

MARYLAND TRANSPORTATION AUTHORITY
BOARD MEETING

THURSDAY, JANUARY 28, 2021
9:00 A.M.

OPEN MEETING VIA VIDEO CONFERENCE AND LIVESTREAMING

OPEN SESSION

Sean Powell, Acting Chairman

MEMBERS ATTENDING:

Dontae Carroll
William H. Cox, Jr.
William C. Ensor, III
W. Lee Gaines, Jr.
Mario J. Gangemi
Cynthia D. Penny-Ardinger, Esq.
Jeffrey S. Rosen
John F. von Paris

STAFF ATTENDING:

Col. Kevin Anderson	Ebony Moore
Percy Dangerfield	Mary O'Keeffe
Donna DiCerbo	James F. Ports, Jr.
Allen Garman	Will Pines
David Goldsborough	Joseph Quattrone
Normetha Goodrum	Bradley Ryon
Chantelle Green	Deb Sharpless
Jim Harkness	Tim Sheets
Natalie Henson	Christina Thompson
Kaleigh Leager	Eric Willison
Cheryl Lewis-Orr	Alexius Wilson
Lt. Col. Lucy Lyles	Brian Wolfe
Kimberly Millender, Esq.	

OTHER ATTENDEES:

James Walsh, MDOT MAA

At 9:00 a.m. Acting Chairman Sean Powell called the meeting of the Maryland Transportation Authority (MDTA) Board to order. The meeting was held via video conference and livestreamed on the MDTA Board Meeting web page.

APPROVAL – OPEN SESSION AND CLOSED SESSION MEETING MINUTES OF DECEMBER 17, 2020 AND JANUARY 7, 2021

Upon motion by Member Mario J. Gangemi and seconded by Member W. Lee Gaines, Jr., the open session and closed session meeting minutes of the MDTA Board meeting held on December 17, 2020 were unanimously approved.

Upon motion by Member William H. Cox, Jr. and seconded by Member Mario J. Gangemi, the open session and closed session meeting minutes of the MDTA Board meeting held on January 7, 2021 were unanimously approved.

APPROVAL – CONTRACT AWARDS

- **KH-3029-0000 – I-95 Express Toll Lanes Northbound Extension Abingdon Road Overpass Replacement**

Ms. Donna DiCerbo requested contingent approval from the MDTA Board to execute Contract No. KH-3029-0000 – I-95 Express Toll Lanes Northbound Extension Abingdon Road Overpass Replacement with Allan Myers MD, Inc. in the bid amount of \$6,245,555.00.

The work to be performed under this contract is located along I-95 at the Abingdon Road overpass. The existing bridge will be replaced to provide increased horizontal clearance for future improvements to I-95.

Upon motion by Member Mario J. Gangemi and seconded by Member W. Lee Gaines, Jr., the Members unanimously gave contingent approval to execute Contract No. KH-3029-0000 – I-95 Express Toll Lanes Northbound Extension Abingdon Road Overpass Replacement.

- **J01B0600021 – OpenGov Enterprise Budget Software System**

Ms. Donna DiCerbo requested contingent approval from the MDTA Board to execute Contract No. J01B0600021 – OpenGov Enterprise Budget Software System with Carahsoft in the bid amount of \$2,054,832.38.

This contract is for the implementation and annual licenses for the OpenGov Software-as-a-Service (SaaS) platform to provide the MDTA Division of Finance the ability to create an annual budget by line item for multiple divisions/programs for monitoring, analyzing, forecasting, and reporting budgetary spending across multiple years. The contractor will provide the OpenGov module(s) required to support multiple funding targets and any associated measures of performance and outcome. The MDTA intends to use the software to collect multiple budget requests that can be captured simultaneously and can roll up into a unified budget or any report dynamically and without any batch process. This contract will be a 5-year fixed price contract with a one-year renewal option

in the amount of \$2,054,832.38 for the base term and \$348,402.06 for the renewal term. This contract was procured as an Intergovernmental Cooperative Purchasing Agreement using the National Association of State Procurement Officials (NASPO) ValuePoint Cloud Solutions Intergovernmental Cooperative Purchasing Contract.

Upon motion by Member Jeffrey S. Rosen and seconded by Member Dontae Carroll, the Members unanimously gave contingent approval to execute Contract No. J01B0600021 – OpenGov Enterprise Budget Software System.

APPROVAL – FISCAL YEAR 2021 BUDGET AMENDMENT # 2

Ms. Christina Thompson requested approval from the MDTA Board to amend the Fiscal Year (FY) 2021 Operating Budget. The budget can be amended at any time during the current fiscal year.

Ms. Thompson explained that the amended budget includes the following significant changes from the FY 2021 Amended budget that was approved in November 2020:

- A \$1.4 million increase in personnel expenses (object 01). This net increase includes the 2% COLA for civilian employees and a step increase for police which totals \$1.3 million. In addition, funding has been added for the premium pay the police received during the first quarter of the fiscal year due to COVID-19 which totals \$563,894. There is a reduction in the police budget associated with an increase in turnover of \$481,589 for the Port and BWI Airport to bring their budget in line to the agreed upon amount.
- In addition, there are two minor reallocations of funds to move janitorial services from Operations Support to Key Bridge Operations and from roadway maintenance materials to software licenses at the Bay Bridge. These are zero net sum adjustments that the Executive Director would normally approve.

Upon motion by Member Cynthia D. Penny-Ardinger and seconded by Member Mario J. Gangemi, the Fiscal Year 2021 Operating Budget Amendment # 2 was unanimously approved.

APPROVAL – MDTA BOARD RESOLUTION 21-01 – PFC BONDS INTEREST CAPITALIZATION

Mr. Allen Garman requested MDTA Board approval of MDTA Board Resolution 21-01 – PFC Bonds Interest Capitalization.

Mr. Garman explained that the Resolution authorizes the use of up to \$12.9 million of PFC Series 2019 bond proceeds to capitalize interest in order to improve debt service coverage in fiscal 2021 and fiscal 2022. In response to the diminished enplanements at BWI Airport due to the pandemic, the MDOT MAA has the financial flexibility to defer certain capital projects that were designated in the original financing resolution for the Series 2019 PFC bonds, including the Concourse D HVAC improvements and the Federal Inspection Service Hall Reconfiguration. The early funding of the bond service trust account will legally reduce debt service for purposes of the Debt Service Coverage calculation.

The project deferral and interest capitalization from bond proceeds represents a prudent action to help mitigate diminished short-term enplanements associated with the pandemic. The credit rating agencies have viewed these types of actions by municipalities as prudent responses to partially mitigate the near-term financial impacts of the COVID-19 pandemic.

The interest capitalization strategy has been formulated with the assistance of the Municipal Advisor PFM and bond counsel. Importantly, the post issuance interest capitalization from bond proceeds is a permitted use under federal tax law related to municipal bonds.

Upon motion by Member Dontae Carroll and seconded by Member William H. Cox., Jr., the MDTA Board Resolution 21-01 – PFC Bonds Interest Capitalization was unanimously approved.

UPDATE – LEGISLATIVE SESSION

Mr. Bradley Ryon gave an update to the MDTA Board regarding the bills that have been filed that will have an impact to the MDTA.

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. He explained that as of January 28, 2021, DoIT maintains an active portfolio of 19 projects. The portfolio has remained constant since the last update to the MDTA Board. During the last quarter, there was a shift in some key projects due to the change in direction MDOT-wide related to the use of the eMaryland Marketplace Advantage (eMMA) system. Since MDOT will not use eMMA for the system's procurement portion, we have engaged OpenText to convert our current purchasing card (p-card) system over to the new platform. DoIT is working closely with the Secretary's Office of Procurement on the modernization of the Advanced Purchasing Inventory Control System (ADPICS). Once the work is awarded to an implementation company, we will integrate all appropriate MDTA systems. Some of the significant initiatives that DoIT continues to work on include the following:

- Conversion to the new Salesforce lightning platform;
- Supporting 3G tolling rollout by providing program management services;
- Implementation of an e-forms platform; and
- Document scanning services to convert paper to electronic format.

DoIT also completed the renewal of our OpenText contract that supports our document management system. In compliance with the State's requirement to have all employees who can telework, to work from home to facilitate social distancing, all DoIT staff, now including service desk staff and field technicians, are on telework status. We have modified the staffing approach for our service desk to have four employees in the office on any given day. DoIT has also completed hiring the replacements for our Cybersecurity Manager position and the Mobile Device Management Technician position. These selections were made utilizing the hiring freeze exception process.

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

Mr. Percy Dangerfield and Ms. Alexius Wilson updated the MDTA Board on MDTA’s progress toward achieving the legislative mandated program goals.

Ms. Wilson gave the following breakdown of goals achieved by the program:

Socioeconomic Program	Program Goal	Goal Achieved
Minority Business Enterprise (MBE)	29%	15.41% ¹
Veteran-Owned Small Business Enterprise (VSBE)	1%	1.39% ²
Small Business Reserve (SBR)	15%	3.0%
Disadvantaged Business Enterprise (DBE) ³ <i>Nice/Middleton Bridge Replacement Project</i>		
Overall Goal	15.47%	0.88%
Design Goal	16.00%	6.86%

UPDATE – MAJOR PROJECTS UPDATE

Mr. James Harkness updated the MDTA Board on the status of Major Projects in the Capital Program. Mr. Harkness explained that as of January 13, 2021, there are eleven (11) major projects in the Capital Program: five (5) of the projects are under construction, four (4) are in procurement, and two (2) are under design. He further explained that this summary only includes projects with funding for construction in the Consolidated Transportation Program and includes five (5) projects valued in excess of \$100 million. In addition, there are two (2) projects from the \$1.1 billion I-95 ETL Northbound Expansion program.

UPDATE – THIRD GENERATION ELECTRONIC TOLL COLLECTION (3G ETC) SYSTEM

Ms. Deb Sharpless gave an overview of the Third Generation Electronic Toll Collection (3G ETC) System transition.

Ms. Sharpless explained that during the past month, efforts with the TransCore transition focused on software development, performance testing, and Tier 1 testing. TransCore completed Tier I testing and the MDTA is currently validating the results. TransCore is preparing to release software Build 17. The number of Jira software development tickets for this Build currently stands at 69 tickets; ideally the number of tickets would not exceed 40 to 50 tickets. In order to accommodate the additional tickets, including regression testing, the mid-February confirmation of the Go-Live shifted one week. A proposed recovery schedule is forthcoming and TransCore has verbally committed to MDTA to retain the planned Go-Live. Data migration with Conduent is now low risk partly due to the multiple data scrubs. Performance Testing continues to improve incrementally. Informal testing

¹ Goal achieved as of 1st Quarter FY 2021

² Goal achieved as of 1st Quarter FY 2021

³ Nice/Middleton Bridge replacement project started as of March 17, 2020

of external proof packages (e.g., customer correspondences) is underway to reduce the risk of issues when the formal testing occurs in mid-March. Currently 199 out of 527 or 37% of proof packages have passed or passed with comments.

Ms. Sharpless then explained that during the past month, Kapsch's focus has been primarily centered around the completion of the open tasks required to achieve System Go-Live. These tasks include reports development and validation, roadside system and CSC integration, system tuning, and completion of the outstanding documentation deliverables. In addition to Go-Live readiness, Kapsch continues to work towards improving the system maintenance program and operational performance. System maintenance focus has been on striving to demonstrate a higher percentage of proactive versus reactive actions regarding system analysis and monitoring. Operational performance focus has been mainly centered around the identification of areas of weakness in providing Phase III documentation, documentation to support requirements adherence, and system tuning to validate the system is ready to enter into the System Acceptance Test phase post System Go-Live.

UPDATE – TRAFFIC AND REVENUE

Ms. Deb Sharpless updated the MDTA Board on the status of MDTA's Traffic and Revenue.

Ms. Sharpless explained that systemwide, for the period ended November 30, 2020, collected revenue is down 40.7 percent or \$119 million, and transactions are down 52.7 percent or 38.3 million compared to the same period last year. Roughly 77 percent or \$92 million of the decrease was expected due to traffic reductions caused by COVID-19 and was reflected in the Traffic & Revenue Forecast. Collected revenue is 13.5 percent or \$26.9 million below forecast, while transactions are 26.5 percent or 12.4 million below forecast. The delay in transitioning to the Third-Generation Electronic Toll Collection System (3G ETCS) is directly impacting the achievement of the revenue forecast and continues to be a challenge with the MDTA's ability to report revenue and transactions in its traditional format.

Ms. Sharpless also noted that on a consolidated basis, year-to-date actual COVID-19 traffic volumes have slightly exceeded the forecast and that in the coming months, the MDTA will continue to monitor actual traffic volumes for any significant variations from the forecast. Additionally, the agency is in the process of developing a plan to process the backlog of transactions.

UPDATE – EXECUTIVE DIRECTOR

Mr. James F. Ports, Jr. wished the Board a very Happy New Year and stated that 2021 will be another productive year for the MDTA with the rollout of the new 3G tolling system; advancing work on the Nice/Middleton Bridge and northbound extension of the I-95 ETLs; and he advised the Board that there will be a virtual public meeting on February 4 to engage the public on the planned MD 24 Northbound Auxiliary Lane which is an element of the ETL program.

Mr. Ports also announced that March 2021 marks the one-year anniversary of MDTA transitioning to all electronic tolling statewide and that this year celebrates MDTA's 50th Anniversary.

VOTE TO GO INTO CLOSED SESSION

At 11:00 a.m., upon motion by Member William H. Cox, Jr. and seconded by Member W. Lee Gaines, Jr., the Members voted unanimously to move into Closed Session under the Maryland Open Meetings Act, the MDTA Board will meet in Closed Session under the General Provisions Article, Sections 3-305(b)(10) and (12) to receive a report on certain pending criminal investigations and an overview and update on deployment of police staff and resources (Agenda Item # 12); and General Provisions Article, Sections 3-305(b)(8) to receive a status update on all litigation currently pending against the MDTA (Agenda Item # 13).

In attendance for Closed Session was Acting Chairman Sean Powell, Members Carroll, Cox, Ensor, Gaines, Gangemi, Penny-Ardinger, Rosen, and von Paris; and Jim Ports, Kim Millender, Col. Kevin Anderson, and Natalie Henson.

VOTE TO ADJOURN CLOSED SESSION

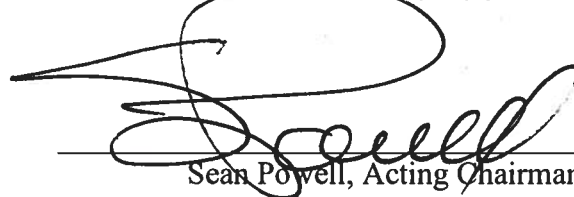
At 11:44 a.m., a motion was made by Member W. Lee Gaines, Jr. and seconded by Member Jeffrey S. Rosen, which was unanimously approved, to adjourn the Closed Session and return to Open Session. There were no actions taken in Closed Session.

VOTE TO ADJOURN MEETING

There being no further business, upon motion by Member William H. Cox, Jr. and seconded by Member William C. Ensor, III, the Members unanimously voted to adjourn the meeting at 11:48 a.m.

The next MDTA Board Meeting will be held on February 25, 2021 at 9:00 a.m. via livestream.

APPROVED AND CONCURRED IN:



Sean Powell, Acting Chairman