

MARYLAND TRANSPORTATION AUTHORITY
BOARD MEETING

THURSDAY, SEPTEMBER 28, 2023
9:00 A.M.

2310 BROENING HIGHWAY, BALTIMORE MD 21224
IN-PERSON & LIVESTREAMED OPEN MEETING

OPEN SESSION

Paul J. Wiedefeld, Chairman

MEMBERS ATTENDING:

Dontae Carroll – Via Conference Call
William H. Cox, Jr.
Mario J. Gangemi
Cynthia D. Penny-Ardinger
Jeffrey S. Rosen
Samuel D. Snead
John F. von Paris

STAFF ATTENDING:

Jeffrey Brown
Jeffrey Davis
Allen Garman
David Goldsborough
Chantelle Green
James Harkness
Natalie Henson
Richard Jaramillo
Selena McKissick
Kelly Melhem
Mary O’Keeffe
Russell Radziak, Esq.
Tia Rattini
Joseph Sagal
Acting Colonel Joseph Scott
Deborah Sharpless
Jennifer Stump
Paul Trentalance

At 9:00 a.m. Chairman Paul J. Wiedefeld called the meeting of the Maryland Transportation Authority (MDTA) Board to order. The meeting was held in-person at MDTA Headquarters, 2310 Broening Highway, Baltimore MD 21224 and was livestreamed on the MDTA Board Meeting web page.

APPROVAL – OPEN SESSION MEETING MINUTES OF AUGUST 31, 2023

Upon motion by Member William H. Cox, Jr. and seconded by Member Mario J. Gangemi, the open session meeting minutes of the MDTA Board meeting held on August 31, 2023 were unanimously approved.

APPROVAL – CONTRACT AWARDS

- **MT-00210823 – Sludge Debris Removal from Fort McHenry Tunnel (FMT)**

Mr. Jeffrey Davis requested approval from the MDTA Board to execute Contract No. MT-00210823 – Sludge Debris Removal from Fort McHenry Tunnel (FMT) with The Julian Companies, Inc. in the amount of \$548,475.00.

Mr. Davis explained that the purpose of this contract is to provide services for the removal and disposal of liquids, sludge, and debris from four wet wells located at FMT to reduce the amount of sediment into the Bay to avert flooding. The contract includes all labor, transportation, and services necessary for adequate performance in accordance with all applicable local, state, and federal regulations pertaining to worker protection and the protection of the environment.

Upon motion by Member Jeffrey S. Rosen and seconded by Member Cynthia D. Penny-Ardinger, the Members unanimously gave approval to execute Contract No. MT-00210823 – Sludge Debris Removal from Fort McHenry Tunnel (FMT).

- **MT-00210859 – Janitorial Services at John F. Kennedy Highway (JFK) and Thomas J. Hatem Bridge (TJH)**

Mr. Jeffrey Davis requested approval from the MDTA Board to execute Community Services Contract No. MT-00210859 – Janitorial Services at John F. Kennedy (JFK) and Thomas J. Hatem (TJH) Facilities with Lyles Cleaning Company, Inc. in the amount of \$2,160,888.55 (Cost for 5 Years).

Mr. Davis explained that this Community Services contract provides comprehensive janitorial services including supervision, supplies, labor, and equipment at the JFK and TJH facilities. The Pricing and Selection Committee approved the rates for these services on July 27, 2023. Janitorial supplies are included in the contract total and the contract specifies that supplies be purchased from Blind Industries of Maryland, also a Community Service Provider.

Upon motion by Member Mario J. Gangemi and seconded by Member William H. Cox, Jr., the Members unanimously gave approval to execute Community Services Contract No. MT-00210859 – Janitorial Services at John F. Kennedy (JFK) and Thomas J. Hatem (TJH) Facilities

UPDATE – FISCAL YEAR (FY) 2023 OPERATING BUDGET COMPARISON

Mr. Jeffrey Brown updated the MDTA Board on actual versus projected year-to-date spending against the Fiscal Year (FY) 2023 Operating Budget. As of June 30, 2023, 96% of the budget was spent compared to a target of 100%. Object 06 (Fuel & Utilities) was above budget at 110%, due in part, to the delayed receipt of FY 2022 utility invoices that were paid in FY 2023. Object 13 (Fixed Charges) was above budget at 148%, primarily due to insurance premium increases. All other Objects were at or below the targeted spending level. The primary underspending drivers include personnel vacancies and delayed vehicle purchases (shifted to FY 2024).

UPDATE – FISCAL YEAR (FY) 2022 CAPITAL BUDGET COMPARISON

Ms. Jennifer Stump updated the MDTA Board on actual versus projected year-to-date spending against the Fiscal Year (FY) 2023 Capital Budget. As of June 30, 2023, 81.2% of the FY 2023 budget was spent as compared to the targeted spending level of 100%. The total budget for FY 2023 was \$556.0 million. The actual spending through the fourth quarter was \$451.7 million.

UPDATE – QUARTERLY UPDATE ON TRAFFIC AND REVENUE

Ms. Deb Sharpless gave an update to the MDTA Board on Fiscal Year (FY) 2023 Traffic and Revenue (T&R) performance through June 30, 2023.

Ms. Sharpless explained that passenger vehicle traffic levels continue to track very closely to pre-pandemic levels; commercial vehicle traffic levels continue to outperform pre-pandemic levels; and systemwide, transactions and revenue exceed the forecast by 4.2% and 8.5% respectively.

UPDATE – MAJOR PROJECTS UPDATE

Mr. Jim Harkness updated the MDTA Board on the status of Major Projects in the Capital Program. Mr. Harkness explained that as of September 13, 2023, there are twelve major projects in the Capital Program. Eight of the projects are under construction, two are in procurement, and two are under design. This update includes projects funded for construction in the current Consolidated Transportation Program and includes six projects valued in excess of \$100 million. There are four projects from the \$1.1 billion I-95 Express Toll Lanes Northbound Expansion program.

UPDATE – DIVISION OF INFORMATION TECHNOLOGY (DOIT) MAJOR PROJECTS UPDATE

Mr. David Goldsborough updated the MDTA Board on the Division of Information Technology (DoIT) major projects. As of September 28, 2023, the DoIT maintains an active portfolio of 21 projects and continued support of the third-generation tolling system (3G) program. One new project for Health and Safety was added to the portfolio. The IT Risk Assessment has been completed and presented to the Audit Committee on September 12, 2023. This is not an audit so management responses will not be required. The risk assessment sets the roadmap for future potential audit areas based on risk scores.

Mr. Goldsborough also went over some of the significant initiatives that DoIT continues to work on, including the following:

- HR Central Conversion
- Web-Based Appointment Scheduler
- Miss Utility Conversion
- Maximo Spatial
- Open Text Upgrade
- Dynamics SL Upgrade
- HRIS
- Data Center Enhancements Project
- Clearing House Tracking for Health and Safety

UPDATE – CIVIL RIGHTS AND FAIR PRACTICES (CRFP) SOCIOECONOMIC PROGRAMS STATUS

Ms. Tia Rattini updated the MDTA Board on MDTA's progress toward achieving the legislatively mandated socioeconomic program goals for the 4th Quarter of Fiscal Year (FY) 2023, which covers the performance period of July 1, 2022 to June 30, 2023 (Q4 FY 2023).

These programs include the following:

- Disadvantaged Business Enterprise (DBE) Program;
- Minority Business Enterprise (MBE) Program;
- Small Business Reserve (SBR) Program; and
- Veteran-Owned Small Business Enterprise (VSBE) Program.

In addition, Ms. Rattini reported on current strategies focused on outreach, training, and data analysis. These included: PRISM Contract Compliance System; In-Person Outreach Events; Training with the Office of Engineering and Construction; Credit Card Purchases made with DBE, MBE, SBR, and VSBE Vendors; Identifying Additional Opportunities for DBE/MBE/VSBE Participation; and Outstanding DBE/MBE/VSBE Subcontracting Partner Award.

UPDATE – AUDIT COMMITTEE

Member Cynthia D. Penny-Ardinger presented an update on the Audit Committee meeting that took place on September 12, 2023. The Office of Audits is on track to complete the thirteen audits in the Fiscal Year (FY) 2024 Audit Plan. Currently one is complete and one is progress.

Two internal audit reports were presented (see below) and the Committee was satisfied with the results of these audits.

- Risk Assessment of Information Technology Controls
- Audit of Promotional Activities

UPDATE – EXECUTIVE DIRECTOR’S REPORT

Mr. Joseph Sagal gave the Executive Director’s Report. Mr. Sagal gave updates on the following items: the September 13th “Doing Business with the MDTA” series; the September 13th MDTA Job Fair and Open House; the Chesapeake Bay Crossing Study: Tier 2 Open Houses that were held on September 7, 12, and 14; the Annual MDOT Consolidated Transportation Program Tour that commenced on September 19th and runs through November 14th; the BWI Passenger Facility Charge (PFC) Bonds Defeasance; the Weather-Related Cancellation of the September 23rd Susquehanna River Running Festival; and a Summary of Summer 2023 Bay Bridge Traffic.

Mr. Sagal gave kudos to the JFK Maintenance 2 Crew and On-Call Office of Engineering and Construction Staff for resolving the Chesapeake House water tower leak in an expedited manner. Additionally, he gave kudos to Chief Financial Officer Deb Sharpless for being elected as the E-ZPass IAG Executive Management Committee Chairperson.

After Mr. Sagal completed his report, Chairman Paul Wiedefeld reinforced how safety is extremely important and we all need to slow down, pay attention, and buckle up.

VOTE TO ADJOURN MEETING

There being no further business, upon motion by Member William H. Cox, Jr. and seconded by Member Jeffrey S. Rosen, the Members unanimously voted to adjourn the meeting at 10:26 a.m.

The next MDTA Board Meeting will be held on Thursday, October 26, 2023 at 9:00 a.m. at MDTA, 2310 Broening Highway, Baltimore MD and will be livestreamed on the MDTA Board webpage.

APPROVED AND CONCURRED IN:



Paul J. Wiedefeld, Chairman