

LYNX Oversight Committee Agenda

Meeting Date: 06/26/2025

Meeting Time: 11:00 AM

Central Florida Regional Transportation Authority

455 N. Garland Ave.


2nd Floor Board Room

Orlando, FL 32801

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

1. Call to Order

2. Approval of Committee Minutes

-  Oversight Committee Minutes 5.22.25

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3. Public Comments


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

4. Chief Executive Officer's Report

5. Finance & Audit Committee Report




6. Consent Agenda

A. Request for Proposal (RFP)

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

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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
- 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
- iii.  Authorization to Award a Contract to Akerman, LLP for Pension Legal Services for a Not to Exceed Amount of \$375,000

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C. Extension of Contracts

- i.  Authorization to Exercise the Second Option Year of Contract 21-C47 with Humana Insurance Company for Dental Insurance
- ii.  Authorization to Exercise the Second Option Year of Contract 22-C82 with Humana Insurance Company for Vision Insurance
- 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
- 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)
- 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
- vi.  Authorization to Exercise Second Option Year of Contract 21-C45 with AECOM Technical Services, Inc. for Architectural and Engineering Services

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- 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 29

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 31
- ii.  Authorization to Execute a Second Amendment to Agreement with Transdev Services, Inc. for Paratransit Services Pg 33
- 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 35
- 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 37
- 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 39




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 41
- 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 45
- C.  Authorization to Approve the First Amendment to Pine Hills Transfer Station Contribution Agreement 23-C16 in the Amount of \$431,075 Pg 47

-Attachments



8. Discussion

- A.  Review of the FY2025 2nd Quarter Operating Results Pg 56
- B.  Southern Operations and Maintenance Facility Status Update Pg 57
- C.  LYNX Bus Stop Design Guidelines Update Pg 58

9. Other Business

10. Adjourned

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

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

LYNX
Central Florida Regional Transportation Authority
Oversight Committee Meeting Minutes

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

DATE: **May 22, 2025**

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

Members in Attendance:

Viviana Janer, Chair, Commissioner,
Osceola County BoCC
Renzo Nastasi, Orange County
Tanya Wilder, City of Orlando
John Tyler, Secretary - Florida
Department of Transportation – District 5
Kristian Swensen, Seminole County

Staff Members in Attendance:

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

1. Call to Order

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

2. Approval of Minutes

A motion to approve the April 24, 2025, Oversight Committee meeting minutes was made by Secretary Tyler and seconded by Tanya Wilder. Motion passed unanimously.

3. Public Comments

No one requested to address the Committee.

4. Chief Executive Officer's Report

Tiffany Homler Hawkins, Chief Executive Officer, stated that fixed-route ridership remains steady between 68,000-70,000 trips per day.

A ribbon cutting ceremony for the Pine Hills Transfer Center will be scheduled soon.

The IOA Corporate 5K was held on May 8. The LYNX Public Service bus unveiling will be held on May 28. LYNX is currently promoting the June 1 Hurricane Campaign.

5. Finance & Audit Committee Report

Kurt Petersen, Chair of the Finance & Audit Committee, was recognized. Mr. Petersen reported that the Finance & Audit Committee met on Thursday, May 15, 2025.

All Consent Agenda items, and Action items were approved to move forward to the Oversight Committee. The Committee approved the FY2026 Capital Budget.

The Committee received a presentation on the FY2026 Operating Budget, which was previously approved. The presentation contained the same information as the approved budget last month with no changes.

6. Committee Consent Agenda Items

Chair Janer asked if there were any changes to the Consent Agenda before there is a motion to approve consent agenda items 6.A.i. through 6.D.ii. 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

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

7. Action Items

A. Approval of the FY2026 Preliminary Operating Budget

Chair Janer recognized Ms. Homler Hawkins who stated that the FY2026 Preliminary Operating Budget will be presented along with a request to send the budget request letters to the Regional Funding Partners and the entities that have bus service agreements.

The budget assumptions were presented in February, and the Proposed Preliminary budget was developed using the Regional Funding Model Policy and the funding scenario utilized for the last three budget cycles. Staff was aware of the significant service changes proposed by Seminole County when the budget was presented. A copy of a letter from Seminole County was provided to each Committee member that stated the County's intention of moving to a micro transit service model. Seminole County's intent is to start the micro transit on October 1 with a three month overlap of LYNX services with micro transit services. There are still many details to work out like transfers, the removal of LYNX assets, the responsibility to the Federal Transit Administration, and a communications plan for the riders.

The budget presented today is the "base case" Preliminary FY2026 Preliminary Operating Budget. The proposed Seminole County impacts to the budget will also be presented along with ways to minimize the impacts to the other funding partners.

Lenny Antmann, Chief Financial Officer, presented the FY2026 Preliminary Operating Budget. Mr. Antmann stated that the starting point for the budget is the December 2024 service change. Funding Partner contributions are based on the approved Regional Funding Model Policy. The "base case" budget was approved to move forward by the Finance & Audit Committee.

Budget assumptions include no changes to the fixed-route fare structure with ridership projected at current trends, advertising revenue consistent with minimum contract guarantee and interest income at conservative projections, wage increases consistent with Funding Partners and Board approved Union Labor Agreements, route optimization, and a focus on opportunities to provide a more efficient service delivery.

After approval from the Board, budget presentations will be made to the Regional Funding partners in June and July. The proposed budget will be presented to the Oversight Committee in August with a Work Session for the Board. Final Board approval will be presented in September.

Secretary Tyler inquired about the increase in salaries and wages and why the budgeted amount is higher than last year. Mr. Antmann stated that this is for the contractual wage increases by the unions and administrative wages and is lower than previous years due to past decisions by the Board. This year is at three percent and includes no step increases. Prior years had a more substantial increase than this year.

Tanya Wilder inquired if the loss of revenue, due to the loss of routes in Seminole County, would need to be made up somewhere. Mr. Antmann stated that the reduction in variable costs like buses, fuel, tires, maintenance costs, drivers, and supervisors would help offset that cost. Ms. Wilder asked the Seminole County representative if the micro transit would only serve Seminole County. Mr. Swensen stated that the route reductions were intended to maintain continuity with current destinations, and there was only one route going into Orange County that was not preserved. He stated that there may be some minor tweaks. The main feeders into Orange County will all stay the same, except for one. The one that will be deleted has an alternate route. Micro transit will be throughout the County and will drop customers off at a SuperStop where they can pick up a LYNX route. Ms. Wilder stated that this creates another impediment

on the customer to get to their destination. She would like more information from Seminole County regarding the methodology and the communications plan for the riders. Mr. Swensen stated that there is a whole marketing program that will be rolled out with both the vendor and a private marketing firm. Seminole County is still part of the transit authority and will make the process seamless and available for the riders.

Ms. Wilder asked if any jurisdiction can make cuts to routes. Mr. Christiansen stated that Seminole County is adjusting the service, and there is nothing that prevents them from providing supplemental coverage. Ms. Wilder is disheartened that the feeder routes will be eliminated to SunRail and asked how many riders utilize those routes. Ms. Homler Hawkins stated that the information has been shared with Seminole County. She will send the information to the other funding partners.

Renzo Nastasi stated that he would like to work with Seminole County and LYNX staff to understand the adjustments that must be made to provide service and make this as seamless as possible. He is concerned about a couple of routes in particular.

Mr. Swensen stated that there is not an elimination of the SunRail feeder routes, but a replacement of service. The fare schedule has not yet been established.

Chair Janer stated that LYNX staff need to have more discussions with Seminole County to obtain a better scenario. Ms. Homler Hawkins stated that the Chair is correct, and LYNX budget requests must be submitted to the funding partners, as the three Counties are assembling their budgets. Historically this budget would have been presented only to the Oversight Committee with a submission of the budget request letters to the funding partners. The funding partners would approve the budget, and then the budget would be brought before the LYNX Board. The recommendation is to move forward with the “base case” budget, because that is the known quantity right now. Once Seminole County has a firm date, then the budget will be brought back as a budget amendment to the Board. Chair Janer agrees with Ms. Homler Hawkins.

Secretary Tyler made a motion for Approval of the FY2026 Preliminary Operating Budget. Second by Renzo Nastasi. Motion passed unanimously.

B. Approval of the FY2026 Preliminary Capital Budget

Mr. Antmann continued with this item. Mr. Antmann stated that key budget assumptions include revenue vehicle acquisition to right-size the fleet, passenger amenities improvements to include shelters, technological improvements, security infrastructure enhancements, facility improvements, and a Southern Operations Base.

The two largest increases this year are due to grants received for window replacement and thirty CNG Buses.

Renzo Nastasi inquired about the number of buses that will be acquired.

Motion for Approval of the FY2026 Preliminary Capital Budget made by Renzo Nastasi, second by Secretary Tyler. Motion passed unanimously.

8. Discussion Items

A. CNG Discussion

Mr. Antmann continued with this item. He stated that the cost of the CNG program is comparable with other agencies and displayed a graph that showcased the comparisons. CNG provides a cost savings over diesel. Three options were presented for the Osceola Satellite Facility with the first as LYNX as the owner of the CNG infrastructure, second NoPetro owns the infrastructure with an adder to the current contract, and third NoPetro owns the infrastructure with no adder to the contract but an extension of the contract with existing terms. The third option is the cheapest.

Chair Janer inquired if the contract could be extended for less than twenty years. The second option would be an extension of ten years. She would like to negotiate a lesser extension of the contract with a reduction in the rate. She would prefer option two, as she is not comfortable with such a long contract. Ms. Homler Hawkins stated that LYNX staff was looking for direction, to be able to enter into negotiations with NoPetro.

Secretary Tyler stated that extensions of that magnitude should not be taken lightly. He appreciates that LYNX continuously finds the lowest cost solution whenever issues arise. LYNX has been recognized by others around the state as a leader when making rational business decisions. He is looking for a scenario between option two and option three. Chair Janer agreed.

Pat Christiansen stated that the contract states that if the structure of transportation changes, or if the FTA changes the rules, then the contract is modified in that regard. The contract also provides the lowest price that NoPetro sells at any of their locations. There are also other provisions that benefit LYNX.

9. Other Business

Pat Christiansen referenced a presentation that LYNX provided to the Transportation Mobility Advisory Commission, TransMac, a commission that was approved by the voters in Orange County as a result of a charter review suggestion. He was impressed by the presentation by Mr. James Boyle. He suggested that the presentations be made to the Board, as there was information about LYNX that he was not aware of. For example, the average household income of a LYNX rider is \$24,000. The Commission will hear the SunRail presentation in June and will make a recommendation to the Orange County Board of County Commissioners with respect to the sales tax initiative.

Renzo Nastasi thanked Ms. Homler Hawkins and staff for their great presentation. Chair Janer also thanked LYNX staff.

10. Adjourned

Meeting adjourned at 11:50 a.m.

Certification of Minutes:

I certify that the foregoing minutes of the May 22, 2025, Oversight Committee meeting are true and correct, approved by the Oversight Committee.

X

Assistant

LYNX Oversight Committee Agenda

Consent Agenda Item #6.A. i

To: LYNX Oversight Committee

From: 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.

LYNX Oversight mmittee Agenda

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 Oversight Committee Agenda

Consent Agenda Item #6.B. i

To: LYNX Oversight Committee

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

LYNX Oversight Committee Agenda

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.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.B. ii

To: LYNX Oversight Committee

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).

LYNX Oversight Cmmittee Agenda

FISCAL IMPACT:

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

LYNX Oversight Committee Agenda

Consent Agenda Item #6.B. iii

To: LYNX Oversight Committee

From: Terri Settingington
DIRECTOR OF HUMAN RESOURCES
Terri Settingington
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.

LYNX Oversight Cmmittee Agenda

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.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.C. i

To: LYNX Oversight Committee

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.

LYNX Oversight Cmmittee Agenda

FISCAL IMPACT:

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

LYNX Oversight Committee Agenda

Consent Agenda Item #6.C. ii

To: LYNX Oversight Committee

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.

LYNX Oversight Cmmittee Agenda

FISCAL IMPACT:

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

LYNX Oversight Committee Agenda

Consent Agenda Item #6.C. iii

To: LYNX Oversight Committee

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.

LYNX Oversight Committee Agenda

Consent Agenda Item #6.C. iv

To: LYNX Oversight Committee

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 Oversight Cmmittee 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 Oversight Committee Agenda

Consent Agenda Item #6.C. v

To: LYNX Oversight Committee

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.C. vi

To: LYNX Oversight Committee

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

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to 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 in 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 Oversight mmittee 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 Oversight Committee Agenda

Consent Agenda Item #6.C. vii

To: LYNX Oversight Committee

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.D. i

To: LYNX Oversight Committee

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.D. ii

To: LYNX Oversight Committee

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.

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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 Oversight Committee Agenda

Consent Agenda Item #6.D. iii

To: LYNX Oversight Committee

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 Oversight Committee 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 Oversight Committee Agenda

Consent Agenda Item #6.D. iv

To: LYNX Oversight Committee

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 Oversight Committee 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 III 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 Oversight Committee Agenda

Consent Agenda Item #6.D. v

To: LYNX Oversight Committee

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 Oversight Committee Agenda

Action Item #7.A

To: LYNX Oversight Committee

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 FY 2025 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

LYNX Oversight Committee Agenda

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 Oversight Committee Agenda

Action Item #7.B

To: LYNX Oversight Committee

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 Oversight mmittee 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 Oversight Committee Agenda

Action Item #7.C

To: LYNX Oversight Committee

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 Oversight Cmmittee 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 Oversight Committee Agenda

Discussion Item #8.A

To: LYNX Oversight Committee

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Review of the FY2025 2nd Quarter Operating Results

Date: 06/26/2025

LYNX Staff will provide a review of the FY2025 2nd Quarter Operating Results.

LYNX Oversight Committee Agenda

Discussion Item #8.B

To: LYNX Oversight Committee

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

Phone: 407.841.2279 ext: 6036

Item Name: Southern Operations and Maintenance Facility Status Update

Date: 06/26/2025

LYNX Staff will provide a status update on the property appraisal and related activities for the Southern Operations and Maintenance Facility.

LYNX Oversight Committee Agenda

Discussion Item #8.C

To: LYNX Oversight Committee

From: James Boyle
CHIEF DEVELOPMENT OFFICER
Patricia Whitton
Technical Contact

Phone: 407.841.2279 ext: 6036

Item Name: LYNX Bus Stop Design Guidelines Update

Date: 06/26/2025

The LYNX Bus Stop Design Guidelines manual is an update to the agency's previous edition completed in 2000. The guidelines were developed to provide clear information for bus stop collaboration. The manual is for use by all that interact with the LYNX system and may have questions about bus stops and how to work with LYNX on the installation process. The information documented in the manual includes minimum standards for design and implementation, general requirements and best practices for the installation of bus stop facilities.