

**Minutes**  
**Dallas Fort Worth International Airport**  
**Finance, Audit, and IT Committee**  
**Tuesday, April 29, 2025**  
**12:55 PM**

**Convening of the Meeting** - The Regular Meeting of the Dallas Fort Worth International Airport Finance, Audit, and IT Committee was duly convened and held in the Board Room of the DFW Airport Headquarters building at 12:55 PM, on Tuesday, April 29, 2025, pursuant to earlier notification thereof to the members of the Board and public. The following quorum was present:

Mario Quintanilla, Chair  
 Henry Borbolla III, Vice Chair  
 Angela Hunt  
 Joel Burns

**Other Board Members in attendance:**

Vernon Evans  
 Ben Leal  
 Vincent Hall  
 DeMetris Sampson

**Board Staff in Attendance:**

Sean Donohue, Ken Buchanan, Mohamed Charkas, Chris McLaughlin, Chris Poinsett, Paul Puopolo, Elaine Rodriguez, Aaron Muñoz, James W. Baker III

**AGENDA**

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|               | 1. | Approve Minutes of the Finance, Audit & IT Committee Meeting of April 1, 2025.       |
|               |    | The Minutes were approved.                                                           |
| Abel Palacios | 2. | Financial Report                                                                     |
|               |    | The Financial Report was presented by Able Palacios, Vice President of Finance.      |
| Aaron Munoz   | 3. | Department of Audit Services' Quarterly Audit Update                                 |
|               |    | The Quarterly Audit Report was presented by Aaron Munoz, Director of Audit Services. |

**FINANCE, AUDIT, and IT COMMITTEE**

**Consent Items for Consideration**

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| Elaine Rodriguez | F-1. | Approve to increase contract no. 8004913, for Legal Services, with the Law Office of Richard A Gump, Jr., PC, of Dallas, Texas to an amount not to exceed \$50,000, for a revised not-to-exceed amount of \$197,000; and that the Chief Executive Officer or designee is authorized to execute said contract. |
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The Committee recommended that the Board approve this item.

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| Elaine Rodriguez     | F-2. | <p>Approve to increase Legal Services contract no. PA1651 with Baker &amp; Hostetler, LLP of Dallas, Texas, in the amount not to exceed \$75,000, for a revised not to exceed amount of \$124,900; and that the Chief Executive Officer or designee is authorized to execute said contract.</p> <p>The Committee recommended that the Board approve this item.</p>                                                                                                                                                                                            |
| Christopher Poinatte | F-3. | <p>Approve to execute contract no. PA1790, for Electronic Solicitation Platform, with EUNA Solutions of Chicago, Illinois, in an amount not to exceed \$484,652, for the five-year term of the contract, with a start date of May 2025; and that the Chief Executive Officer or designee is authorized to execute said contract.</p> <p>The Committee recommended that the Board approve this item.</p>                                                                                                                                                       |
| Christopher Poinatte | F-4. | <p>Approve to execute contract no. PA1791, for Procurement Process Review, with North Highland of Austin, Texas, in the amount not to exceed \$417,250, for the one-year term of the contract, with a start date of May 2025, and that the Chief Executive Officer or designee be authorized to execute said contract.</p> <p>The Committee recommended that the Board approve this item.</p>                                                                                                                                                                 |
| Christopher Poinatte | F-5. | <p>Approve to authorize the Airport to enter into a Cooperative Purchasing Agreement with the Virginia Sheriffs' Association First Responder Supplies &amp; Equipment Procurement Program of Richmond, Virginia.</p> <p>The Committee recommended that the Board approve this item.</p>                                                                                                                                                                                                                                                                       |
| Catrina Gilbert      | F-6. | <p>Approve to bind and procure renewal on the Excess Cyber Liability and Technology Errors and Omissions Liability Insurance with separate policies with Continental Casualty Company (C.N.A.), Coalition Insurance Solutions, Inc. (Coalition), and Ocrea Risk Services, LLC dba Resilience Cyber Insurance Solutions (Resilience) in the amounts of \$188,802; \$132,161; and \$92,513 respectively, for a one policy year effective June 3, 2025. Total action amount is \$413,476.</p> <p>The Committee recommended that the Board approve this item.</p> |
| Catrina Gilbert      | F-7. | <p>Approve to bind and procure renewal of Cyber Liability Insurance with MunichRe, in the amount of \$269,567, for a one-year policy term effective June 1, 2025 and that the Chief Executive Officer or designee is authorized to execute said contract.</p> <p>The Committee recommended that the Board approve this item.</p>                                                                                                                                                                                                                              |
| Cyril Puthoff        | F-8. | <p>Approve to execute contract no. PA1807, for a Time Keeping Solution with Oloid, Inc. of Sunnyvale, California, in an amount not to exceed \$342,000 for the five-year term of the contract; and that the Chief Executive Officer or designee is authorized to execute said contract.</p> <p>The Committee recommended that the Board approve this item.</p>                                                                                                                                                                                                |
| Cyril Puthoff        | F-9. | <p>Approve to execute contract no. PA1798, for Effective Edge Productivity Tools, with Effective Edge Worldwide, LLC dba InteraWorks, of Austin, Texas, in an amount not to exceed \$130,000, for the three-year term of the contract, with a start date of May 2025; and that the Chief Executive Officer or designee is authorized to execute said contract.</p>                                                                                                                                                                                            |

The Committee recommended that the Board approve this item.

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| Cyril Puthoff | F-10. | Approve to execute contract no. PA1797, for eSOPH Background Software, with Miller Mender, Inc. of Seattle, Washington, in the amount not to exceed \$390,000, for the three-year term of the contract, with a start date of May 2025, and that the Chief Executive Officer or designee be authorized to execute said contract. |
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The Committee recommended that the Board approve this item.

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| Michael Youngs | F-11. | Approve to execute contract no. PA1785, for Smart Restroom Technology, with Trax Analytics of Alpharetta, Georgia, in an amount not to exceed \$300,000 for the one-year term of the contract, with a start date of May 2025; and that the Chief Executive Officer or designee be authorized to execute said contract. |
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The Committee recommended that the Board approve this item.

### **Action Items for Consideration**

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| Russell Selkirk | F-12. | Approve the amendment to the Debt Policy of the Dallas Fort Worth International Airport Board. |
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This item was deferred to a subsequent Board meeting.

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| Christopher Poinsett | F-13. | Approve authorization to exercise options for multi-year contracts more than \$10,000,000, for the fourth quarter of Fiscal Year 2025. |
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The Committee recommended that the Board approve this item.

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| Michael Youngs | F-14. | Approve to execute contract no. PA1632, for Airside Safety Management System (SMS) Software with ProDIGIQ, Inc. of Thousand Oaks, California, for the initial two-year contract amount of \$472,320, with three, one-year options in the amount of \$383,292, for a total estimated contract amount of \$855,612, with a start date of May 2025; and that the Chief Executive Officer or designee is authorized to exercise option years at the Airport's discretion and execute said contract. |
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The Committee recommended that the Board approve this item.

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| Michael Youngs | F-15. | Approve to execute contract no. PA1737, for Audio Visual Equipment and Installation with E2 Optics of Irving, Texas, in an amount not to exceed \$2,000,000, for the two-year term of the contract, with a start date of May 2025; and that the Chief Executive Officer or designee is authorized to execute said contract. |
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The Committee recommended that the Board approve this item.

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| Michael Youngs | F-16. | Approve to execute contract no. PA1588, for Gate Planning Resource Management System with Copenhagen Optimization Aps of Copenhagen K, Denmark for the initial five-year contract amount of \$657,623.46, and four, one-year options in the amount of \$578,601.46, for a total estimated contract amount of \$1,236,224.92, with a start date of May 2025; and that the Chief Executive Officer or designee is authorized to exercise option years at the Airport's discretion and execute said contract. |
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The Committee recommended that the Board approve this item.

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| Michael Youngs | F-17. | <p>Approve to execute contract no. PA1789, for Collaborative Work Management Tool, with SHI Government Solutions, Inc. of Austin, Texas, in an amount not to exceed \$800,730.90, for the three-year term of the contract, with a start date of April 23, 2025; and that the Chief Executive Officer or designee is authorized to execute said contract.</p> <p>The Committee recommended that the Board approve this item.</p> |
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## **CLOSED SESSION**

In accordance with the provisions of Section 072 of the Texas Government Code, a closed session will be held to discuss the purchase, exchange, lease or value of real property when such discussions would have a detrimental effect on the negotiating position of the Board, to wit:

- a. Use and Lease Agreement Negotiations

A closed session was held.

## **OPEN SESSION**

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| Donnell Harvey | F-18. | <p>Approve the Chief Executive Officer or his designee to execute Amendments to the 2023 DFW Use and Lease Agreement (the "Use Agreement") with Signatory Airlines who elect to exercise an option to extend the term of their Use Agreement in consideration for certain adjustments to the revenue sharing provisions; and to execute with American Airlines, Inc. ("American") an Amendment to American's Exhibit C to the Use Agreement to adjust their Leased Premises.</p> <p>The Committee recommended that the Board approve this item.</p> |
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## **Discussion Items**

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| Ladonna Key | F-19. | <p>No Action Required. Discussion Item Only - Report to the Airport Board solicitations received and rejected on a quarterly basis.</p> <p>The Quarterly Solicitations report was distributed to the Board.</p>                |
| Ladonna Key | F-20. | <p>No Action Required. Discussion Item Only - Report to the Airport Board Contract Deductive Change Orders on a quarterly basis.</p> <p>The Quarterly Contract Deductive Change Order report was distributed to the Board.</p> |