

LYNX Board Agenda


Meeting Date: 8/25/2022
Meeting Time: 1:00 PM

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

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

1. Call to Order

2. Approval of Minutes

-  Board of Directors Meeting Minutes 7.28.22

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 Executive Officer's Report




5. Oversight Committee Report

6. Consent Agenda




A. Award Contracts

- i.  Authorization to Negotiate and Award a Contract to Premier Lawn Maintenance, LLC for Landscaping Services Pg 8
- ii.  Authorization to Negotiate and Award a Contract to Precision Transmission Inc. for the Procurement of Remanufactured ZF Transit Bus Transmissions Pg 10
- iii.  Authorization to Negotiate and Award a Contract to Bridgestone Americas Tire Operations, LLC for Transit Bus Tire Leasing Services Pg 12
- iv.  Authorization to Negotiate and Award a Contract to RMK Consulting, LLC DBA Kodiak Property Maintenance for the Repainting of Bus Shelters Pg 14


B. Extension of Contracts

- i.  Authorization to Exercise First Option Year on Piggybacking Agreement from Orange County Contract #Y19-1032 for Healthcare Benefits Consultant Services Pg 16
- ii.  Authorization to Exercise the Second Option Year of Contract #19-C35 with Employers Choice Online, Inc. for Pre-Employment Background Screening & Related Services Pg 18
- iii.  Authorization to Exercise the Final Option Year of Contract #18-C130 & #18-C128 for the Purchase of Taxi and Transportation Network Company (TNC) Services Pg 20


C. Miscellaneous

- i.  Authorization to Modify the Contract with Transloc, Inc. for Real-Time Trip Information and for Trip Reservations on NeighborLink Services Pg 22
- ii.  Authorization to Transfer Five (5) Laptops to The Christian Tech Center Ministries, Inc. Pg 24
- iii.  Authorization to Dispose of Items Accumulated Through the Lost and Found Process Pg 26


7. Action Agenda


- A.  Authorization to Submit the FY 2023-2032 Transit Development Plan (TDP) Major Update to the Florida Department of Transportation Pg 28

8. Work Session

- A.  Work Session on FY2023 Operating and Capital Budgets Pg 30

9. Information Items

- A.  Notification of Settlement Agreements Pursuant to Administrative Rule 6 Pg 31

- B.  Notification of Sole Source Procurements Pursuant to Administrative Rule 4 Pg 33

-Attachments   

10. Other Business

11. Monthly Reports

- A.  Communications Report - July 2022 Pg 40

- B.  Monthly Financial Report - May 2022 Pg 46

-Attachments 

- C.  Ridership Report - June 2022 Pg 48

-Attachments 

12. Adjourned

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

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

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

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

DATE: **July 28, 2022**

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

Members in Attendance:

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

1. Call to Order

Chair Demings called the meeting to order at 1:06 p.m.

Chair Demings asked Mayor Dyer to lead the Pledge of Allegiance.

2. Approval of Minutes

Commissioner Janer moved to approve the Board of Directors meeting minutes of June 23, 2022. Commissioner Herr seconded. The minutes were unanimously approved as presented.

3. Public Comments

Margo Wright – Orlando, FL
Ms. Wright stated that connections need to be better on the #104 at Colonial Plaza.

William Atwood – Orlando, FL
Mr. Atwood stated that he is having issues getting bus route information from LYNX staff.

4. Chief Executive Officer's Report

Jim Harrison, Chief Executive Officer, introduced Amber Johnson, DEI/Civil Rights Compliance Administrator.

Ridership continues to stay around 50,000. Staff anticipates ridership to rise, as school starts next month.

Staff continues to look at recruitment efforts. There is an item on today's agenda related to a new pilot program for the recruitment of new bus operators.

Budget presentations for the funding partners have been completed, and the final draft of the Operating and Capital budgets will be presented next month with final adoption at the Board meeting in September.

The Central Florida Commuter Rail Commission has engaged a consultant to prepare a transition plan for the local funding partners to take over SunRail. Three governance options have been identified, and option three contracts the operations to an existing agency. LYNX has had numerous meetings with the consultant team to analyze the existing organizational structure and identify common functions. SunRail operations are all currently privatized contracts. These contracts would be assigned to an agency. LYNX has the infrastructure in place to accommodate SunRail.

5. Oversight Committee Report

Commissioner Janer, Chair of the Oversight Committee provided her report on the Oversight Committee meeting that met earlier. She stated that the committee approved the minutes from the June 23, 2022, Oversight meeting.

Leonard Antmann, Chief Financial Officer, gave a report on the July 21, 2022 Finance & Audit Committee. The Finance Committee recommends approval of all Consent Agenda items.

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

The Oversight Committee received presentations on the upcoming service change and a pilot recruitment opportunity.

6. Consent Agenda:

Chair Demings 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.vii. Mr. Harrison stated that he recommends the entire Consent Agenda for approval.

A. Request for Proposal (RFP)

- i. Authorization to Release a Request for Proposal (RFP) for an Enterprise Resource Planning (ERP) Management Solution

- B. Invitation for Bid (IFB)
 - i. Authorization to Release an Invitation for Bid (IFB) for Transit Bus Engine Compartment Fire Suppression System Preventative Maintenance and Repair Services
 - ii. Authorization to Release an Invitation for Bid (IFB) for Transit Bus and Support Vehicle Towing Services
- C. Award Contracts
 - i. Authorization to Negotiate and Award a Contract to Stewart Stevenson FDDA LLC for the Procurement of Allison Transit Bus Transmissions
 - ii. Authorization to Negotiate and Award a Contract to Gillig, LLC for the Procurement of Voith X-Change Transit Bus Transmissions
 - iii. Authorization to Negotiate and Award a Contract to GC&E Systems Group, LLC for the Purchase, Installation, and Maintenance of Access Control Badge Readers for LYNX Facilities
 - iv. Authorization to Negotiate and Award a Contract to Humana Insurance Company for Vision Insurance Services
- D. Miscellaneous
 - i. Authorization to Submit a Public Transit Grant Agreement (PTGA) with the Florida Department of Transportation (FDOT) for FY2023 Block Grant Funding and Adoption of Resolution #22-005
 - ii. Authorization to Execute MetroPlan Orlando's FY2022-2023 Unified Planning Work Program (UPWP) Pass-Thru Funding Agreement
 - iii. Authorization to Renew Transit Station License Agreement with Orange County for Destination Parkway Intermodal Center
 - iv. Authorization to Approve the Disadvantaged Business Enterprise Program Participation Goal for FY2023-2025
 - v. Authorization to Transfer One Retired Revenue Vehicle to the Orange County Sheriff Office
 - vi. Authorization to Transfer Two Retired Van Pool Vans and One Paratransit Bus to The Advanced Community Center
 - vii. Authorization to Transfer Two Retired Van Pool Vans and Two Paratransit Buses to The Heart Charitable Foundation

Commissioner Janer made a motion to approve Consent Agenda items 6.A.i. through 6.D.vii. Seconded by Mayor Dyer. Motion passed unanimously.

7. Action Agenda

A. Authorization to Implement August 21, 2022 Service Changes

Chair Demings recognized Bruce Detweiler, Manager of Service Planning to make the presentation. Mr. Detweiler stated that the Service Changes include schedule adjustments, minor route adjustments, NeighborLink reimagining, and public outreach.

NeighborLink changes will take place in West Orange County. The 611 in Ocoee will extend South to include Health Central hospital and Walmart. This route will be renamed to 811. The 612 in Winter Garden will extend North to include Crown Point and will extend South to serve the Avalon Road and StoneyBrook areas. This route will be renamed 812. The 613 in Pine Hills will extend South to Route 50 and will improve connections. This route will be renamed 813.

Public outreach was made by notifications on media sites and bus stops. Public hearings were held and there was in-person outreach on the existing routes.

Commissioner Janer would like better marketing outreach.

Commissioner Janer made a motion to Authorize the August 21, 2022 Service Changes Seconded by Commissioner Herr. Motion passed unanimously.

8. Work Session

A. LYNX Recruitment Pilot Program

Chair Demings recognized Tiffany Homler-Hawkins, Chief Administrative Officer to make the presentation. Mrs. Homler-Hawkins shared Nationwide statistics showing the difficulty of hiring and retaining staff, with the most difficult positions being bus operators and bus maintenance.

Two pilot programs were presented. The first program is for the hiring and retaining of bus operators. The second program awards existing employees for referrals.

Chair Demings stated that employee recruitment and retention is a national problem.

Commissioner Herr asked if this is recruitment or retention. Mr. Harrison stated that this is directed at the recruitment aspect. Commissioner Herr stated that the evaluation period is not long enough and there should be further evaluation.

Commissioner Janer stated that the incentives do not seem sufficient. The distribution should be better, and the initial offer should be higher. Mr. Harrison agrees, and stated that this is an initial thought process and a framework for discussion.

Mayor Demings asked if there are comparisons to other transit groups. Mrs. Homler-Hawkins stated that Disney has a higher sign-on bonus with a bonus after the probationary period. Some transit agencies in the state do not have incentive programs, but has different benefit packages. Mayor Demings stated that this needs to fit within the budget. He stated that this is critical, especially if the sales tax incentive is approved.

Mayor Dyer asked about the percentage of hires that complete training. Mrs. Homler-Hawkins stated that the percentage is fifty-five percent.

9. Information Items

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

A. Notification of Settlement Agreements Pursuant to Administrative Rule 6

10. Other Business

No other business was discussed.

11. Monthly Reports: (For review purposes only)

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

A. Communications Report – June 2022

B. Monthly Financial Report – April 2022

C. Ridership Report – May 2022

12. Adjourned:

The meeting adjourned at 2:04 p.m.

Certification of Minutes:

I certify that the foregoing minutes of the July 28, 2022 LYNX Board of Director's meeting are true and correct, approved by the Board of Directors.

X

Assistant

LYNX Board Agenda

Consent Agenda Item #6.A. i

To: LYNX Board of Directors

From: Elvis Dovalos
Director Of Maintenance
Ricky Gonzalez
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Negotiate and Award a Contract to Premier Lawn Maintenance, LLC for Landscaping Services

Date: 8/25/2022

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 Premier Lawn Maintenance, LLC, for landscaping services for an initial three (3) year term for an amount not to exceed \$250,000. The contract will have the option to extend for two (2) one (1) year terms.

BACKGROUND:

This service is required in order to ensure LYNX complies with City and County ordinances related to landscaping for the purposes of enhancement of 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.

On June 7, 2022, an Invitation for Bid (IFB) was released for the procurement of landscaping services. The IFB was posted on DemandStar, and sent directly to interested suppliers. The following two submissions were returned by the return deadline of July 12, 2022:

Firm
Premier Lawn Maintenance, LLC
Aero Groundtek, LLC

Staff is recommending the contract be awarded to Premier Landscape Services, LLC, the responsive and responsible bidder with lowest cost submission.

LYNX Board Agenda

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

FISCAL IMPACT:

The Amended FY2022 Operating Budget includes \$63,000 landscaping services.

LYNX Board Agenda

Consent Agenda Item #6.A. ii

To: LYNX Board of Directors

From: Elvis Dovaes
Director Of Maintenance
Elvis Dovaes
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Negotiate and Award a Contract to Precision Transmission Inc. for the Procurement of Remanufactured ZF Transit Bus Transmissions

Date: 8/25/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to award a contract to Precision Transmission Inc. for the procurement of remanufactured ZF transmissions for transit buses for a total contractual not to exceed amount of \$247,000 for the initial term of two (2) years. The contract will have the option to extend for three (3) one (1) year terms.

BACKGROUND:

LYNX has a fleet of 296 transit buses. LYNX Fleet Maintenance Division adopts a strict preventative maintenance policy for LYNX fleet, however, as our fleet ages, major repairs/replacements are necessary. Transmissions are maintained and only replaced when a total failure occurs. We do on occasion, as a cost savings method to replace transmissions that have extremely high miles, along with scheduled and unscheduled engine replacements.

On March 24, 2022, the Board of Directors authorized LYNX staff to release an Invitation for Bid (IFB) for the procurement of remanufactured transmissions. The IFB was released on June 16, 2022. The IFB was posted on DemandStar, and sent directly to interested suppliers.

Staff is recommending the contract be awarded to Precision Transmission Inc., the incumbent supplier and the only supplier who submitted a response to the IFB.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

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FISCAL IMPACT:

The FY2022 Amended Operating Budget included \$189,000 for transmissions for transit buses.
This project is 100% grant funded.

LYNX Board Agenda

Consent Agenda Item #6.A. iii

To: LYNX Board of Directors

From: Elvis Dovaes
Director Of Maintenance
Elvis Dovaes
(Technical Contact)

Phone: 407.841.2279 ext: 6239

Item Name: Authorization to Negotiate and Award a Contract to Bridgestone Americas Tire Operations, LLC for Transit Bus Tire Leasing Services

Date: 8/25/2022

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 Bridgestone Americas Tire Operations, LLC for transit bus tire leasing services for a total contractual not to exceed amount of \$1,700,000 for the initial term of three (3) years. The contract will have the option to extend for two (2) one (1) year terms.

BACKGROUND:

On February 24, 2022 the LYNX Board of Directors on Consent Agenda Item #6.B.i, approved the release of an Invitation for Bid (IFB) for transit bus tire leasing services.

The LYNX Vehicle Maintenance Division maintains a fleet of 295 transit buses, the tires used on the buses are currently leased. It has been LYNX practice to lease tires due to the fact that by leasing tires it results in lower costs per tire mile. Additionally, the costs of procuring and maintaining tire inventory and the tire disposal are avoided. LYNX has continually monitored the market, reviewing the benefits of leasing versus buying transit bus tires and it has been proven that leasing produces the greater benefit.

On May 02, 2022, the Invitation for Bid (IFB) for transit bus tire leasing was released. The IFB was posted on DemandStar, and sent directly to interested suppliers. The IFB return date was on July 13, 2022, the following two firms submitted bids:

- Bridgestone Americas Tire Operations, LLC
- Michelin North America, Inc.

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Staff is recommending the contract be awarded to Bridgestone Americas Tire Operations, LLC, the qualified bidder with the lowest cost response to the IFB.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

FISCAL IMPACT:

The Amended FY2022 Operating Budget includes \$672,011 for transit bus tire leasing services.

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Consent Agenda Item #6.A. iv

To: LYNX Board of Directors

From: Leonard Antmann
Chief Financial Officer
Jeffrey Reine
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Authorization to Negotiate and Award a Contract to RMK Consulting, LLC
DBA Kodiak Property Maintenance for the Repainting of Bus Shelters

Date: 8/25/2022

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 RMK Consulting LLC DBA Kodiak Property Maintenance, for the repainting of bus shelters for a total contractual not to exceed amount of \$1,500,000 for an initial term of three (3) years with the option to extend for two (2) one (1) year terms.

BACKGROUND:

LYNX has approximately 4,500 bus stops within its 2,500-mile service area. One of the most requested improvements to a bus stop from passengers is the addition of a bus shelter. After this, the next most requested improvement is the repainting of existing bus shelters. Currently, LYNX repaints shelters approximately every ten (10) years. Since starting the repaint program in 2017, LYNX has successfully repainted approximately 105 shelters. For 2021/2022, LYNX is currently in the process of repainting another 100 shelters throughout the service area.

Currently, existing contracts are in place to replace items on shelters needing updating such as the seating and roof panels. This award allows for the in-situ painting of the bus shelters. By painting in-situ, LYNX is able to save approximately 30 percent off of the cost of an entirely new shelter. In addition, by combining the replacement of parts (i.e. roof panels and seats) with the repainting, LYNX is able to leverage and maximize capital funding from the Federal Transit Administration instead of operating funding.

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On January 27, 2022, the Board of Directors authorized LYNX staff to release an Invitation for Bid (IFB) for the repainting of bus shelters. The IFB was released on June 13, 2022. The IFB was posted on DemandStar and sent directly to interested suppliers.

The following four (4) suppliers submitted bids in response to the IFB:

- Five 12 Painting
- JMD Global Developers
- Quick Painting
- RMK Consulting LLC DBA Kodiak Property Maintenance

The contract award is being recommended for RMK Consulting LLC DBA Kodiak Property Maintenance, the supplier who submitted the most responsive, responsible and lowest cost bid.

DISADVANTAGE 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 FY2022 Approved Capital Budget includes \$1,978,790 for Shelter Rehab, which includes painting of the shelters. This project will be 100% Federal funded.

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Consent Agenda Item #6.B. i

To: LYNX Board of Directors

From: Terri Setterington
Director Of Human Resources
Brian Anderson
(Technical Contact)

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Exercise First Option Year on Piggybacking Agreement from Orange County Contract #Y19-1032 for Healthcare Benefits Consultant Services

Date: 8/25/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to Exercise First Option Year on Piggybacking Agreement from Orange County Contract #Y19-1032 with Digital Insurance, LLC, formerly known as RobinsonBush, Inc. for Healthcare Benefits Consultant Services and increase the not to exceed amount to \$406,360.

BACKGROUND:

In 2011, the Board of Directors' authorized LYNX to explore the possibility of procuring health and welfare benefits separately from Orange County's Benefit plan. January 1, 2012, LYNX secured the services of a Health Benefit Consultant to facilitate and execute this research. Since 2012, LYNX has had a Health Benefits Consultant to help analyze costs, trends and work on RFP's as needed for its various health and welfare benefits.

In an effort to reduce our costs for this service, it was determined to be more cost effective to piggyback from Orange County Government's health and welfare benefits consultant services contract which was done.

In July of 2019, Orange County renewed its contract with RobinsonBush, Inc. LYNX wishes to continue to piggyback this contract. As an opportunity to leverage these needs, LYNX desires to continue to consolidate these services under the piggyback agreement with Orange County Government for health and welfare benefits consultant. By consolidating this requirement, LYNX will receive a significant cost savings for both the employee and LYNX.

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DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

FISCAL IMPACT:

The FY2022 Amended Operating Budget includes \$117,075 for Healthcare Benefits Consultant Services.

LYNX Board Agenda

Consent Agenda Item #6.B. ii

To: LYNX Board of Directors

From: Terri Setterington
Director Of Human Resources
Terri Setterington
(Technical Contact)

Phone: 407.841.2279 ext: 6106

Item Name: Authorization to Exercise the Second Option Year of Contract #19-C35 with Employers Choice Online, Inc. for Pre-Employment Background Screening & Related Services

Date: 8/25/2022

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 #19-C35 with Employers Choice Online, Inc. for Pre-Employment Background Screening & Related Services and to increase the not to exceed to \$200,000.

BACKGROUND:

Background checks are a vital part of the employment process to assist in hiring the best possible candidate. As part of our hiring process, LYNX conducts a comprehensive background check on every new hire. Obtaining a comprehensive criminal history check on potential new hires involves accessing numerous sources of information which presents challenges in getting information from various states and counties. It is cost prohibitive for LYNX to perform these checks in-house. Therefore, 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.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

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FISCAL IMPACT:

The FY2022 Amended Operating Budget includes \$36,375 for Pre-Employment Background Screening and Related Services.

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Consent Agenda Item #6.B. iii

To: LYNX Board of Directors

From: Norman Hickling
Director Of Mobility Services
Selita Stubbs
(Technical Contact)

Phone: 407.841.2279 ext: 6169

Item Name: Authorization to Exercise the Final Option Year of Contract #18-C130 & #18-C128 for the Purchase of Taxi and Transportation Network Company (TNC) Services

Date: 8/25/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to exercise the final option year of Contract #18-C130 & #18-C128 with City Cab Company of Orlando, LLC d/b/a Mears & UZURV Holdings, Inc. for the Purchase of Transportation Services Provided by Taxi and Transportation Network Company (TNC) Suppliers.

BACKGROUND:

On February 1, 2018, the Board of Directors authorized LYNX staff to release a Request for Proposal (RFP) for the purchase of alternate transit providers for ACCESS LYNX. The RFP was released on March 15, 2018. Seven (7) suppliers submitted proposals. This action was taken to meet the significantly increasing demands for mobility services above our primary contractor's, MV Transportation, allocation of 37,000 monthly trips.

On May 24, 2018, the Board of Directors authorized contracts to provide alternative transportation services on behalf of LYNX Mobility Services. However, to ensure effective program management, regulatory compliance, and contractual oversight, only OWL, Inc., City Cab Company of Orlando, LLC dba Mears, and UZURV Holdings, Inc., are currently being utilized for purchased Taxi and TNC services.

On June 27, 2019, the Board of Directors authorized an extension of the first year of the contracts to September 30, 2019 to align with the agency fiscal year end. Additionally, provided

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contract authorization not to exceed \$7,900,000 to support funding of TAXI/TNC transportation services throughout the remainder of the FY2019 ending September 30, 2019.

On September 30, 2019 the Board of Directors authorized the extension of year two of the contract and allocation of \$8,311,500 for purchase of transportation services provided by Taxi and Transportation Network (TNC) for Mobility Services thru the end of FY2020.

On September 24, 2020 the Board of Directors authorized the extension of year three of the contract and allocation of \$8,311,500 for purchase of transportation services provided by Taxi and Transportation Network (TNC) for Mobility Services thru the end of FY2021.

On August 26, 2021 the Board of Directors authorized the extension of year four of the contract and allocation of \$7,367,392 for purchase of transportation services provided by Taxi and Transportation Network (TNC) for Mobility Services thru the end of FY2022.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable to this activity.

FISCAL IMPACT:

The FY2022 Amended Operating Budget includes \$7,847,121 for the Purchase of Transportation Services Provided by Taxi and Transportation Network Company (TNC) Suppliers.

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Consent Agenda Item #6.C. i

To: LYNX Board of Directors

From: Norman Hickling
Director Of Mobility Services
Kenneth Jamison
(Technical Contact)

Phone: 407.841.2279 ext: 6169

Item Name: Authorization to Modify the Contract with Transloc, Inc. for Real-Time Trip Information and for Trip Reservations on NeighborLink Services

Date: 8/25/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to negotiate and execute a contract modification with Transloc, Inc. for real-time trip information and for trip reservations on NeighborLink services for a period of three (3) months.

BACKGROUND:

LYNX issued Contract #15-C13 to DoubleMap, Inc. dated August 11, 2015, for implementation of an Intelligent Transportation Systems Solution. This solution provides real-time information to passengers and for reservations and vehicle location for on-demand transit services on NeighborLink services. DoubleMap, Inc., Ride Systems, and Transloc, Inc. unified as one company in 2019 under the name TransLoc, Inc.

LYNX received authorization to negotiate and execute a contract modification with Transloc, Inc. for real-time trip information and for trip reservations on NeighborLink services for a period of nine (9) months and to increase the not to exceed by \$140,410.

Staff is working on a managed software solution for NeighborLink services. Real-time fixed route transit information is available in the General Transit Feed Specification with the Real-Time extension through the LYNX website. This contract modification will allow an additional three (3) months for a transition to the new software solution and allow for the migration of passengers to the third-party mobile applications providing the real-time transit information. The extension does not increase the not to exceed amount as the previous modification was based on an annual contract amount.

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DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE goal was assessed at time of award. LYNX encourages Contractor to make every attempt to obtain participation of certified DBE's and other small businesses in the completion of this contract.

FISCAL IMPACT:

The FY2022 Amended Operating Budget includes \$143,838 for these services.

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Consent Agenda Item #6.C. ii

To: LYNX Board of Directors

From: Michelle Daley
Director Of Finance
Warren Hersh
(Technical Contact)
Edward Velez
(Technical Contact)

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Transfer Five (5) Laptops to The Christian Tech Center Ministries, Inc.

Date: 8/25/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization for the Chief Executive Officer (CEO) or designee to transfer five (5) Laptops to The Christian Tech Center Ministries, Inc.

BACKGROUND:

LYNX staff has identified five (5) Laptops for retirement. The Christian Tech Center Ministries, Inc. has expressed an interest in receiving the LYNX retired Laptops to provide free technology services to out of work individuals, under privileged families, and socially disadvantaged communities. The Christian Tech Center Ministries, Inc. has provided the IRS for showing their designation as an exempt organization under IRC Section 501(c)(3).

LYNX staff is preparing a submission to the Federal Transit Administration (FTA) for approval in order to waive or transfer any outstanding obligation associated with the laptops which is currently valued at \$0. Upon Board of Directors approval, LYNX staff will continue to work with The Christian Tech Center Ministry. If the transfer of the laptops is not successful, LYNX staff will then include them in the upcoming public auction.

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Asset Profile

Acquisition Date	Acquisition Value	Class	Company Asset Number	Description	Mfg Serial No	System Number	Net Book as of 8/31/22
3/26/2015	\$2,079	FE	12936	Dell Laptop	900ML32	18508	\$0
3/20/2015	\$2,957	FE	13048	Dell Laptop	BWNHKPV	18510	\$0
8/11/2015	\$5,842	FE	13076	Dell Laptop	9KPNY1	18624	0
1/3/2017	\$5,204	FE	14007	Dell Laptop	FPSQG92	19863	\$0
1/3/2017	\$5,204	FE	14008	Dell Laptop	DPSQG92	19864	\$0
Total	\$21,286						\$0

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

A DBE participation goal is not applicable for this activity.

FISCAL IMPACT:

The net book value of the five (5) laptops is \$0.

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Consent Agenda Item #6.C. iii

To: LYNX Board of Directors

From: Michelle Daley
Director Of Finance
Warren Hersh
(Technical Contact)
Edward Velez
(Technical Contact)

Phone: 407.841.2279 ext: 6014

Item Name: Authorization to Dispose of Items Accumulated Through the Lost and Found Process

Date: 8/25/2022

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 leaves 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 to 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.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE participation goal is applicable for this activity.

LYNX Board Agenda

FISCAL IMPACT:

The net proceeds from this sale will be included in LYNX's FY2022 non-operating revenue.

Lost and Found Articles **Items to Donate or Auction**

Article	Count of Article
Apron	2
Baby Stroller	3
Backpack	122
Bag	146
Bible	3
Bike	155
Books	26
Cane	9
Case	11
CD, DVD, Tape	1
Cellphone	275
Clothing	35
Cooler	3
Electronic Device	94
Envelope	7
Folder/Binder	17
Footwear	12
Glasses	113
Gloves	4
Hat	46
Jacket/Hoodie	60
Jewelry	17
Laptop/Tablet	12
Luggage	9
Lunch Bag	38
Purse	16
Sweater/Sweatshirt	14
Thermos/Mug	24
Tools	4
Toy	3
Umbrella	44
Wallet	102
Watch	8
Total	1435

LYNX Board Agenda

Action Agenda Item #7.A

To: LYNX Board of Directors

From: James Boyle
Director Of Planning And Development
Myles O'Keefe
(Technical Contact)
Patricia Whitton
(Technical Contact)

Phone: 407.841.2279 ext:

Item Name: Authorization to Submit the FY 2023-2032 Transit Development Plan (TDP)
Major Update to the Florida Department of Transportation

Date: 8/25/2022

ACTION REQUESTED:

Staff is requesting the Board of Directors' authorization to submit the FY 2023-2032 Transit Development Plan (TDP) major update to the Florida Department of Transportation (FDOT) for approval to meet block grant funding requirements.

BACKGROUND:

As required by FDOT, LYNX completes a major update to its ten-year TDP every five years. The last major update was completed in 2017. The major update is due to FDOT by September 1, 2022, in order to receive final approval from FDOT by December 31, 2022.

The TDP major update differs from an annual update in that it includes a more robust public involvement process; a detailed situation appraisal; development of alternatives to achieve LYNX's vision, mission and goals; and a ten-year implementation program. LYNX leveraged the recently completed 20-year county transit plans for Orange, Osceola, and Seminole Counties as the foundation for this 10-year plan. As a result, this TDP major update reflects the transit needs of the region and a ten-year implementation schedule. The implementation plan includes operating and capital cost estimates for the ten-year needs and identifies gaps in the region's current ability to meet the identified needs.

The FY 2023-2032 TDP major update will serve to guide LYNX's decision making for future service changes, planning studies and capital projects and acquisitions.

LYNX Board Agenda

Following the submittal of the TDP major update, LYNX staff will complete annual TDP updates in the coming four years, with the next major update occurring in FY 2027 for the FY 2028-FY2037 timeframe.

DISADVANTAGE BUSINESS ENTERPRISE (DBE) PARTICIPATION:

No DBE goal is applicable to this activity.

FISCAL IMPACT:

The FY2022 Amended Budget includes \$12,823,044 for the FDOT Block Grant. An approved TDP is required prior to FDOT release of any Block Grant funding.

LYNX ard Agenda

Work Session Item #8.A

To: LYNX Board of Directors

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
(Technical Contact)
Tony Deguzman
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Work Session on FY2023 Operating and Capital Budgets

Date: 8/25/2022

LYNX staff will conduct a work session on the FY2023 Operating and Capital budgets.

LYNX Board Agenda

Information Item A

To: LYNX Board of Directors

From: Leonard Antmann
Chief Financial Officer
Brenda Atkinson
(Technical Contact)

Phone: 407.841.2279 ext: 6125

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

Date: 8/25/2022

LYNX Liability Claim Settlements July1 – July 31, 2022

Claimant Name	Accident Date	Accident Type	Settlement Amount	Date of Check
Joseph J. Voccola fbo Victoria Johnson	7/1/2021	BI	\$ 3,000.00	7/14/2022
Eugene Damaso	2/28/2022	PD	\$ 500.00	7/14/2022
Dan Newlin fbo Alain Dupotey	11/12/2019	BI	\$ 18,086.24	7/14/2022
Franchi Law fbo Latrell Lowe	9/3/2020	BI	\$ 2,800.00	7/14/2022
Morgan & Morgan fbo Dorrell Russell	9/2/2016	BI	\$ 50,000.00	7/14/2022
Hector Torres	4/23/2022	PD	\$ 2,612.78	7/21/2022
Greenway Ford (Gail Ott)	1/6/2022	PD	\$ 2,456.42	7/21/2022
Daniel Zagata	6/23/2022	PD	\$ 3,277.37	7/21/2022
Kirschner & Konicek fbo Gillis Neal	8/7/2015	BI	\$ 100,000.00	7/21/2022
Jennifer Karina Salguero	4/21/2022	PD	\$ 952.86	7/21/2022
Temesgen Wondimagegh	6/7/2022	PD	\$ 844.60	7/21/2022
Walt Disney Park and Resorts	1/30/2022	PD	\$ 2,923.00	7/21/2022
Essence Velazquez	4/24/2022	PD	\$ 175.00	7/21/2022
Janice Curtis	6/6/2022	PD	\$ 770.11	7/21/2022
Praxis Consulting aso Geico (Tyler Bryant)	10/15/2021	PD	\$ 6,082.50	7/21/2022
Yellow Cab Company of Orlando	7/1/2022	PD	\$ 3,889.27	7/21/2022
Enterprise Holding (Maureen Wallace)	5/7/2022	PD	\$ 1,579.40	7/21/2022
Morgan & Morgan fbo Jose Carvajal	11/28/2020	BI	\$ 15,000.00	7/28/2022
Morgan & Morgan fbo Daniel Tirado	1/7/2022	BI	\$ 28,800.00	7/28/2022
Vasquez Tosko fbo Anis Khalaf	10/25/2019	BI	\$ 11,250.00	7/28/2022

LYNX Board Agenda

Sublette Law trust f/b/o Maricelis Betancourt	4/24/2018	BI	\$ 25,000.00	7/28/2022
Morgan & Morgan f/b/o Elsie Still,	9/12/2018	PD	\$ 22,500.00	7/28/2022
Enterprise Rent a Car (Gail Ott)	1/6/2022	PD	\$ 1,880.66	7/28/2022
Davison & O'Neil, PLLC f/b/o Noel Momain	1/17/202	BI	\$ 4,849.86	7/28/2022
Greater Orlando Aviation Authority	6/1/2022	PD	\$ 202.35	7/28/2022

LYNX Board Agenda

Information Item B

To: LYNX Board of Directors

From: Maurice Jones
Director Of Procurement
Maurice Jones
(Technical Contact)

Phone: 407.841.2279 ext: 6057

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

Date: 8/25/2022

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

1. Lobby Guard Solutions, LLC
2. Trapeze Group, Inc.
3. Trapeze Software Group, Inc.



Sole Source Justification

DATE: July 11, 2022

REQUESTED BY: Robert Carey

SUBJECT: Lobby Guard Solutions, LLC - Visitor Management System

BACKGROUND:

On April 1, 2021, LYNX entered into a written contract agreement for our visitor management system with Lobby Guard Solutions, LLC (Lobby Guard) for the purchase of equipment, software, installation and warranty.

SOLE SOURCE JUSTIFICATION:

Lobby Guard is the owner, manufacturer, and sole source provider of the visitor management system, which records visitor information when visiting any LYNX location. The software requiring annual updating from Lobby Guard is a proprietary system. To date, there is not a compatible system in the market duplicate to this software in order to maintain the current visitor management system. The process to resolicit in the market would result in unacceptable delays and duplication of costs for LYNX.

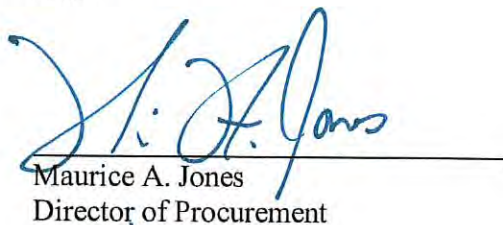
Moreover, the transition to a new visitor management software and equipment system would require staff training and integration of the existing system into existing LYNX software and hardware systems.

COST ANALYSIS:

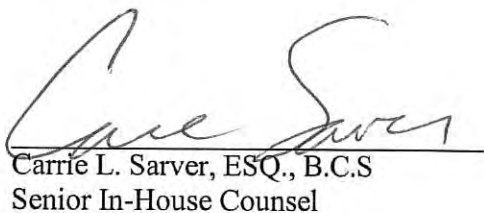
The cost for the Lobby Guard Software annual access fee and equipment warranty is to be paid in full with an annual payment of \$3,600.00.


Robert Carey
Project Manager

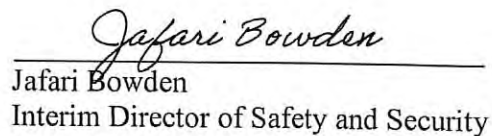
7/11/22
Date:


Maurice A. Jones
Director of Procurement

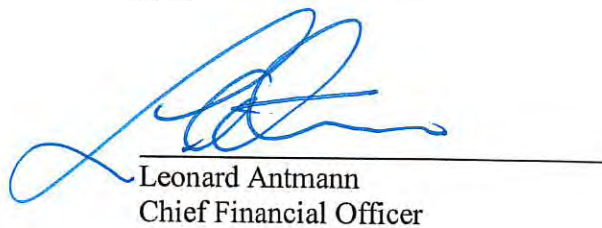
7/11/2022
Date:


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

7/18/22
Date:


Jafari Bowden
Interim Director of Safety and Security

7/11/2022
Date


Leonard Antmann
Chief Financial Officer

7/11/22
Date


James E. Harrison, Esq., P.E.
Chief Executive Officer

07/22/22
Date



Sole Source Justification

DATE: May 16, 2022

REQUESTED BY: Norman L. Hickling, Director of Mobility Services

SUBJECT: Procurement of services with Trapeze Group, Inc. (Trapeze) for the configuration, testing, and deployment of cloud managed services of Rides on Demand for PASS software for support of the Mobility Services reservation, scheduling and dispatching for NeighborLink operations.

BACKGROUND: Since 2002, Trapeze software has been utilized by LYNX for the scheduling and dispatch of Access Lynx trips. Considering the significant time and financial investment LYNX has already made with the current Trapeze software, it would not be prudent or cost effective, at this time, to re-solicit for any other cloud managed service software vendor as it would a duplication of costs that would not expected to be recovered through competition.

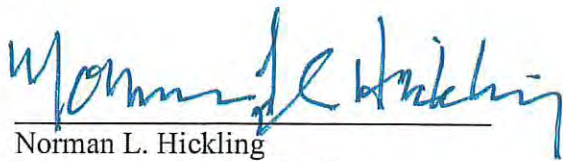
SOLE SOURCE JUSTIFICATION: Trapeze Group, Inc., is the principal owner, proprietor of the technology, and provider of the "Rides on Demand" (Trispark) for PASS software. This software module will be integrated with, and work in conjunction, the PASS TCMS software that is being upgraded for Mobility Services paratransit operations.

The upgrade to PASS Rides on Demand (TripSpark) module is an integral part of the PASS solution suite which means that the same ride administration and in-vehicle technology systems are used to support both modes of transit offered by LYNX Mobility Services. There is no other software available that can provide this common system integration and solution to manage both Neighborlink and Access Lynx modes of operations.

Should Lynx expand to new service areas or experience increased ridership, the "Rides on Demand" (TripSpark) for PASS software solution is immediately capable for expansion based on trip volumes. This project establishes Lynx for the future - the combination of technologies and managed services makes future expansion simple and attainable without system disruption.

COST/PRICE ANALYSIS:


ITEM	DESCRIPTION	YEAR 1	YEAR 2	YEAR 3
1	Rides on Demand Implementation costs	\$37,831		
2	Rides on Demand hosting	\$5,866	\$6,160	\$6,468
3	Rides on Demand subscription costs	\$10,713	\$11,249	\$11,811
	Total Cost	\$54,410	\$17,409	\$18,279



Norman L. Hickling
Director of Mobility Services

5/16/2022

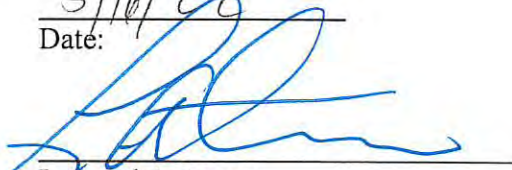
Date:



Dana Baker
Chief Operating Officer

5/16/22

Date:



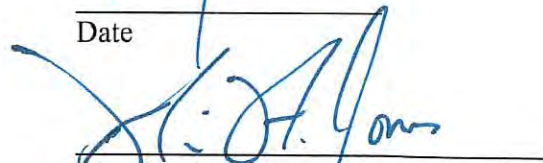
Leonard Antmann
Chief Financial Officer

6/25/22

Date:

N/A
PM's Supervisor's Name

Date



Maurice A. Jones
Manager of Procurement

6/22/2022

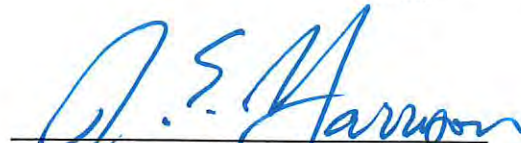
Date



Carrie L. Sarver, ESQ., B.C.S
Senior Staff Attorney

6/27/22

Date



James E. Harrison, Esq., P.E.
Chief Executive Officer

6/29/22

Date:



Sole Source Justification

DATE: June 13, 2022

REQUESTED BY:

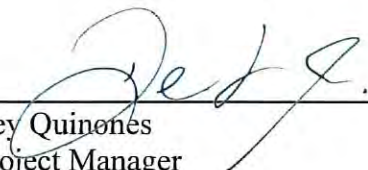
SUBJECT: Trapeze Software Configuration (AM & PM Board)

BACKGROUND: On October 1, 2021, LYNX and UTA Local 1596 ratified the labor agreement making changes to work conditions requiring customization to Trapeze Software to function properly.

SOLE SOURCE JUSTIFICATION: Trapeze Software Group, Inc. is the owner, manufacturer, and sole source provider of Trapeze-OPS LYNX's transportation operations system of scheduling transportation needs to the public, and recording schedule and timekeeping hours for bus operators. A new provider would result in substantial duplication of costs if the agency were to pursue another vendor and software package to provide the above-mentioned services provided by Trapeze Software Group. The software LYNX is using is Trapeze Software Group preparatory system and the procurement process required to identify and acquire support from another system would result in unacceptable delays and duplication of costs for LYNX and its jurisdictional funding partners. The unacceptable delay and duplication of costs would arise from paying for the new vendor software; would cause interruptions of LYNX operations, which would impact customer service needs. Moreover, the transition to a new operations management software would require staff training on a new system and integration of the operations management system into other existing LYNX software and hardware systems.

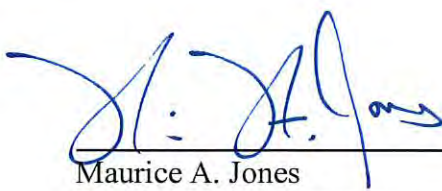
COST/PRICE ANALYSIS:

The cost for the AM/PM Board Trapeze Software configuration is to be paid in full with a one-time payment of \$20,194.00.




Rey Quinones
Project Manager

06/22/2022
Date: _____



Maurice A. Jones
Manager of Procurement

6/22/2022
Date: _____



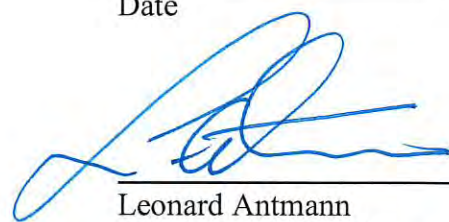
Carrie L. Sarver, ESQ., B.C.S
Senior In-House Counsel

Date: _____

Dana Baker

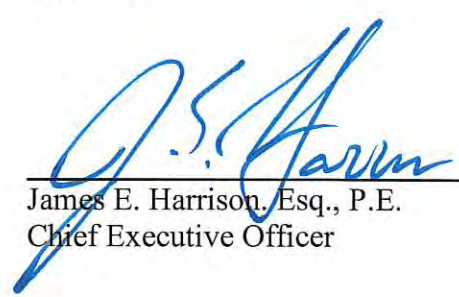
Dana Baker
Chief Operations Officer

6/21/2022
Date _____



Leonard Antmann
Chief Financial Officer

6/24/22
Date _____



James E. Harrison, Esq., P.E.
Chief Executive Officer

6/29/22
Date _____

LYNX Board Agenda

Monthly Report A

To: LYNX Board of Directors

From: **Matthew Friedman**
Director Of Marketing Communications
Janet Vidal
(Technical Contact)

Phone: 407.841.2279 ext: 6206

Item Name: Communications Report - July 2022

Date: 8/25/2022

LYNX Press Releases | Media Notes: July 2022

July 15	LYNX to Accept Applications for the 19th Public Service Bus Contest
July 22	LYNX July 28 Board of Directors and Oversight Committee Meeting Information
July 28	LYNX to Make August 2022 Service Changes

July 2022 – LYNX News Articles

To view the articles below please copy and paste the link into a browser.	
July 20	APTA announces public transit industry's best marketing and communications work in first ...
July 21	Florida real estate may benefit from proposed Orange County transportation sales tax
July 22	Pine Hills residents voice concerns and optimism for new Lynx bus transfer center How Orange County infrastructure will benefit from proposed penny sales tax hike

LYNX Board Agenda

July 26	Residents along Fowler Lane have major concerns with expansion project
July 27	Could a penny sales tax drive away transportation problems in Orange County?
July 28	Community Impact Transportation: Orange County's biggest needs include transit, roadway projects, pedestrian safety and new technology. Trouble hiring? See why improved Lynx bus service may help Orlando's labor challenges.

July 2022 – LYNX Social Media

July 1	Bus stop change: Effective today the following changes will take effect in the Belco Drive and Pine Hills Rd areas. Have a safe and happy Fourth of July weekend! We will be operating a holiday schedule on Independence Day, July 4. Response to comment to extend the 40 to Universal Employment Center on Sundays.
July 2	Service Alert: Streets around Lake Eola Park will be closed on July 4/5 due to Fourth of July Fireworks. Service Detour of Links 20, 21, 62 & 19 due to a Lions Match on July 4.
July 3	We will be operating a holiday schedule on Independence Day, July 4. Red, Hot & Boom fireworks at Cranes Roost Park is today.
July 4	Reminder: Streets around Lake Eola Park will be closed on July 4/5 due to Fourth of July Fireworks. Service Detour of Links 20, 21, 62 & 19 due to a Lions Match on July 4. Wishing you all a very happy and safe Independence Day!
July 5	We want your feedback. Help us continue to improve our transit system. Response to complaint about Link 106. Response to question about bus passes.
July 6	We're hiring Bus Operators.
July 7	#DYK that our bus maintenance team perform inspections on more than 2,400 buses a year? Service Detour of Links 20, 21, 62 & 19 due to a Lions Match on July 8. Due to road construction, Hughey Avenue and Central Boulevard will be closed.
July 8	Good Friday morning from SoDo! Service Detour of Links 20, 21, 62 & 19 due to a Lions Match on July 8. Effective Tuesday, July 12, the Link 436S southbound bus stop at Semoran Boulevard and Terry Brook Drive will be removed. Response to comment about a bus operator driving slowly. Response to questions about bus fares and fare payment.

LYNX Board Agenda

July 9	We want your feedback. Help us continue to improve our transit system. The public comment period for the August service proposal is open until 5p. Service Detour of Links 20, 21, 62 & 19 due to a Lions Match on July 9.
July 10	Our Customer Service team is ready to assist with all the info you need to get your trip started!
July 11	Good day from the Link 312 bus route. We want your feedback. Help us continue to improve our transit system. Response to comment about loitering at a bus stop.
July 12	#TipTuesday: When boarding, be sure to remove your backpack or large item and place it in front of you.
July 13	The wheelz on this bus can t-ake you to all of your favorite summer fun destinations! Response to feedback about Links 37 and 42. We want your feedback. Help us continue to improve our transit system.
July 14	Need a Youth or AdvantAge ID card, the Lost and Found window will be open this Saturday from 9a to 1p. Reminder: The public comment period for the August service proposal ends at 5p July 16.
July 15	We want your feedback. Help us continue to improve our transit system. Give your bus operator a friendly wave and smile today. We are bringing back the Public Service Bus after a two-year hiatus.
July 16	Need a Youth or Advantage photo ID card? Stop by the Lost and Found window at LYNX Central Station today.
July 17	Happy #WorldEmojiDay! Happy #NationalIceCreamDay! Starting tomorrow, July 18, qualified non-profit organizations can register for a chance to win free advertising on the LYNX Public Service Bus.
July 18	A busy morning here at the Disney Springs Transfer Center. Now through Aug. 19 applications are being accepted for the 2022-23 Public Service Bus.
July 19	ACCESS LYNX tickets have a new look! Service Detour: streets around Camping World and Exploria Stadium will be closed on July 23 from 3pm-12am. Response to concern about a lost item. Response to question about the bus operator position.
July 20	Not a bad spot for a midweek break.
July 21	What's different between now and then? #tbt Response to question on what year was the image taken? Service Detour: streets around Camping World and Exploria Stadium will be closed on July 23 from 3pm-12am. Response to negative comment about bus service.

LYNX Board Agenda

July 22	<p>The July 28 LYNX Oversight Committee and Board of Directors meetings will be open to the public with members attending in person.</p> <p>Thinking about heading to Downtown Orlando for any of the events this weekend, consider riding LYMMO.</p> <p>Starting July 25, due to construction, Livingston Street will be closed between Orange and Garland Avenue until Aug 12.</p> <p>Response to comment about Link 40 not showing on the bus tracker.</p>
July 23	<p>Now through Aug. 19 applications are being accepted for the 2022-23 Public Service Bus.</p> <p>Service Detour: streets around Camping World and Exploria Stadium will be closed on July 23 from 3pm-12am.</p>
July 24	<p>The next service change will take place on Aug. 21.</p> <p>Response to comment of rider hoping the board votes in favor of expansion of the Sunday/Holiday schedule of route 40.</p> <p>Starting July 25, due to construction, Livingston Street will be closed between Orange and Garland Avenue until Aug 12.</p>
July 25	<p>We're ready to take on the week ahead.</p> <p>Starting July 25, due to construction, Livingston Street will be closed between Orange and Garland Avenue until Aug 12.</p> <p>Response to negative comment about bus service.</p> <p>Response to complaint about ACCESS LYNX.</p>
July 26	<p>Top o' the mornin' to ya from the Link 125.</p> <p>Service Detour of Links 20, 21, 62 & 19 due to a Lions Match on July 27.</p> <p>Response to question about bus routes.</p>
July 27	<p>Up, up and away! We're rising up over hump day.</p> <p>Service Detour of Links 20, 21, 62 & 19 due to a Lions Match on July 27.</p>
July 28	<p>Good Thursday morning! We have our two monthly meetings today.</p> <p>The LYNX Board of Directors approved the Aug. 21 service change.</p>
July 29	<p>Friday is here. Thank you for riding with us this week!</p> <p>Response to comment that rider rode our bus to Florida Mall and Disney.</p> <p>Response to question about the LYNX PawPass application.</p> <p>Response to complaint about Link 10 canceled trip.</p>
July 30	<p>A trip to SeaWorld is easy!</p>
July 31	<p>LYNX will be making service changes on Sunday, Aug. 21.</p>

LYNX ard Agenda

Social Media Usage	July 2022
Facebook Daily Total Reach: The number of people who have seen any content associated with our Page. (Unique Users)	108,049
Facebook Daily Total Impressions: The number of times any content from your Page or about your Page entered a person's screen. This includes posts, stories, ads, as well other content or information on your Page. (Total Count)	327,531
Total Facebook Posts	62
Facebook Engagement: The sum of reactions, comments and shares received by content associated with your Pages (for the selected timeframe). Includes comments from the author of the post:	1.3K Engagements: 1.1K Reactions, 105 Comments, 113 Shares
Total Tweets	70
Twitter Engagement: The sum of interactions received for the tweets published in the selected timeframe: retweets, replies and likes	201 Engagements: 172 Likes, 20 Retweets, 7 Replies
Website Usage	July 2022
Total Page Views	420,375
Total User Visits	73,469

LYNX Board Agenda

Commuter Vanpool Program

Vanpool	July 2022
Vanpool Participants	560*
Total Revenue Miles	170,000*
New Vanpool	2
Returned Vanpools	0
Current Vans at Service	130
Pending Interests	Rosen, PEO Stri, Qoorta
Events	None

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

Advertising Sales

Advertising Sales Revenue	July 2022	LYNX %	FY to Date Sales	FY to Date LYNX %
Sales Revenue	\$477,959.99	\$286,775.99	\$3,470,821.96	\$2,082,493.18

LYNX Board Agenda

Monthly Report B

To: LYNX Board of Directors

From: Leonard Antmann
Chief Financial Officer
Michelle Daley
(Technical Contact)

Phone: 407.841.2279 ext: 6125

Item Name: Monthly Financial Report - May 2022

Date: 8/25/2022

Please find attached the preliminary monthly financial report for the eighth month ending May 31, 2022.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY d/b/a LYNX
STATEMENTS OF REVENUES AND EXPENSES
For the Eight Months Ending May 31, 2022
(UNAUDITED)

	As of 5/31/2022		% Actual compared to Budget
	Budget	Actual	
REVENUES			
Customer fares	\$ 12,499,620	\$ 11,752,462	94%
Contract services	3,869,207	4,338,357	112%
Advertising	2,666,078	1,554,500	58%
Interest & Other income	531,368	564,915	106%
Federal Revenue	3,844,975	6,155,235	160%
ARPA Federal Revenue	29,036,894	32,710,894	113%
State Revenue	9,328,568	8,121,969	87%
Local Revenue	5,778,722	5,659,762	98%
Local Revenue Funding Partner	47,614,746	47,614,746	100%
TOTAL REVENUE	\$ 115,170,179	\$ 118,472,840	103%
EXPENSE			
Salaries, Wages & Fringe Benefits	\$ 59,395,579	\$ 60,100,407	101%
Other services	9,262,919	5,161,976	56%
Fuel	8,194,957	6,132,112	75%
Materials and supplies	6,446,794	5,248,657	81%
Utilities	1,145,168	978,389	85%
Casualty & Liability	2,142,701	2,301,891	107%
Taxes and licenses	398,712	553,572	139%
Purchased transportation services	20,351,161	18,178,947	89%
Leases & Miscellaneous	1,160,006	783,082	68%
Interest Expense	0	0	0%
TOTAL EXPENSE	\$ 108,497,998	\$ 99,439,031	92%
CHANGE IN NET POSITION	\$ 6,672,181	\$ 19,033,808	285%

LYNX Board Agenda

Monthly Report C

To: LYNX Board of Directors

From: James Boyle
Director Of Planning And Development
Bruce Detweiler
(Technical Contact)

Phone: 407.841.2279 ext: 6036

Item Name: Ridership Report - June 2022

Date: 8/25/2022

The attached monthly Performance Report includes June 2022 Year-To-Date figures for ridership and other performance indicators. Total ridership for June 2022 was 1,431,451. This is a 19.9% increase from June 2021. On-Time Performance for Fiscal Year-To-Date 2022 is 73%.

- LYNX overall ridership increased by 237K, or 19.9%, compared to June 2021. Year-to-date ridership for FY-22 (12,365,169) increased 19.5% compared to FY-21 (10,350,551).
- LYMMO ridership decreased by 467, or 1.1%, compared to June 2021. Year-to-date ridership for FY-22 (303,320) decreased 9.7% compared to FY-21 (336,038).
- Fixed Route ridership increased by 235K, or 21.9%, compared to June 2021. Year-to-date ridership for FY-22 (11,358,530) increased by 21.1% compared to FY-21 (9,379,675).
- NeighborLink ridership increased by 595, or 9%, compared to June 2021. Year-to-date ridership for FY-22 (68,980) increased 24.8% compared to FY-21 (55,256).
- ACCESS LYNX ridership increased by 3K, or 6.3%, compared to June 2021. Year-to-date ridership for FY-22 (407,633) increased 6% compared to FY-21 (384,539).
- Vanpool ridership decreased by 2K, or 9.2%, compared to June 2021. Year-to-date ridership for FY-22 (195,660) increased by 0.3% compared to FY-21 (195,043).
- Special event ridership for June 2022 was 1,581.



June 2022 Service Performance Report

RIDERSHIP

Total Ridership by Mode						
	Jun-21	Jun-22	% Δ	YTD-21	YTD-22	% Δ
LYMMO	42,337	41,870	-1.1%	336,038	303,320	-9.7%
Fixed Route	1,075,408	1,310,416	21.9%	9,379,675	11,358,530	21.1%
NeighborLink	6,598	7,193	9.0%	55,256	68,980	24.8%
ACCESS LYNX	46,119	49,002	6.3%	384,539	407,633	6.0%
Vanpool	23,550	21,389	-9.2%	195,043	195,660	0.3%
Special Events	0	1,581	N/A	0	31,046	N/A
SYSTEM TOTAL	1,194,012	1,431,451	19.9%	10,350,551	12,365,169	19.5%

June 2021:	22 Weekdays	4 Saturdays	4 Sundays
June 2022:	22 Weekdays	4 Saturdays	4 Sundays

Average Daily Ridership by Mode									
Mode	Weekday			Saturday			Sunday		
	Jun-21	Jun-22	% Δ	Jun-21	Jun-22	% Δ	Jun-21	Jun-22	% Δ
LYMMO	1,661	1,694	2.0%	706	639	-9.5%	741	511	-31.0%
Fixed Route	39,889	48,846	22.5%	29,193	34,043	16.6%	20,268	24,910	22.9%
NeighborLink	266	311	16.9%	189	134	-29.1%	-	-	-
ACCESS LYNX	1,798	1,911	6.3%	1,031	1,020	-1.1%	612	718	17.3%
Vanpool	318	466	46.5%	108	195	80.6%	58	41	-29.3%
SYSTEM TOTAL	43,932	53,228	21.2%						

LYNX ridership increased by 237K, or 19.9%, compared to June 2021. System-wide average weekday riders increased by 21.2% year-to-date.

LYMMO ridership decreased by 467, or 1.1%, compared to June 2021. Average weekday ridership for LYMMO was up 2.0% in June 2022. This slow recovery can be attributed to continued reduced ridership due to remote workers associated with the COVID-19 pandemic. Additionally, ridership was affected as North Quarter Line was merged into the Orange Line.

Fixed Route ridership increased by 235K, or 21.9%, compared to June 2021. Average daily ridership increased by 22.5% compared to the same time period last year. Ridership is showing a steady recovery from losses incurred from the pandemic.

NeighborLink ridership increased by 595, or 9.0%, compared to June 2021. The overall reduction for the year was primarily due to the COVID-19 pandemic.

ACCESS LYNX ridership increased by about 3K, or 6.3%, compared to June 2021. Ridership is showing a slow recovery from the pandemic.

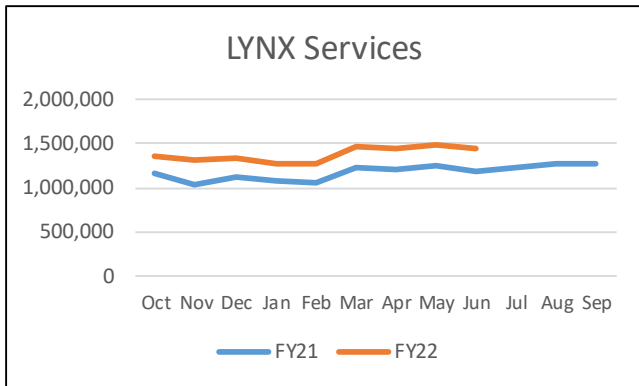
Vanpool ridership decreased by about 2K, or 9.2%, compared to June 2021. COVID-19 has caused a decrease in total Vanpool utilization.

*According to the U.S. Energy Information Administration, the average price of gasoline in the U.S. was \$3.12/gallon in June 2021 and \$4.97/gallon in June 2022. Historically, high gas prices can result in increased public transit ridership.

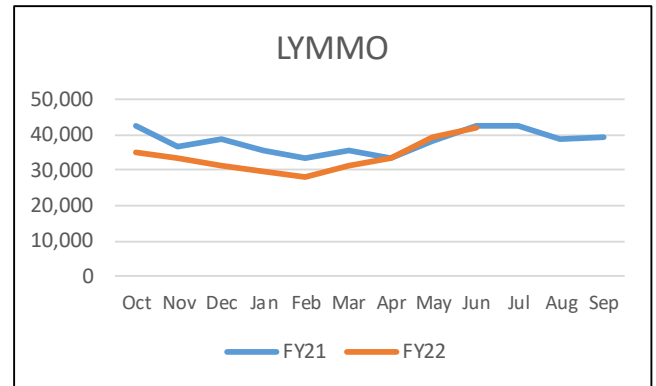


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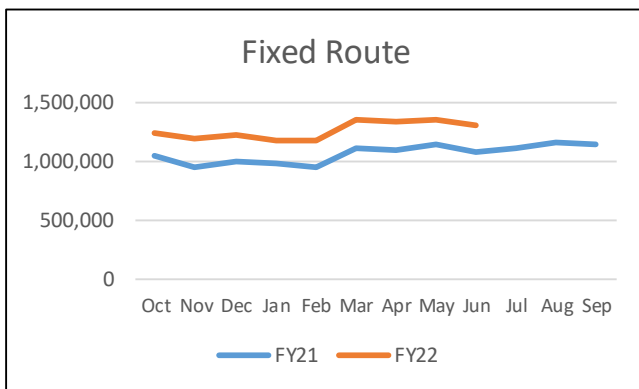
MONTHLY RIDERSHIP TRENDS BY MODE



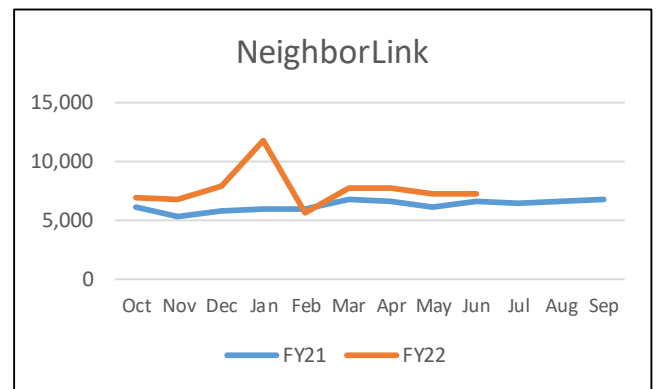
LYNX ridership increased by 19.9% compared to the same time last year. Average weekday riders increased by 21.2%.



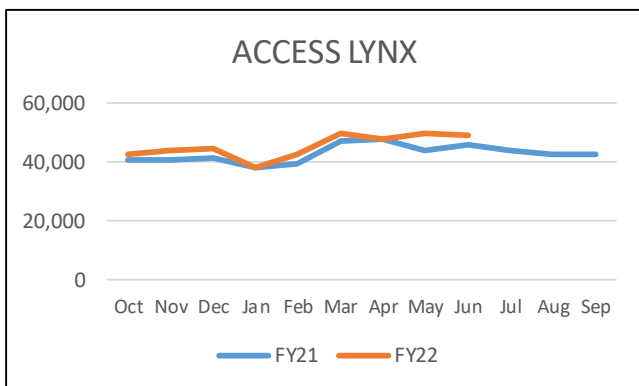
LYMMO ridership decreased by 1.1% compared to the same time last year. Average weekday riders increased by 2.0%.



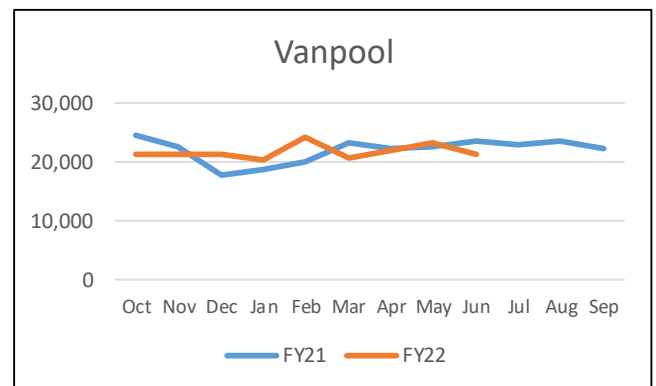
Fixed route ridership increased 21.9% compared to June 2021. Average weekday riders increased by 22.5%.



NeighborLink ridership increased 9.0% compared to June 2021. Average daily riders increased by 16.9%.



ACCESS LYNX ridership increased by 6.3% compared to June 2021. Average daily riders increased by 6.3%.



Vanpool ridership decreased by 9.2%. Average daily riders increased by 46.5% compared to June 2021.



June 2022 Service Performance Report

FY21 Monthly Modal Performance Data Sheet - June 2022

Month End Reporting	Ridership	Passengers per Trip	On-Time Performance	Farebox Recovery	National Transit Database Reportable Accidents	Complaints per 100,000 Miles	Total Trips Scheduled	Percentage of Scheduled Trips Operated	Fleet Availability	Preventative Maintenance Inspection Completed on Time
LYMMO										
Oct	35,194	4	83%	Not Applicable	0	0.10	9,141	98%	14	99%
Nov	33,216	4	77%		0	0.08	8,959	98%	14	100%
Dec	31,196	4	80%		0	0.11	8,453	90%	14	100%
Jan	29,804	4	79%		0	0.08	7,617	91%	14	100%
Feb	27,757	4	77%		0	0.13	7,032	92%	14	100%
Mar	31,329	4	77%		0	0.14	7,905	90%	14	100%
Apr	33,599	5	76%		0	0.11	7,479	91%	14	100%
May	39,355	6	77%		0	0.14	7,617	92%	14	100%
Jun	41,870	6	76%		0	0.07	7,614	90%	14	100%
Jul										
Aug										
Sep										
YTD	303,320	5	78%		0	0.11	71,817	92%	14	100%
Fixed Route										
Oct	1,240,405	14	75%	12%	7	0.10	88,414	98%	245	99%
Nov	1,191,611	14	73%	15%	6	0.08	85,852	98%	249	100%
Dec	1,226,725	14	73%	12%	9	0.11	90,390	96%	244	100%
Jan	1,173,436	14	76%	12%	6	0.08	88,652	96%	246	100%
Feb	1,173,451	15	74%	14%	10	0.13	81,960	96%	245	100%
Mar	1,352,908	15	73%	14%	7	0.14	91,632	96%	245	100%
Apr	1,333,506	16	73%	15%	7	0.11	87,820	97%	247	100%
May	1,356,072	16	71%	16%	9	0.14	88,673	97%	245	100%
Jun	1,310,416	15	72%	16%	6	0.07	88,430	96%	240	100%
Jul										
Aug										
Sep										
YTD	11,358,530	15	73%	14%	67	0.11	791,823	97%	245	100%



June 2022 Service Performance Report

FY21 Monthly Modal Performance Data Sheet - June 2022

Month End Reporting	Ridership	On-Time Performance	Collected Fares	NTD Reportable Incident	Complaints per 100,000 Miles	Fleet Availability	Preventable Maintenance Inspection Completed On-Time
NeighborLink							
Oct	5,727	100%	100%	0	9.7	90%	100%
Nov	4,839	100%	100%	0	19.7	95%	99%
Dec	6,051	100%	100%	0	8.1	99%	100%
Jan	4,693	100%	100%	0	21.0	100%	99%
Feb	5,712	100%	100%	0	19.5	97%	99%
Mar	7,684	100%	100%	0	14.2	97%	100%
Apr	7,736	100%	100%	0	12.3	97%	100%
May	7,280	100%	100%	0	9.2	99%	100%
Jun	7,193	100%	100%	0	25.9	94%	99%
Jul							
Aug							
Sep							
YTD	56,915	100%	100%	0	15.5	96%	100%
ACCESS LYNX							
Oct	42,649	59.27%	99.77%	0	10.0	88%	100%
Nov	43,574	64.64%	99.77%	2	10.0	90%	99%
Dec	44,257	77.96%	99.83%	1	11.6	88%	100%
Jan	38,222	86.49%	99.83%	0	6.1	89%	99%
Feb	42,661	85.64%	99.82%	1	5.0	91%	99%
Mar	49,856	86.52%	99.81%	2	4.3	89%	100%
Apr	48,043	79.50%	99.81%	0	6.4	90%	100%
May	49,369	85.08%	99.83%	1	2.7	89%	100%
Jun	49,002	88.93%	99.79%	1	2.8	87%	99%
Jul							
Aug							
Sep							
YTD	407,633	79.34%	99.81%	8	6.6	89%	100%



June 2022 Service Performance Report

Definitions of Metrics Used on the Monthly Performance Data Sheets

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

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

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

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

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

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

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

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

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

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

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

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