selita Stubbs
Technical Contact

Phone: 407.841.2279 ext: 6161

Item Name: Paratransit Monthly Report - May 2025

Date: 06/26/2025

Please find attached the monthly report for Paratransit Services – May 2025.



ACCESS LYNX Paratransit Monthly Report



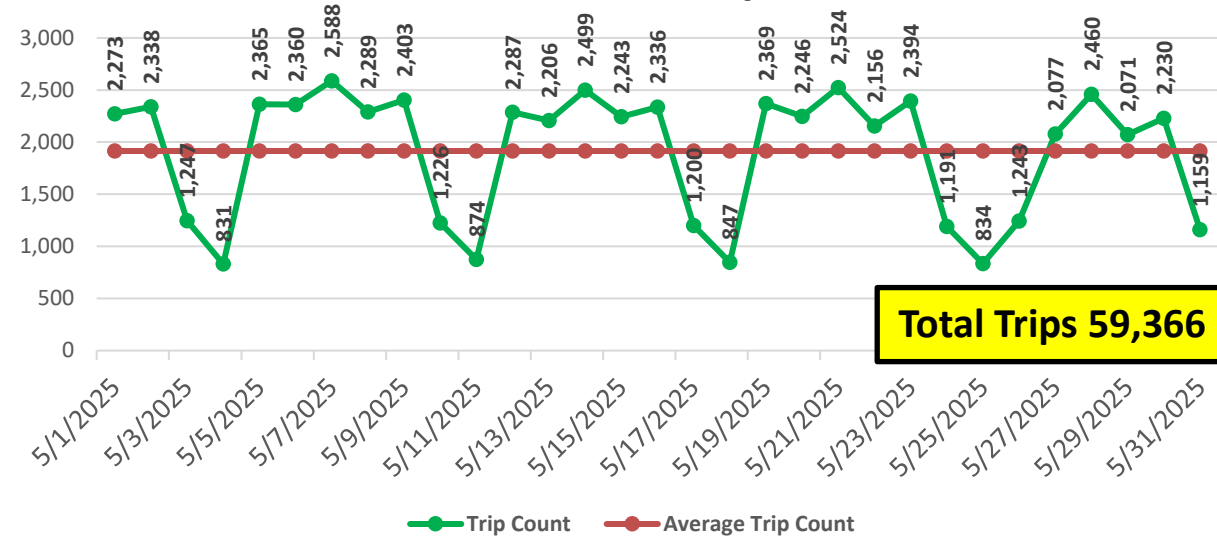
Overview



- **Paratransit Performance:**
 - Month of May 2025
 - FY25 Year to Date
- **Paratransit Fleet Status**
- **Paratransit Fleet Metrics**
- **Paratransit Business Practices**
 - Key Areas of Focus
- **Summary**

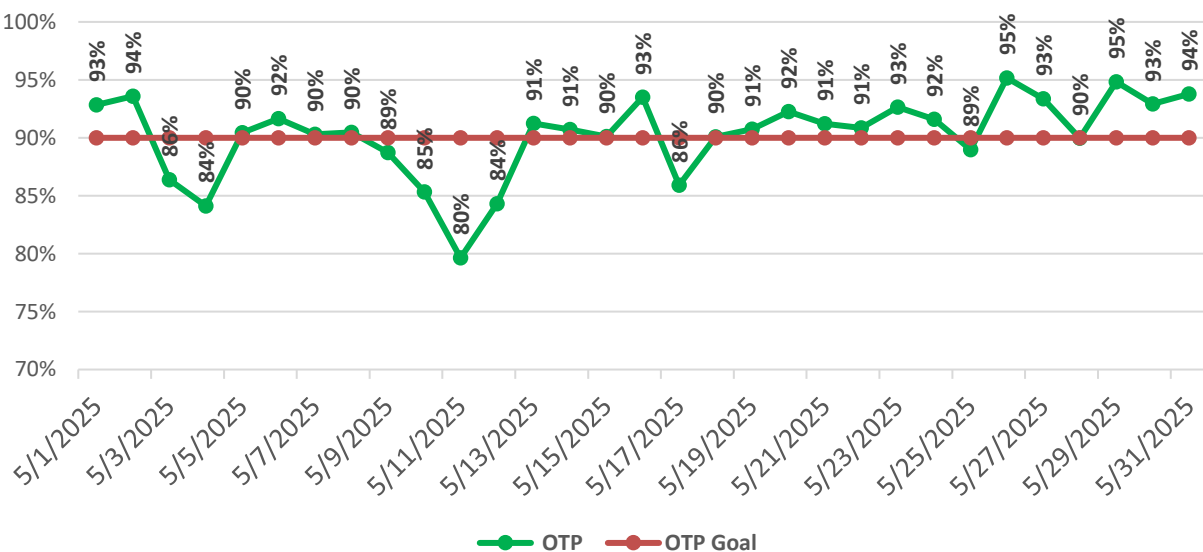
Performance – May 2025

Performed Trips

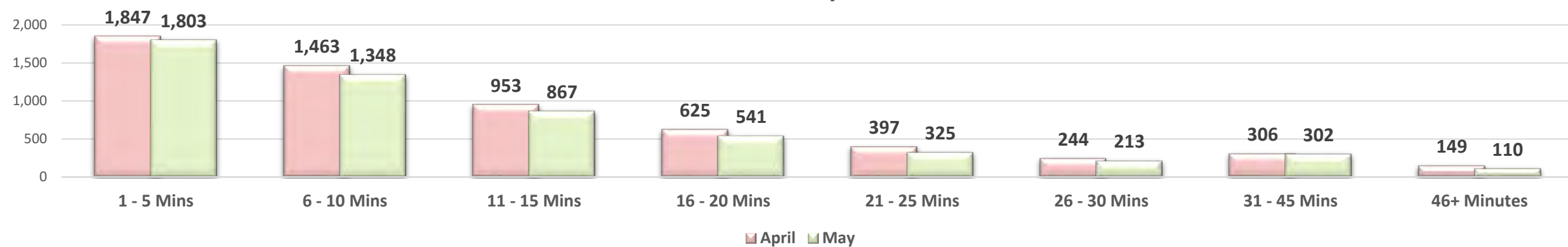


On-Time Performance

Avg OTP 91%



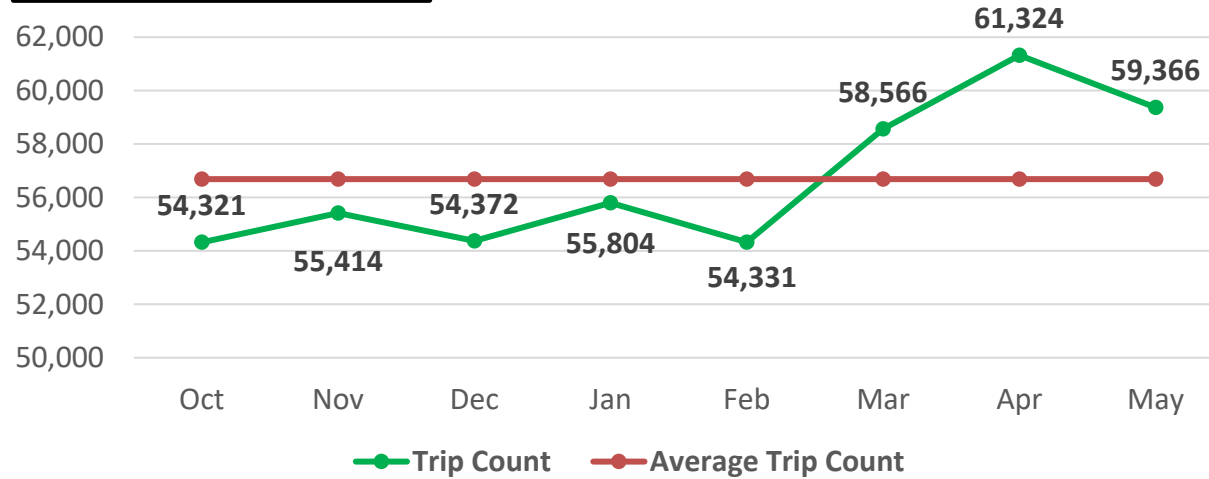
Late Trips



Performance – FY 25

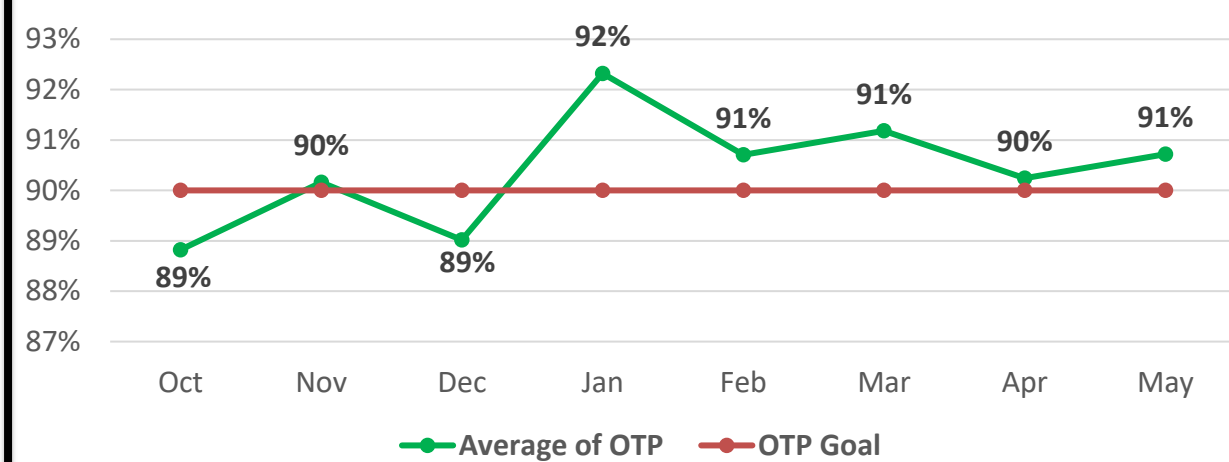
Total Trips 453,498

Performed Trips

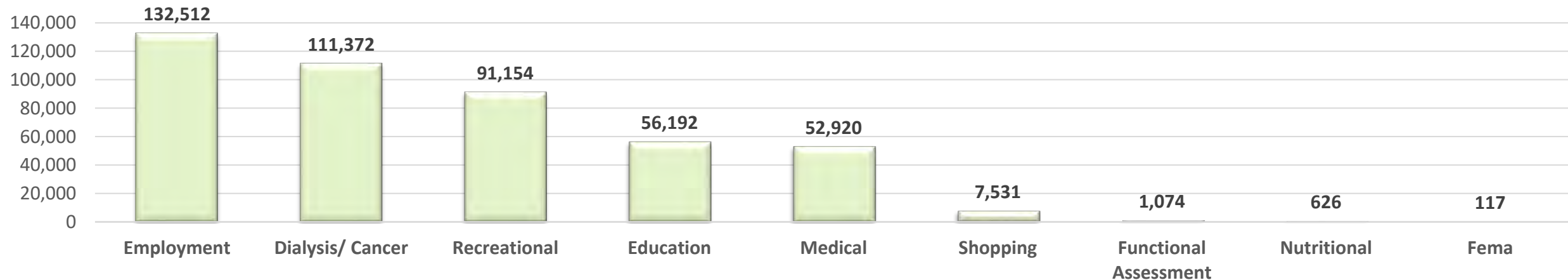


Avg OTP 90%

On-Time Performance



Trip Count by Purpose



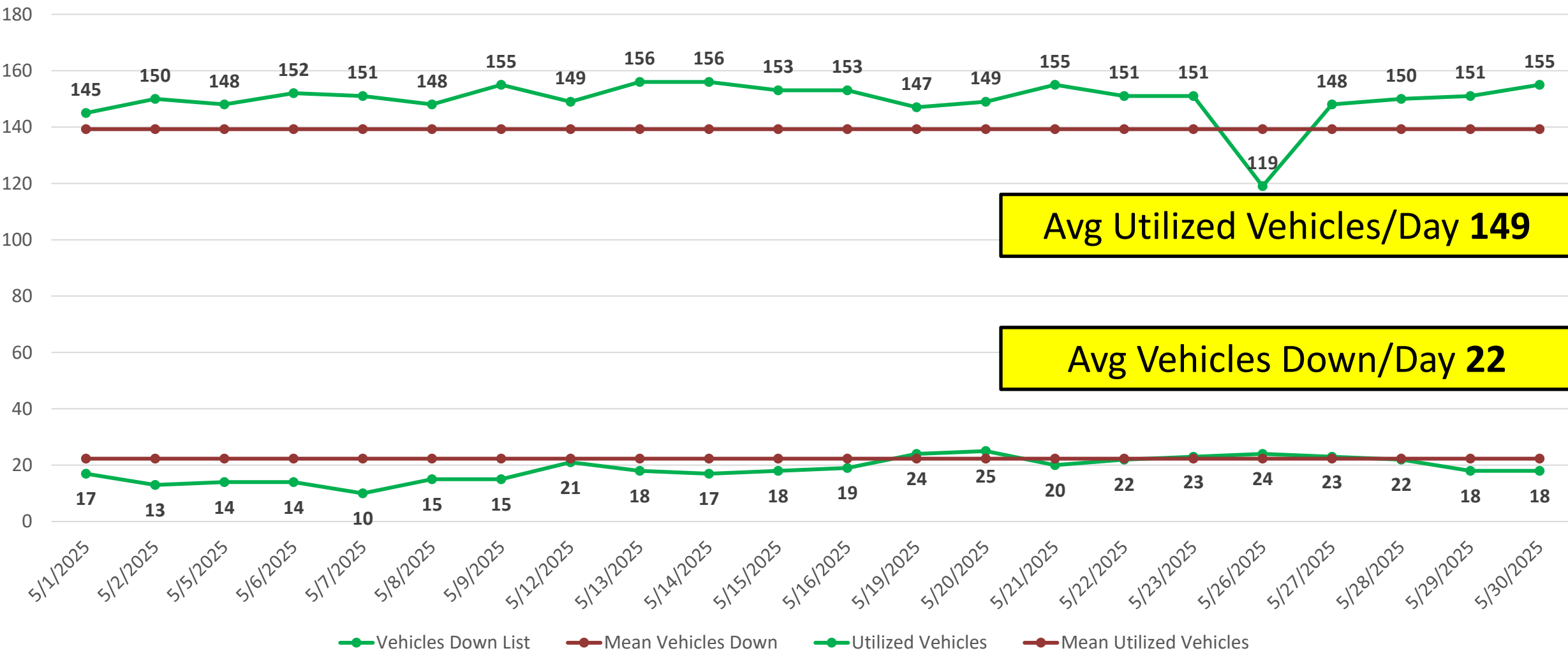
Paratransit Fleet



- **Maintenance Program**
 - “Vehicle Down List” showing dramatic improvements
- **New Vehicle replacement in process:**
 - 85 new vehicle ordered
 - 57 new vehicles in service
 - Vehicles having met useful life are being removed from fleet

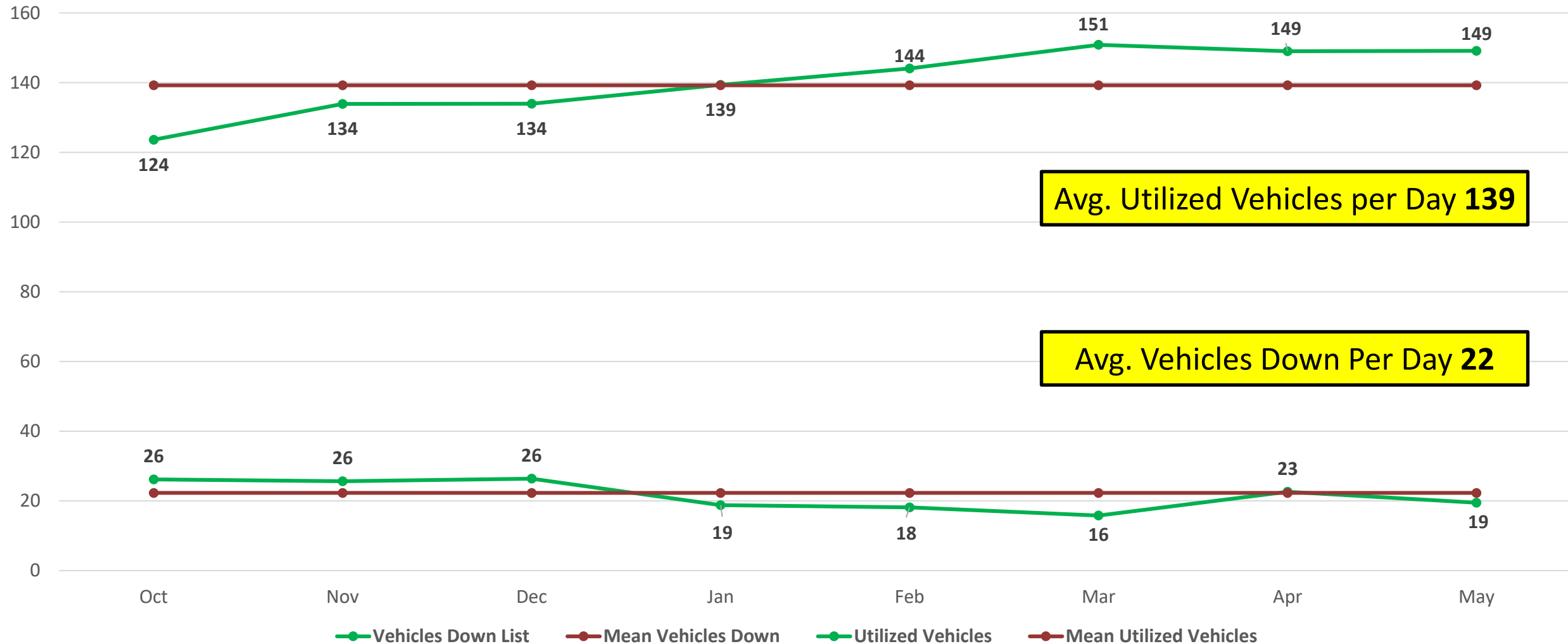
Paratransit Fleet- May 2025

Daily Utilized Vehicles vs. Daily Vehicles Down



Fleet Status – FY 25

Monthly Utilized Vehicles vs. Monthly Vehicles Down



KEY AREAS OF FOCUS



- **Extensive contract oversight and compliance**
 - Quarterly Inspections identifying areas of need corrective action
 - Sub-Contractor operations and oversight
 - Independent contractors/operators' compliance
- **Costs Containment strategies**
- **Trip scheduling and routing**
 - Reviewing causes and corrective actions for “Missed Trips”
- **Reconciliation and Reporting business practices**
 - Documentation and trip accounting

Summary

- **Stabilized vehicle maintenance issues**
- **Upgrade to paratransit vehicle fleet supporting positive service performance**
- **Challenges of trip demand**
 - Consistently providing 56,000+ monthly trips
 - On-time performance management
 - Trip routing and scheduling
 - Missed trip analysis
- **Oversite of contractor business practices**
 - Timeliness and accuracy of records
 - Invoice submittal
 - Monthly reconciliation processing



Close



LYNX Board Agenda

Monthly Report D

To: LYNX Board of Directors

From: James Boyle
CHIEF DEVELOPMENT OFFICER
Bruce Detweiler
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: Ridership Report - April 2025

Date: 06/26/2025

The attached monthly Performance Report includes April 2025 Year-To-Date figures for ridership and other performance indicators. Total ridership for April 2025 was 1,965,523. This is a 14.9% increase from April 2024. On-Time Performance for Fiscal Year-To-Date 2025 is 63%.

- LYNX overall ridership increased by 255.3K, or 14.9%, compared to April 2024. Year-to-date ridership for FY-25 (12,367,527) increased 7.8% compared to FY-24 (11,474,720).
- LYMMO ridership increased by 12.6K, or 36.3%, compared to April 2024. Year-to-date ridership for FY-25 (326,640) increased 34.4% compared to FY-24 (242,973).
- Fixed Route ridership increased by 233.6K, or 14.8%, compared to April 2024. Year-to-date ridership for FY-25 (11,355,527) increased by 7.2% compared to FY-24 (10,592,097).
- NeighborLink ridership increased by 2.0K, or 21.7%, compared to April 2024. Year-to-date ridership for FY-25 (70,269) increased 23.6% compared to FY-24 (56,837).
- ACCESS LYNX ridership increased by 6.1K, or 9.7%, compared to April 2024. Year-to-date ridership for FY-25 (440,022) increased 6.9% compared to FY-24 (411,509).
- Vanpool ridership increased by 0.9K, or 4.0%, compared to April 2024. Year-to-date ridership for FY-25 (165,905) increased by 6.9% compared to FY-24 (155,224).

There was no special event ridership for April 2025.



April 2025 Service Performance Report

RIDERSHIP

Total Ridership by Mode						
	Apr-24	Apr-25	% Δ	YTD-24	YTD-25	% Δ
LYMMO	34,667	47,262	36.3%	242,973	326,640	34.4%
Fixed Route	1,580,459	1,814,091	14.8%	10,592,097	11,355,527	7.2%
NeighborLink	9,346	11,372	21.7%	56,837	70,269	23.6%
ACCESS LYNX	62,533	68,612	9.7%	411,509	440,022	6.9%
Vanpool	23,248	24,186	4.0%	155,224	165,905	6.9%
Special Events	0	0	-	16,080	9,164	-43.0%
SYSTEM TOTAL	1,710,253	1,965,523	14.9%	11,474,720	12,367,527	7.8%

April-24	22 Weekdays	4 Saturdays	4 Sundays
April-25	22 Weekdays	4 Saturdays	4 Sundays

Average Daily Ridership by Mode									
Mode	Weekday			Saturday			Sunday		
	Apr-24	Apr-25	% Δ	Apr-24	Apr-25	% Δ	Apr-24	Apr-25	% Δ
LYMMO	1,343	1,850	37.8%	585	768	31.3%	694	872	25.6%
Fixed Route	59,165	67,766	14.5%	41,080	47,349	15.3%	28,625	33,461	16.9%
NeighborLink	385	473	22.9%	221	241	9.0%	-	-	-
ACCESS LYNX	2,449	2,673	9.1%	1,303	1,427	9.5%	862	1,026	19.0%
Vanpool	616	642	4.2%	158	165	4.4%	61	64	4.9%
SYSTEM TOTAL	63,958	73,404	14.8%	43,347	49,950	15.2%	30,242	35,423	17.1%

LYNX ridership increased by about 255.3K, or 14.9%, compared to April 2024.

LYMMO ridership increased by about 12.6K, or 36.3%, compared to April 2024. Compared to April 2024, average weekday, Saturday, and Sunday ridership all increased by over 25%. With the December 2024 service change, LYMMO Lime was discontinued on Saturday and Sunday as well as frequency reductions made on all LYMMO routes.

Fixed Route ridership increased by about 233.6K, or 14.8%, compared to April 2024. Average weekday, Saturday, and Sunday ridership increased by 14.5%, 15.3%, and 16.9% respectively compared to April 2024. Fixed Route ridership continues to increase in all of weekday, Saturday, and Sunday services.

NeighborLink ridership increased by about 2.0K, or 21.7%, compared to April 2024. NeighborLink ridership saw a 22.9% increase in average weekday ridership and a 9.0% increase in average Saturday ridership.

ACCESS LYNX ridership increased by about 6.1K, or 9.7%, compared to April 2024. Ridership showed a 9.1% increase to average weekday ridership with an increase of 9.5% ridership on Saturdays and an increase of 19.0% on Sundays.

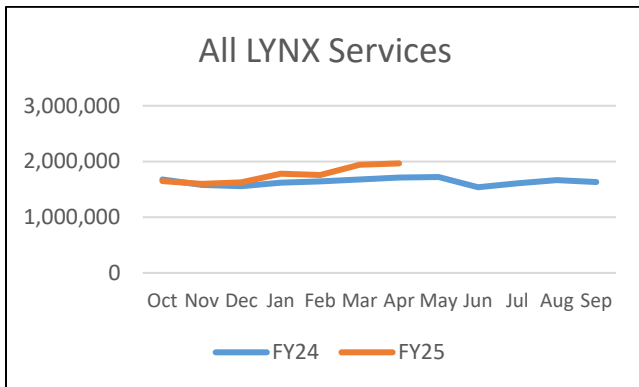
Vanpool ridership increased by about 0.9K, or 4.0%, compared to April 2024.

*According to the U.S. Energy Information Administration, the average price of gasoline in the U.S. was \$3.73/gallon in April 2024 and \$3.30/gallon in April 2025. Historically, high gas prices can result in increased public transit ridership.

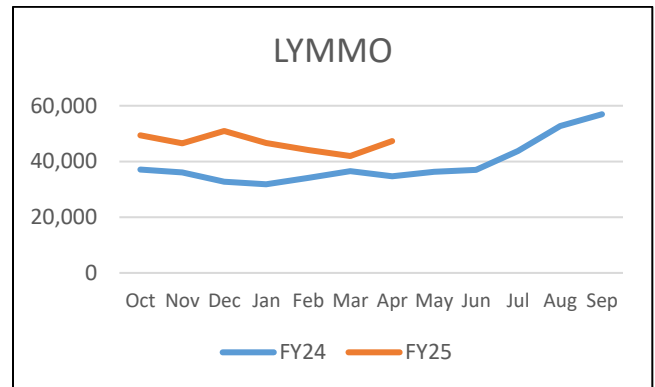


April 2025 Service Performance Report

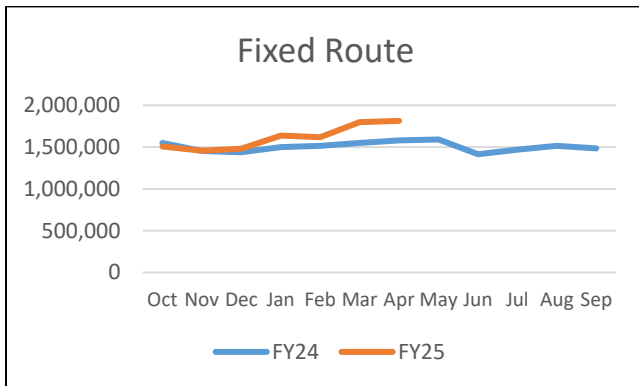
MONTHLY RIDERSHIP TRENDS BY MODE



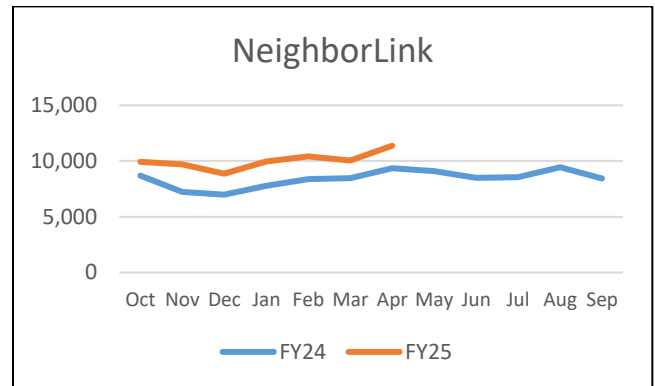
Year-to-Date Fiscal Year 2025 LYNX system-wide ridership has increased by 7.8% compared to Fiscal Year 2024.



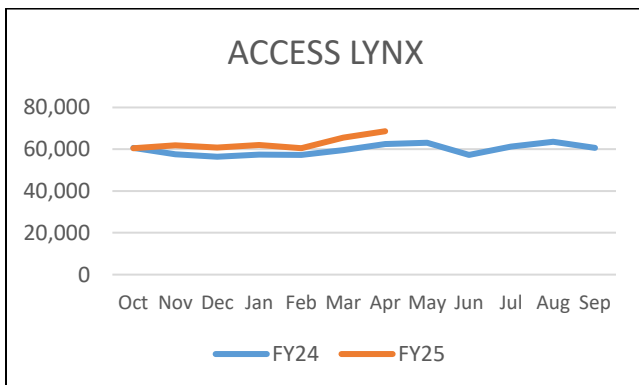
Year-to-Date Fiscal Year 2025 LYMMO ridership has increased by 34.4% compared to Fiscal Year 2024.



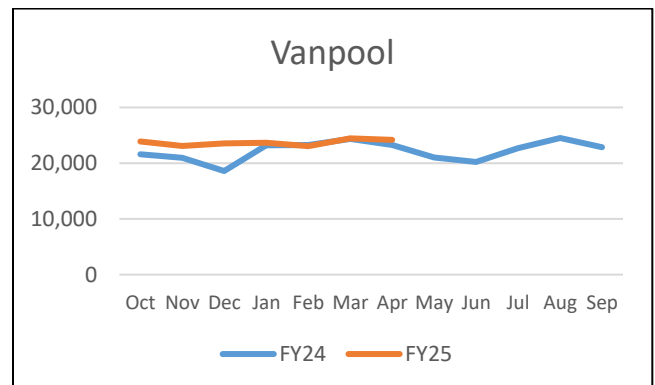
Year-to-Date Fiscal Year 2025 Fixed Route ridership has increased by 7.2% compared to Fiscal Year 2024.



Year-to-Date Fiscal Year 2025 NeighborLink ridership has increased by 23.6% compared to Fiscal Year 2024.



Year-to-Date Fiscal Year 2025 ACCESS LYNX ridership has increased by 6.9% compared to Fiscal Year 2024.



Year-to-Date Fiscal Year 2025 Vanpool ridership has increased by 6.9% compared to Fiscal Year 2024.



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FIXED ROUTE AND LYMMO MONTHLY PERFORMANCE DATA

Fixed Route - Modal Performance Data - Fiscal Year 2025								
Month	Ridership	Passengers per Trip	On-Time Performance	NTD Reportable Accidents	Total Trips Scheduled	% of Trips Operated	Fleet Availability	On-Time Preventative Maintenance
Oct	1,506,073	17	64%	3	95,295	94%	229	93%
Nov	1,456,595	16	62%	2	90,025	98%	233	97%
Dec	1,479,285	16	63%	7	91,864	99%	225	93%
Jan	1,636,889	18	66%	4	93,009	99%	225	98%
Feb	1,616,581	19	63%	4	84,484	99%	229	100%
Mar	1,799,402	20	63%	5	92,433	99%	229	100%
Apr	1,814,091	20	63%	2	91,095	99%	226	100%
May								
Jun								
Jul								
Aug								
Sep								
YTD	11,308,916	18	63%	27	638,205	98%	228	97%
LYMMO - Modal Performance Data - Fiscal Year 2025								
Month	Ridership	Passengers per Trip	On-Time Performance	NTD Reportable Accidents	Total Trips Scheduled	% of Trips Operated	Fleet Availability	On-Time Preventative Maintenance
Oct	49,349	7	62%	0	7,235	91%	1	100%
Nov	46,479	7	64%	0	6,760	98%	1	100%
Dec	50,936	10	66%	0	5,293	99%	1	100%
Jan	46,611	10	69%	0	4,848	98%	1	100%
Feb	44,047	10	69%	0	4,388	99%	1	100%
Mar	41,956	9	69%	0	4,777	98%	2	100%
Apr	47,262	10	70%	0	4,742	98%	2	100%
May								
Jun								
Jul								
Aug								
Sep								
YTD	326,640	9	67%	0	38,043	97%	1.285714	100%



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NEIGHBORLINK AND ACCESS LYNX MONTHLY PERFORMANCE DATA

NeighborLink - Modal Performance Data - Fiscal Year 2025

Month	Ridership	On-Time Performance	Collected Fares	NTD Reportable Accidents	Fleet Availability	On-Time Preventative Maintenance
Oct	9,935	100%	100%	0	15	100%
Nov	9,688	100%	100%	1	16	89%
Dec	8,860	100%	100%	0	14	90%
Jan	9,966	100%	100%	0	14	100%
Feb	10,408	100%	100%	0	13	100%
Mar	10,040	100%	100%	0	13	100%
Apr	11,372	100%	100%	0	13	100%
May						
Jun						
Jul						
Aug						
Sep						
YTD	70,269	100%	100%	1	14	97%

ACCESS LYNX - Modal Performance Data - Fiscal Year 2025

Month	Ridership	On-Time Performance	Collected Fares	NTD Reportable Accidents	Fleet Availability	On-Time Preventative Maintenance
Oct	60,477	89%	99%	2	147	31%
Nov	61,951	90%	99%	1	158	40%
Dec	60,740	90%	99%	1	158	30%
Jan	62,085	92%	100%	1	164	25%
Feb	60,576	91%	100%	2	166	25%
Mar	65,581	91%	100%	0	169	23%
Apr	68,612	90%	99%	2	157	29%
May						
Jun						
Jul						
Aug						
Sep						
YTD	440,022	90%	99%	9	160	29%



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GLOSSARY

Definitions of Metrics Used on the Monthly Performance Data Sheets

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

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

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

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

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

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

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

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

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

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

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

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