

FINANCE COMMITTEE MONTHLY MEETING
TUESDAY, DECEMBER 7, 2023
OPEN MEETING VIA LIVESTREAMING

OPEN SESSION

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

STAFF ATTENDING: Catherine Anderson
Erika Brantley
Jeffrey Brown
Percy Dangerfield
Jeffrey Davis
Cheryl Dickinson
Allen Garman
Chantelle Green
Natalie Henson
Richard Jaramillo
Cheryl Lewis-Orr
Charles Markakis
Kimberly Millender, Esq.
Ken Montgomery
Mary O’Keeffe
Carmine Picarelli
Deb Sharpless
Tim Sheets
Jennifer Stump
Clayton Viehweg
John Wedemeyer

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

APPROVAL – OPEN MEETING MINUTES FROM NOVEMBER 9, 2023 MEETING

Member von Paris called for the approval of the meeting minutes from the Open Meeting held on November 9, 2023. Member Dontae Carroll made the motion, and Member Jeffrey Rosen seconded the motion, which was unanimously approved.

APPROVAL – CONTRACT NO. J01B4600002 – HEWLETT PACKARD ENTERPRISES SYNERGY HARDWARE, INSTALLATION AND TRAINING

Mr. Charles Markakis requested a recommendation of approval from the Finance Committee to present Contract No. J01B4600002, Hewlett Packard Enterprises (HPE) Synergy Hardware, Installation and Training, to the full Maryland Transportation Authority (MDTA) Board at its next scheduled meeting.

The Small Business Reserve contract is for the provision of a one-time purchase of HPE Synergy Hardware, Installation, Training and Extended Warranties for use by the MDTA Intercounty Connector Data Center and the MDTA John F. Kennedy Data Center. The total amount for this contract is \$736,781.30.

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

APPROVAL – CONTRACT NO. MT-00211148 – JANITORIAL SERVICES – WPL MEMORIAL BRIDGE FACILITIES

Ms. Catherine Anderson requested a recommendation of approval from the Finance Committee to present Contract No. MT-00211148, Janitorial Services – WPL Memorial Bridge Facilities, to the full MDTA Board at its next scheduled meeting.

The contract provides comprehensive janitorial services including supervision, supplies, labor, and equipment at the William Preston Lane Memorial Bridge facilities. The contract will be performed by National Center on Institutions and Alternative, Inc. (NCIA). NCIA is a Community Service Provider. Janitorial supplies are included in the contract, and the contract specifies that supplies be purchased from Blind Industries of Maryland, also a Community Service Provider.

The cost for the base three-year contract term is \$803,839.45. The contract also contains a two-year renewal option of \$562,744.35. The total cost for the five-year contract term is \$1,366,583.80. There is no MBE/VSBE Goal for this provider since they are a preferred provider.

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

APPROVAL – CONTRACT NO. SV-00210586 – RIGHT OF WAY SERVICES

Mr. John Wedemeyer requested a recommendation of approval from the Finance Committee to present Contract No. SV-00210586, Right of Way Services, to the full MDTA Board at its next scheduled meeting.

This contract is for the provision of professional Right of Way support services, such as project management, the development of right-of-way cost estimates, real estate appraisals and appraisal reviews, real estate surveys and survey reviews, support for acquisitions and dispositions, support for relocations, support for settlements, condemnation support, GIS (Geographic Information System Mapping) support, title services, and other related right-of-way services. The resulting contract will assist the Real Estate Services staff in meeting its short-term and long-term goals.

Two proposals were received, and the recommended awardee was Johnson, Mirmiran & Thompson, Inc. (JMT). They were ranked first overall and provided the best value to the State. This contract has a three-year base term with a two-year renewal option for a total contract term of five years and a Not to Exceed amount of \$11,467,000.00.

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 – INVESTMENT COMMITTEE REPORT

Mr. Allen Garman and Mr. Clayton Viehweg provided an update to the Finance Committee on the activities of the Investment Committee for the period ended September 30, 2023. The update included a review of market conditions, portfolio strategies, total return performance, and dealer trade allocations. Market drivers that may influence portfolio performance in the coming months were also discussed, including the economy, fiscal policy, and Federal Reserve monetary policy. Mr. Garman noted that the Investment Committee is not recommending any changes to the investment strategy at this time.

Member von Paris called for the approval of the Investment Committee Report. Member Rosen made the motion, and Member Penny-Ardinger seconded the motion, which was unanimously approved.

UPDATE – 1ST QUARTER OPERATING BUDGET VERSUS ACTUAL SPENDING

Mr. Jeffrey Brown updated the Finance Committee on actual versus projected year-to-date spending for the first quarter of FY 2024. As of September 30, 2023, 15 percent of the operating budget was spent compared to the target of 23 percent. All objects were below the targeted spending level. The primary driver for the reduced spending was personnel vacancies and seasonality of expenses.

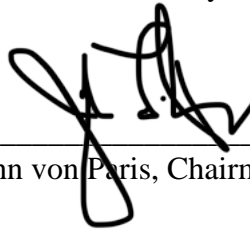
UPDATE – 1ST QUARTER CAPITAL BUDGET VERSUS ACTUAL SPENDING

Ms. Jennifer Stump updated the Finance Committee on actual year-to-date spending for the first quarter compared to projected spending as shown in the FY 2024-2029 Draft CTP. As of September 30, 2023, 9.1 percent of the FY 2023 capital budget was spent as compared to the target of 25 percent. Ms. Stump indicated that capital spending for the first quarter is low because of outstanding accruals for work completed in FY 2023.

UPDATE – 1ST QUARTER FY 2024 TRAFFIC AND REVENUE PERFORMANCE REPORT

Ms. Cheryl Lewis- Orr provided the Finance Committee with a quarterly and year-to-date update regarding traffic and toll revenue trends compared to the previous year and the forecast. The key takeaways regarding year-to-date traffic and revenue performance are that (1) passenger vehicle traffic levels continue to track closely to pre-pandemic levels; (2) commercial vehicle traffic levels continue to outperform pre-pandemic levels; and (3) for the first quarter of FY2024, there is practically no variance in the forecast vs actuals. Actual traffic and revenue were used in the first three months of the forecast.

There being no further business, the meeting of the Finance Committee adjourned at 9:49 a.m., following a motion by Member Rosen, and seconded by Member Carroll.



John von Paris, Chairman