

FINANCE AND ADMINISTRATION COMMITTEE MONTHLY MEETING  
THURSDAY, MARCH 13, 2025  
OPEN MEETING VIA LIVESTREAMING

OPEN SESSION

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

STAFF ATTENDING: Jeffrey Brown  
Percy Dangerfield  
Jeffrey Davis  
Cheryl Dickinson  
Tonya Dorsey  
Allen Garman  
Bruce Gartner  
James Harkness  
Natalie Henson  
Kimberly Millender, Esq.  
Kenneth Montgomery  
Mary O’Keeffe  
John Sales  
Deb Sharpless  
Cheryl Sparks  
Timothy Sheets

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 FEBRUARY 13, 2025 MEETING**

Member von Paris called for the approval of the meeting minutes from the Open Meeting held on February 13, 2025. Member Jeffrey Rosen made the motion, and Member Dontae Carroll seconded the motion, which was unanimously approved.

**APPROVAL – CONTRACT NO. SV-00211187 – COMMUNICATIONS AND RELATED SERVICES**

Mr. John Sales requested a recommendation of approval from the Finance and Administration Committee to present Contract No. SV-00211187, Communications and Related Services, to the full Maryland Transportation Authority (MDTA) Board at its next scheduled meeting.

This contract is to provide communications and related services for the MDTA's Office of Communications and Marketing in its mission to aid in public education and promote public safety on MDTA roadways. These services may include, but are not limited to, development, production and implementation of public safety and traffic management campaigns/messages utilizing traditional media, digital media, social media, public relations, community outreach, research and analytics, crisis communications service, website management and other related activities.

Three (3) proposals were received. The recommended awardee is McAndrew Company, Inc. This contract has a base term of three (3) years with one (1) two (2) year renewal option for a total contract term of five (5) years and a not to exceed amount of \$8,250,000.

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

**APPROVAL – FY 2025 BUDGET AMENDMENT #2**

Mr. Jeffrey Brown requested a recommendation of approval from the Finance and Administration Committee to present an amendment to the FY 2025 Operating Budget to the full MDTA Board at its next scheduled meeting.

The 2025 Budget Amendment #2 will increase the FY 2025 Operating Budget by \$7.3 million to account for the accelerated purchase of police vehicles in the current fiscal year that were originally planned for FY 2026.

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 Penny-Ardinger seconded the motion, which was unanimously approved.

**UPDATE – FY 2026 DEPARTMENT OF LEGISLATIVE SERVICES BUDGET ANALYSIS**

Ms. Deb Sharpless provided the Finance and Administration Committee with an overview of the budget analysis and recommendations presented by the Department of Legislative Services during the MDTA's Fiscal Year 2026 legislative budget hearing. The overview also included a brief recap of the budget and the MDTA's responses to the questions raised in the budget analysis document.

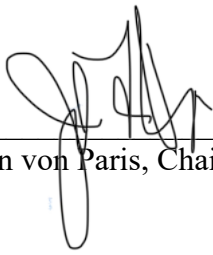
**UPDATE – KEY BRIDGE REBUILD PROJECT CONTRACTS**

Mr. James Harkness updated the Finance and Administration Committee on the awarded contracts for the Key Bridge Rebuild project. This update also provided information regarding the composition of the A&E teams on the awarded contracts.

**UPDATE – HUMAN RESOURCES AND WORKFORCE DEVELOPMENT**

Ms. Tonya Dorsey updated the Finance and Administration Committee on Recruitments and Examinations, Workforce and Organizational Development, the Human Resources Information System (HRIS), and internal Policies.

There being no further business, the meeting of the Finance Committee adjourned at 9:53 a.m., following a motion by Member Penny-Ardinger, and seconded by Member Carroll.



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John von Paris, Chairman