

FINANCE COMMITTEE MONTHLY MEETING  
TUESDAY, MARCH 8, 2022  
OPEN MEETING VIA LIVESTREAMING

OPEN SESSION

MEMBERS ATTENDING: Cynthia Penny-Ardinger  
Dontae Carroll  
Jeffrey Rosen  
John von Paris

STAFF ATTENDING: Jeffrey Brown  
Jeffrey Davis  
Donna DiCerbo  
Cheryl Dickinson  
Chantelle Green  
Natalie Henson  
Christopher Imms  
Kimberly Millender, Esq.  
Kenneth Montgomery  
Simon Najjar  
Mary O’Keeffe  
Will Pines  
Deb Sharpless  
Timothy Sheets  
Donna Singfield  
Christina Thompson

At 9:00 a.m., Member John von Paris, Chair of the Finance Committee, called the Finance Committee Meeting to order.

**APPROVAL – OPEN MEETING MINUTES FROM FEBRUARY 8, 2022 MEETING**

Member von Paris called for the approval of the meeting minutes from the Open Meeting held on February 8, 2022. Member Dontae Carroll made the motion, and Member Cynthia Penny-Ardinger seconded the motion, which was unanimously approved.

**APPROVAL – CONTRACT NO. J01P2600123 – PANASONIC FZ-55 LAPTOPS**

Ms. Donna Singfield requested a recommendation of approval from the Finance Committee to present Contract No. J01P2600123 – Panasonic FZ-55 Laptops to the full Maryland Transportation Authority (MDTA) Board at its next scheduled meeting. Ms. Singfield explained that this one-time purchase of 150 Panasonic FZ-55 laptops and extended warranties will be used to replace MDTA Police laptops that have reached the end of their life cycle. The procurement was advertised as a designated Small Business Reserve to six master contractors on January 11, 2022. On February 7, 2022, three proposals were received. The offerors were all ranked based on their technical and financial proposals. The recommended awardee, USC Canterbury Corp., was the highest ranked offeror with a cost of \$587,235.00.

Member von Paris called for a motion to recommend approval of this item to the full MDTA Board at its next scheduled meeting. Member Rosen made the motion, and Member Carroll seconded the motion, which was unanimously approved.

**UPDATE – FY 2023 DEPARTMENT OF LEGISLATIVE SERVICES BUDGET ANALYSIS**

Mr. Jeffrey Brown and Ms. Chantelle Green provided an overview of the budget issues and recommendations presented by the Department of Legislative Services during the MDTA's Fiscal Year 2023 legislative budget hearing. The overview also included a brief recap of the budget and the MDTA's responses to the issues raised in the budget analysis document.

**UPDATE –TRAVEL PLAZAS**

Mr. Simon Najar updated the Finance Committee on the progress of operations at the Maryland House and Chesapeake House Travel Plazas. The update included a brief overview of the importance of the travel plazas; an update on CY 2021 and current year operations; recent challenges; and the future outlook.

There being no further business, the meeting of the Finance Committee adjourned at 9:43 a.m., following a motion by Member Rosen, and seconded by Member Carroll.

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John von Paris, Chairman