

FINANCE AND ADMINISTRATION COMMITTEE MONTHLY MEETING
TUESDAY, JUNE 12, 2025
OPEN MEETING VIA CONFERENCE CALL

OPEN SESSION

MEMBERS ATTENDING: Dontae Carroll
 Jeffrey Rosen
 John von Paris

STAFF ATTENDING: Cathe Anderson
 Jeffrey Brown
 Jeffrey Davis
 Cheryl Dickinson
 Chantelle Green
 Bruce Gartner
 Kristina Guy
 James Harkness
 Natalie Henson
 Richard Jaramillo
 Kimberly Millender
 Kenneth Montgomery
 Simon Najar
 Mary O’Keeffe
 Joseph Quattrone
 Tim Sheets
 Jennifer Stump
 Agnes Vadasz

OTHERS ATTENDING: Jaclyn Hartman - TSO

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

APPROVAL – OPEN MEETING MINUTES FROM MAY 8, 2025 MEETING

Member John von Paris called for the approval of the meeting minutes from the open meeting held on May 8, 2025. Member Jeffrey Rosen made the motion, and Member Dontae Carroll seconded the motion, which was unanimously approved.

APPROVAL – CONTRACT NO. MT-00211341 – OVERHEAD AND BUILDING DOOR MAINTENANCE AND REPAIR

Ms. Kristina Guy requested a recommendation of approval from the Finance and Administration Committee to present Contract No. MT-00211341, Overhead and Building Door Maintenance, Repair, Replacements and Inspection for MDTA Facilities, to the full Maryland Transportation Authority (MDTA) Board at its next scheduled meeting.

This contract is to provide Overhead Door Maintenance and Services at the MDTA Facilities. Five bids were received, but one bid was rejected for being non-responsive. The lowest bidder was Miner Ltd/Bobs Overhead Doors. The bid was \$750,000. The contract is for three (3) years with one (1) 2-year renewal option.

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

APPROVAL – CONTRACT NO. MT-00211382 – JANITORIAL SERVICES AT POINT BREEZE

Ms. Cathe Anderson requested a recommendation of approval from the Finance and Administration Committee to present Contract No. MT-00211382, Janitorial Services at Point Breeze, to the full MDTA Board at its next scheduled meeting.

This Community Services contract provides comprehensive janitorial services including supervision, supplies, labor and equipment at the Point Breeze facility by the National Center on Institutions and Alternatives (NCIA). The Pricing and Selection Committee approved the rates for these services on May 16, 2025. Janitorial supplies are included in the contract total and the contract specifies that supplies be purchased from Blind Industries of Maryland, also a Community Services Provider. The bid was \$1,491,639.79. The contract is for three (3) years with one (1) 2-year renewal option.

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.

APPROVAL – CONTRACT NO. MA-2868-0000 – MDTA ELECTRONIC TOLL COLLECTION (ETC-3G) CUSTOMER SERVICE CENTER SERVICES – CONTRACT MODIFICATION NO. 4 (MOD 4)

Mr. Richard Jaramillo requested a recommendation of approval from the Finance and Administration Committee to present Contract No. MA-2868-0000, ETC-3G Contract Modification NO. 4, to the full MDTA Board at its next scheduled meeting.

The modification updates the system requirements specified in the Request for Proposals to align with MDTA's current business rules, operational needs, and customer payment options. The changes allow for better contract management and accountability. The modification does not include any financial increases.

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

APPROVAL – FY 2026 FINAL OPERATING BUDGET

Mr. Jeffrey Brown requested a recommendation of approval from the Finance and Administration Committee to the full MDTA Board for the FY 2026 Final Operating Budget. The Trust Agreement requires the approval of a final budget on or before July 1, 2025.

The FY 2026 Final Operating Budget totals \$456.3 million. This represents an increase of \$5.8 million, or 1.3%, above the FY 2026 Preliminary Operating Budget. The key drivers are mandated personnel expenses, insurance costs, management study activities and increased *E-ZPass*® Service Center costs. These increases are partially offset by a reduction in new vehicle purchases and the capitalization of certain engineering costs.

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.

APPROVAL – DRAFT FY 2026-2031 CONSOLIDATED TRANSPORTATION PROGRAM

Ms. Jennifer Stump requested a recommendation of approval from the Finance and Administration Committee to the full MDTA Board for the Draft FY 2026-2031 Consolidated Transportation Program (CTP). The Draft CTP was reviewed by the Capital Committee on June 5, 2025, and recommended for approval to the full MDTA Board.

The Draft CTP totals \$5.1 billion, which reflects a net increase in the six-year FY 2025-2030 budget of \$144.8 million. The net increase is the result of a (1) \$112.0 million increase for the Francis Scott Key Bridge (Key Bridge); (2) a \$9.4 million decrease for the Nice/Middleton Bridge; (3) \$12.2 million decrease for the I-95 Express Toll Lanes (ETL) Northbound Extension; (4) \$109.9 million increase for all projects (excluding the Key Bridge, Nice/Middleton Bridge, I-95 ETL Northbound Extension, and reserves); and (5) \$55.4 million decrease in the allocated and unallocated reserves.

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

APPROVAL – FY 2026 – FY 2031 FINANCIAL FORECAST

Ms. Chantelle Green requested a recommendation of approval from the Finance and Administration Committee to the full MDTA Board for the FY 2026 – 2031 Financial Forecast. Ms. Green advised the Finance and Administration Committee that through FY 2027, the MDTA remains in compliance with its financial goals and legal standards. Based on the current forecast estimates, beginning FY 2028, a systemwide toll increase will be necessary to maintain 2.0 times debt service coverage throughout the remainder of the FY 2026-2031 forecast period.

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.

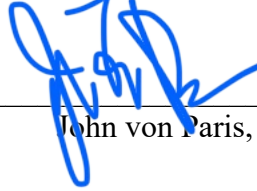
UPDATE – BI-ANNUAL REVIEW OF REVENUE SUFFICIENCY

Ms. Chantelle Green provided the Finance and Administration Committee with an update on the bi-annual review of revenue sufficiency for the FY 2026-2031 financial forecast period. Ms. Green noted that the MDTA's Board Policy requires a bi-annual review of revenue sufficiency to determine if current rates and fee levels are appropriate based on levels of expected spending. The most recent financial forecast shows that the current toll rates, fees, and discounts provide enough revenue through FY 2027 to meet forecasted spending and to meet all legal and policy requirements.

UPDATE –TRAVEL PLAZAS

Mr. Simon Najar updated the Finance and Administration Committee on the progress of Travel Plaza operations at the Maryland House and the Chesapeake House. The update included a brief overview of the contract award and agreement, Areas USA's history and expertise, current operations at the Travel Plazas, and the future outlook.

There being no further business, the meeting of the Finance Committee adjourned at 10:02 a.m., following a motion by Member Rosen, and seconded by Carroll.



John von Paris, Chairman