

LYNX Finance & Audit Committee Agenda

Meeting Date: 08/21/2025

Meeting Time: 1:30 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 Committee Minutes

-  Finance Committee Minutes - June 23, 2025

Pg 3






3. Public Comments

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






4. Chief Financial Officer's Report



5. Consent Agenda

A. Award Contracts









-  Authorization to Negotiate and Award a Contract to Colonial Oil Industries, Inc. for Fuel Delivery of Ultra Low Sulfur Diesel through FY2026 Pg 7
-  Authorization to Negotiate and Award a Contract to TACenergy, LLC for Fuel Delivery of 87 Octane Unleaded Gasoline Through FY2026 Pg 10
-  Authorization to Negotiate and Award a Contract to Petro Choice, LLC for Bulk Oils, Fluids, and Lubricants for a Not to Exceed (NTE) Amount of \$675,000 Pg 12
-  Authorization to Negotiate and Award a Contract to Sun Biodiesel for Diesel Exhaust Fluid (DEF), for a Not to Exceed (NTE) Amount of \$63,000 Pg 14
-  Authorization to Negotiate and Award a Contract to Employers Choice Online, Inc. d/b/a Employers Choice Screening for a Not to Exceed (NTE) Amount of \$200,000 Pg 16

B. Extension of Contracts



-  Authorization to Approve a Contract Modification with Trapeze Software Group, Inc. for Software Maintenance Services, Exercise the First Option Year and Increase the Not to Exceed Amount to \$3,116,439 Pg 19
-  Authorization to Exercise the Second Option Year of Contract 22-C08 with Faithworks Total Ground Maintenance, LLC for Bus Stop and Shelter Pressure Washing Services and Increase the Not to Exceed (NTE) to \$621,836 Pg 22
-  Authorization to Exercise the First Option Year of Contract 22-C88 with Premier Lawn Maintenance, LLC for Landscaping Services and Increase the Not to Exceed (NTE) to \$354,960 Pg 24
-  Authorization to Exercise Option Year One of Contract 23-C17 with Petrotech Southeast, Inc. for Waste Disposal, Emergency Response and Related Services Pg 26
-  Authorization to Exercise the Second Option Year of Contract 22-C85 with Stewart & Stevenson FDDA, LLC for the Provision of Allison Transmissions and Increase the Not to Exceed (NTE) to \$350,000 Pg 28

- vi.  Authorization to Exercise the First Option Year of Contract 23-C11 with RMK Consulting, LLC d/ b/a Kodiak Property Maintenance for the Repainting of Bus Shelters Pg 30
- vii.  Authorization to Exercise the Second Option Year of Contract 22-C35 with Spencer Fabrications, Inc. for Bus Shelter Manufacture and Transit Related Amenities and Increase the Not to Exceed (NTE) Amount to \$4,302,355 Pg 31



C. Miscellaneous

- i.  Authorization to Increase the Not to Exceed (NTE) Amount for Contract 22-C48 with Barracuda Building Corporation for the Installation of Bus Shelters and Amenities to \$6,303,687 Pg 33
- ii.  Authorization to Purchase Forty-Six (46) Replacement Vehicles for ACCESS LYNX Paratransit Services with a Not to Exceed (NTE) Amount of \$5,335,000 Pg 35
- iii.  Authorization to Purchase Twenty-Five (25) 40 Foot Compressed Natural Gas (CNG) Replacement Buses for a Not to Exceed (NTE) Amount of \$22,109,733 Pg 37
- iv.  Authorization to Execute a Sole Source Software as a Service (SaaS) Agreement with Trapeze Group, Inc. for the OneMobility Platform in the Not to Exceed (NTE) Amount of \$1,625,859 for the Initial Three (3) Year Term Pg 39
- v.  Authorization to Dispose of Lost and Found Items Pg 41
- vi.  Authorization to Auction Surplus Capital Items Pg 43
- vii.  Authorization to Enter into a Memorandum of Agreement with Orange County for the International Drive Transit Project and Increase the Reimbursable Amount from Orange County to \$2,255,715 Pg 51
- viii.  Authorization to Enter into a Memorandum of Understanding with the Greater Orlando Aviation Authority for Bus Transfer Facility Planning Pg 53

6. Action Agenda

- A.  Approval of the FY2026 Proposed Operating Budget Pg 55
- B.  Approval of the FY2026 Proposed Capital Budget Pg 58

7. Discussion

- A.  Review of the FY2025 3rd Quarter Operating Results Pg 60
- B.  LYNX Investment Policy Pg 61

8. Other Business

9. Adjourned

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

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

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

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

DATE: Monday, June 23, 2025

TIME: 1:30 p.m.

Members in Attendance:

Kurt Petersen, Orange County, Chair
Jose Fernandez, City of Orlando
Jamie Ledgerwood, FDOT, 5th District

Staff in Attendance:

Leonard Antmann, Chief Financial Officer
Michelle Daley, Director of Finance
David Vance, Manager of Financial Planning & Analysis

1. Call to Order

Chair Petersen called the meeting to order at 1:30 p.m.

2. Approval of Minutes

A motion to approve May 15, 2025 Finance and Audit Committee meeting minutes was made by Jose Fernandez, second by Jamie Ledgerwood. Motion passed unanimously.

3. Public Comments

No one requested to speak to the Committee.

4. Chief Financial Officer's Report

Lenny Antmann, Chief Financial Officer, provided the following updates:

- Ridership Update: As typical for June following school closures, ridership has fluctuated. Daily ridership has averaged 68,000–70,000 but recently dipped to approximately 62,000–64,000. Paratransit trips are averaging 55,000–57,000 per month.
- Preliminary draft funding agreements will be distributed later this week for review and comment.
- Budgets were presented to Seminole County on June 17 and presentation to Orange County is scheduled for July 17.
- The TCO (Temporary Certificate of Occupancy) for the Pine Hills Transfer Center is expected this week. Facility opening is imminent.
- Consent Agenda Item 5B3 Correction: The legal services agreement with Akerman LLP for pension services was initially listed at \$300,000 but was amended to \$375,000 at the board level. All other details remain unchanged.
- No meeting in July. Regular meetings resume Thursday, August 21.

5. Consent Agenda

A. Request for Proposal (RFP)

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

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 \$300,000 for the Initial Three-Year Term

Update from CFO: The legal services agreement with Akerman LLP for pension services was initially listed at \$300,000 but was amended to \$375,000 at the board level.

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
- 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

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)
- ii. Authorization to Execute a Second Amendment to Agreement with Transdev Services, Inc. for Paratransit Services
- 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
- 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

- v. Authorization to Enter into a Transit Shelter Contribution Agreement with the City of Orlando for the Installation of Four Transit Shelters

Jose Fernandez made a motion to approve Consent Agenda items 5.A.1. – 5.D.5. Second by Jamie Ledgerwood. Motion passed unanimously.

6. 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) \$19,047,4393

Jose Fernandez made a motion to approve Action 6.A, second by Kurt Petersen. Motion passed. Jamie Ledgerwood abstained.

- 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

Jose Fernandez made a motion to approve Action 6.B, second by Kurt Petersen. Motion passed. Jamie Ledgerwood abstained.

- C. Authorization to Approve the First Amendment to Pine Hills Transfer Station Contribution Agreement Pg 44 23-C16

Jamie Ledgerwood made a motion to approve Action 6.C, second by Jose Fernandez. Motion passed unanimously.

7. Discussion

- A. Review of the FY2025 2nd Quarter Operating Results

Michelle Daly, Director of Finance presented the FY 2025 Q2 Financial Report Summary (as of March 31)

This report reflects the amended FY2025 budget approved last month. Revenues are slightly under budget by \$93,000. Expenses are favorable to budget by \$4.5 million. The use of budget stabilization is favorable by \$4.5 million. It is important to note that this year we implemented new services in Orange County as part of the ATSP program and increased cost adjustment for paratransit.

Revenues:

- Total customer fares are unfavorable to budget by \$300,000.
- Fixed route fares are unfavorable by \$490,000.
- Paratransit fares are favorable by \$192,000; monthly trips remain strong at 58,000–60,000.
- Advertising revenue is favorable by \$389,000, largely due to annual contract received in January.
- Interest and Other Income is favorable by \$1.11 million, driven by increased interest income.
- Federal revenue is unfavorable by \$410,000 due to the timing of reimbursements; offset by expense-side timing.
- Local revenue is unfavorable by \$741,000, primarily due to changes in LYNX LYMMO and SunRail contributions.

Expenses:

- Salaries & Wages is unfavorable by \$173,000 due to staffing and overtime on fixed route side.
- Other Services is favorable by \$3.5 million, largely due to timing of service contracts.

- Professional Services is favorable by \$1.4 million, mostly from timing and reduced paratransit assessments.
- Contract Services is favorable by \$1.2 million associated with maintenance contract timing.
- Banking Fees are favorable by \$186,000 following transition from Bank of America to Chase.
- Security Services is favorable by \$428,000, largely due to Pine Hills Center opening delay.
- Materials & Supplies is favorable by \$681,000, driven by timing in procurement (e.g., tires, oil, supplies).
- Utilities are favorable by \$419,000, partly due to electric fleet usage fluctuations.
- Purchased Transportation is unfavorable by \$341,000, all in paratransit; offset partially by federal revenue.
- Leases & Miscellaneous is favorable by \$320,000, mainly due to timing of dues and reduced travel/training.

8. Other Business

No other business was discussed.

9. Adjourned

The meeting adjourned at 1:45 p.m.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.A. i

To: LYNX Finance & Audit Committee

From: Aubrey Moses
INTERIM DIRECTOR OF MAINTENANCE
Christopher Plummer
Technical Contact

Phone: 407.841.2279 ext: 6105

Item Name: Authorization to Negotiate and Award a Contract to Colonial Oil Industries, Inc. for Fuel Delivery of Ultra Low Sulfur Diesel through FY2026

Date: 08/21/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and award contract to Colonial Oil Industries, Inc. for fuel delivery of Ultra Low Sulfur Diesel through the end of FY2026.

BACKGROUND:

On July 2, 2025 LYNX staff released an Invitation for Bid (IFB) for the delivery of Ultra Low Sulfur Diesel and 87 Octane Unleaded. The bids were due back on August 1, 2025, with thirteen (13) supplier bids received.

The current contract expires on September 30, 2025. The bid required suppliers to provide a fixed fee cost per gallon known as an "adder fee" to deliver fuel. The "adder fee" is in addition to Ultra Low Sulfur Diesel's (ULSD) cost per gallon. ULSD's price per gallon is set based on the daily rack average of the U.S. Gulf Coast Platts (USGC) index. Non-commoditized costs to acquire ULSD include a standard freight charge per gallon (the "adder fee") and a lump sum pump off fee for above ground tanks (if necessary).

This contract allows an external vendor to supply fuel delivery services on an as-needed basis. LYNX shall not be obligated to purchase any minimum quantity of fuel. LYNX averages an annual fuel consumption of 250 thousand (250,000) gallons Ultra Low Sulfur Diesel (ULSD).

LYNX Finance & Audit Committee Agenda

The bid results were tabulated as follows:

Ultra Low Sulfur Diesel (ULSD)	
Bid Proposer	USLD Transportation Adder
Colonial Oil Industries, Inc.	\$0.1678
Campbell Oil Company	\$0.1945
Mansfield Oil Company of Gainesville, Inc.	\$0.1985
TACenergy, LLC	\$0.1999
Palmdale Oil Company, LLC	\$0.2012
Gresham Petroleum Company	\$0.2041
Petroleum Traders Corporation	\$0.2101
Sunoco LP	\$0.2175
Indigo Energy Partners, LLC	\$0.2175
Gen Energy, LLC	\$0.2280
Lucid Logistics, LLC	\$0.2822
Global Montello Group Corp.	\$0.2921
EZ Fill	\$0.5000

The ordinal ranking for the Ultra-Low Sulfur Diesel (ULSD) bidders is:

Ultra Low Sulfur Diesel (ULSD)	
Bid Proposer	Ordinal Ranking
Colonial Oil Industries, Inc.	1
Campbell Oil Company	2
Mansfield Oil Company of Gainesville, Inc.	3
TACenergy, LLC	4
Palmdale Oil Company, LLC	5
Gresham Petroleum Company	6
Petroleum Traders Corporation	7
Sunoco LP	8
Indigo Energy Partners, LLC	9
Gen Energy, LLC	10
Lucid Logistics, LLC	11
Global Montello Group Corp.	12
EZ Fill	13

LYNX recommends awarding the contract for Ultra Low Sulfur Diesel (ULSD) fuel delivery services to Colonial Oil Industries, Inc. for the period of October 1, 2025 – September 30, 2026.

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 for the completion of this contract (Race Neutral).

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FISCAL IMPACT:

The FY2026 Proposed Operating Budget includes \$1,948,113 for diesel fuel purchases.

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Consent Agenda Item #5.A. ii

To: LYNX Finance & Audit Committee

From: Aubrey Moses
INTERIM DIRECTOR OF MAINTENANCE
Christopher Plummer
Technical Contact

Phone: 407.841.2279 ext: 6105

Item Name: Authorization to Negotiate and Award a Contract to TACenergy, LLC for Fuel Delivery of 87 Octane Unleaded Gasoline Through FY2026

Date: 08/21/2025

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 TACenergy, LLC for fuel delivery of 87 octane unleaded gasoline through the end of FY2026.

BACKGROUND:

On July 2, 2025, LYNX staff released an Invitation for Bid (IFB) for the delivery of Ultra Low Sulfur Diesel and 87 octane Unleaded. The bids were due back on August 1, 2025, with twelve (12) supplier bids received.

The current Contract expires on September 30, 2025. The bid required suppliers to provide a fixed fee cost per gallon known as an "adder fee" to deliver 87 octane unleaded gasoline. The "adder fee" is in addition to the Unleaded gasoline cost per gallon. Unleaded's price per gallon is set based on the daily rack average of the U.S. Gulf Coast Platts (USGC) index. Other costs to acquire unleaded gasoline include a standard freight charge per gallon (the "adder fee") and a lump sum pump off fee for above ground tanks (if necessary).

This contract allows an external vendor to supply fuel delivery services on an as-needed basis. LYNX shall not be obligated to purchase any minimum quantity of fuel. LYNX averages an annual fuel consumption of 1.65 million (1,650,000) gallons 87 octane unleaded gasoline.

LYNX Finance & Audit Committee Agenda

The bid results were tabulated as follows:

87 Octane Unleaded Gasoline	
Bid Proposer	Transportation Adder
TACenergy, LLC	\$0.0747
Mansfield Oil Company of Gainesville, Inc.	\$0.0804
Indigo Energy Partners, LLC	\$0.1115
Gresham Petroleum Company	\$0.1193
Sunoco LP	\$0.1249
Colonial Oil Industries, Inc.	\$0.1583
Lucid Logistics, LLC	\$0.1641
Palmdale Oil Company, LLC	\$0.1817
Campbell Oil Company	\$0.1866
Global Montello Group Corp.	\$0.2149
Gen Energy, LLC	\$0.2185
EZ Fill	\$0.5000

The ordinal ranking for the 87 octane unleaded gasoline bidders is:

87 Octane Unleaded Gasoline	
Bid Proposer	Ordinal Ranking
TACenergy, LLC	1
Mansfield Oil Company of Gainesville, Inc.	2
Indigo Energy Partners, LLC	3
Gresham Petroleum Company	4
Sunoco LP	5
Colonial Oil Industries, Inc.	6
Lucid Logistics, LLC	7
Palmdale Oil Company, LLC	8
Campbell Oil Company	9
Global Montello Group Corp.	10
Gen Energy, LLC	11
EZ Fill	12

LYNX recommends awarding the contract for 87 octane unleaded gasoline fuel delivery service to TACenergy, LLC for the period of October 1, 2025 – September 30, 2026.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE GOAL is applicable to this activity.

FISCAL IMPACT:

The FY2026 Proposed Operating Budget includes \$3,225,000 for unleaded fuel purchases.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.A. iii

To: LYNX Finance & Audit Committee

From: Aubrey Moses
INTERIM DIRECTOR OF MAINTENANCE
Kenneth Nath
Technical Contact

Phone: 407.841.2279 ext: 6105

Item Name: Authorization to Negotiate and Award a Contract to Petro Choice, LLC for Bulk Oils, Fluids, and Lubricants for a Not to Exceed (NTE) Amount of \$675,000

Date: 08/21/2025

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 Petro Choice, LLC for bulk oils, fluids and lubricants, for a term of one (1) year and a not to exceed amount of \$675,000.

BACKGROUND:

LYNX has a fleet of 324 transit vehicles and over 100 support vehicles. The oils, fluids and lubricants are used for the purposes of performing scheduled and unscheduled maintenance on the LYNX transit vehicles and support vehicles.

On May 22, 2025 the LYNX Board of Directors authorized the release of an Invitation for Bid (IFB) for the provision of bulk fluids and lubricants. The IFB was released and posted on DemandStar and sent to interested suppliers on June 27, 2025.

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The following lot submissions were submitted by the return deadline of July 31,2025:

	Sunbio Diesel	Palmdale Oil Company	PetroChoice	Seaboard Distribution
Lot 1000	\$ -	\$ 320,356.26	\$ 247,847.44	\$ 410,085.90
Lot 1100	\$ -	\$ 111,265.28	\$ 110,100.98	\$ 115,207.90
Lot 1200	\$ -	\$ 115,500.00	\$ 96,466.55	\$ 117,915.75
Lot 1400	\$ -	\$ 10,746.00	\$ 9,234.28	\$ 9,778.60
		\$ 557,867.54	\$ 463,649.25	\$ 652,988.15

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

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

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.A. iv

To: LYNX Finance & Audit Committee

From: Aubrey Moses
INTERIM DIRECTOR OF MAINTENANCE
Kenneth Nath
Technical Contact

Phone: 407.841.2279 ext: 6105

Item Name: Authorization to Negotiate and Award a Contract to Sun Biodiesel for Diesel Exhaust Fluid (DEF), for a Not to Exceed (NTE) Amount of \$63,000

Date: 08/21/2025

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 Sun Biodiesel for diesel exhaust fluid (DEF) for a term of one (1) year and a not to exceed amount of \$63,000.

BACKGROUND:

LYNX has a fleet of 293 transit vehicles and over 100 support vehicles. Diesel exhaust fluid (DEF) is required for vehicle maintenance and to ensure emissions compliance of the vehicles within the revenue and non-revenue fleet utilizing diesel fuel.

On May 22, 2025 the LYNX Board of Directors authorized the release of an Invitation for Bid (IFB) for the provision of bulk motor fluids and lubricants. The IFB was released, posted on DemandStar and sent to interested suppliers on June 27, 2025.

The following lot submissions were submitted by the return deadline of July 31, 2025:

	Sunbio Diesel	Palmdale Oil Company	PetroChoice	Seaboard Distribution
Lot 1300	\$ 62,650.00	\$ 68,250.00	\$ -	\$ 76,650.00
	\$ 62,650.00	\$ 68,250.00	\$ -	\$ 76,650.00

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DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2026 Proposed Operating Budget includes \$792,000 for bulk oils, fluids, and lubricants, which includes diesel exhaust fluid.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.A. v

To: LYNX Finance & Audit Committee

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

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Negotiate and Award a Contract to Employers Choice Online, Inc. d/b/a Employers Choice Screening for a Not to Exceed (NTE) Amount of \$200,000

Date: 08/21/2025

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 Employers Choice Online, Inc. d/b/a Employers Choice Screening for Pre-Employment Background Screening & Related Services for three (3) years with two (2) one (1) year options in a not to exceed amount of \$200,000 for the initial term.

BACKGROUND:

As part of our hiring process, LYNX conducts a comprehensive background check on every new hire. Obtaining a comprehensive criminal history check involves accessing numerous sources of information where challenges in getting this information can vary from state to state and county to county, and performing these checks in-house is not cost effective. Due to the volume of background checks needed and the complexities involved, LYNX uses a third-party provider whose business it is to conduct background checks.

On April 27, 2023, LYNX Board of Directors approved the release of a Request for Proposal (RFP 23-R13) for Pre-Employment Background Screening & Related Services. Proposals were received on September 5, 2023. On October 16, 2023, the Source Evaluation Committee (SEC) recommended award during a publicly notified meeting. On October 26, 2023, the LYNX Board of Directors approved a contract 24-C48 in the not to exceed amount of \$120,000 to Employers Choice Online, Inc. d/b/a Employers Choice Screening for a three (3) year initial term beginning

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on December 6, 2023. After reviewing invoices dated December 13, 2023, LYNX identified charges were being billed separately for items that were to be included under the “all-inclusive” package pricing stated in the contract. Following discussions to address the issue, the contractor acknowledged they had misunderstood the solicitation requirements. As a result, LYNX cancelled the contract and re-solicited the services, removing the all-inclusive pricing stipulation and allow another opportunity to bid.

Using the same April 27, 2023, Board approval, LYNX released RFP 24-R10 on May 24, 2024. Proposals were received on July 9, 2024. On August 15, 2024, the SEC discussed and scored proposals during a publicly noticed meeting, voting to shortlist proposers for further consideration. On October 16, 2024, during another publicly noticed meeting, the SEC ranked the shortlisted firms and recommended award. LYNX posted an intent to award on October 22, 2024. During the re-solicitation process, LYNX began the integration of the Oracle Enterprise Resource Planning Management Solution to update its software package to accomplish the financial requirement of the agency. A protest was received during the process requesting that LYNX provide proposers the opportunity to disclose pricing for background checks integration with the new Oracle Recruiting Cloud software. In effort to ensure fair competition and integrity in the procurement process, LYNX rejected all proposals and re-solicited the services.

The RFP was released, posted on DemandStar, and sent directly to potential proposers on January 8, 2025. The deadline to submit proposals was February 7, 2025. Six (6) proposers submitted a bid, four (4) proposers were considered responsive and responsible for this solicitation.

The Source Evaluation Committee (SEC) met on May 8, 2025, to provide their scoring and comments.

Proposer	SEC Ordinal Ranking
Accurate C&S Services	8
Alliance 2020, Inc.	7
DSI Medical Services Inc.	9
Employers Choice Online, Inc d/b/a Employers Choice Screening	6

The SEC voted to shortlist the following Proposers to request information with the intent of receiving clarification regarding Proposals received by LYNX.

- Alliance 2020, Inc.
- Employers Choice Online, Inc d/b/a Employers Choice Screening

On August 7, 2025, the SEC met to provide their scoring and comments.

Proposer	SEC Ordinal Ranking
Alliance 2020, Inc.	2
Employers Choice Online, Inc d/b/a Employers Choice Screening	1

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The SEC voted to recommend awarding a contract, pending successful negotiations to Employers Choice Online, Inc. d/b/a Employers Choice Screening, for an initial term of three (3) years with two (2) one (1) year options.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

FISCAL IMPACT:

The FY2026 Proposed Operating Budget includes \$60,000 for Pre-Employment Background Screening & Related Services (Reference Checks).

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Consent Agenda Item #5.B. i

To: LYNX Finance & Audit Committee

From: Craig Bayard
DIRECTOR OF INFORMATION TECHNOLOGY
Craig Bayard
Technical Contact

Phone: 407.841.2279 ext: 6008

Item Name: Authorization to Approve a Contract Modification with Trapeze Software Group, Inc. for Software Maintenance Services, Exercise the First Option Year and Increase the Not to Exceed Amount to \$3,116,439

Date: 08/21/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to approve a Contract Modification with Trapeze Software Group, Inc. for Software Maintenance Services, Exercise the First Option Year and Increase the Not to Exceed (NTE) Amount to \$3,116,439.

BACKGROUND:

LYNX currently has various software products with Trapeze Software Group, Inc. These software applications allow LYNX to manage its fixed route and paratransit services e.g. Scheduling/routing/dispatch, Eligibility certification, Vehicle Communications, Run-cutting, Operations Management, Asset Tracking, Maintenance, and Real Time access. The various software applications facilitate our requirements to report data to FTA as well as allow LYNX to manage an efficient operation.

The Master Agreement with Trapeze Software Group, Inc. for Fixed Route and Paratransit Software Maintenance Services was approved at the October 27, 2022 Board of Director's meeting in the Not to Exceed (NTE) amount of \$2,539,955 for the initial three-year term with two (2) one (1) year renewal options.

A Contract modification was completed in May 2023 to add additional licenses for the Enterprise Asset Management application, in order to support the NeighborLink Service which was brought

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in-house to be managed by LYNX staff. At the May 25, 2023 Board of Director's meeting, notification was provided to the Board of the Sole Source Justification for these additional 18 licenses and support.

In addition to exercising the first option year and increasing the not to exceed amount to cover the costs for the additional year of services, this Contract Modification includes the removal of the Paratransit Software Maintenance Services from the Scope of Work as it will be maintained under a separate Software-as-a-Service contract. It also aligns the renewal dates for the remaining software maintenance and support for the Fixed Route and adds support services for the real-time signage systems at Pine Hills Transfer Center and the Downtown Central Station.

The table below is a list of the software cost for the Fixed Route software packages with associated fiscal year 2026 costs.

Description	Start Date	End Date	Operational Characteristics	Value
FX	November 1, 2025	October 31, 2026	Up to 200 Peak Vehicles & 5 w/s	\$57,850.00
OPS & OPS-SIT	November 1, 2025	October 31, 2026	Up to 607 Total Drivers	\$117,123.00
OPS – YARD MANAGEMENT	November 1, 2025	October 31, 2026	Up to 607 Total Drivers	\$18,800.00
BLOCKBUSTER	November 1, 2025	October 31, 2026	Up to 269 Peak Vehicles	\$23,136.00
OPS-WEB	November 1, 2025	October 31, 2026	Up to 607 Total Employees	\$20,577.00
OPS-MON	November 1, 2025	October 31, 2026	Up to 269 Peak Vehicles & 607 Total Employees	\$9,134.00
Streets, Xgate, XMM	November 1, 2025	October 31, 2026	Up to 233 vehicles	\$97,049.00
Additional Streets, Xgate, XMM	February 1, 2026	October 31, 2026	Additional 106 Vehicles	\$17,966.00
FX-MON	July 1, 2025	October 31, 2026	Up to 269 Peak Vehicles	\$5,961.00
Route Monitor/Ladder	November 1, 2025	October 31, 2026	Up to 315 Units	\$21,425.00
STREETS - WEB SERVICES	April 1, 2026	October 31, 2026	Up to 315 Vehicles	\$24,784.00
Streets - GTFS RT	October 1, 2025	October 31, 2026	Up to 253 Peak Vehicles	\$31,223.00
TBOX, Headsign, TSP	February 1, 2026	October 31, 2026	Up to 70 Vehicles	\$6,858.00
EAM - FA	November 1, 2025	October 31, 2026	452 active transit equipment units & 6014 stationary assets, mobile for 40 devices, Crystal for 2 seats; Modules - bar code, call center, equip planning, labor capture, notifications, production planning, query replacement modeling, reporting, SLA, service requests, shop activity, shop scheduling, tire and warranty	\$49,330.00

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Rides On Demand Subscription	September 1, 2025	October 31, 2026	Up to 2257 Booked Trips	\$13,780.00
Rides on Demand Hosting	September 1, 2025	October 31, 2026	Up to 2257 Booked Trips	\$7,546.00
MyRide Infotainment (Pine Hills)	Year 1		8 dual side screens	\$13,365.00
MyRide Infotainment (Big Screen)	Year 1		1 large format screen	\$2,259.00
MyRide Infotainment (LCS Terminal)	Year 1		26 dual side screens	\$38,318.00
Total for FY26				\$576,484

LYNX's annual costs include annual software maintenance and support, training, and technology upgrades.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2026 Proposed Operating Budget includes \$644,167 for Trapeze-related contracts.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. ii

To: LYNX Finance & Audit Committee

From: David Burrowes
CHIEF OPERATIONS OFFICER
Ricky Gonzalez
Technical Contact

Phone: 407.841.2279 ext: 6161

Item Name: Authorization to Exercise the Second Option Year of Contract 22-C08 with Faithworks Total Ground Maintenance, LLC for Bus Stop and Shelter Pressure Washing Services and Increase the Not to Exceed (NTE) to \$621,836

Date: 08/21/2025

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-C08 with Faithworks Total Ground Maintenance, LLC for bus stop and shelter pressure washing services, and increase the not to exceed (NTE) to \$621,836.

BACKGROUND:

On September 23, 2021, the LYNX Board of Directors approved the award of Contract 22-C08 for bus stop and shelter pressure washing services to Faithworks Total Ground Maintenance, LLC for three (3) years with two (2) one (1) year options with a not to exceed of \$360,546. The one-year option of Contract 22-C08 expires on September 30, 2025.

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

LYNX Finance & Audit Cmmittee Agenda

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE Goal has been established for this contract.

FISCAL IMPACT:

The FY2026 Proposed Operating Budget includes \$131,500 for bus stop and shelter pressure washing services.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. iii

To: LYNX Finance & Audit Committee

From: David Burrowes
CHIEF OPERATIONS OFFICER
Ricky Gonzalez
Technical Contact

Phone: 407.841.2279 ext: 6161

Item Name: Authorization to Exercise the First Option Year of Contract 22-C88 with Premier Lawn Maintenance, LLC for Landscaping Services and Increase the Not to Exceed (NTE) to \$354,960

Date: 08/21/2025

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-C88 with Premier Lawn Maintenance, LLC for Landscaping Services and increase the not to exceed (NTE) to \$354,960 to cover the first option year, the Cost Performance Index (CPI) as well as inclusion of the new Pine Hills Transfer Center (PHTC).

BACKGROUND:

On August 25, 2022, the LYNX Board of Directors approved the award of contract 22-C88 for landscaping services to Premier Lawn Maintenance, LLC for three (3) years with two (2) one (1) year options with a not to exceed of \$248,340. The initial term of Contract 22-C88 expires on October 17, 2025.

This service is required in order to ensure LYNX complies with City and County ordinances related to landscaping for the purposes of enhancing the visual and aesthetic appearance of the community. The service also maintains a safe, well-kept natural exterior environment for LYNX's workers, patrons, and visitors.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

LYNX Finance & Audit Cmmittee Agenda

FISCAL IMPACT:

The FY2026 Proposed Operating Budget includes \$96,500 for landscaping maintenance services with Premier Lawn Maintenance.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. iv

To: LYNX Finance & Audit Committee

From: David Burrowes
CHIEF OPERATIONS OFFICER
Ricky Gonzalez
Technical Contact

Phone: 407.841.2279 ext: 6161

Item Name: Authorization to Exercise Option Year One of Contract 23-C17 with Petrotech Southeast, Inc. for Waste Disposal, Emergency Response and Related Services

Date: 08/21/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise Option Year One of Contract 23-C17 with Petrotech Southeast, Inc. for Waste Disposal, Emergency Response and Related Services and increase the Not To Exceed (NTE) to \$227,444.

BACKGROUND:

On September 22, 2022, the LYNX Board of Directors approved the award of contract 23-C17, for waste disposal, emergency response and related services for an initial three (3) year term in an amount not to exceed \$170,000. The contract has the option to extend for two (2) one (1) year renewal terms.

This service is required in order to ensure LYNX complies with Federal, State, County and City ordinances and laws related to the disposal of regulated and hazardous waste that is produced during the course of vehicle servicing and maintenance operations.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

LYNX Finance & Audit Cmmittee Agenda

FISCAL IMPACT:

The FY2026 Proposed Operating Budget includes \$71,000 for Waste Control Services.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. v

To: LYNX Finance & Audit Committee

From: Aubrey Moses
INTERIM DIRECTOR OF MAINTENANCE
Kenneth Nath
Technical Contact

Phone: 407.841.2279 ext: 6105

Item Name: Authorization to Exercise the Second Option Year of Contract 22-C85 with Stewart & Stevenson FDDA, LLC for the Provision of Allison Transmissions and Increase the Not to Exceed (NTE) to \$350,000

Date: 08/21/2025

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-C85 with Stewart & Stevenson FDDA, LLC for the provision of Allison transmissions and increase the not to exceed (NTE) to \$350,000.

BACKGROUND:

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

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

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 for the completion of this contract (Race Neutral).

LYNX Finance & Audit Cmmittee Agenda

FISCAL IMPACT:

The FY2026 Proposed Operating Budget includes \$280,000 for transmissions for transit buses. This project is funded with 100% Federal grants.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. vi

To: LYNX Finance & Audit Committee

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Jennifer Hall
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Exercise the First Option Year of Contract 23-C11 with RMK Consulting, LLC d/b/a Kodiak Property Maintenance for the Repainting of Bus Shelters

Date: 08/21/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the First Option Year option of Contract 23-C11 with RMK Consulting, LLC d/b/a Kodiak Property Maintenance for the Repainting of Bus Shelters.

BACKGROUND:

On August 25, 2022, the LYNX Board of Directors approved the award of Contract 23-C11 to RMK Consulting, LLC d/b/a Kodiak Property Maintenance for the Repainting of Bus Shelters for three (3) years with two (2) one (1) year options with a Not To Exceed (NTE) of \$950,000. The initial term of Contract 23-C11 expires on October 24, 2025.

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:

The FY2026 Proposed Capital Budget includes \$926,415 for Shelter Rehab, which includes painting of the shelters. This project will be 100% Federal funded.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.B. vii

To: LYNX Finance & Audit Committee

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Jennifer Hall
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Exercise the Second Option Year of Contract 22-C35 with Spencer Fabrications, Inc. for Bus Shelter Manufacture and Transit Related Amenities and Increase the Not to Exceed (NTE) Amount to \$4,302,355

Date: 08/21/2025

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 22-C35 for Bus Shelter Manufacture and Transit Related Amenities with Spencer Fabrications, Inc., increase the Not To Exceed (NTE) to \$4,302,355 and delegate to the CEO the authority to negotiate and execute task orders for the work performed.

BACKGROUND:

On December 9, 2021, the LYNX Board of Directors approved the award of Contract 22-C35 to Spencer Fabrications, Inc. for the manufacturing of LYNX transit shelters for three (3) years with two (2) one (1) year options with a NTE of \$3,872,250. The initial term of Contract 22-C35 expired on December 19, 2024. The first option year expires on December 19, 2025.

This increase to the NTE is largely due to the 264 shelters expected to be installed as part of Orange County's Accelerated Transportation Safety Program (ATSP).

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal of 5% was established for this contract and remains in effect. The contractor is expected to continue making good faith efforts to meet this goal through the use of certified DBE firms.

LYNX Finance & Audit Cmmittee Agenda

FISCAL IMPACT:

The Proposed FY2026 Capital Budget includes \$19,348,878 for various shelter projects, a portion of which would be for the fabrication of passenger shelters. These projects are funded with Local Orange County ATSP funding and with Federal Grants.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.C. i

To: LYNX Finance & Audit Committee

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Jennifer Hall
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Increase the Not to Exceed (NTE) Amount for Contract 22-C48 with Barracuda Building Corporation for the Installation of Bus Shelters and Amenities to \$6,303,687

Date: 08/21/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to increase the Not to Exceed (NTE) amount of Contract 22-C48 with Barracuda Building Corporation for the Installation of Bus Shelters and Amenities to \$6,303,687.

BACKGROUND:

On April 8, 2022, the LYNX Board of Directors approved the award of Contract 22-C48 to Barracuda Building Corporation for the Installation of Bus Shelters and Amenities throughout the LYNX Service Area for three (3) years with two (2) one (1) year options with a not to exceed of \$3,128,583. On April 24, 2025, the LYNX Board of Directors approved the exercise of the first-year option with a NTE of \$3,303,687.

This increase to the NTE is largely due to the anticipated removal of 148 bus shelters and 408 bus stop signs in Seminole County, as well as the 264 shelters expected to be installed as part of Orange County's Accelerated Transportation Safety Program (ATSP).

For this contract, the contractor provides all Buy America compliant materials, supplies, labor, and equipment necessary for complete installation of bus shelters and amenities per specifications. This includes site preparation, pouring concrete, verification, assembly, and transportation of adequate shelter materials, attachment of the bus shelter, trash receptacle, bike

LYNX Finance & Audit Cmmittee Agenda

rack, bench, sod installation, reinstallation of sprinkler heads, and site cleanup to the satisfaction of LYNX and the local jurisdiction.

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:

The FY2026 Proposed Capital Budget includes \$19,348,878 for new shelter installations. The ATSP funding will cover \$8,500,000 with the remaining funded 100% through Federal Grants.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.C. ii

To: LYNX Finance & Audit Committee

From: David Burrowes
CHIEF OPERATIONS OFFICER
Benjamin Gonzalez
Technical Contact

Phone: 407.841.2279 ext: 6161

Item Name: Authorization to Purchase Forty-Six (46) Replacement Vehicles for
ACCESS LYNX Paratransit Services with a Not to Exceed (NTE)
Amount of \$5,335,000

Date: 08/21/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to purchase a total of Forty-Six (46) Paratransit Vehicles, replacing similar vehicles ready for surplus for a Not to Exceed (NTE) amount of \$5,335,000.

BACKGROUND:

This procurement will support the replacement of vehicles currently in the ACCESS LYNX fleet that have outlived their useful life in both age and mileage. The vehicles will be purchased through the Florida Department of Transportation (FDOT) Transit Research Inspection Procurement Services (TRIPS) program. All the vehicles will be outfitted with appropriate lifts, seating, and mobility device securement systems to be ADA compliant.

Paratransit Vehicles	Quantity	Cost/Vehicle	Total
Paratransit - Replacement	46	\$115,978.26	\$5,335,000
Total Paratransit Vehicle Cost			\$5,335,000

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

The DBE requirement for the purchase of rolling stock is monitored by the Federal Transit Administration.

LYNX Finance & Audit Cmmittee Agenda

FISCAL IMPACT:

The FY2025 Approved Capital Budget includes \$5,410,162 for the purchase of Replacement Paratransit Vehicles. This procurement of paratransit vehicles is contingent upon the allocation of Federal and State funding.

LYNX Finance & Audit Cmmittee Agenda

Consent Agenda Item #5.C. iii

To: LYNX Finance & Audit Committee

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

Phone: 407.841.2279 ext: 6105

Item Name: Authorization to Purchase Twenty-Five (25) 40 Foot Compressed Natural Gas (CNG) Replacement Buses for a Not to Exceed (NTE) Amount of \$22,109,733

Date: 08/21/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to purchase twenty-five (25) 40' Low Floor CNG replacement buses in a Not to Exceed amount of \$22,109,733.

BACKGROUND:

LYNX has an active fleet of two hundred ninety-three (293) buses, ninety-one (91) of which have met their useful life with an average of 643,086 miles per vehicle. This bus purchase is part of the LYNX Transit Development Plan (TDP). Upon arrival, some or all of the buses identified for replacement will be retired by LYNX. The disposition of the buses will be based on service-related fleet requirements and in accordance with Federal Transit Administration (FTA) guidelines. This purchase is Grant funded and is part of the fixed route bus replacement plan. These replacement buses will be purchased from Gillig, LLC through the State of Florida Heavy Duty Buses Contract, P-23-030.

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Fixed Route Revenue Vehicles From the State of Florida Heavy Duty Buses Contract	Quantity	Cost	Total
40' Buses with CNG Package	25	\$884,389.32*	\$22,109,733.00
Major Options Include: Voith Transmission, Amerex Fire Suppression System, Trapeze Mentor (Ranger) ITS System, Driver Protection Shields, Fast Fare Fareboxes and bus disinfecting systems.			
Fixed Route Revenue Vehicle Cost	\$22,109,733.00		

*Bus cost includes an eight percent (8%) built-in contingency over the quoted cost due to projected PPI adjustments and unexpected component cost increases not controllable by Gillig, LLC.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

The DBE requirement for the purchase of rolling stock is monitored by the Federal Transit Administration (FTA).

FISCAL IMPACT:

The FY2026 Proposed Capital Budget includes \$22,109,733 for the purchase of twenty-five (25) CNG 40' Replacement Buses. This project is 100% funded by Federal grants.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.C. iv

To: LYNX Finance & Audit Committee

From: David Burrowes
CHIEF OPERATIONS OFFICER
Selita Stubbs
Technical Contact

Phone: 407.841.2279 ext: 6161

Item Name: Authorization to Execute a Sole Source Software as a Service (SaaS) Agreement with Trapeze Group, Inc. for the OneMobility Platform in the Not to Exceed (NTE) Amount of \$1,625,859 for the Initial Three (3) Year Term

Date: 08/21/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to enter into a Sole Source Software as a Service (SaaS) Agreement with Trapeze Software Group, Inc. for the OneMobility cloud-based paratransit subscription platform in the Not to Exceed (NTE) amount of \$1,625,859 for the initial three (3) year term with two (2) one (1) year renewal options.

BACKGROUND:

The current Trapeze PASS and supporting software modules along with the hosted cloud subscription is set to expire on October 31, 2025. Trapeze Software Group, Inc., is the sole provider of the OneMobility platform, which is the rebranded, updated and cloud centric version of the product currently used by ACCESS LYNX under the name Trapeze PASS. In addition to the name change, the delivery model will shift from a traditional perpetual licensing model to a Software as a Service (SaaS) model. This new structure will consolidate all features, including software functions and cloud services, into a single model. This will streamline billing and simplify financial management.

Because the provider and platform remain the same, there will be no need for a new deployment process. The transition to OneMobility will ensure continuity of service while enhancing integration and support.

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Item	Cost
Year 1 Subscription	\$448,367
Year 2 Subscription	\$560,353
Year 3 Subscription	\$644,139
Subtotal for Years 1 to 3	\$1,652,859
Year 4 Subscription (Optional)	\$689,228
Year 5 Subscription (Optional)	\$737,474
Total with Optional Years	\$3,079,561

Annual payments will be made upon contract execution and on each anniversary of the project kick-off.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The FY2026 Proposed Operating Budget includes \$509,917 for Paratransit Trapeze software.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.C. v

To: LYNX Finance & Audit Committee

From: Michelle Daley
DIRECTOR OF FINANCE
Steve Subrayan
Technical Contact

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Dispose of Lost and Found Items

Date: 08/21/2025

ACTION REQUESTED:

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

BACKGROUND:

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

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

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

LYNX Finance & Audit Committee Agenda

Lost and Found Articles Items to Donate or Auction

Article	Qty
Bag / Backpack/Luggage	434
Bike	238
Book	68
Cane/Wheelchair	39
Case	19
Cellphone	457
Clothing	189
Chair/cushion	30
Electronic	246
Footwear	25
Glasses	158
Glove	10
Jewelry	21
Key	152
Pillow	3
Thermos/mug/cooler	49
Tool	2
Toy	18
Umbrella	64
Wallet/Purse	274
Watch	7
Grand Total	2503

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The net proceeds from this sale will be included in LYNX's FY2025 non-operating revenue.

LYNX Finance & Audit Cmmittee Agenda

Consent Agenda Item #5.C. vi

To: LYNX Finance & Audit Committee

From: Michelle Daley
DIRECTOR OF FINANCE
Tony DeGuzman
Technical Contact
Steve Subrayan
Technical Contact

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Auction Surplus Capital Items

Date: 08/21/2025

ACTION REQUESTED:

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

BACKGROUND:

It is LYNX's policy to hold a quarterly auction to dispose of Board approved surplus and obsolete items. This year's auction is scheduled for September 2025. The following surplus items require authorization for retirement and disposal at the public auction pursuant to Administrative Rule 4.16.2.A. Assets with a fair market value of \$5,000 or less will not have any due to FTA values.

Revenue Vehicles:

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

- There are 47 Revenue Vehicles that have reached the end of their useful life and exceeding the FTA mileage requirement.

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Other Vehicles:

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

- There are 12 Vehicles that have reached the end of their useful life and exceeding the FTA mileage requirement.

Surplus Equipment:

Surplus equipment with a total net book value of \$0.

Categorical Totals

Category	Acquisition Value	Net Book Value
Revenue Vehicles	3,156,995	\$0
Other Vehicles	605,287	\$0
Surplus Equipment	226,514	\$0
GRAND TOTAL	\$3,988,796	\$0

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The total net book value of the surplus items is \$0. Given that the assets are inoperable and/or unrepairable, and that their fair market value is less than \$5,000, there is no FTA obligation.

Vehicle Listing Revenue Vehicles

System Number	Asset ID	Acquisition Date	Class	Description	Estimated Life	Acquired Value*	NBV*
20722	224288	04/17/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20709	224291	03/15/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20712	224295	03/15/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21072	258424	09/29/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21129	258434	10/17/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21040	258418	08/15/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21117	258421	09/30/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0

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21116	258419	09/30/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21130	258435	10/17/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20670	224241	02/28/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20671	224242	02/28/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20710	224292	03/15/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20707	224285	03/15/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21075	258431	09/29/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21128	258432	10/17/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20705	224232	03/15/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20708	224287	03/15/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20714	224245	03/15/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20813	224289	05/31/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20810	224280	05/31/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20811	224282	05/31/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
20877	224290	06/30/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21036	258414	08/15/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21041	258422	08/15/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21119	258425	09/30/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21134	258429	10/17/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
15303	108-412	12/03/2012	RV	Gillig Low Floor BRT Bus	09 yrs 00 mos	401,416	\$0
19742	160413	12/01/2016	RV	2016 Turtle Top Paratransit Bus	04 yrs 00 mos	75,290	\$0
20894	171126	07/01/2018	RV	2018 Ford Turtle Top Paratransit Bus	04 yrs 00 mos	78,407	\$0
18661	150446	09/15/2015	RV	2015 Turtle Top Odysee Bus	04 yrs 00 mos	73,515	\$0
18659	150443	09/15/2015	RV	2015 Turtle Top Odysee Bus	04 yrs 00 mos	73,515	\$0
19111	150450	12/31/2015	RV	Turtle Top Paratransit	04 yrs 00 mos	73,515	\$0
21071	258420	09/29/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
21132	258438	10/17/2018	RV	2018 Dodge Caravan SXT WheelChair Van	04 yrs 00 mos	50,122	\$0
18320	141079	12/31/2014	RV	TurtleTop Odyssey	04 yrs 00 mos	73,030	\$0
18319	141081	12/31/2014	RV	TurtleTop Odyssey	04 yrs 00 mos	73,030	\$0
18322	141085	12/31/2014	RV	TurtleTop Odyssey	04 yrs 00 mos	73,030	\$0

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19113	150462	12/31/2015	RV	Turtle Top Paratransit	04 yrs 00 mos	73,515	\$0
19274	150441	03/17/2016	RV	2015 Turtle top Odyssey	04 yrs 00 mos	73,515	\$0
20896	171132	07/03/2018	RV	2018 Ford Turtle Top Paratransit Bus	04 yrs 00 mos	78,407	\$0
20897	171139	07/05/2018	RV	2018 Ford Turtle Top Paratransit Bus	04 yrs 00 mos	78,407	\$0
21142	171138	11/30/2018	RV	2018 Turtle Top Paratransit Bus	04 yrs 00 mos	78,407	\$0
19107	150454	12/31/2015	RV	Turtle Top Paratransit	04 yrs 00 mos	73,515	\$0
19746	160412	12/01/2016	RV	2016 Turtle Top Paratransit Bus	04 yrs 00 mos	75,290	\$0
21165	181095	01/31/2019	RV	2019 Turtle Top Paratransit van Pool Bus	04 yrs 00 mos	77,196	\$0
19508	47767	09/01/2016	RV	Turtle Top VanPool Van	05 yrs 00 mos	75,289	\$0
19510	47763	09/01/2016	RV	Turtle Top VanPool Van	05 yrs 00 mos	75,289	\$0
Totals						\$3,156,995	\$0

Other Vehicles

System Number	Asset ID	Acquisition Date	Class	Description	Estimated Life	Acquired Value*	NBV*
21121	005-01-2	09/30/2018	OV	2018 Chevy Silverado 3500HD Road Ranger	07 yrs 00 mos	64,852	\$0
21122	005-02-2	09/30/2018	OV	2018 Chevy Silverado 3500HD Road Ranger	07 yrs 00 mos	64,852	\$0
18529	005-19	03/20/2015	OV	2014 Dodge Ram Road Ranger 3500 with Utility bed	04 yrs 00 mos	55,638	\$0
15528	5-18	04/01/2013	OV	Dodge Ram Truck 2500-Road Ranger	05 yrs 00 mos	39,992	\$0
12481	00514	11/30/2007	OV	Road Ranger Truck	07 yrs 00 mos	30,394	\$0
19262	05-23	03/01/2016	OV	2015 Chevy Silverado 3500	04 yrs 00 mos	62,267	\$0
19695	005-24	10/28/2016	OV	2015 Chevy Silverado	04 yrs 00 mos	62,059	\$0
19694	005-25	10/28/2016	OV	2015 Chevy Silverado	04 yrs 00 mos	62,059	\$0
20819	005-27	05/31/2018	OV	2018 Chevy Silverado 3500HD Road Ranger	07 yrs 00 mos	77,475	\$0
19699	48264	11/03/2016	OV	2017 Ford T150 Transit	04 yrs 00 mos	24,708	\$0
17467	38773	05/31/2014	OV	2014 FORD E350 VAN	04 yrs 00 mos	30,496	\$0
17266	38766	03/31/2014	OV	2014 FORD E350 EXT	04 yrs 00 mos	30,496	\$0
Totals						\$605,287	\$0

Surplus Equipment

System Number	Asset ID	Acquisition Date	Class	Description	Estimated Life	Acquired Value*	NBV*
20191	15003	06/01/2017	FE	FBI Scheduling Room B239 Furniture Cluster	05 yrs 00 mos	4,698	\$0
19360	13955	04/30/2016	FE	APC 3000	05 yrs 00 mos	1,147	\$0
5823	2725	02/22/2001	FE	LADDER-10' PLATFORM	05 yrs 00 mos	493	\$0
18516	12824	03/06/2015	FE	Electric Dryer Machine	05 yrs 00 mos	710	\$0
19491	14176	09/13/2016	FE	Shelving Amenities Van 2 & 3	05 yrs 00 mos	526	\$0
8678	4303	01/25/2005	FE	POWER INVERTER 2000W	05 yrs 00 mos	484	\$0

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19492	14175	09/13/2016	FE	Shelving Amenities Van 2 & 3	05 yrs 00 mos	526	\$0
8499	4207	12/31/2004	FE	Microwave	05 yrs 00 mos	395	\$0
18301	12918	12/31/2014	FE	Yale Self Propelled Electric Pallet Jack	05 yrs 00 mos	4,792	\$0
13816	9773	07/22/2011	FE	Shrink Wrap Machine for Material Control ballymoore	05 yrs 00 mos	4,300	\$0
5009	1717	06/16/1999	FE	CREDENZA-WEDGEWOOD 21X72 ENGLISH OAK	05 yrs 00 mos	326	\$0
4918	1554	03/25/1999	FE	DESK-"L" EXECUTIVE RIGHT RETURN OAK	05 yrs 00 mos	806	\$0
5008	1718	06/16/1999	FE	DESK-EXECUTIVE WEDGEWOOD ENGLISH OAK	05 yrs 00 mos	427	\$0
16271	11089	07/30/2013	CE	SAMSUNG 27 INCH MONITOR	05 yrs 00 mos	369	\$0
16276	11094	07/30/2013	CE	SAMSUNG 27 INCH MONITOR	05 yrs 00 mos	369	\$0
20673	15189	02/09/2018	FE	Avaya Conf phone B179	03 yrs 00 mos	595	\$0
20674	15190	02/09/2018	FE	Avaya Conf phone B179	03 yrs 00 mos	595	\$0
18481	12815	02/17/2015	FE	RC64DR-AF DIGIT FOUR INCH DIGITAL CLOCK	05 yrs 00 mos	415	\$0
21985	16191	01/10/2020	FE	Dell Optiplex 7070 Computer	05 yrs 00 mos	1,706	\$0
17626	12400	05/31/2014	FE	AVAYA 9611 IP TELEPHONE	05 yrs 00 mos	330	\$0
18546	13040	04/13/2015	FE	HP Laser Jet Ent 600 M601n Printer NA	05 yrs 00 mos	678	\$0
27432	22106	05/07/2024	CE	Router - Cradepoint S700 Semi Ruggedized Router with 5 year Netcloud Service	03 yrs 00 mos	489	\$0
19175	13780	01/21/2016	FE	Digital Signage Media Player	05 yrs 00 mos	850	\$0
4681	1474	09/28/1998	FE	HI-BACK SWIVEL TILT CONFERENCE CHAIR	05 yrs 00 mos	711	\$0
21296	15552	05/01/2019	FE	Unitrends Backup R8032S	03 yrs 00 mos	64,947	\$0
19305	13783	04/21/2016	FE	Net Gear ReadyData 5200	05 yrs 00 mos	24,036	\$0
19791	13980	12/20/2016	FE	Dell 7040 Computer	05 yrs 00 mos	1,474	\$0
19328	13959	04/27/2016	FE	Dell 7040 Computer	05 yrs 00 mos	1,589	\$0
20074	14845	03/04/2017	FE	DELL 7040 Computer	05 yrs 00 mos	1,576	\$0
20080	14851	03/04/2017	FE	DELL 7040 Computer	05 yrs 00 mos	1,576	\$0
20071	14842	03/04/2017	FE	DELL 7040 Computer	05 yrs 00 mos	1,576	\$0
20029	14800	02/08/2017	FE	Dell 7040 Computer	05 yrs 00 mos	1,576	\$0
20037	14792	02/08/2017	FE	Dell 7040 Computer	05 yrs 00 mos	1,576	\$0
19786	13975	12/20/2016	FE	Dell 7040 Computer	05 yrs 00 mos	1,474	\$0
20024	14804	02/08/2017	FE	Dell 7040 Computer	05 yrs 00 mos	1,576	\$0
18504	12932	03/17/2015	FE	Dell Computer 9020-Trainng	05 yrs 00 mos	1,398	\$0
22040	16179	02/18/2020	FE	Dell 7424 Rugged Laptop	05 yrs 00 mos	4,060	\$0
22042	16181	02/18/2020	FE	Dell 7424 Rugged Laptop	05 yrs 00 mos	4,060	\$0
22044	16183	02/18/2020	FE	Dell 7424 Rugged Laptop	05 yrs 00 mos	4,060	\$0
18509	12937	03/20/2015	FE	Dell Latitude E6540	05 yrs 00 mos	2,308	\$0
22039	16178	02/18/2020	FE	Dell 7424 Rugged Laptop	05 yrs 00 mos	4,060	\$0
17332	12062	03/31/2014	CE	DELL LATITUDE E6540 LAPTOP	05 yrs 00 mos	1,981	\$0

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17333	12061	03/31/2014	CE	DELL LATITUDE E6540 LAPTOP	05 yrs 00 mos	1,981	\$0
20000	13992	01/20/2017	FE	Dell 7040 Computer	05 yrs 00 mos	1,054	\$0
22749	16316	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22736	16303	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
19999	13991	01/20/2017	FE	Dell 7040 Computer	05 yrs 00 mos	1,054	\$0
22748	16315	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22762	16329	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22732	16299	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
14439	10055	02/20/2012	FE	Mid Back 9000 Back Chair Open Space Area	05 yrs 00 mos	352	\$0
24988	19311	03/31/2022	FE	APC 1920	03 yrs 00 mos	1,870	\$0
24989	19312	03/31/2022	FE	APC 1920	03 yrs 00 mos	1,870	\$0
4684	1477	09/28/1998	FE	HI-BACK SWIVEL TILT CONFERENCE CHAIR	05 yrs 00 mos	711	\$0
14405	10028	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	351	\$0
14428	10044	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
14408	10031	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	351	\$0
14444	10060	02/20/2012	FE	Mid Back 9000 Black Open Space Area	05 yrs 00 mos	352	\$0
14451	10067	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
14458	10074	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
14443	10059	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
4674	1467	09/28/1998	FE	HI-BACK SWIVEL TILT CONFERENCE CHAIR	05 yrs 00 mos	711	\$0
14413	10036	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	351	\$0
14410	10033	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	351	\$0
14435	10051	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
12258	8826	11/30/2007	FE	Black Chair with Levers	05 yrs 00 mos	354	\$0
12260	8828	11/30/2007	FE	Black Chair with Levers	05 yrs 00 mos	354	\$0
12269	8837	11/30/2007	FE	Black Chair with Levers	05 yrs 00 mos	354	\$0
12265	8833	11/30/2007	FE	Black Chair with Levers	05 yrs 00 mos	354	\$0
14446	10062	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
12255	8823	11/30/2007	FE	Black Chair with Levers	05 yrs 00 mos	354	\$0
12290	8843	12/31/2007	FE	Black Chair with Levers	05 yrs 00 mos	334	\$0
8483	4192	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0

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8484	4193	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
8485	4194	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
8486	4195	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
8487	4196	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
8488	4197	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
8489	4198	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
8490	4199	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
8491	4200	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
8492	4201	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
8493	4202	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
8494	4203	12/17/2004	FE	Chair-Mid Back Conference-Marquis Cherry	05 yrs 00 mos	1,186	\$0
4673	1466	09/28/1998	FE	HI-BACK SWIVEL TILT CONFERENCE CHAIR	05 yrs 00 mos	711	\$0
14437	10053	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
14416	10039	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
14454	10070	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
14414	10037	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	351	\$0
14441	10057	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
14450	10066	02/20/2012	FE	Mid Back 9000 Black Chair Oen Space Area	05 yrs 00 mos	352	\$0
14452	10068	02/20/2012	FE	Mid Back 9000 Black Chair Open Space Area	05 yrs 00 mos	352	\$0
22754	16321	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22719	16286	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22752	16319	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22710	16277	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22722	16289	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22728	16295	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22759	16326	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22734	16301	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0

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22724	16291	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22713	16280	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22753	16320	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22708	16275	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22709	16276	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22731	16298	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22730	16297	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22761	16328	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22733	16300	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22740	16307	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22746	16313	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22755	16322	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22758	16325	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22723	16290	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22738	16305	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22706	16273	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22707	16274	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22747	16314	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22744	16311	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
22750	16317	10/01/2020	FE	Dell optiplex 3070 Mobilty - teleworker	03 yrs 00 mos	1,269	\$0
Totals						\$226,514	\$0

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.C. vii

To: LYNX Finance & Audit Committee

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

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Enter into a Memorandum of Agreement with Orange County for the International Drive Transit Project and Increase the Reimbursable Amount from Orange County to \$2,255,715

Date: 08/21/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to approve a Memorandum of Agreement with Orange County for the International Drive Transit Project increasing the reimbursable amount from Orange County to LYNX for transit planning professional services to \$2,255,715.

BACKGROUND:

In 2021, Orange County completed the International Drive Transit Feasibility and Alternative Technology Assessment (TFATA). The project evaluated the potential of implementing a premium transit circular operating within the International Drive District along International Drive from Sand Lake Road to Destination Parkway and Sea Harbor Drive.

To support the next steps of the International Drive Transit Project, LYNX and Orange County entered into a Memorandum of Agreement (MOA) on June 21, 2022 for LYNX to provide in-kind transit planning services to Orange County. LYNX, as the designated recipient for Federal Transit Administration (FTA) funds for the Central Florida region, will serve as the project lead for the procurement of professional consultant services to advance the International Drive Transit Project. A second MOA was signed on March 26, 2024 to identify the in-kind services that LYNX would provide to procure and manage the transit project.

LYNX Finance & Audit Committee Agenda

LYNX and Orange County entered into a Third Interlocal Agreement on December 3, 2024 to build upon the March 26, 2024 MOA and identify the specific terms and conditions of the in-kind and reimbursable services that will be provided by LYNX. These terms and conditions include: (i) LYNX procuring a third-party professional consultant; (ii) that the consultant be directed to prepare a Phase 1 Class of Action Request to the FTA; (iii) that if the parties elect to proceed with an optional Phase 2 of the project, the consultant will be directed to prepare a NEPA assessment and preliminary design up to 30 percent; and (iv) that the County will provide up to \$2.1 million of reimbursement for the procured consulting services.

On January 23, 2025, the LYNX Board of Directors authorized staff to begin the contract negotiations process with WSP USA for professional services for the International Drive Transit Project NEPA, Preliminary Engineering, and FTA Small Starts Project Development (RFP 24-R12). The amended Interlocal Agreement between LYNX and Orange County reflects an updated reimbursable amount of \$2,255,715 for the procured consulting services to reflect the negotiated contract fee agreement.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

There is no fiscal impact for LYNX for this Interlocal Agreement with Orange County. LYNX will be reimbursed by Orange County per the MOA for any expenses incurred.

LYNX Finance & Audit Committee Agenda

Consent Agenda Item #5.C. viii

To: LYNX Finance & Audit Committee

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

Phone: 407.841.2279 ext: 6036

Item Name: Authorization to Enter into a Memorandum of Understanding with the Greater Orlando Aviation Authority for Bus Transfer Facility Planning

Date: 08/21/2025

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and approve a Memorandum of Understanding with the Greater Orlando Aviation Authority (GOAA) to set up the terms and conditions by which LYNX and GOAA plan to coordinate efforts and develop feasibility studies to support a bus transfer facility at MCO Intermodal Facility.

BACKGROUND:

In 2023, the Florida Department of Transportation (FDOT) awarded LYNX with a discretionary grant under the Intermodal Program for \$510,000 to complete a feasibility study, National Environmental Policy Act (NEPA) assessment, and preliminary design to prepare for the relocation of LYNX's bus transfer facility from the Orlando International Airport's Terminal A to the new Terminal C Intermodal Facility. LYNX and GOAA staff meet monthly with Florida Department of Transportation (FDOT) to coordinate on this and related projects. As GOAA advances its own transportation plans and capital projects, the potential site for LYNX's bus transfer facility has shifted but remains near the Intermodal Facility.

This MOU establishes the terms and conditions under which LYNX and GOAA will coordinate their efforts to conduct feasibility studies and negotiate a ground lease agreement for the development of a consolidated transit terminal at MCO. The MOU serves as a framework for both parties to gather necessary information and complete due diligence to support the project.

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The consolidated transit terminal will be developed to provide direct connectivity to Brightline, Terminal C and future transit services through the Intermodal Facility. The new facility will replace LYNX's current stops located on the commercial curb at Terminal A to improve operating efficiency and passenger experience.

LYNX will leverage the FDOT Intermodal Grant to conduct a feasibility study to determine viability of the site, including vehicle access and utility infrastructure. This work will yield a conceptual site plan, to be agreed upon by GOAA. Simultaneously, GOAA will conduct a Mobility Corridor Feasibility Study to support LYNX's access through MCO property and to the new consolidated transit terminal.

Following the feasibility studies, LYNX and GOAA will coordinate the completion of the necessary NEPA review documentation and approvals, an update to the Airport Layout Plan, and consent from the Federal Aviation Administration.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The Florida Department of Transportation (FDOT) is providing a grant to cover all expenses for this project, therefore there is no financial impact to LYNX.

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Action Item #6.A

To: LYNX Finance & Audit Committee

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Approval of the FY2026 Proposed Operating Budget

Date: 08/21/2025

ACTION REQUESTED:

On March 20, 2025, staff presented to the Finance & Audit Committee several contribution scenarios based on the base case of the Proposed FY2026 Operating budget.

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

- Service levels adjusted for the Seminole route reductions
- No Changes in Fixed Route Fare Structure
- Vanpool contract completed which includes a new fare structure.
- Preventative Maintenance funding of \$8.5 million; ADA funding of \$2.5M.
- Wage increases consistent with funding partners and board approved labor agreements.
- Purchase transportation costs based on the current trip trends.
- Funding Partners contributions based on the approved Regional Funding Model.

OVERVIEW:

The FY2026 Proposed Operating Budget is a balanced budget with both revenue and expenses totaling \$217,008,696. The Proposed Operating Budget is funded by a combination of LYNX generated revenue, federal, state and local dollars. These funds are used to fund personnel expenses, services, materials, supplies, taxes, utilities, casualty and liability expenses, purchased transportation expenses, leases and miscellaneous expenses.

LYNX Finance & Audit Committee Agenda

Specifically, this budget includes funds from the following sources:

	FY2026 Proposed Budget
REVENUES	
Customer Fares	\$ 22,294,511
Contract Services	3,645,885
Advertising	2,805,000
Interest & Other Income	2,056,000
Federal Revenue	15,747,218
State Revenue	13,589,259
Local Revenue	17,656,320
Local Revenue Funding Partner	119,952,043
Use of Budget Stabilization Funds	19,262,460
TOTAL REVENUE	\$ 217,008,696

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

	FY2026 Proposed Budget
EXPENSE	
Salaries, Wages & Fringe Benefits	\$ 127,151,932
Other Services	13,789,076
Fuel	13,502,741
Materials and Supplies	10,601,280
Utilities	2,069,438
Casualty & Liability	4,765,221
Taxes and Licenses	696,131
Purchased Transportation Services	41,211,975
Leases & Miscellaneous	1,809,482
GASB 87 Lease Expense	397,260
GASB 96 Software Expense	950,500
Interest	63,660
TOTAL EXPENSE	217,008,696

LYNX Finance & Audit Committee Agenda

LYNX will utilize the regional funding model to allocate each jurisdiction's share of the costs of operations in FY2026.

The following chart shows the local funding breakdown:

	Orange County	Osceola County	Seminole County	TOTAL
Operating	\$ 92,178,040	\$ 16,345,426	\$ 11,428,577	\$ 119,952,043
Capital	3,077,449	413,812	197,283	3,688,544
Total Partner Contribution	95,255,489	16,759,238	11,625,860	123,640,587

LYNX Finance & Audit Committee Agenda

Action Item #6.B

To: LYNX Finance & Audit Committee

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: Approval of the FY2026 Proposed Capital Budget

Date: 08/21/2025

ACTION REQUESTED:

LYNX Staff is requesting the Oversight Committee's approval for the Chief Executive Officer (CEO) or designee to present the FY2026 Proposed Capital Budget to the LYNX Board of Directors.

BACKGROUND:

The Proposed Capital Budget for FY2026 is \$188,043,312.

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

LYNX Finance & Audit Committee Agenda

The table below identifies capital expenditures by major category:

	Proposed FY26 Capital
Vehicles	\$ 92,527,893
Facilities	66,970,624
Passenger Amenities	19,348,878
Technology	4,348,839
LYMMO	2,862,948
Support	1,009,055
Security	975,075
Total	<u>\$ 188,043,312</u>

The following are the details of each category:

- 1) Vehicles: includes replacement vehicles for fixed-route, Vanpool, paratransit services and support vehicles.
 - (80) 40 Ft CNG Buses (55 - Carryover from FY25)
 - (1) 35 Ft Electric Buses (Carryover from FY25)
 - (111) Paratransit Vehicles (46 - Carryover from FY25)
 - (125) Vanpool Vehicles (75 – Carryover from FY25)
 - Sub-recipient 5310 Vehicles
 - Road Ranger and Support vehicles
- 2) Support equipment: includes vehicle and facility maintenance equipment, road ranger equipment and other equipment.
- 3) Passenger amenities: includes shelter installations and rehabs.
 - Orange County ATSP Shelter program
 - Traditional partner New and Rehab Shelters within the system
- 4) Facilities: includes funds to complete the LOC/LCS improvements including upgrade of the HVAC systems, Window replacement at the LCS, LOC Concrete Improvements, Restroom Renovations, and land acquisition and Proposed design for the southern operations facility.
- 5) Technology: includes items to improve communication and information delivery, software enhancements and upgrades. As well as the technology lifecycle replacements.
- 6) Security: includes access control and cameras to enhance security and surveillance at all LYNX facilities.

LYNX Finance & Audit Cmmittee Agenda

Discussion Item #7.A

To: **LYNX Finance & Audit Committee**

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

Phone: **407.841.2279 ext: 6125**

Item Name: **Review of the FY2025 3rd Quarter Operating Results**

Date: **08/21/2025**

LYNX Staff will present a summary of the FY2025 3rd Quarter Operating results.

LYNX Finance & Audit Committee Agenda

Discussion Item #7.B

To: LYNX Finance & Audit Committee

From: Leonard Antmann
CHIEF FINANCIAL OFFICER
Michelle Daley
Technical Contact

Phone: 407.841.2279 ext: 6125

Item Name: LYNX Investment Policy

Date: 08/21/2025

LYNX Staff will provide the quarterly investment report as required by the LYNX Investment Policy.