

**Maryland Port Commission**  
**Open Session Minutes**  
**February 7, 2023**

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The Three Hundred and Ninety-Fifth Session of the Maryland Port Commission was called to order at 9:00 am by Acting Secretary of Transportation Paul J. Wiedefeld. The Commission met in Open Session from 9:00 am until 9:46 am in the Stanton Room, 20<sup>th</sup> floor, World Trade Center, 401 E. Pratt Street, Baltimore, MD 21202.

**Present:** Acting Secretary Wiedefeld and Commissioners Dandy, Dean, Huber, Lunn, McDonald, and Richardson.

**Staff:** William Doyle (Executive Director), Brian Miller (Deputy Executive Director, Operations and Logistics), Robert Munroe (Deputy Executive Director, Administration and Environment), Christina Nichols (Chief of Staff), Jason Sayers (Assistant Attorney General and Deputy Counsel), Richard Scher (Director of Communications), Dominic Scurti (Director of Planning), Dave Espie (Director of Security), Holly Miller (Acting Director of Harbor Development), Steve Johnson (Director of Engineering), Wonza Spann-Nicholas (Director of Finance), Ryan Barry (Director of Operations), Richard Powers (Director of Marketing), Bradley Smith (Director of Maritime Commercial Management & Strategic Initiatives), Jennifer Guthrie (Legislative Manager), William Richardson (Director of the Environment), Jasmin Todman (Budget Manager), John Thornton (General Manager of Procurement), Samantha Biddle (MDOT Chief of Staff), and Krystal Jones (Executive Office).

**Minutes of the Three Hundred and Ninety-Fourth Open Session Meeting**

Commissioner Richardson moved to approve the Open Session Minutes of the Three Hundred and Ninety- Fourth Port Commission meeting. Commissioner McDonald seconded the motion. The Commission then voted unanimously to approve the Open Session Minutes.

**Executive Director Update, William Doyle, Executive Director**

Executive Director Doyle welcomed new Acting Secretary Paul J. Wiedefeld to the Maryland Port Commission. Acting Secretary Wiedefeld stated that he met with Mr. Doyle and MPA senior staff and that the Port of Baltimore is a fantastic economic engine. Mr. Wiedefeld stated that he plans to delegate more responsibility to the MDOT modes and with that responsibility comes accountability. Mr. Wiedefeld said he looks forward to working with everyone.

**FY2024 Operating Budget Request, Jasmin Todman, Budget Manager**

Ms. Todman presented an update of the FY2024 Operating Budget Allowance which becomes effective on July 1, 2023. Highlights of Ms. Todman's presentation included the following:

FY2024 Allowance TBU Summary

- The FY2024 allowance for the Maryland Port Administration (MPA) shows 210 permanent positions with five contractual positions for a total of two hundred fifteen (215) PINS. MPA’s total budget is \$343.1 million which is 5% of MDOT’s total budget. MPA positions are 2% of total MDOT PINS.

FY2023 Appropriation vs. FY2024 Budget Allowance

- The total operating program for the MPA shows \$51.2 million for the FY2023 Appropriation versus \$53.6 million for the FY2024 Budget Allowance. This is a net increase of \$2.4 million.
- The total FY2023 Appropriation for the MPA is \$231.5 million versus \$343.1 for the total FY2024 Budget Allowance. This is a total net increase of \$111.6 million.

FY2024 Operating Budget Allowance \$53.6 Million – Restricted and Non-Restricted Summary

- The summary for the FY2024 Budget Allowance shows the restricted (non-discretionary) allowance as \$8.4 million or 16% of the budget; the non-restricted (discretionary) allowance as \$23.6 million or 44% of the budget; and, salary/wages as \$21.6 million or 40% of the budget.

FY2024 Operating Budget Allowance \$53.6 Million – Restricted and Non-Restricted Details

- The detailed breakdown for the FY2024 Budget Allowance is as follows:

<b>Non-Restricted (Discretionary)</b>	<b>(\$ Millions)</b>	<b>Percentage</b>
Security Services	\$11.7	22%
Contracted Services	\$8.3	15%
Other Operating Services	\$3.6	7%
<b>Total</b>	<b>\$23.6</b>	<b>44%</b>

<b>Restricted (Non-Discretionary)</b>	<b>(\$ Millions)</b>	<b>Percentage</b>
Fuel & Utilities	\$4.6	9%
Debt Payments	\$2.4	4%
Insurance	\$1.4	3%
<b>Total</b>	<b>\$8.4</b>	<b>16%</b>

<b>Salary &amp; Wages</b>	<b>(\$ Millions)</b>	<b>Percentage</b>
Salaries and Benefits	\$21.6	40%
<b>Total</b>	<b>\$21.6</b>	<b>40%</b>

FY2024 Allowance – Summary of MPA Positions (PINS)

- The breakdown of MPA positions is as follows:

<b>Total Positions</b>	<b>Operating Program</b>	<b>Capital Program</b>
210 PINS	170 PINS	40 PINS

**Howard Street Tunnel (HST) Update, Bradley Smith, Director of Maritime Commercial Management & Strategic Initiatives**

Mr. Smith provided the Commission with an update of the Howard Street Tunnel Expansion Project. Highlights of Mr. Smith’s presentation included the following:

Overview

- The Howard Street Tunnel is a single-track rail tunnel in Baltimore City.
  - Built between 1890 and 1895, extended in the 1980's.
  - 1.7 miles long.
  - Owned, maintained and used by CSX.
  - Approximately 18 inches too short for double-stack rail transport.
- The HST Project will break a long-standing rail bottleneck and create a double-stack rail network to/from the Port of Baltimore and along the entire I-95 Rail Corridor.

Baltimore’s Major Rail Tunnels

- Rail Utilization
  - Amtrak’s B&P Tunnel
    - Amtrak Northeast Corridor/MARC Penn Line.
      - Tunnel used by Amtrak, MARC, and Norfolk Southern.
  - CSX’s Howard Street Tunnel
    - CSX Mainline/MARC Camden Line (South of Tunnel).
      - Tunnel used exclusively by CSX.

Project Overview

- The HST Project consists of double-stack clearance improvements at twenty-two (22) locations between Baltimore and Philadelphia.
- Tunnel modification – Howard Street Tunnel (Maryland).
- Bridge modification – North Avenue (Maryland).
- Bridge replacement – Guilford Avenue (Maryland) and Harford Road (Maryland).

- Track lowering – Eighteen (18) locations between Maryland (8), Delaware (2), and Pennsylvania (8).
- Total project cost is \$466 million (M). The contribution breakdown:
  - State of Maryland – \$202.5M.
  - Federal Infrastructure for Rebuilding America (INFRA) Grant – \$125M.
  - CSX – \$113M.
  - Pennsylvania Department of Transportation – \$22.5M.
  - Federal Highway Administration (FHWA)/CSX formula funding – \$3M.
- The HST Project is currently under construction.

#### CSX Intermodal Network (2023)

- CSX’s current intermodal network currently consists of the following:
  - CSX’s Double-Stack Network – Ranges throughout CSX’s rail network from the East Coast to the South and Midwest.
  - HST and related clearance obstructions from Baltimore to Philadelphia (this portion lacks double-stack capability).

#### Engineering/Construction Approach

- Due to the range of scope, project complexity and geographic area of the project, CSX has decided to break up the project into ten (10) smaller packages for engineering and construction.
- Most design and construction contracts have already been awarded by CSX, but there are four (4) construction contracts that still need to be advertised and awarded.

#### Engineering/Construction Packages (Maryland)

- **HST Package**
  - Includes tunnel reconstruction and track lowering at Mount Royal Avenue and MTA Light Rail Bridge.
  - Design/build team (Skanska/Fay JV) is under contract as of June 2022. Design and field work (boring, survey, etc.) are underway. 60% designs submitted to CSX in January 2023. Guaranteed Max Price (GMP) with contractor is targeted for March/April 2023.
- **North Avenue Bridge Modification**
  - Design/build team led by Fay Construction is under contract as of June 2022. Design and field work are underway. 60% designs submitted to CSX in December 2022. Guaranteed Max Price (GMP) with contractor is targeted for March/April 2023.

- **Guilford Avenue Bridge Replacement**
  - Design is underway; construction procurement is expected in Spring 2023.
- **Harford Road Bridge Replacement**
  - Design is underway; construction procurement is expected in Summer 2023.
- **Baltimore Track Lowerings**
  - Includes Sisson Street, Huntington Avenue, Charles Street, St. Paul/Calvert Streets, Barclay Street and Greenmount Avenue.
  - Design is complete; waiting on permits before construction starts. Construction procurement is expected in February 2023 for a Spring construction start.

#### Engineering/Construction Packages (Delaware and Pennsylvania)

- **Delaware Track Lowerings**
  - Includes Lancaster Avenue and 4<sup>th</sup> Street.
  - Design approved. Third party utility relocations are complete. Construction procurement is expected in early 2023.
- **Chichester Avenue (Pennsylvania) Track Lowering**
  - Construction contractor has been hired and work is underway.
- **Clifton Avenue (Pennsylvania) Track Lowering**
  - Construction contractor has been hired and work is underway.
- **Boone Tunnel (Pennsylvania) Track Lowering**
  - Construction contractor has been hired and work is underway.
- **58<sup>th</sup> Street to 68<sup>th</sup> Street (Pennsylvania) Track Lowering**
  - CSX force account work is complete. Construction contractor has been hired and remaining work is underway.

#### Minority Business Enterprise/Disadvantaged Business Enterprise Approach

- The Federal Railroad Administration (FRA) approved the HST Project's Disadvantaged Business Enterprise (DBE) plan on February 2, 2022.
  - FRA does not have a formal DBE policy like other U.S. Department of Transportation agencies, so the plan relied mostly on Maryland's Minority Business Enterprise (MBE) program as a guide.
- CSX is responsible for hiring all consultants and contractors needed to complete the HST Project, so the MBE/DBE policies are directed at CSX's requirements that it places on its contractors.
- MPA has provided MBE language to CSX to include in every procurement that includes a Maryland project.

- 93% of total project costs are in Maryland.
- Language encourages bidders to meet the State of Maryland’s 29% MBE goal.
- So far, the contractors that CSX has hired for the Maryland projects have committed to meet the State of Maryland’s 29% MBE goal.
  - CSX’s prime construction contractor (Skanska) on the actual HST package was recently named the “Most Inclusive Prime Contractor for MBE” by the Maryland Washington Minority Companies Association.
- Each year, on or before March 31<sup>st</sup>, CSX is required to submit a report to MPA outlining MBE participation for the previous calendar year.

**Construction Schedule**

- Construction started in Spring 2022 in Pennsylvania.
  - Construction packages are going out on the street on a rolling basis as they are ready.
    - Track lowering (less complicated work) began first.
    - More complicated tunnel and bridge work will begin later.
  - Construction completion – end of 2025.

**Contracts for Approval, John Thornton, General Manager, Procurement**

John Thornton, General Manager of Procurement, presented the following contract to the Maryland Port Commission for approval:

- Contract #519802, Modification No. 2, Comprehensive Paving Agency Wide at 2001 Broening Highway, Baltimore, Maryland; P. Flanigan & Sons Inc., Baltimore, Maryland; \$1,100,000; Modification Term: May 1, 2023 – July 31, 2023.

A motion to approve was made by Commissioner McDonald, seconded by Commissioner Dandy, and approved unanimously by the Commission.

**Adjournment**

There being no further business, a motion to adjourn was made by Commissioner Huber and seconded by Commissioner Lunn. The motion carried unanimously. The meeting adjourned at 9:46 am.