

June 10, 2026

Kathryn Thomson
Maryland Department of Transportation
7201 Corporate Center Drive
P.O. Box 548
Hanover, Maryland 21076

SUBJECT: Procurement of Internal Audit and Investigative Services for
Baltimore/Washington International Thurgood Marshall Airport (BWI Thurgood
Marshall Airport) Office of Accounting and Audit

Dear Ms. Thomson:

The Maryland Aviation Administration (MAA) is requesting to purchase Internal Audit and Investigative Services for the total price not to exceed \$200,00.00 utilizing the Intergovernmental Cooperative Purchasing Agreement, (ICPA) through Frederick County Government and SC&H Group, Inc., Contract No. 24-425B.

The MAA BWI Thurgood Marshall Airport Office of Accounting and Audit is submitting a request to utilize the Intergovernmental Cooperative Purchasing method to continue internal audit and investigative services started under a previous State Highway Administration (SHA) Contract No. OA-2018/J2B06000090 which expired January 8, 2026. MAA continues to need these services and is requesting the use of the Frederick County Government Contract No. 24-425B with SC&H Group, Inc., to provide continuity of service and allow MAA to finish projects that are currently in process but have been stopped because of the SHA contract expiration.

Contract No. 24-425B between Frederick County Government, and SC&H Group, Inc., is effective through December 8, 2026, with two, one-year renewals. The contract provides the internal audit and investigative services needed at MAA for a total price not to exceed \$200,000.00.

	MAA 2026 Hourly Rate	2026 Frederick County Hourly Rate	SHA Contract Hourly Rate
Manager (IT and Audit)	\$215.00	\$225.00	\$215.00
Senior (IT and Audit)	\$166.00	\$195.00	\$166.00
Total of the quoted comparable rates	\$381.00	\$420.00	\$381.00

The Procurement Officer compared the hourly rates from Frederick County's Contract and the SHA Contract which contained similar items that MAA was quoted for.

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The review determined that MAA is obtaining comparable services at a lower rate, resulting in cost savings of \$39.00 per hour.

Based on the pricing information provided, the MAA has determined that the price quoted via the proposal received from SC&H Group, Inc., compared to pricing from Contract No. 24-425B to be Fair and Reasonable.

COMAR 21.05.09.05 requires, "before awarding or participating in an intergovernmental cooperative purchasing agreement, the procurement officer shall obtain the approval of the primary procurement unit head, and any other approvals required under this title." Therefore, in order to procure the necessary continued internal audit and investigated services for BWI Thurgood Marshall, the MAA requests approval and authorization from MDOT to utilize the Intergovernmental Agreement Contract No. 24-425B for the above-mentioned purchase. Utilizing this procurement method will allow MAA to achieve savings of both time and money in obtaining continued internal audit and investigated services. By making an award under the Frederick County Contract No. 24-425B, it will promote administrative efficiencies, as set forth in COMAR 21.05.09.04(B)(1)(b), because this procurement will save the considerable time it would take to prepare a solicitation for public advertisement; obtain necessary approvals prior to publication; publish the solicitation; receive and evaluate proposals; and make the award. It is in the best interests of the State and will promote administrative efficiencies and intergovernmental cooperation as Frederick County has already deemed the vendor responsible. It is not intended as a means to evade the purposes set forth under COMAR 21.01.01.03 or State Finance and Procurement Section 13-110.

If you have any questions or require additional information, please contact me at 410-859-7097.

Sincerely,

<i>Daniel Guthrie</i>	6/29/2026
_____ Daniel Guthrie, CPPB, CMPO	Date
Acting Director/Chief Procurement Officer	
Office of Procurement & Materials Management, MAA	

Approved:

<i>Valerie Radomsky</i>	8/26/2026
_____ Valarie Radomsky	Date
Chief Procurement Officer, Maryland Department of Transportation	
Designee of Secretary	