



Maryland Transportation Authority

FINANCE AND ADMINISTRATION
COMMITTEE

THURSDAY, APRIL 10, 2025

MARYLAND TRANSPORTATION
AUTHORITY

2310 BROENING HWY
BALTIMORE, MD 21224

FINANCE AND ADMINISTRATION COMMITTEE MEETING AGENDA

April 10, 2025 – 9:00 a.m.

This meeting will be livestreamed on the [Finance and Administration Committee Meeting Archive | MDTA \(maryland.gov\)](#)

NOTE: This is an Open Meeting being conducted via livestreaming. The public is welcomed to watch the meeting at the link listed above. *If you wish to comment on an agenda item please email your name, affiliation, and agenda item to edickinson@mdta.state.md.us no later than noon on Wednesday, April 9, 2025. You **MUST** pre-register in order to comment.* Once you have pre-registered you will receive an email with all pertinent information.

AGENDA

OPEN SESSION

Call to Order

- | | | | | |
|----|--------------------------|---|---|---------|
| 1. | <u>Approval</u> – | March 13, 2025 - Open Meeting Minutes | Chairman von Paris | 5 min. |
| 2. | <u>Approval</u> – | Contract No. MT-00211389 - HVAC & ATC Maintenance Repairs – Central Region | Kristina Guy | 5 min. |
| 3. | <u>Approval</u> – | Contract No. MT-00211392 - HVAC & ATC Maintenance Repairs – ICC Facilities | Toni Caschera | 5 min. |
| 4. | <u>Approval</u> – | Contract No. MT-00211391 - HVAC & ATC Maintenance Repairs – WPL Bridge Facility | Carroll Hicks | 5 min. |
| 5. | <u>Approval</u> – | MDTA Resolution 25-01 – Series 2025 Bonds | Allen Garman
Kevin Cullity
Yaw Berkoh | 5 min. |
| 6. | <u>Update</u> – | Strategic Plan Update | Sarah Clifford | 10 min. |
| 7. | <u>Update</u> – | Safety and Risk Management Update | Percy Dangerfield
Terricka Holman-Moore | 10 min. |
| 8. | <u>Update</u> – | Environmental Compliance Overview | Hayley Thomas | 10 min. |

Vote to Adjourn

ITEM

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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.

John von Paris, Chairman

ITEM

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Maryland
Transportation
Authority

Wes Moore, Governor
Aruna Miller, Lt. Governor
Paul J. Wiedefeld, Chairman

Board Members:

Dontae Carroll	Cynthia D. Penny-Ardinger
Maricela Cordova	Jeffrey S. Rosen
William H. Cox, Jr.	Samuel D. Snead, MCP, MA
Mario J. Gangemi, P.E.	John F. von Paris

Bruce Gartner, Executive Director

MEMORANDUM

TO: Finance and Administration Committee
FROM: Kristina Guy, Contract Manager *kg*
SUBJECT: Contract MT-00211389, HVAC and ATC Maintenance and Repairs for MDTA Central Region Facilities
DATE: April 10, 2025

PURPOSE OF MEMORANDUM

To seek recommended approval from the Finance and Administration Committee to present Contract No. MT-00211389, HVAC and ATC Maintenance and Repairs for MDTA Central Region Facilities to the full MDTA Board at its next scheduled meeting.

SUMMARY

This Contract is to provide HVAC, ATC Maintenance and Water Treatment Services at the MDTA BHT, FMT, FSK and PB Facilities.

RECOMMENDATION(S)

To obtain recommended approval by the Finance and Administration Committee to present Contract No. MT-00211389, HVAC and ATC Maintenance and Repairs for MDTA Central Region Facilities to the full MDTA Board at its next scheduled meeting.

ATTACHMENT(S)

- Finance & Administration Committee Project Summary



FINANCE & ADMINISTRATION COMMITTEE PROJECT SUMMARY
Contract No. MT-00211389, HVAC & ATC Maintenance & Repairs/MDTA's Central Locations

PIN NUMBER N/A
CONTRACT NUMBER MT-00211389
CONTRACT TITLE HVAC & ATC Maintenance for Central Locations

PROJECT SUMMARY The purpose of this Contact is to retain the services of a Contractor(s) to provide HVAC, ATC and Water Treatment Services for MDTA's BHT, FMT, FSK and PB Facilities (Central Region) . The Provider shall furnish all labor, materials, supplies, equipment, supervision, services and related incidentals for HVAC, ATC Maintenance & Repairs and Water Treatment Services.

		MBE PARTICIPATION		
SCHEDULE		MBE PARTICIPATION - OVERALL	ADVERTISED GOAL (%)	PROPOSED GOAL (%)
ADVERTISEMENT DATE	1/3/2025	OVERALL MBE	14.00%	14.00%
ANTICIPATED NTP DATE	6/8/2025	VSBE	1.00%	1.00%
DURATION/TERM	Three (3) Years with one 2-Year Renewal Option			

BID PROTEST	YES	NO ✓
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BID RESULTS	BID AMOUNT(S)	CURRENT VENDOR
Denver-Elek, Inc.	\$ 2,260,813.00	<input checked="" type="checkbox"/> Check
Patapsco Mechanical	\$ 2,375,070.00	
EASI	\$ 2,503,806.00	

ITEM

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Maryland Transportation Authority

Wes Moore, Governor
Aruna Miller, Lt. Governor
Paul J. Wiedefeld, Chairman

Board Members:

Dontae Carroll	Cynthia D. Penny-Ardinger
Maricela Cordova	Jeffrey S. Rosen
William H. Cox, Jr.	Samuel D. Snead, MCP, MA
Mario J. Gangemi, P.E.	John F. von Paris

Bruce Gartner, Executive Director

MEMORANDUM

TO: Finance and Administration Committee
FROM: Toni Caschera, Contract Manager *T.C.*
SUBJECT: Contract MT-00211392, HVAC and ATC Maintenance and Repairs for MDTA ICC Facilities
DATE: April 10, 2025

PURPOSE OF MEMORANDUM

To seek recommended approval from the Finance and Administration Committee to present Contract No. MT- 00211392, HV AC and ATC Maintenance and Repairs for MDT A ICC Facilities to the full MDTA Board at its next scheduled meeting.

SUMMARY

This Contract is to provide HVAC, ATC Maintenance and Water Treatment Services at the MDTA ICC Facilities.

RECOMMENDATION(S)

To obtain recommended approval by the Finance and Administration Committee to present Contract No. MT-00211392, HV AC and ATC Maintenance and Repairs for MDT A ICC Facilities to the full MDTA Board at its next scheduled meeting.

ATTACHMENT(S)

- Finance & Administration Committee Project Summary



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PIN NUMBER
CONTRACT NUMBER
CONTRACT TITLE

N/A
MT-00211392
HVAC & ATC Maintenance for ICC Facilities

FINANCE & ADMINISTRATION COMMITTEE PROJECT SUMMARY

Contract No. MT-00211392, HVAC & ATC Maintenance & Repairs at MDTA's ICC Facilities

PROJECT SUMMARY

The purpose of the project is to retain the services of a qualified Contractor to provide HVAC and ATC Services for MDTA's ICC Facilities. The Provider shall furnish all labor, materials, supplies, equipment, supervision, services and related incidentals for HVAC and ATC Maintenance and Repairs.☐

SCHEDULE

ADVERTISEMENT DATE 1/6/2025
ANTICIPATED NTP DATE 6/8/2025
DURATION/TERM Three (3) Years with one 2-Year Renewal Option

MBE PARTICIPATION

MBE PARTICIPATION - OVERALL

OVERALL MBE
VSBE

**ADVERTISED
GOAL (%)**

14.00%
1.00%

**PROPOSED
GOAL (%)**

14.00%
1.00%

BID PROTEST

YES

NO
✓

BID RESULTS

Denver-Elek, Inc.
EASI
Patapsco Mechanical
RSC Electrical Co.

BID AMOUNT(S)

\$ 1,029,298.00
\$ 1,067,744.00
\$ 1,162,145.00
\$ 1,239,125.00

CURRENT VENDOR

☒ Check

ITEM

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Wes Moore, Governor
Aruna Miller, Lt. Governor
Paul J. Wiedefeld, Chairman

Board Members:

Dontae Carroll	Cynthia D. Penny-Ardinger
Maricela Cordova	Jeffrey S. Rosen
William H. Cox, Jr.	Samuel D. Snead, MCP, MA
Mario J. Gangemi, P.E.	John F. von Paris

Bruce Gartner, Executive Director

MEMORANDUM

TO: Finance and Administration Committee
FROM: Carroll Hicks, Contract Manager *CPH*
SUBJECT: Contract MT-00211391, HVAC and ATC Maintenance and Repairs for
MDTA WPL Bridge Facilities
DATE: April 10, 2025

PURPOSE OF MEMORANDUM

To seek recommended approval from the Finance and Administration Committee to present Contract No. MT-00211391, HVAC and ATC Maintenance and Repairs for MDTA WPL Bridge Facilities to the full MDTA Board at its next scheduled meeting.

SUMMARY

This Contract is to provide HVAC, ATC Maintenance and Water Treatment Services at the MDTA WPL Bridge Facilities.

RECOMMENDATION(S)

To obtain recommended approval by the Finance and Administration Committee to present Contract No. MT-00211391, HVAC and ATC Maintenance and Repairs for MDTA WPL Facilities to the full MDTA Board at its next scheduled meeting.

ATTACHMENT(S)

- Finance & Administration Committee Project Summary



FINANCE & ADMINISTRATION COMMITTEE PROJECT SUMMARY
Contract No. MT-00211391 - HVAC And ATC Maintenance and Repairs for MDTA WPL Facilities

PIN NUMBER N/A
CONTRACT NUMBER MT-00211391
CONTRACT TITLE HVAC and ATC Maintenance and Repairs for MDTA WPL Facilities

PROJECT SUMMARY The purpose of the project is to retain the services of a qualified Contractor to provide HVAC, ATC and Water Treatment Services for MDTA's WPL Facilities. The Provider shall furnish all labor, materials, supplies, equipment, supervision, services and related incidentals for HVAC, ATC Maintenance and Repairs and Water Treatment Services.

		MBE PARTICIPATION (N/A)		
SCHEDULE		MBE PARTICIPATION - OVERALL	ADVERTISED GOAL (%)	PROPOSED GOAL (%)
	ADVERTISEMENT DATE		14.00%	14.00%
	ANTICIPATED NTP DATE		1.00%	1.00%
	DURATION/TERM	Three (3) Years w/one 2-Year Renewal Option		
		BID PROTEST	YES	NO ✓

BID RESULTS	BID AMOUNT(S)	CURRENT VENDOR?
Denver-Elek	\$ 1,111,523.00	TRUE
EASI	\$ 1,168,944.00	

ITEM

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Maryland Transportation Authority

Wes Moore, Governor
Aruna Miller, Lt. Governor
Paul J. Wiedefeld, Chairman

Board Members:
Dontae Carroll
Maricela Cordova
William H. Cox, Jr.
Mario J. Gangemi, P.E.
Cynthia D. Penny-Ardinger
Jeffrey S. Rosen
Samuel D. Snead, MCP, MA
John F. von Paris

Bruce Gartner, Executive Director

MEMORANDUM

TO: MDTA Board
FROM: Allen Garman, Deputy Director Finance
Kevin Cullity, Director of Treasury and Debt
Yaw Berkoh, Debt Administrator
SUBJECT: MDTA Board Resolution 25-01, Municipal Financing
DATE: April 10, 2025

PURPOSE OF MEMORANDUM

Explain the purpose of MDTA Board Resolution 25-01 for Municipal Financing and request recommendation of the Finance Committee to present the authorizing resolution to the full board for approval.

The resolution authorizes the issuance of toll revenue bonds to finance a portion of capital projects in fiscal 2026.

SUMMARY

The Municipal Financing Resolution authorizes the issuance of \$600 million of bonds to finance capital projects for an approximately one-year period through fiscal 2026. The financing is expected before December 31, 2025, and will be sized to account for the capital program, net operating revenues, bond premium, debt service reserve funding, and costs of issuance.

The \$600 million limit contained in the resolution is based on the most recent official forecast approved by the MDTA Board in November 2024. More precise financing needs will be known in coming months based on realized fiscal 2025 capital spending and updated information incorporated in the CTP for fiscal 2026. It is expected that an amended resolution will be required to update the financing limit, but the first resolution is currently needed as delegated authority to engage bond counsel in the development of the Official Statement and generally begin the financing process that comfortably requires 90-days to complete.

The Executive Director and Chief Financial Officer (CFO) will have the authority to manage the bond sale and closing, including the award of the 2025 bonds to the successful underwriting firm(s) or negotiation of terms for a private placement. The resolution also provides for authority to select other service providers and to prepare and execute all closing documents, certificates, and bond forms.

Resolution 25-01 contains the following limiting and reporting provisions:

1. Par Amount – Limited to \$600 million.
2. Bond Sale Date – No later than December 31, 2025.
3. Bond Sale Reports on Results – Provided by the Executive Director and CFO at the first Board meetings after the sale dates.

RECOMMENDATION

Management requests the Finance Committee's concurrence and recommendation to move to the full board for approval of the Municipal Financing Resolution.

ATTACHMENTS

Board Resolution 25-01, Municipal Financing

**MARYLAND TRANSPORTATION AUTHORITY
RESOLUTION 25-01**

A RESOLUTION REGARDING THE ISSUANCE BY THE MARYLAND TRANSPORTATION AUTHORITY (THE “MDTA”) OF ITS SPECIAL OBLIGATION REVENUE BONDS, SERIES 2025 (THE “2025 BONDS”) FOR THE PURPOSE OF (I) FINANCING AND REFINANCING THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF CERTAIN TRANSPORTATION FACILITIES PROJECTS AND (II) REFUNDING CERTAIN OUTSTANDING OBLIGATIONS OF THE MDTA ISSUED FOR THE PURPOSE OF FINANCING AND REFINANCING THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF CERTAIN TRANSPORTATION FACILITIES PROJECTS; APPROVING THE PREPARATION AND DISTRIBUTION OF A PRELIMINARY AND A FINAL OFFICIAL STATEMENT, A SUPPLEMENTAL TRUST AGREEMENT, AN ESCROW DEPOSIT AGREEMENT AND OTHER TRANSACTION DOCUMENTS; AUTHORIZING THE SOLICITATION AND SELECTION OF PROVIDERS OF PROFESSIONAL SERVICES; AUTHORIZING CERTAIN OFFICERS TO DETERMINE MATTERS PERTAINING TO THE SALE AND ISSUANCE OF THE 2025 BONDS, INCLUDING THE FINANCING STRUCTURE AND TERMS; AUTHORIZING, SPECIFYING, DETERMINING AND APPROVING CERTAIN OTHER MATTERS PERTAINING TO THE 2025 BONDS.

WHEREAS, the Maryland Transportation Authority, an agency of the State of Maryland (the “MDTA”), adopts this Resolution 25-01 (“**Resolution 25-01**”) for the purpose of authorizing the issuance of the 2025 Bonds in an aggregate principal amount not to exceed **Six Hundred Million Dollars (\$600,000,000)**; and

WHEREAS, the MDTA is authorized under Sections 4-101 through 4-405 of the Transportation Article of the Annotated Code of Maryland (2015 Replacement Volume, as supplemented) (the “**Act**”) to finance “transportation facilities projects” (as defined in the Act), to issue revenue bonds for the purpose of financing the cost of transportation facilities projects, to issue revenue bonds for the purpose of refunding any of its outstanding revenue bonds and to perform any actions necessary or convenient to carry out the powers granted in the Act; and

WHEREAS, the MDTA has entered into the Second Amended and Restated Trust Agreement dated as of September 1, 2007 (as previously amended and supplemented, the “**Master Trust Agreement**”), with The Bank of New York Mellon (successor to The Bank of New York), as trustee (the “**Trustee**”); and

WHEREAS, pursuant to Sections 2.01 and 2.04 of the Master Trust Agreement, the MDTA has issued its Transportation Facilities Projects Revenue Refunding Bonds, Series 2017 (Tax-Exempt Bonds) dated July 27, 2017 (the “**Series 2017 Bonds**”), Transportation Facilities Projects Revenue Bonds dated June 25, 2020 (the “**Series 2020 Bonds**”), Transportation Facilities Projects Revenue Bonds dated April 7, 2021 (the “**Series 2021A Bonds**”), Transportation Facilities Projects Revenue Refunding Bonds, Series 2022 (Tax-Exempt Bonds) dated May 5, 2022 (the “**Series 2022 Bonds**”), Governor Harry W. Nice Memorial/Senator Thomas "Mac" Middleton Bridge Replacement Project (TIFIA – 20221007A) TIFIA Bond (the “**2022 TIFIA Bond**”), Transportation Facilities Projects Revenue Refunding Bonds, Series 2024A (Tax-Exempt Bonds) dated March 5, 2024 (the “**Series 2024A Bonds**”), and

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WHEREAS, the Series 2017 Bonds, the Series 2020 Bonds, the Series 2021A Bonds, the Series 2022 Bonds, the 2022 TIFIA Bond and the Series 2024A Bonds, currently outstanding (the “**Outstanding Prior Bonds**”) were issued for the purpose of financing and refinancing the design, construction and equipping of Transportation Facilities Projects (as defined in the Master Trust Agreement) or any Improvements (as defined in the Master Trust Agreement);; and

WHEREAS, Section 2.04 of the Master Trust Agreement provides that the MDTA may from time to time issue Additional Bonds (as defined in the Master Trust Agreement) in accordance with the terms and conditions set forth in the Master Trust Agreement for the purpose, among others, of (i) paying all or any part of the cost of any additional Transportation Facilities Projects (as defined in the Master Trust Agreement) or any Improvements (as defined in the Master Trust Agreement) or (ii) providing funds for refunding all or a portion of the bonds then outstanding of any or all series, whether or not such bonds are then subject to redemption, including providing for the payment of any redemption premium due or to become due thereon, interest to accrue to the selected redemption or maturity date, any serial maturities to become due prior to the selected redemption or maturity date and any expenses in connection with such refunding; and

WHEREAS, pursuant to the terms of Section 11.01 of the Master Trust Agreement, the MDTA desires to enter into a supplemental trust agreement supplementing the Master Trust Agreement to provide for the issuance of Additional Bonds (the “**2025 Bonds**,” as defined herein) to be secured by the Master Trust Agreement and a supplemental trust agreement equally and ratably with any portion of the Outstanding Prior Bonds that may remain outstanding after issuance of the 2025 Bonds; and

WHEREAS, the MDTA desires to authorize the sale and issuance of the 2025 Bonds for the purpose of (i) refunding all or a portion of the Outstanding Prior Bonds or all or a portion of any principal maturities thereof (collectively, the “**Refunded Bonds**”) and (ii) financing the design, construction and equipping of any additions, improvements and enlargements to the Transportation Facilities Projects and any other transportation facility projects designated under the Master Trust Agreement and any trust agreements supplementing thereto as Transportation Facilities Projects (the “2025 Project”), provided that certain conditions set forth in this Resolution are met.

NOW, THEREFORE, BE IT RESOLVED BY THE MARYLAND TRANSPORTATION AUTHORITY, as follows:

Section 1. The MDTA hereby authorizes the issuance of its Special Obligation Revenue Bonds, Series 2025 (the “**2025 Bonds**”), in one or more series as the bond issue may be further designated by the Executive Director of the MDTA (the “**Executive Director**”), in an aggregate principal amount not to exceed **Six Hundred Million Dollars (\$600,000,000)** for the purpose of (i) refunding and redeeming the Refunded Bonds and financing and refinancing the 2025 Project, (ii) optionally depositing funds into a debt service reserve fund, and (iii) paying the costs related to the issuance of the 2025 Bonds.

Section 2. The 2025 Bonds shall be issuable as fully registered bonds without coupons in denominations of \$5,000 or any integral multiple thereof, and sold in one or more series. The

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2025 Bonds are special obligations of the MDTA payable, as to principal and interest, solely from the revenues and funds pledged thereto under the Master Trust Agreement, as amended and supplemented, and are not and shall not be deemed (i) to be general obligations of the MDTA, (ii) to constitute obligations of the Department of Transportation of Maryland, or (iii) to constitute a debt or a pledge of the faith and credit or the taxing power of the State of Maryland or any political subdivision thereof.

Section 3. Bond Sale.

(a) The MDTA hereby authorizes its Executive Director to sell the 2025 Bonds in one or more sales by either competitive bidding or private negotiation (including but not limited to a direct placement with a financial institution) as determined to by the Executive Director, with the advice of the Chief Financial Officer of the MDTA (the “**Chief Financial Officer**”), its bond counsel, its financial advisors and, as appropriate, other officers and staff of the MDTA, to be the most advantageous for the MDTA, provided that such sales must occur no later than **December 31, 2025**, unless a later sale date is approved by future resolution of the MDTA.

(b) The Executive Director is authorized to determine, with the advice of the Chief Financial Officer, its bond counsel, its financial advisors and, as appropriate, other officers and staff of the MDTA, the rate or rates of interest to be borne by the 2025 Bonds or the method of determining the rates (such rates of all or a portion of the 2025 Bonds may be fixed or variable), if all or a portion of the 2025 Bonds will be sold with taxable or tax-exempt interest, the dates of principal and interest payments and final maturity of the 2025 Bonds, provided that the date of final maturity of the 2025 Bond shall not exceed (i) the useful life of the assets financed with respect to the proceeds used for 2025 Projects and (ii) the final maturity of the Refunded Bonds with respect to proceeds used to refund the Refunded Bonds.

(c) If the Executive Director determines to sell all or a portion of the 2025 Bonds by the solicitation of competitive bids, the MDTA hereby authorizes the Executive Director, with the assistance of the Chief Financial Officer, its bond counsel, its financial advisors and, as appropriate, other officers and staff of the MDTA, (1) to determine the means for the submission of competitive bids, including but not limited to electronic bids via such service provider as the Executive Director deems appropriate, (2) to determine the terms and conditions for such sale, including but not limited to, the conditions for acceptance of bids and the criteria for the selection of a winning bidder, subject to the limitations set forth in this Resolution, (3) to prepare a notice of sale setting forth the terms and conditions of such sale (the “**Notice of Sale**”), and (4) to advertise such sale, including but not limited to publication of the Notice of Sale or a summary thereof by any electronic medium, financial journal or such other manner as the Executive Director shall deem appropriate, at least ten days before the date set for the receipt of bids.

(d) If the Executive Director determines to negotiate the terms of the sale of all or a portion of the 2025 Bonds, the MDTA hereby authorizes the Executive Director, with the assistance of the Chief Financial Officer, its bond counsel, its financial advisors and, as appropriate, other officers and staff of the MDTA, (1) to solicit and accept proposals for the purchase of the 2025 Bonds on a private, negotiated basis, and (2) to negotiate an agreement for

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the purchase of the 2025 Bonds (a “**Bond Purchase Agreement**”), in accordance with the limitations set forth in this Resolution.

(e) The Executive Director and the Chief Financial Officer shall each provide a report of the results of any sale of the 2025 Bonds at the first meeting of the MDTA Board occurring after such sale of the 2025 Bonds.

Section 4. The Executive Director is hereby authorized to engage, as appropriate, the services of a trustee, a registrar, a paying agent, an escrow agent, a verification agent, an underwriter, a feasibility consultant, engineers, accountants, printers and such other service providers as the Executive Director deems appropriate from time to time with respect to the 2025 Bonds and the Refunded Bonds.

Section 5. The MDTA hereby authorizes the Executive Director, Chief Financial Officer and other staff of the MDTA, with the assistance of its bond counsel and its financial advisors, to prepare a preliminary official statement, a final official statement, a private placement memorandum or any other form of offering document (each referred to herein as, an “**Official Statement**”) for the sale of the 2025 Bonds and to distribute each Official Statement to the entities that they shall deem appropriate.

Section 6. Subject to the terms set forth in this Resolution, the MDTA hereby authorizes its Executive Director, with the assistance of other officers of the MDTA, counsel to the MDTA, its bond counsel, financial advisors, and staff, to prepare (i) one or more supplements to the Master Trust Agreement (each, a “**Supplemental Trust Agreement**”), (ii) one or more bond certificates for the 2025 Bonds (each, a “**Bond Certificate**”), (iii) an escrow deposit agreement or an escrow letter (the “**Escrow Deposit Agreement**”), if required, (iv) one or more continuing disclosure agreements (each, a “**Continuing Disclosure Agreement**”) to assist the underwriters of the 2025 Bonds in complying with the requirements of Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, (v) a bond payment insurance policy (a “**Municipal Bond Policy**”), if deemed appropriate, and (vi) a municipal bond debt service reserve insurance policy (a “**Reserve Fund Policy**”), if deemed appropriate in place of a funded debt service reserve, as the same may be amended from time to time.

Section 7. The Chairman of the MDTA (the “**Chairman**”) and the Executive Director are hereby authorized to execute and deliver on behalf of the MDTA each Bond Certificate by their manual or facsimile signatures. The Executive Director is hereby authorized to cause an original or facsimile of the official seal of the MDTA to be imprinted on each Bond Certificate.

Section 8. The MDTA hereby authorizes the Chairman and the Executive Director, or either of them, to execute and deliver on behalf of the MDTA, as appropriate, an Official Statement, a Supplemental Trust Agreement, a Bond Purchase Agreement, an Escrow Deposit Agreement, a Continuing Disclosure Agreement, a Municipal Bond Policy, a Reserve Fund Policy and such other documents, certificates and agreements deemed appropriate by the Chairman or the Executive Director (collectively, together with the Bond Certificates, the “**Bond Documents**”). The execution and delivery by them of the Bond Documents shall be conclusive evidence of their final approval.

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Section 9. The MDTA hereby covenants that it will take, or refrain from taking, any and all actions necessary to comply with the provisions of Section 103 and Sections 141 through 150 of the Internal Revenue Code of 1986, as amended (the “**Code**”), applicable to the 2025 Bonds in order to preserve the status of the interest on the 2025 Bonds as excluded from gross income for federal income tax purposes. Without limiting the generality of the covenant set forth in the preceding sentence, (a) the MDTA will not use or permit the use of any of the proceeds of the 2025 Bonds or any of the funds of the MDTA in such manner as would cause the interest on the 2025 Bonds to be included in gross income for federal income tax purposes, (b) the MDTA will regulate the investment of the proceeds of the 2025 Bonds so as not to cause any of the 2025 Bonds to be an “arbitrage bond” within the meaning of Section 148 of the Code and the Income Tax Regulations thereunder, (c) the MDTA will, if and to the extent necessary make periodic determinations of the rebate amount and timely pay any rebate amount, or installment thereof, to the United States of America, (d) the MDTA will prepare and timely file Internal Revenue Service Form 8038-G, Information Return for Tax-Exempt Governmental Obligations, and (e) the Executive Director and Chief Financial Officer are hereby authorized and directed to prepare or cause to be prepared and to execute and deliver any certificate or other document which may be required in order to assure compliance with the applicable provisions of Section 103 and Sections 141 through 150 of the Code, and the Income Tax Regulations thereunder.

Section 10. The Chairman and the Executive Director are hereby authorized to specify, prescribe, determine, provide for or approve, all within the limitations of this Resolution and the Act, all other matters, details, forms, documents and procedures pertaining to the sale(s), security, issuance, delivery and payment of or for the 2025 Bonds, including (without limitation) the execution, acknowledgment, sealing and delivery of Bond Documents by the Chairman, Executive Director or any other duly qualified employee, agent or officer of the MDTA as are or may be necessary or appropriate to consummate the transactions contemplated by this Resolution in accordance with the Act and this Resolution.

Section 11. The MDTA hereby authorizes its Executive Director and all other proper officers of the MDTA to create, supplement, amend, execute, and deliver documents, certificates, notices and agreements related to the Refunded Bonds and to take such actions or cause to be taken such actions as shall be necessary, proper and convenient for carrying out the purposes of this Resolution, including expending funds and incurring costs.

Section 12. This Resolution shall be effective immediately upon its adoption.

Dated as of: April 24, 2025

WITNESS:

MARYLAND TRANSPORTATION AUTHORITY

RESOLUTION 25-01

Page Six

Bruce Gartner
Executive Director

Paul J. Wiedefeld
Chairman

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Kimberly A. Millender
Assistant Attorney General
Deputy Principal Counsel

ITEM

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Maryland Transportation Authority

Wes Moore, Governor
Aruna Miller, Lt. Governor
Paul J. Wiedefeld, Chairman

Board Members:
Dontae Carroll
Maricela Cordova
William H. Cox, Jr.
Mario J. Gangemi, P.E.
Cynthia D. Penny-Ardinger
Jeffrey S. Rosen
Samuel D. Snead, MCP, MA
John F. von Paris

Bruce Gartner, Executive Director

MEMORANDUM

TO: Finance & Administration Committee
FROM: Sarah Clifford, Director, Office of Strategy and Employee Engagement
Christopher Parris, Manager
SUBJECT: Strategic Plan Update
DATE: April 10, 2025

PURPOSE OF MEMORANDUM

The purpose of this agenda item is to present to the Finance and Administration Committee an update on the MDTA Strategic Plan.

SUMMARY

In May 2024, the MDTA Strategic Plan was presented to and approved by the Board. Since the approval, the Office of Strategy and Employee Engagement (OSEE) have been working on a roll out plan. The MDTA Strategic Plan has a common theme of a team; MDTA is one team working together. OSEE took that common theme and planned an all-day meeting, called the 'Huddle', which focused on the team aspect of the Strategic Plan as well as developing strategies to support the Strategic Plan goals.

The Huddle was held in November 2024. It was an all-day collaboration meeting with over 50 employees in attendance. Member Carroll attended and spoke to the group about the importance and benefits of teamwork. There were representatives from all Divisions and Offices. Employees were nominated by their Chief and then randomly placed into a team. The teams corresponded to the four (4) Strategic Plan goals which are championed by a Chief. Employees did not know which goal team they were part of until halfway through the day.

Throughout the day, the theme was team. Tables were decorated with various team and sports memorabilia to help employees brainstorm. To encourage participation and conversations, employees were asked questions via an interactive poll tool (Slido) about favorite teams, qualities of a successful teams and more.

Once the goal teams were identified, each group was asked to discuss their goal, develop a team name, vote on a coach, develop 3-5 strategies/actions and report out to the group. The group then voted on which strategy the team should focus on for the next 30, 60 and 90 days. Since the huddle, the goal teams have met individually; working on their strategies to support their goal.

While the goal teams were originally developed through nominations, employees interested in being part of a goal team and deliver the goals in the Strategic Plan are welcome to join a team, anytime.

With the goal teams working on their strategies; the next step is to focus on the initiatives listed on the Roadmap. There are 16 initiatives listed on the roadmap. These initiatives are a focus for MDTA. Updates for 1-2 initiatives will be provided each month during Leadership Roundtable (LRT), with additional updates provided as needed.

In addition to the Huddle and report out on the Roadmap initiatives, the Office of Strategy and Employee Engagement have visited each MDTA facility, sharing about employee engagement and the MDTA Strategic Plan. Copies of the plans and updated Mission, Vision and Value posters have been provided to each facility.

The next step is brainstorming metrics that relate the goals and initiatives. These metrics would be used to populate a dashboard.

ITEM

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Maryland Transportation Authority

Wes Moore, Governor
Aruna Miller, Lt. Governor
Paul J. Wiedefeld, Chairman

Board Members:

Dontae Carroll	Cynthia D. Penny-Ardinger
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Mario J. Gangemi, P.E.	John F. von Paris

Bruce Gartner, Executive Director

MEMORANDUM

TO: MDTA Finance & Administration Committee
FROM: Director of the Office of Environment, Safety & Risk Management,
Paul Truntich
PREPARED BY: Chief of Risk Management (OESRM) Terricka Holman-Moore
SUBJECT: Safety and Risk Management Update
DATE: April 10, 2025

PURPOSE OF MEMORANDUM

The purpose of this agenda item is to present to the MDTA Finance & Administration Committee with an update of the MDTA's safety and risk management efforts.

SUMMARY

The MDTA Office of Environmental, Safety and Risk Management (OESRM) has two primary functions: employee safety/risk management and environmental compliance. Employee safety/risk management addresses the following:

- Employee Injury Reporting –
 - Ensuring employee injuries are reported timely and accurately via the MDTA's safety software management system STEAM (Safety, Teamwork, Excellence, Action, Management System)
- State Vehicle Accident Investigation and Participation on the Accident Review Board –
 - Review and investigate all accidents involving MDTA vehicles to determine preventability
- Training –
 - Provide annual training to Division of Operations personnel on select safety topics and monthly Driver Improvement Training (DIP)
- Worker's Compensation Case Management –
 - In conjunction with the Injured Workers' Insurance Fund (IWIF), collaborate on work injury case management, identification of Temporary Modified Duty (TMD) assignments and Return-to-Duty (RTD) coordination

- Safety Program Development and Implementation –
 - Develop and implement programs focusing on employee safety, i.e., chemical management, bloodborne pathogens, heat illness prevention, electrical safety, etc.
- Safety Evaluations, Investigations & Assessments –
 - Perform safety evaluations & assessments at MDTA facilities, conduct injury/accident investigations and assist with assessments conducted by outside agencies (Maryland Occupational Safety & Health - MOSH)
- Drug and Alcohol Testing –
 - Oversee the program for the administration of random, reasonable suspicion, post-accident, return-to-duty and follow-up drug & alcohol testing
- Employee Outreach -
 - Support facility Environmental & Safety Committees (ESC), conduct annual June Safety Month events and develop safety-related content distributed to MDTA employees

Today's presentation will focus on enhancements to the MDTA's chemical management processes and efforts for continued employee outreach.

OESRM's safety/risk management group consists of the Chief of Risk Management, one (1) Occupational Safety and Health Officer – One (1) Lead and five (5) Occupational Safety and Health Officer III positions.

ATTACHMENT

2025 OESRM Safety/Risk Management presentation

Safety & Risk Management

Office of Environment, Safety & Risk Management (OESRM)



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Paul Truntich –Director of OESRM

Terricka Holman-Moore –Chief of Safety & Risk Management

Safety & Risk Management Programs



Employee Injury
Reporting



State Vehicle
Accident Investigation



Training



Worker's
Compensation Case
Management



Safety & Risk Management Programs (continued)



Safety Program
Development and
Implementations



Safety Evaluations,
Investigations &
Assessments



Drug and Alcohol
Testing



Employee Outreach



Safety & Health Commitment

The Maryland Transportation Authority (MDTA) is committed to creating a workplace that is safe, healthy and injury-free. Our employees are our most valuable assets, and their safety and health is our first priority. Safety is essential to all business functions and is never compromised under any circumstance.



Environmental & Safety Committees

Facility ESC

- ✓ Monthly meetings are held at the various facilities
- ✓ Discuss safety topics
- ✓ Connects OESRM with the Division of Operations
- ✓ Complete monthly inspections
- ✓ Implement quarterly safety projects
 - ✓ Upgrade inventory
 - ✓ Basic training
 - ✓ New procedures



Safety Data Sheets (SDS)

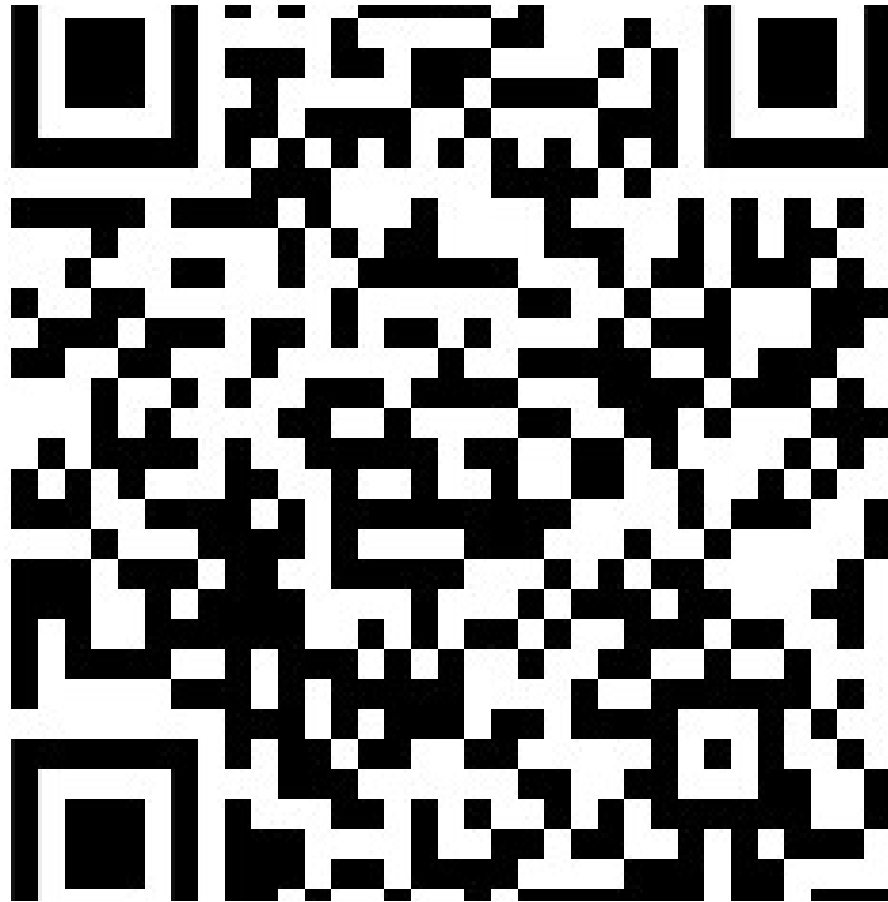
Velocity

- ✓ Velocity serves as transition to becoming paperless
- ✓ QR code provide access to the SDS database in real-time
 - ✓ Once the database is scanned you can search for SDS for chemicals used within MDTA
- ✓ Revamped software solution made accessible for all employees



Safety Data Sheets (SDS)

Velocity



Scan Here to Access MDTA's
Online
SDS eBinder

Type in the Name of the Product
and Click the Magnifying Glass



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June Safety Month

Traveling Safety Expo



HAND AND FINGER SAFETY

STOP -Think about the task

What do you want to accomplish and how are you going to do it? - Time to develop a plan.
Do you have all the tools you need, have you been trained, and do you need help?

LOOK -Seek out all hazards

How can you get hurt? - Can you get cut, struck by something, strike against something, have contact with equipment, or fall?

ASSESS -What can happen if you interact with those hazards?

What are the consequences and likelihood of you getting injured by interacting with the hazard? - Risk needs to be reduced to As Low As Reasonably Achievable.

MANAGE -Reduce consequences and likelihood of injury!

Has ALARA been met? - What measures are you putting in place to reduced the risk of injury? Tools / guarding is in place, procedures are followed, and PPE is used.



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Questions, comments ...



ITEM

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Maryland Transportation Authority

Wes Moore, Governor
Aruna Miller, Lt. Governor
Paul J. Wiedefeld, Chairman

Board Members:

Dontae Carroll	Cynthia D. Penny-Ardinger
Maricela Cordova	Jeffrey S. Rosen
William H. Cox, Jr.	Samuel D. Snead, MCP, MA
Mario J. Gangemi, P.E.	John F. von Paris

Bruce Gartner, Executive Director

MEMORANDUM

TO: MDTA Finance & Administration Committee
FROM: Paul Truntich, Director, Office of Environment, Safety & Risk Management (OESRM)
PREPARED BY: Hayley Thomas, Environmental Manager (OESRM),
SUBJECT: Environmental Compliance Overview
DATE: April 10, 2025

PURPOSE OF MEMORANDUM

The purpose of this agenda item is to present to the MDTA Finance & Administration Committee with an update of the MDTA's environmental compliance efforts.

SUMMARY

The MDTA Office of Environmental, Safety and Risk Management (OESRM) has two primary functions: environmental compliance and employee safety. Environmental compliance addresses the following:

- Waste Management –
 - Ensure the proper storage, transportation and disposal of hazardous and non-hazardous waste generated by MDTA activities
- Recycling -
 - Establish programs for the recycling of all appropriate items generated by MDTA activities, i.e., paper/cardboard, scrap metal, scrap rubber, used oil, etc.
- Environmental Evaluations, Investigations, Assessments & Audits -
 - Conduct material assessments, quarterly inspections of MDTA facilities, maintain a 3rd party facility auditing program, and support outside agencies during their inspections (Maryland Department of the Environment)
- Fuel Oil Storage Tank Management -
 - Ensure all fuel oil storage tank systems (above and underground) are operational and compliant with applicable regulations; support tank investigation and testing activities and assist with tank repairs/upgrades/replacements

- Training -
 - Conduct annual hazardous waste and spill prevention training for Division of Operations personnel and coordinate training from outside vendors when necessary
- Employee Outreach –
 - Conduct annual Earth Day event, support annual facility recycling awards and develop safety-related content distributed to MDTA employees

Today's presentation will focus on enhancements to waste management practices, recycling efforts and our annual Earth Day activities.

OESRM's environmental compliance group consists of the Environmental Manager, one (1) Environmental Analyst IV, one (1) Environmental Analyst II and one (1) Environmental Analyst I position.

ATTACHMENT

2025 OESRM Environmental Compliance presentation

Environmental Compliance Overview

Office of Environment, Safety & Risk Management (OESRM)

Paul Truntich –Director of OESRM
Hayley Thomas – Environmental Manager



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Environmental Compliance Programs



Waste management



Fuel oil storage tank
management



Training



Recycling



Inspections/
Assessments



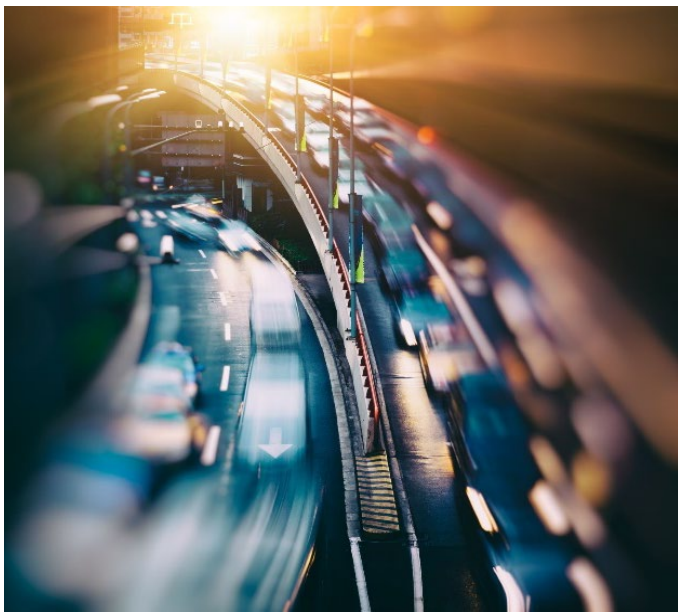
3rd Party
Compliance Audit



Employee education
and outreach



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Sweeper Dirt Program

Fort McHenry Tunnel Facility-
staging area for the Central Region.

A comprehensive street-sweeping
program with a constant
accumulation of sweeper dirt.



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Sweeper Dirt Process

The MDTA has dump trucks, equipment operators, and resources on hand to complete this process in-house.

Recognized an opportunity to reduce costs and collaborated with the Fort McHenry Tunnel facility to implement a new sweeper dirt disposal process.





Cost Savings

\$75,000 saved in less than 6 months at the Central Region with the new sweeper dirt process!

Over \$12,000 in savings in the month of February for the Northern Region.



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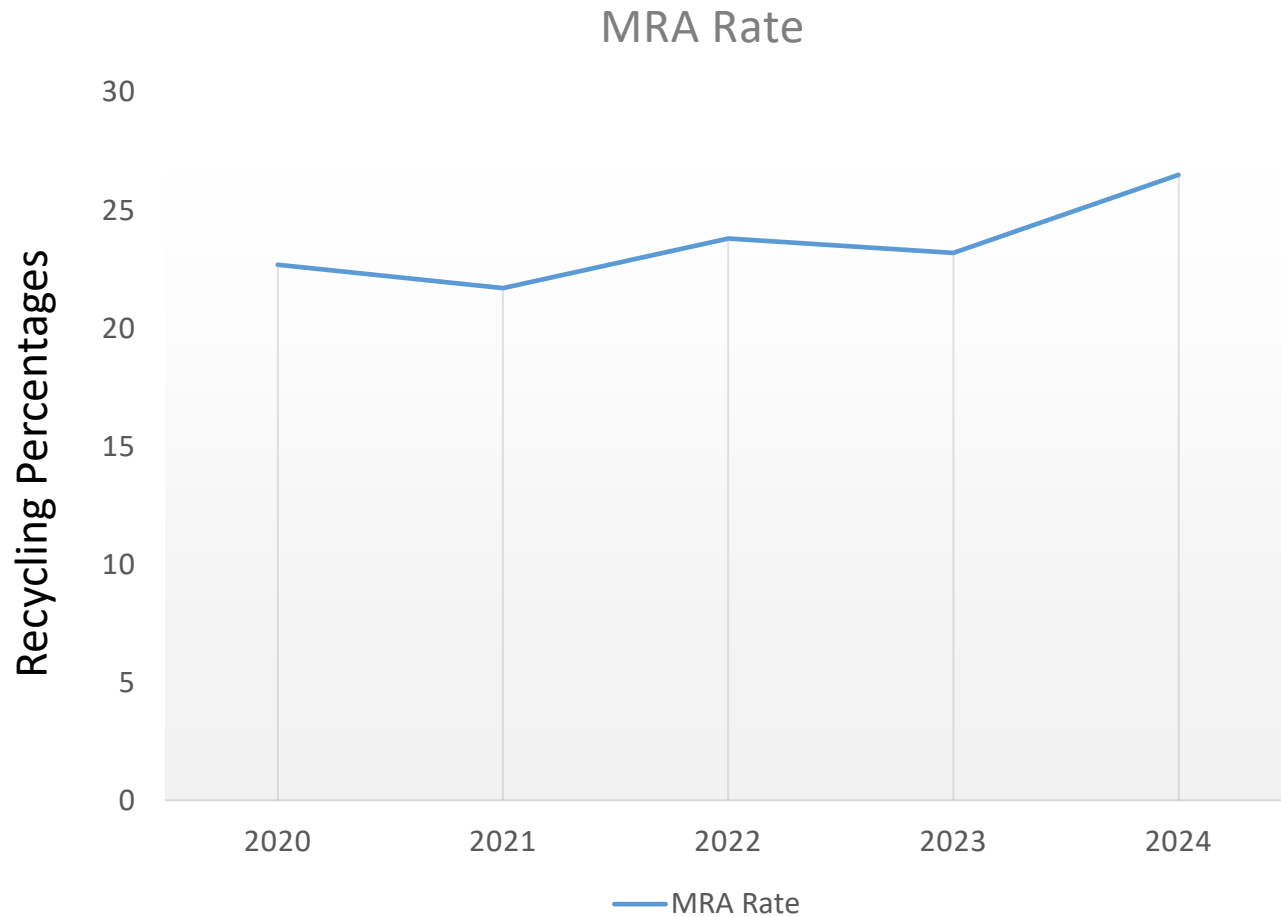
Recycling Program

Maryland
Recycling Act
(MRA)

MDTAs' MRA
rate for 2024 is
at 26.5% which
is 3.3% higher
than last year!



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Outreach Initiative : Earth Day

Our office hosts an Earth Day Fair every year in April to spread information about sustainability to MDTA.



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Earth Day Fair – Recycling Contest

Last year, the Harry W. Nice/Thomas Middleton Bridge won most improved. They raised their recycling rate from 21% in 2022 to 27.1% in 2023.





Recycling Contest Award

For the 2023 Earth Day fair, John F. Kennedy Maintenance I facility won the award for highest overall recycling rate of any MDTA facility at 31.5%.



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Questions, comments ...



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