

**MARYLAND TRANSPORTATION AUTHORITY  
CAPITAL COMMITTEE MEETING  
THURSDAY, MAY 2, 2024  
OPEN MEETING VIA LIVESTREAMING**

**OPEN SESSION**

**MEMBERS ATTENDING:** Mario J. Gangemi – Chairman  
Samuel D. Snead  
William H. Cox, Jr. – via telephone  
W. Lee Gaines

**STAFF ATTENDING:** James Harkness  
Jeffrey Davis  
Richard Jaramillo  
Kimberly Millender  
Cheryl Sparks  
Christopher Parris  
Tekeste Amare  
Jeanne Marriott  
Jennifer Stump  
William Randow  
Ebony Moore  
Natalie Henson  
Timothy Sheets  
Elizabeth Zito-Lynch

Member Gangemi called the meeting of the Maryland Transportation Authority (MDTA) Capital Committee to order at 9:00 a.m. The meeting was held via video conference and livestreamed on the MDTA Board Meeting web page.

**APPROVAL – OPEN SESSION MEETING MINUTES OF MARCH 7, 2024**

Upon motion by Member Cox and seconded by Member Gaines, the Open Session meeting minutes of the Capital Committee’s meeting held on March 7, 2024, were unanimously approved.

**APPROVAL – 2022-02A CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES**

Mr. Randow presented this request to seek a recommended approval from the Capital Committee to present 2022-02A Construction Management and Inspection Services to the full MDTA Board for award at its next scheduled meeting.

The services to be performed under this contract are Construction Management and Inspection (CMI) Services for the Maryland Transportation Authority (MDTA). The consultant shall provide professional Construction Management Services related to supplementing and supporting the construction phase of the Maryland Transportation Authority Consolidated Transportation Program. The Consultants shall perform services in the following general areas: service shall include, but not be limited to; constructability reviews, conduct detailed inspections of all construction work including erosion and sediment control contract compliance, maintenance of traffic, detail materials testing, critical path method cash flow schedules, document control and assist the Authority's compliance officers with monitoring and enforcement of Minority Business Enterprise goals. This item seeks approval for six out of twelve contracts.

Upon motion by Member Gaines and seconded by Member Snead, the Members unanimously recommended contingent approval of Contract No. 2022-02 A Construction Management and Inspection Services to Greenman-Pedersen, Inc. and present a recommendation for award to the Capital Committee at its next scheduled meeting.

### **APPROVAL – MDTA STRATEGIC PLAN – REVIEW DIRECTION AND IDENTIFY KEY FOCUS AREAS**

Mr. Parris presented to the Capital Committee for approval the Maryland Transportation Authority (MDTA) Strategic Plan to forward to the full Board for their approval.

In May 2023, the MDTA began the strategic planning process with a Strategic Advance meeting with senior leadership. During the meeting, themes were identified, a SWOT analysis was completed, and the Moore-Miller Transition Plan was received.

From June 2023 through December 2023, work sessions were held with senior MDTA staff during designated Leadership Round Table meetings for the purpose of developing the content and look of a new Strategic Plan.

The strategic plan will be an internally and externally available document – one which all MDTA employees can rally around and relate back to the agency strategy. To help achieve this, we asked employees to vote on a Vision and Mission statement that they believed best represented MDTA.

MDTA's existing Strategic Plan and accompanying Roadmap were developed several years ago. The new Strategic Plan is one that envisions how the MDTA can deliver on the Governor's commitment to building an efficient and equitable transportation system that unharnesses economic growth in our region, drives billions in new investment, protects our environment and our neighbors, and connects people with employers.

This plan is people and team focused. Throughout the strategic planning process, it was evident that MDTA's greatest strength is the people and team of MDTA. There are 4 goals, 24 objectives, and 16 key focus areas and initiatives within the Strategic Plan. The plan lays the

foundation for MDTA. The plan contains the Roadmap for MDTA, which spans 3 years; 2024-2027. The roadmap will be a living document and updated as needed. Our 'roadmap' was first introduced in 2022 and provides MDTA employees with a visual tool to showing how their jobs directly connect with MDTA's Strategic Plan and MDTA.

Upon motion by Member Gaines and seconded by Member Snead, the Members unanimously recommended contingent approval of MDTA Strategic Plan and present a recommendation for award to the Capital Committee at its next scheduled meeting.

**APPROVAL – BOARD OPERATING POLICY – PROPOSED AMENDMENT FOR TOLLING CONTRACT MODIFICATION**

Ms. Millender presented to the Capital Committee an amendment to the Board Operating Policy to forward to the full Board for approval.

In follow-up to the discussion of the Board at its March meeting regarding a modification to one of MDTA's two tolling contracts, the MDTA Board questioned if future modifications should be presented to the MDTA Board for approval and not merely presented as an update.

Upon motion by Member Cox and seconded by Member Snead, the Members unanimously recommended contingent approval of Board Operating Policy and present a recommendation for award to the Capital Committee at its next scheduled meeting.

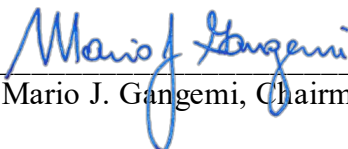
**UPDATE – CTP PROCESS/ ADDITIONS**

Ms. Stump provided the MDTA Capital Committee with an overview of the CTP Process/ Additions

There being no further business, the meeting of the MDTA Capital Committee was adjourned by consensus at 9:39 a.m. following a motion by Member Cox and seconded by Member Gaines.

The next meeting of the MDTA Capital Committee is scheduled for Thursday, June 6, 2024, at 9:00 a.m., this meeting will be virtual conducted via livestream.

APPROVED AND CONCURRED IN:



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Mario J. Gangemi, Chairman