

MARYLAND TRANSPORTATION AUTHORITY
AUTHORITY MEETING
THURSDAY, FEBRUARY 27, 2014
2310 BROENING HWY, BALTIMORE, MD 21224

OPEN SESSION

James T. Smith, Jr., Chair

MEMBERS ATTENDING:

Mary Beyer Halsey
William K. Hellmann
Arthur Hock
A. Bradley Mims
Michael Whitson

STAFF ATTENDING:

David Chapin
Percy Dangerfield
Donna DiCerbo
Trudy Edwards
Patrick Fleming
Bruce Gartner
Jaclyn Hartman
Meshelle Howard
Doug Hutcheson
Derek Jones
Col. Mike Kundrat
Kimberly Millender, Esquire
Deborah Sharpless
Cheryl Sparks
Dan Williams

OTHERS ATTENDING:

Daniel Papernik, HNTB Corp.
Sam Sidh, MDOT

At 9:10 a.m. Chairman James T. Smith, Jr. called the meeting of the Maryland Transportation Authority (“MDTA”) Board to order.

APPROVAL – CLOSED AND OPEN SESSION MINUTES OF JANUARY 23, 2013

Upon motion by Member A. Bradley Mims and seconded by Member Michael Whitson, the Closed and Open Session meeting minutes of the MDTA Board Meeting held on January 23, 2013 were unanimously approved.

APPROVAL – REVENUE BONDS POLICY:

Ms. Jaclyn Hartman requested approval of the Board Policy on Revenue Bonds. This item was presented to the Finance Committee on February 20, 2014 and recommended to the MDTA Board for approval. It was acknowledged that this policy contains *procedural functions* for the conduct of bond sales and closings that are unlikely to change in the future. There is a recommendation to remove the annual review requirement at the Board level in Policy Statement 12. The Chief Financial Officer (CFO) and the Finance Division accept responsibility to review the Revenue Bonds Policy at least annually in order to recommend any additional changes to the MDTA Board, if needed. The original Revenue Bonds Policy was adopted by the MDTA Board on January 27, 2011. It was updated in February 2012, to reflect the delegation of certain responsibilities to the CFO and the Executive Secretary relating to bond sales and closings. The Policy was reviewed by the Finance Committee in February 2013 and no changes were recommended at that time. Finance staff does not recommend any other changes at this time, except the title change for the Executive Secretary to Executive Director.

Upon motion by Member Mary Halsey and seconded by Member Arthur Hock, the Members unanimously approved the revisions to the Revenue Bonds Policy.

APPROVAL – PREPARATION OF FINANCIAL FORECASTS POLICY

Mr. David Chapin requested approval of the Board Policy on the Preparation of Financial Forecasts, and to concur in changes that have been made to the Policy. The policy statement describes procedures to be used in the formulation of MDTA’s financial forecasts. The financial standards upon which the Policy is based are found in the Debt Management Policy. The Preparation of Financial Forecasts Board Policy was adopted by the MDTA Board on September 23, 2010. This Policy does not have an annual review requirement at the MDTA Board level. The Chief Financial Officer will consult with the Board, in advance, before making any substantial changes to the policy. Finance staff has reviewed the Policy and do not recommend any material changes that alter the original intent of the Policy. Minor changes to correct certain formatting and typographic errors, along with the title change to Executive Director, are being recommended.

Upon motion by Member Halsey and seconded by Member Hock, the Members unanimously approved the revisions to the Preparation of Financial Forecasts Policy.

APPROVAL CONTRACT - AWARD:

- **CONTRACT NO. KH 2666-000-006 ABOVE GROUND STORAGE TANK INSTALLATION AT JOHN F. KENNEDY MEMORIAL HWY, MAINTENANCE 1 FACILITY**

Ms. Donna DiCerbo requested approval for Contract No. KH 2666-000-006 Above Ground Storage Tank Installations at John F. Kennedy Memorial Hwy, Maintenance 1 Facility. This item was presented to the Capital Committee and was recommended to the MDTA Board for approval.

The work to be performed under this contract is located at the John F. Kennedy Memorial Highway (JFK), Maintenance 1 Facility. The scope of work includes but is not limited to the following: A. The abandonment of existing Underground Storage Tanks (UST) and installation of a new Aboveground Storage Tank (AST); B. The project will include in-place closure of two UST's (6,000-gallon bio-diesel and 2,000 gallon unleaded gasohol), along with the construction of a new compartmentalized AST system (2,000 gallons gasohol and 6,000 gallons of bio-diesel) including concrete foundation, bollards and associated appurtenances such as its dispensers, vapor recovery systems, and a tank management system; C. In addition to the new AST fuel system, the design includes the following electrical improvements: new power and control with conduit to the fuel tank, new light emitting diode (LED) lighting for the existing canopy, and a replacement emergency stop button. The design for closure-in-place of the existing USTs will be in accordance with Code of Maryland Regulations (COMAR) 26.10.10 Out-of-Service UST Systems and Closure, and the new AST will be designed in accordance with COMAR 26.10.01.12, Requirements for Above-Ground Oil Storage Facilities.

Two bids were received ranging from 37.04 percent to 32.6 percent above the Engineer's Estimate of \$433,550.50. Kalyani Environmental Solutions, LLC, is the lowest responsive and responsible bidder and is therefore recommended for award. As its bid was thirty-two point sixty-three percent (32.63%) higher than the Engineer's Estimate, a bid justification was conducted and the bid was determined to be fair and reasonable.

This Minority Business Enterprise (MBE) participation goal for this contract is thirty percent (30%) with subgoals of seven percent (7%) for African-American owned companies and four percent (4%) for Asian-American owned companies. Kalyani Environmental Solutions, LLC has submitted an MBE plan that meets this goal.

Upon motion by Member Rev. Dr. William C. Calhoun, Sr. and seconded by Member Mims, the Members unanimously approved and awarded Contract No. KH 2666-000-006 Above Ground Tank Installation at the John F. Kennedy Memorial Highway, Maintenance 1 Facility to Kalyani Environmental Solutions, LLC in the amount of \$575,000.00.

• **CONTRACT NO. 2014-0001 SLUDGE AND DEBRIS REMOVAL FROM SUMPS/LOW POINTS AT THE FORT MCHENRY TUNNEL AND BALTIMORE HARBOR TUNNEL**

Ms. Donna DiCerbo requested approval for Contract No. 2014-0001 Fort McHenry Tunnel (FMT) and Baltimore Harbor Tunnel (BHT) Sludge Debris Removal. This item was reviewed by the Finance Committee and was recommended to the MDTA Board for approval.

The purpose of this solicitation is to establish a contract for furnishing equipment, operator(s), and personnel to remove liquids/debris/sludge from the East Portal pump room, West Portal pump room, and two (2) Low Point sumps inside the FMT and pump rooms and sumps of the BHT.

MDTA solicited Competitive Sealed Bids for these services, pursuant to the Code of Maryland Regulations (COMAR) 21.05.01.02. This is a fixed price contract. Four bids were received; however, one (1) bid was rejected. Triumvirate Environmental, Inc. is the lowest responsive and responsible bidder and is recommended for award. This contract term is for three (3) years with one (1), two (2) year renewal option.

Upon motion by Member Halsey and seconded by Member Hock, the Members unanimously approved Contract No. 2014-0001 Fort McHenry and Baltimore Harbor Tunnel Sludge Debris Removal to Triumvirate Environmental, Inc. in the amount of \$951,250.00.

UPDATE – LEGISLATIVE UPDATE

Mr. Patrick Fleming briefed the members about legislation affecting the MDTA, which included: two pieces of proposed legislation to prohibit and require conversion of certain legacy facilities to All Electronic Tolling; multiple pieces of proposed legislation that would allow for the subtraction of tolls from state income tax liability; increasing the speed limit on the Intercounty Connector/MD 200; and legislation that would require a savings plan for the funding of an Environmental Impact Study on a new Bay Crossing.

UPDATE – MARYLAND QUALITY INITIATIVE (MdQI) CONFERENCE

Mr. Doug Hutcheson presented to the Members the awards MDTA won at the recent Maryland Quality Initiative Conference. MDTA was presented with four awards, including modal awards for Design for the I-895 K-Truss Project; Construction of the K-Truss Project; Design/Construction of the Curtis Creek Deck Replacement Project; and the multimodal Silver Award for Partnering for the Curtis Creek Deck Replacement Project.

UPDATE – WINTER STORMS

Mr. Derek Jones and Chief Michael Kundrat presented an update to the MDTA Board regarding preparations and status for winter storms for the 2013-2014 winter to date. Since the onset of the current winter season, there have been thirty-nine (39) winter weather events which have required activation of Operations and Police winter operations procedures. Both divisions, which have different missions, also work very closely together with tight communications to ensure that responses are accurate and measured with the safety of the driving public in the forefront.

There being no further business, the meeting of the MDTA Board was adjourned by general consensus at 9:59 a.m.

The next MDTA Board Meeting will be held on March 27, 2014 at 9:00 a.m. at MDTA's Point Breeze headquarters, 2310 Broening Highway, Baltimore, Maryland 21224.

APPROVED AND CONCURRED IN:

Wilson Parran, Acting Chair