

**DALLAS FORT WORTH INTERNATIONAL AIRPORT**

**Board Meeting**

**April 7, 2022**

**8:30 a.m.**

**Meeting Place**

**2400 Aviation Drive**

**Board Room – DFW Headquarters Building**

**DFW Airport, TX 75261**

Please be aware that due to COVID-19 restrictions, seating will be limited in the Airport Board Room. An overflow room will be set up. A face mask must be worn at all times. Please also observe social distancing while in the building.

**No virtual option will be available for this meeting.**

This meeting location is accessible. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting by contacting Donna Schnell at 972-973-5752, or T.D. 1-800-RELAY-TX (1-800-735-2989) for information or assistance.

For DFW Airport Board Meeting Information or to register to speak at a Board Meeting, please call 972-973-5752 by 5:00 p.m. the day before the meeting.

Consent Agenda – all items under this heading are a part of the Consent Agenda and require little or no deliberation by the Board. Approval of the Consent Agenda authorizes the Chief Executive Officer or his designee to implement each item in accordance with staff recommendation.

A closed executive session may be held with respect to a posted agenda item if the discussion concerns one of the following:

1. Contemplated or pending litigation or matters where legal advice is requested of the Board's Legal Counsel. Texas Government Code Section 551.071.
2. Discussion concerning sale or lease of real property, or negotiated contracts for donations to the Board, when such discussions would have a detrimental effect on the negotiating position of the Board. Texas Government Code Section 551.072.
3. Personnel matters involving discussions of the qualifications or performance of identifiable individuals already employed or being considered for employment by the Board. Texas Government Code Section 551.074.
4. The deployment, or specific occasions for implementation, of security personnel or devices. Texas Government Code Section 551.076.

----

## **AGENDA**

- A. Invocation – Chaplain DD Hayes
- B. Pledge of Allegiance
- C. Announcements
- D. Financial Report – Chris Poinsatte
- E. Approve Minutes of the Regular Board Meeting of March 3, 2022.

## **OPERATIONS COMMITTEE**

1. Approve Minutes of the Operations Committee Meeting of March 1, 2022.

### **Consent Item for Consideration**

- |                  |  |
|------------------|--|
| Chris McLaughlin | 2. Approve a decrease to Contract No. 8005299, for the Security Master Plan, with Burns Engineering, Inc., of Philadelphia, Pennsylvania, in an amount not less than (\$60,664.20), for a revised not to exceed Contract amount of \$926,877.80. |
|------------------|--|

### **Action Items for Consideration**

- |                  |   |
|------------------|---|
| Tammy Huddleston | 3. Approve ratification to Reimbursement Agreement No. 5001015, for Relocation of Frontier Communications Telecom Utilities for the Northeast End Around Taxiway, with Frontier Communications, of Irving Texas, in an amount not to exceed \$110,223.82, for the 30-calendar day term of the Contract. |
|                  | 4. Approve execution of Contract No. 9500745, for Rehabilitate Open Channels, with Reyes Group, Ltd., of Grand Prairie, Texas, in an amount not to exceed \$6,567,583.00, for the 330-calendar day term of the Contract.  |
| Brian McKinney   | 5. Approve execution of Contract No. 7007205, for Firefighting Personal Protective Equipment, with Delta Fire & Safety, Inc. dba Delta Industrial Service & Supply, of Port Neches, Texas, in an amount not to exceed \$300,000.00, for the one-year term of the Contract.                              |
| Chris McLaughlin | 6. Approve an increase and renewal of Contract No. 7006542, for Guard Services and Gate Attendant Services with Prosegur Services Group, Inc., of Herndon, Virginia, in an amount not to exceed \$4,290,000.00, for a revised not to exceed Contract amount of \$22,228,960.85.                         |

### **Discussion Items**

- |                  |   |
|------------------|---|
| Tammy Huddleston | 7. There are no Construction and Professional Services Contract increase(s) approved by authorized staff for this reporting period. |
|                  | 8. There are no decrease(s)/increase(s) in Scope of Work approved by authorized staff for this reporting period.                    |

## **FINANCE/AUDIT COMMITTEE**

- |               |   |
|---------------|---|
|               | 9. Approve the minutes of the Finance/Audit Committee Meeting of March 1, 2022. |
| Abel Palacios | 10. Financial Report.   |

**Consent Item for Consideration**

- |                  |   |
|------------------|---|
| Ollie Malone     | 11. Approve an increase to Contract No. 8004843 for Employee Relations and Training Facilitator, with Mirarchi Management Group, of Plano, Texas, in an amount not to exceed \$3,022.12, for a revised not to exceed Contract amount of \$119,022.12.                                     |
| Elaine Rodriguez | 12. Approve an increase to Legal Services Contract No. 8005259 with the firm of Littler Mendelson LP of Dallas, Texas, in an amount not to exceed \$20,000 for a revised contract amount not to exceed \$69,000.00.   |
|                  | 13. Approve an increase to Legal Services Contract No. 8005421 with Hunton Andrews Kurth LLP in an amount not to exceed \$50,000.00, for a revised contract amount not to exceed \$98,000.00.   |
|                  | 14. Approve an increase to Legal Services Contract No. 8004980 with Farrow Gillespie Heath Witter LLP, in the amount not to exceed \$50,000.00, for a revised contract amount not to exceed \$247,500.00.   |
|                  | 15. Approve an increase to Legal Services Contract No. 8005262 with Kelly Hart & Hallman, LLP in the amount of \$100,000.00 for a revised amount not to exceed \$148,750.00.  |
| Michael Youngs   | 16. Approve execution of Contract No. 8005471, for Consulting Services: P25 System Dynamic Distributed Redundancy, with Trott Communications Group, Inc., of Irving, Texas, in an amount not to exceed \$140,800.00, for the initial one-year term of the Contract, with annual renewals. |

**Action Items for Consideration**

- |                 |   |
|-----------------|---|
| Catrina Gilbert | 17. Approve an increase to Contract No. 8005447 for Employee Absence Management and Administrative Services with TRISTAR Claims Management Services, Inc., of Long Beach, California, in an amount not to exceed \$150,000.00, for a revised not to exceed Contract amount of \$304,000.00. |
| Michael Youngs  | 18. Approve execution of Contract No. 7007200, for Activu Maintenance and Support Services, with Activu Corporation, of Rockaway, New Jersey, in an amount not to exceed \$305,300.79, for the initial one-year term of the Contract with annual one-year renewal options.                  |
|                 | 19. Approve execute Contract No. 7007199, for Autodesk Build Software and Maintenance, with, DLT Solutions, LLC, of Herndon, Virginia, in an amount not to exceed \$396,727.11, for the initial one-year term of the Contract, with annual one-year renewal options.                        |

### **Discussion Item**

- |               |  |
|---------------|--|
| Tamela Lee    | 20. Monthly D/S/M/WBE Expenditure Report.  |
| Bruce Collins | 21. Purchase Orders/Contracts and Professional Service Contracts approved by authorized staff. |

### **CONCESSIONS/COMMERCIAL DEVELOPMENT COMMITTEE**

22. Approve the minutes of the Concessions/Commercial Development Committee Meeting of March 1, 2022.

### **Consent Items for Consideration**

- |               |  |
|---------------|--|
| Dean Ahmad    | 23. Approve execution of Contract No. 8005454, for Parking Citation Management Services with Passport Labs, Inc., of Charlotte, North Carolina, in an amount not to exceed \$141,912.00, for the initial three-year term of the Contract, with options to renew for two additional one-year periods. |
| Kevin Lemmons | 24. Approve amendment to Lease No. 010353 by and between Latrelle's Galley, LP and the Dallas Fort Worth International Board.  |

### **Action Item for Consideration**

- |               |   |
|---------------|---|
| Kevin Lemmons | 25. Approve a decrease to Contract No. 8005463, for COVID-19 Testing Services, with Collinson Assistant Services, Inc., of Plano, Texas, in an amount not less than (\$535,000.00), for a revised Contract amount not to exceed \$115,000.00. |
|---------------|---|

### **Discussion Item**

- |               |                                   |
|---------------|-----------------------------------|
| Kevin Lemmons | 26. Permit Issued by Concessions. |
|---------------|-----------------------------------|

### **FULL BOARD**

### **CLOSED SESSION**

27. In accordance with the provisions of the Texas Government Code, Section 551.076 and Section 418.183(f), a closed session will be held to discuss:
- a) The deployment, or specific occasions for implementation, of security personnel or devices; and

- b) Information relating to preventing, detecting, responding to, investigating and managing emergencies and disasters, including those caused by terrorism or related criminal activity.

### **OPEN SESSION**

- 28. Registered Speakers (items unrelated to agenda items)
- 29. Next Committee meetings – May 10, 2022  
Next Regular Board meeting – May 12, 2022

**AGENDA**  
**OPERATIONS COMMITTEE MEETING**  
**Tuesday, April 5, 2022**  
**12:30 p.m.**

**OPERATIONS COMMITTEE**

1. Approve Minutes of the Operations Committee Meeting of March 1, 2022.

**Consent Item for Consideration**

- |                  |  |
|------------------|--|
| Chris McLaughlin | 2. Approve a decrease to Contract No. 8005299, for the Security Master Plan, with Burns Engineering, Inc., of Philadelphia, Pennsylvania, in an amount not less than (\$60,664.20), for a revised not to exceed Contract amount of \$926,877.80. |
|------------------|--|

**Action Items for Consideration**

- |                  |   |
|------------------|---|
| Tammy Huddleston | 3. Approve ratification to Reimbursement Agreement No. 5001015, for Relocation of Frontier Communications Telecom Utilities for the Northeast End Around Taxiway, with Frontier Communications, of Irving Texas, in an amount not to exceed \$110,223.82, for the 30-calendar day term of the Contract. |
|                  | 4. Approve execution of Contract No. 9500745, for Rehabilitate Open Channels, with Reyes Group, Ltd., of Grand Prairie, Texas, in an amount not to exceed \$6,567,583.00, for the 330-calendar day term of the Contract.  |
| Brian McKinney   | 5. Approve execution of Contract No. 7007205, for Firefighting Personal Protective Equipment, with Delta Fire & Safety, Inc. dba Delta Industrial Service & Supply, of Port Neches, Texas, in an amount not to exceed \$300,000.00, for the one-year term of the Contract.                              |
| Chris McLaughlin | 6. Approve an increase and renewal of Contract No. 7006542, for Guard Services and Gate Attendant Services with Prosecur Services Group, Inc., of Herndon, Virginia, in an amount not to exceed \$4,290,000.00, for a revised not to exceed Contract amount of \$22,228,960.85.                         |

### **Discussion Items**

- Tammy Huddleston
7. There are no Construction and Professional Services Contract increase(s) approved by authorized staff for this reporting period.
  8. There are no decrease(s)/increase(s) in Scope of Work approved by authorized staff for this reporting period.



**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

Date	Committee	Subject	Resolution #		
04/07/2022	Operations	Security Master Plan			
<b>Action</b> That the Chief Executive Officer or designee be authorized to decrease Contract No. 8005299, for the Security Master Plan, with Burns Engineering, Inc., of Philadelphia, Pennsylvania, in an amount not less than (\$60,664.20), for a revised not to exceed Contract amount of \$926,877.80.					
<b>Description</b> <ul style="list-style-type: none"><li>Decrease the Contract value for the Security Master Plan, in support of the Airport's Department of Public Safety.</li></ul> <b>Justification</b> <ul style="list-style-type: none"><li>This is a Contract reduction for the Security Master Plan resulting from reducing the scope of work on the new Security Design Criteria.</li><li>The remaining work under this line item will be completed by the Airport's Design, Code and Construction Department, as overall ownership of the design/construction guidelines.</li><li>This change will improve the seamlessness and accountability of the work.</li></ul>					
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>The annual goal for the historical SBE Program is 20%.</li><li>In accordance with the Board's historical SBE Program, no SBE goal was set for this contract due to the nature of the procurement. (Scope of Work reduction).</li></ul>					
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>The current Contract completion date of September 23, 2022, is not affected by this action.</li></ul>					
Contract #	Agreement #	Purchase Order #	Action Amount	Revised Amount	
8005299			NLT (\$60,664.20)	\$926,877.80	
<b>For Information contact</b>		<b>Fund</b>	<b>Project #</b>	<b>External Funding Source</b>	<b>Amount</b>
Jon Taylor 3-3530 Sara Ramirez 3-2995		DFW Capital Acct	26807-01		(\$60,664.20)

**Additional Information**

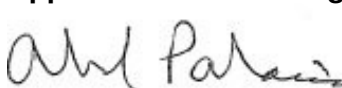
- On September 5, 2019, by Resolution No. 2019-09-192, the Board awarded Contract No. 8005299, to Burns Engineering, Inc., of Philadelphia, Pennsylvania.

Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to decrease Contract No. 8005299, for the Security Master Plan, with Burns Engineering, Inc., of Philadelphia, Pennsylvania, in an amount not less than (\$60,664.20), for a revised not to exceed Contract amount of \$926,877.80.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 12:58 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 8:55 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 12:02 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**

Department Head  
Public Safety  
Mar 21, 2022 10:15 am

Pending

\_\_\_\_\_  
Chief Executive Officer

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

<b>Date</b> 04/07/2022	<b>Committee</b> Operations	<b>Subject</b> Reimbursement Agreement - Frontier Communications - Relocation of Telecom Utilities for Northeast End Around Taxiway	<b>Resolution #</b>	
<b>Action</b> That the Airport Board ratify Reimbursement Agreement No. 5001015, for Relocation of Frontier Communications Telecom Utilities for the Northeast End Around Taxiway, with Frontier Communications, of Irving Texas, in an amount not to exceed \$110,223.82, for the 30 calendar day term of the Contract.				
<b>Description</b> <ul style="list-style-type: none"><li>• Ratify the Reimbursement Agreement for Relocation of Frontier Communications Telecom Utilities for the Northeast End Around Taxiway.</li></ul>				
<b>Justification</b> <ul style="list-style-type: none"><li>• Frontier Communications had existing cabling (directly buried), that was within the footprint of the Northeast End Around Taxiway project.</li><li>• The project included construction of new duct banks, for use by the utilities, in order to provide a more secure location for these vital systems.</li><li>• Frontier Communications relocated their cabling into the newly constructed duct bank. Work was completed Sept. 3,2021, and this action is prior to the Board Action date.</li><li>• This action will reimburse Frontier Communications for this work.</li></ul>				
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>• N/A - Not subject to the Board's Business Diversity Program Policies. (Reimbursement to a Regulated Utility)</li></ul>				
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>• Start Date: August 2021</li><li>• Contract Duration: 30 calendar days</li></ul>				
<b>Contract #</b>	<b>Agreement #</b>	<b>Purchase Order #</b>	<b>Action Amount</b>	<b>Revised Amount</b>
	5001015		NTE \$110,223.82	\$0
<b>For Information contact</b>	<b>Fund</b>	<b>Project #</b>	<b>External Funding Source</b>	<b>Amount</b>
Tammy Huddleston 3-6132 Ilse De La Rosa 3-1872	DFW Capital Acct	26709-01		\$110,223.82

**Additional Information**Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Airport Board ratify Reimbursement Agreement No. 5001015, for Relocation of Frontier Communications Telecom Utilities for the Northeast End Around Taxiway, with Frontier Communications, of Irving Texas, in an amount not to exceed \$110,223.82, for the 30 calendar day term of the Contract.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 12:58 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 8:54 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:25 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head

Mar 23, 2022 9:45 am

Pending

Chief Executive Officer

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

Date	Committee	Subject	Resolution #	
04/07/2022	Operations	Rehabilitate Open (Drainage) Channels		
<b>Action</b> That the Chief Executive or designee be authorized to execute Contract No. 9500745, for Rehabilitate Open Channels, with Reyes Group, Ltd., of Grand Prairie, Texas, in an amount not to exceed \$6,567,583.00, for the 330 calendar day term of the Contract.				
<b>Description</b> <ul style="list-style-type: none"><li>Award a Contract for Rehabilitation of the Open Channels (drainage channels) in support of the Airport.</li></ul> <b>Justification</b> <ul style="list-style-type: none"><li>Six locations along open channels are in need of rehabilitation in order to restore or protect existing Airport infrastructure.</li><li>This project will provide the needed rehabilitation to the drainage channels and associated structures as well as restore the natural channels, thereby protecting airport infrastructure from further deterioration.</li><li>The six locations are on open channels along the upper Bear Creek watershed, Hackberry Creek, and the Grapevine Creek watershed.</li></ul>				
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>The annual goal for the M/WBE Program is 31%.</li><li>In accordance with the Board's M/WBE Program, the M/WBE goal for this contract is 26%.</li><li>Reyes Group, Ltd (HM-C) has committed to achieving 100% M/WBE participation, including 95.4% self-performance and 4.6% subcontracting participation utilizing C. Green Scaping, LP (HF-C: 2.3%) and Q. Roberts Trucking Incorporated (BM-C: 2.3%).</li></ul>				
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>Start Date: April 2022</li><li>Contract Duration: 330 calendar days</li></ul>				
Contract #	Agreement #	Purchase Order #	Action Amount	Revised Amount
9500745			NTE \$6,567,583.00	\$0
For Information contact	Fund	Project #	External Funding Source	Amount
Tammy Huddleston 3-6132 Theresa Roberson 3-1991	Joint Capital Acct	26514-01		\$6,567,583.00

**Additional Information**

- Three Bids, including two from M/WBE firms, were received on or before the due date of February 25, 2022.
- Bid Tabulation attached
- Reyes Group, Ltd., of Grand Prairie, Texas, was the lowest responsive, responsible Bidder.

Additional Attachments: **Y****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive or designee be authorized to execute Contract No. 9500745, for Rehabilitate Open Channels, with Reyes Group, Ltd., of Grand Prairie, Texas, in an amount not to exceed \$6,567,583.00, for the 330 calendar day term of the Contract.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 12:59 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 8:54 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:25 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head

Mar 23, 2022 9:44 am

Pending

Chief Executive Officer

Date

**Contract No. 9500745**  
**Rehabilitate Open Channels**  
**Bid Tabulation**

<b>Bidders</b>	<b>Bid Amount</b>
Reyes Group, Ltd. <sup>N1</sup> Grand Prairie, Texas	\$6,567,583.00
Ark Contracting Bedford, Texas	\$8,415,099.00
Flatiron Constructors, Inc. <sup>N2</sup> Kennedale, Texas	\$10,118,300.00
<b>Note:</b> <ol style="list-style-type: none"><li>1. MBE certified through the North Central Texas Regional Certification Agency</li><li>2. The bid price variance is attributed to embankment, staging area, evacuation and riprap material.</li></ol>	

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

Date	Committee	Subject	Resolution #		
04/07/2022	Operations	Firefighting Personal Protective Equipment			
<b>Action</b> That the Chief Executive Officer or designee be authorized to execute Contract No. 7007205, for Firefighting Personal Protective Equipment, with Delta Fire & Safety, Inc. dba Delta Industrial Service & Supply, of Port Neches, Texas, in an amount not to exceed \$300,000.00, for the one-year term of the Contract.					
<b>Description</b> <ul style="list-style-type: none"><li>Award a Contract for Firefighting Personal Protective Equipment in support of the Airport's Department of Public Safety.</li></ul> <b>Justification</b> <ul style="list-style-type: none"><li>Replaces an existing Contract that has been in place for two years.</li><li>The Contract is for equipment used by the Airport's Fire Department.</li></ul>					
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>The annual goal for the historical SBE Program is 20%.</li><li>N/A - Not Subject to a goal per the Board's M/WBE Policy due to the nature of the procurement. (Finished Goods)</li></ul>					
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>Start Date: April 2022</li><li>Contract Term: One year</li></ul>					
<b>Contract #</b>	<b>Agreement #</b>	<b>Purchase Order #</b>	<b>Action Amount</b>	<b>Revised Amount</b>	
7007205			NTE \$300,000.00	\$0	
<b>For Information contact</b>		<b>Fund</b>	<b>Project #</b>	<b>External Funding Source</b>	<b>Amount</b>
Brian McKinney 3-3503 Cathy Halliburton 3-5776		Operating Fund			\$300,000.00



**Additional Information**

- This Contract will be made through the BuyBoard Contract No. 603-20, which is available to local government agencies, and which was approved by the Board by Resolution No. 2006-08-246, dated August 6, 2006.
- Projected total of the Contract, if approved, is \$300,000.00.

Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to execute Contract No. 7007205, for Firefighting Personal Protective Equipment, with Delta Fire & Safety, Inc. dba Delta Industrial Service & Supply, of Port Neches, Texas, in an amount not to exceed \$300,000.00, for the one-year term of the Contract.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 12:59 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 8:55 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:25 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head  
Public Safety  
Mar 23, 2022 3:51 pm

Pending

Chief Executive Officer

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

Date	Committee	Subject	Resolution #	
04/07/2022	Operations	Guard Services and Gate Attendant Services		
<b>Action</b> That the Airport Board ratify the execution of an increase and renewal of Contract No. 7006542, for Guard Services and Gate Attendant Services with Prosegur Services Group, Inc., of Herndon, Virginia, in an amount not to exceed \$4,290,000.00, for a revised not to exceed Contract amount of \$22,228,960.85.				
<b>Description</b> <ul style="list-style-type: none"><li>• Ratify the increase and extension of the Contract for Guard Services and Gate Attendant Services in support of the Airport's Department of Public Safety.</li><li>• This action will ratify the increase for adjustments to reflect actual usage needed for public safety in an amount of \$551,849.87.</li><li>• This item will also ratify the renewal of the Contract's final option in the amount of \$3,738,150.13.</li></ul>				
<b>Justification</b> <ul style="list-style-type: none"><li>• This Contract supports the Department of Public Safety's efforts to meet or exceed TSA Regulatory standards and aviation security best practices.</li><li>• This ratification ensures continuity of guard services at employee portals and terminal exit lanes to prevent unauthorized access to the Airport's terminals.</li><li>• Utilization and expenses during the final months of the year were needed for continuation of public services.</li><li>• Guard services and gate attendant services are needed for continuity of public safety operations. This Contract will rebid in the forthcoming months.</li></ul>				
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>• The annual goal for the historical SBE Program is 20%.</li><li>• In accordance with the Board's historical SBE Program, the SBE goal for this contract is 30%.</li><li>• Maltos Security Group, the Prime at the time of contract award committed to 100% Self-performance as a certified SBE. Prosegur Services Groups, Inc. purchased Maltos Security Group and committed to achieving the original 30% SBE goal.</li></ul>				
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>• Current Contract completion date: March 31, 2022</li><li>• Revised Contract completion date: March 31, 2023</li></ul>				
Contract #	Agreement #	Purchase Order #	Action Amount	Revised Amount
7006542			NTE \$4,290,000.00	\$22,228,960.85
For Information contact	Fund	Project #	External Funding Source	Amount
Jon Taylor 3-3530 Sara Ramirez 3-2995	Operating Fund			\$4,290,000.00

**Additional Information**

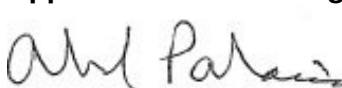
- On March 8, 2018 , by Resolution No. 2018-03-035, the Board awarded Contract No. 7006542, with Maltos Security Group, Euless, Texas. Prosegur Services Group, Inc., of Herndon, Virginia, purchased Maltos Security Group on August 1, 2021.

Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Airport Board ratify the execution of an increase and renewal of Contract No. 7006542, for Guard Services and Gate Attendant Services with Prosegur Services Group, Inc., of Herndon, Virginia, in an amount not to exceed \$4,290,000.00, for a revised not to exceed Contract amount of \$22,228,960.85.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:00 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 8:56 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:25 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**

Department Head  
Public Safety  
Mar 23, 2022 9:39 am

Pending

\_\_\_\_\_  
Chief Executive Officer

Date

**AGENDA**  
**FINANCE/AUDIT COMMITTEE MEETING**  
**Tuesday, April 5, 2022 12:35 p.m.**

**FINANCE/AUDIT COMMITTEE**

9. Approve Minutes of the Finance/Audit Committee Meeting of March 1, 2022.

Abel Palacios

10. Financial Report.

**Consent Items for Consideration**

Ollie Malone

11. Approve an increase to Contract No. 8004843 for Employee Relations and Training Facilitator, with Mirarchi Management Group, of Plano, Texas, in an amount not to exceed \$3,022.12, for a revised not to exceed Contract amount of \$119,022.12.

Elaine Rodriguez

12. Approve an increase to Legal Services Contract No. 8005259 with the firm of Littler Mendelson LP of Dallas, Texas, in an amount not to exceed \$20,000 for a revised contract amount not to exceed \$69,000.00.
13. Approve an increase to Legal Services Contract No. 8005421 with Hunton Andrews Kurth LLP in an amount not to exceed \$50,000.00, for a revised contract amount not to exceed \$98,000.00.
14. Approve an increase to Legal Services Contract No. 8004980 with Farrow Gillespie Heath Witter LLP, in the amount not to exceed \$50,000.00, for a revised contract amount not to exceed \$247,500.00.
15. Approve an increase to Legal Services Contract No. 8005262 with Kelly Hart & Hallman, LLP in the amount of \$100,000.00 for a revised amount not to exceed \$148,750.00.

Michael Youngs

16. Approve execution of Contract No. 8005471, for Consulting Services: P25 System Dynamic Distributed Redundancy, with Trott Communications Group, Inc., of Irving, Texas, in an amount not to exceed \$140,800.00, for the initial one-year term of the Contract, with annual renewals.

### **Action Items for Consideration**

- |                 |   |
|-----------------|---|
| Catrina Gilbert | 17. Approve an increase to Contract No. 8005447 for Employee Absence Management and Administrative Services with TRISTAR Claims Management Services, Inc., of Long Beach, California, in an amount not to exceed \$150,000.00, for a revised not to exceed Contract amount of \$304,000.00. |
| Michael Youngs  | 18. Approve execution of Contract No. 7007200, for Activu Maintenance and Support Services, with Activu Corporation, of Rockaway, New Jersey, in an amount not to exceed \$305,300.79, for the initial one-year term of the Contract with annual one-year renewal options.                  |
|                 | 19. Approve execute Contract No. 7007199, for Autodesk Build Software and Maintenance, with, DLT Solutions, LLC, of Herndon, Virginia, in an amount not to exceed \$396,727.11, for the initial one-year term of the Contract, with annual one-year renewal options.                        |

### **Discussion Items**

- |               |   |
|---------------|---|
| Tamela Lee    | 20. Monthly D/S/M/WBE Expenditure Report.   |
| Bruce Collins | 21. Purchase Orders/Contracts and Professional Services Contracts approved by authorized staff. |



# KPIs and Financial Report

Five months ending February 28, 2022 - Unaudited

# Key Performance Indicator Scorecard

Five months ending February 28, 2022 – Unaudited

(\$ in millions)

Key Performance Indicator	Year-To-Date						FY 2022
	FY 2021 Actuals	FY 2022 Actuals	FY 2022 Budget	Actuals vs. Budget Increase/(Decrease)			Annual Budget
DFWCC Total Revenues before FRP	\$95.9	\$161.2	\$141.6	\$19.5	13.8%	■	\$370.5
Total Expenditure Budget	\$385.8	\$408.0	\$414.3	(\$6.3)	(1.5%)	■	\$1,036.4
Application of Federal Relief Proceeds	\$53.2	\$18.1	\$46.8	(\$28.8)	(61.4%)	■	\$112.4
Total Passengers (Ms)	16.4	26.9	24.6	2.3	9.2%	■	67.2
Total Landed Weights (Bs)	14.0	18.0	17.3	0.7	4.3%	■	44.6

## Results Status Bar

- Improved/Constant
- Worse

# DFW Cost Center

Five months ending February 28, 2022 - Unaudited

(in millions)	Year-To-Date					FY 2022
	FY 2021 Actuals	FY2022 Actuals	FY 2022 Budget	Actuals vs. Budget Increase/(Decrease)		Annual Budget
Revenues						
Parking	1	\$28.8	\$66.6	\$52.6	\$14.0 26.6%	\$145.1
Concessions	2	20.7	37.9	37.0	0.9 2.4%	95.1
Rental Car	3	9.2	15.5	12.7	2.8 22.2%	33.4
Commercial Development		24.4	27.1	26.8	0.3 1.1%	64.4
Other Revenues	4	12.9	14.1	12.5	1.6 12.5%	32.5
Total Revenues before FRP		95.9	161.2	141.6	19.5 13.8%	370.5
DFW CC Expenditures						
Operating Expenditures		43.8	52.1	54.5	(2.3) (4.3%)	141.2
Debt Service, net		26.0	21.3	22.5	(1.2) (5.2%)	50.8
Total Expenditures		69.8	73.5	77.0	(3.5) (4.6%)	192.0
Gross Margin - DFW Cost Center		26.1	87.7	64.6	23.1 35.7%	178.5
Less Transfers and Skylink						
DFW Terminal Contribution		1.2	1.2	1.2	0.0 0.0%	2.8
Skylink Costs		18.7	20.3	22.6	(2.3) (10.3%)	53.7
Net Revenues before FRP		6.3	66.3	40.9	25.4 62.0%	122.0
Federal Relief Proceeds (FRP)		35.4	0.0	17.1	(17.1) (100.0%)	41.1
Net Revenues		\$41.7	\$66.3	\$58.0	\$8.2 14.2%	\$163.1



# Airfield and Terminal Cost Centers

Five months ending February 28, 2022 - Unaudited

	Year-To-Date					FY 2022	
(in millions)	FY 2021 Actuals	FY2022 Actuals	FY 2022 Budget	Actuals vs. Budget Increase/(Decrease)		Annual Budget	
Revenues							
Landing Fees	\$31.1	\$40.1	\$38.5	\$1.6	4.2%	\$99.4	
Other Airfield	5.1	6.1	4.8	1.3	26.1%	12.0	
Transfer from DFW Cost Center	5	29.1	34.3	28.1	6.2	22.0%	67.5
Total Airfield Revenue	65.3	80.6	71.5	9.1	12.7%	178.8	
Terminal Leases	138.3	135.0	134.8	0.2	0.2%	326.7	
FIS Fees	6	4.4	8.3	5.9	2.3	39.2%	17.4
Turn Fees	4.5	8.3	8.0	0.3	4.2%	22.4	
Other Terminal	7.8	9.8	8.6	1.2	14.3%	21.7	
Total Terminal Revenues	155.0	161.4	157.3	4.1	2.6%	388.2	
DFW Terminal Contributions	1.2	1.2	1.2	0.0	0.0%	2.8	
Total Revenues before FRP	221.5	243.1	229.9	13.2	5.7%	569.9	
Expenditures							
Operating Expenditures	135.1	144.8	146.0	(1.2)	(0.9%)	376.5	
Debt Service, net	115.6	107.7	112.2	(4.4)	(4.0%)	264.6	
Total Expenditures	250.6	252.5	258.2	(5.7)	(2.2%)	641.2	
Net Income/(Loss) before FRP	(29.2)	(9.4)	(28.3)	18.9	(66.7%)	(71.3)	
Federal Relief Proceeds (FRP)	17.7	18.1	29.7	(11.6)	(39.2%)	71.3	
Net Income/(Loss)	(\$11.4)	\$8.7	\$1.4	\$7.2	499.0%	\$0.0	

# Operating Fund – Total Expenditures

Five months ending February 28, 2022 - Unaudited

		Year-To-Date				FY 2022	
(in millions)		FY 2021 Actuals	FY2022 Actuals	FY 2022 Budget	Actuals vs. Budget Increase/(Decrease)		Annual Budget
Operating Expenditures							
Salaries and Wages		\$66.4	\$64.3	\$64.9	(\$0.6)	(0.9%)	\$164.9
Benefits		28.8	29.8	30.4	(0.6)	(2.0%)	72.6
Facility Maintenance Contracts	7	32.6	35.0	37.7	(2.7)	(7.1%)	104.6
Other Contract Services	8	39.5	46.8	47.8	(1.0)	(2.1%)	132.4
Utilities		12.9	11.7	11.4	0.3	3.0%	28.4
Equipment and Other Supplies		6.7	7.6	7.6	(0.0)	(0.1%)	21.0
Insurance		3.4	4.4	4.7	(0.3)	(7.2%)	12.1
Fuels		0.9	1.4	1.1	0.3	28.0%	2.6
General, Administrative, and Other	9	1.4	1.6	2.7	(1.1)	(40.7%)	15.7
Change in Operating Reserves		2.2	12.6	12.6	(0.0)	(0.0%)	12.6
Total Operating Expenditures		194.7	215.3	221.0	(5.6)	(2.6%)	566.9
Debt Service, gross		191.1	192.7	193.3	(0.6)	(0.3%)	469.5
Total Operating Fund Expenditures		\$385.8	\$408.0	\$414.3	(\$6.3)	(1.5%)	\$1,036.4

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

Date	Committee	Subject	Resolution #	
04/07/2022	Finance/Audit	Employee Relations and Training Facilitator		
<b>Action</b> That the Airport Board ratify the execution of an increase for Contract No. 8004843 for Employee Relations and Training Facilitator, with Mirarchi Management Group, of Plano, Texas, in an amount not to exceed \$3,022.12, for a revised not to exceed Contract amount of \$119,022.12.				
<b>Description</b> <ul style="list-style-type: none"><li>• Ratify an increase of \$3,022.12, to the Contract for Employee Relations and Training Facilitator in support of the Airport's Human Resources Department.</li><li>• Process final payment for training workshop completed March 1, 2022, that was in excess of the current Contract amount.</li></ul> <b>Justification</b> <ul style="list-style-type: none"><li>• The ratification of this increase will allow completion of the Employee Relations portion of Leading Managers and Leading Others cohort programs. The final class cost of \$6,000.00, which was \$3,022.12, in excess of the current Contract amount.</li><li>• Services supported by this Contract will be handled internally moving forward.</li></ul>				
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>• The annual goal for the M/WBE Program is 31%.</li><li>• In accordance with the Board's M/WBE Program, no M/WBE goal was determined for this Contract due to the original contract being under \$50,000.</li></ul>				
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>• The Contract completion date of May 14, 2022, is not affected by this action.</li></ul>				
Contract #	Agreement #	Purchase Order #	Action Amount	Revised Amount
8004843			NTE \$3,022.12	\$119,022.12
<b>For Information contact</b>	<b>Fund</b>	<b>Project #</b>	<b>External Funding Source</b>	<b>Amount</b>
Ollie Malone 3-1161 Sara Ramirez 3-2995	Operating Fund			\$3,022.12

**Additional Information**

- In May 2013, Board Staff awarded Contract No. 8004843, for Employee Relations and Training Facilitator, with Jackson/Lewis LLP, of Dallas, Texas, in an amount of \$10,000.00, as a specified source procurement.
- Mirachi Management Group acquired this Contract from the original company, Jackson/Lewis LLP, on July 31, 2013.
- Board Staff approved three one-year renewal options totaling \$38,000.00, after the initial one-year term.
- On February 1, 2018, by Board Resolution 2018-02-022, the Board approved a one-year renewal option for \$18,000.00. Thereafter, Board Staff executed three one-year renewal options totaling \$50,000.00, under delegated Staff authority. Since this final class takes the cumulative value above \$50,000.00, since the last Board-approved OBA, this ratification of \$3,022.12 is required.

Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Airport Board ratify the execution of an increase for Contract No. 8004843 for Employee Relations and Training Facilitator, with Mirachi Management Group, of Plano, Texas, in an amount not to exceed \$3,022.12, for a revised not to exceed Contract amount of \$119,022.12.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:16 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 8:56 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:26 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head  
Human Resources  
Mar 23, 2022 2:22 pm

Pending

Chief Executive Officer

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

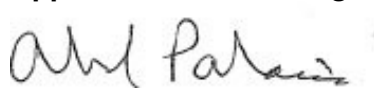
<b>Date</b> 04/07/2022	<b>Committee</b> Finance/Audit	<b>Subject</b> Increase to Legal Services Contract 8005259 with the firm of Littler Mendelson LP	<b>Resolution #</b>
<b>Action</b> That the Chief Executive Officer or designee be authorized to increase Legal Services Contract No. 8005259 with the firm of Littler Mendelson LP of Dallas, Texas, in an amount not to exceed \$20,000 for a revised contract amount not to exceed \$69,000.00.			
<b>Description</b> <ul style="list-style-type: none"> <li>This action would increase the Board's contract for Legal Services to fund final invoices and expenses incurred in connection with the lawsuit filed against the Board by former employee Christopher Prokopeas, which lawsuit has now been settled.</li> </ul> <b>Justification</b> <ul style="list-style-type: none"> <li>Procurement requires this amount for processing the final invoices.</li> </ul>			
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"> <li>Not Applicable</li> </ul>			
<b>Contract #</b> 8005259	<b>Agreement #</b>	<b>Purchase Order #</b>	<b>Action Amount</b> \$20,000.00 <b>Revised Amount</b> \$69,000.00
<b>For Information contact</b> Elaine Rodriguez 3-5487	<b>Fund</b> 0102	<b>Project #</b>	<b>External Funding Source</b> <b>Amount</b> \$20,000.00

**Additional Information**Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to increase Legal Services Contract No. 8005259 with the firm of Littler Mendelson LP of Dallas, Texas, in an amount not to exceed \$20,000 for a revised contract amount not to exceed \$69,000.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:17 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 9:11 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:26 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head  
Legal  
Mar 23, 2022 1:54 pm

Pending

Chief Executive Officer

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

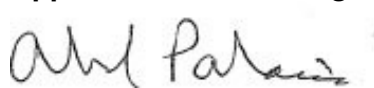
<b>Date</b> 04/07/2022	<b>Committee</b> Finance/Audit	<b>Subject</b> Increase to Legal Services Contract No 8005421 with the firm of Hunton Andrews Kurth LLP.			<b>Resolution #</b>
<b>Action</b> That the Chief Executive Officer or designee be authorized to increase Legal Services Contract No. 8005421 with Hunton Andrews Kurth LLP in an amount not to exceed \$50,000.00, for a revised contract amount not to exceed \$98,000.00.					
<b>Description</b> <ul style="list-style-type: none"><li>• This action would increase the Board's contract for Legal Services regarding the case styled: <u>City of Dallas v Oxley Leasing North Loop, LLC</u>.</li></ul>					
<b>Justification</b> <ul style="list-style-type: none"><li>• The Letter Agreement was entered into between the Dallas/Fort Worth International Airport Board and Hunton Andrews Kurth effective February 1, 2022.</li><li>• The Board hired Hunton Andrews Kurth to draft and submit on behalf of the Board an amicus brief to the Texas Supreme Court in connection with the above-referenced lawsuit.</li></ul>					
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>• The annual goal for the M/WBE Program is 31%.</li><li>• In accordance with the Board's M/WBE Program, no M/WBE goal was set for this Contract due to the original contract being under \$50,000.</li></ul>					
<b>Contract #</b> 8005421	<b>Agreement #</b>	<b>Purchase Order #</b>	<b>Action Amount</b> \$50,000.00	<b>Revised Amount</b> \$98,000.00	
<b>For Information contact</b> Elaine Rodriguez 3-5487	<b>Fund</b> 0102	<b>Project #</b>	<b>External Funding Source</b>	<b>Amount</b> \$50,000.00	

**Additional Information**Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to increase Legal Services Contract No. 8005421 with Hunton, Andrews Kurth LLP in an amount not to exceed \$50,000.00, for a revised contract amount not to exceed \$98,000.00.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:17 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 9:13 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 24, 2022 11:19 am

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head  
Legal  
Mar 23, 2022 1:54 pm

Pending

Chief Executive Officer

Date



**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

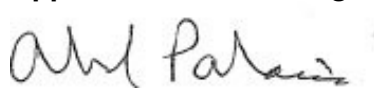
Date	Committee	Subject	Resolution #	
04/07/2022	Finance/Audit	Increase to Legal Services Contract No. 8004980 with the firm Farrow Gillespie Heath Witter		
<b>Action</b> That the Chief Executive Officer or designee be authorized to increase Legal Services Contract No. 8004980 with Farrow Gillespie Heath Witter LLP, in the amount not to exceed \$50,000.00, for a revised contract amount not to exceed \$247,500.00.				
<b>Description</b> <ul style="list-style-type: none"><li>This action would increase the Board's contract for Legal Services in connection with employment matters.</li></ul> <b>Justification</b> <ul style="list-style-type: none"><li>The Letter Agreement was entered into between the Dallas/Fort Worth International Airport Board and Farrow Gillespie Heath Witter LLP effective June 12, 2015.</li></ul>				
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>The annual goal for the historical SBE Program is 20%.</li><li>In accordance with the Board's SBE Program, no SBE goal was set for this Contract due to the original contract being under \$50,000.00.</li><li>Farrow-Gillespie &amp; Heath LLP is a certified Small Business Enterprise (WF-C); and their self-performance will be counted towards the Board's overall SBE Program goals.</li></ul>				
Contract #	Agreement #	Purchase Order #	Action Amount	Revised Amount
8004980			\$50,000.00	\$247,500
For Information contact	Fund	Project #	External Funding Source	Amount
Elaine Rodriguez 3-5487	0102			\$50,000.00

**Additional Information**Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to increase Legal Services Contract No. 8004980 with Farrow Gillespie Heath Witter LLP, in the amount not to exceed \$50,000.00, for a revised contract amount not to exceed \$247,500.00.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:17 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 8:58 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:27 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head  
Legal  
Mar 23, 2022 1:54 pm

Pending

Chief Executive Officer

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

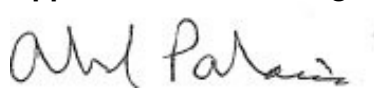
Date	Committee	Subject	Resolution #	
04/07/2022	Finance/Audit	Increase to Legal Services Contract No 8005262 with the firm of Kelly Hart & Hallman LLP.		
<b>Action</b> That the Chief Executive Officer or designee be authorized to increase Legal Services Contract No. 8005262 with Kelly Hart & Hallman, LLP in the amount of \$100,000.00 for a revised amount not to exceed \$148,750.00.				
<b>Description</b> <ul style="list-style-type: none"><li>This action would increase the Board's contract for legal services in connection with car sharing issues.</li></ul> <b>Justification</b> <ul style="list-style-type: none"><li>The Letter Agreement is entered into between the Dallas/Fort Worth International Airport Board and Kelly Hart &amp; Hallman, LLP , effective June 14, 2021.</li></ul>				
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>The annual goal for the M/WBE Program is 31%.</li><li>In accordance with the Board's M/WBE Program, no M/WBE goal was set for this Contract due to the original contract being under \$50,000.</li></ul>				
<b>Contract #</b>	<b>Agreement #</b>	<b>Purchase Order #</b>	<b>Action Amount</b>	<b>Revised Amount</b>
8005262			\$100,000.00	\$148,750.00
<b>For Information contact</b>	<b>Fund</b>	<b>Project #</b>	<b>External Funding Source</b>	<b>Amount</b>
Elaine Rodriguez 3-5487	0102			\$100,000.00

**Additional Information**Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to increase Legal Services Contract No. 8005262 with Kelly Hart& Hallman, LLP in the amount of \$100,000.00 for a revised amount not to exceed \$148,750.00.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:18 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 9:13 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 24, 2022 11:20 am

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head  
Legal  
Mar 23, 2022 1:54 pm

Pending

---

**Chief Executive Officer**

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

Date	Committee	Subject	Resolution #	
04/07/2022	Finance/Audit	Consulting Services for Public Safety Distributed Antenna Radio System		
<b>Action</b> That the Chief Executive Officer or designee be authorized to execute Contract No. 8005471, for Consulting Services: P25 System Dynamic Distributed Redundancy, with Trott Communications Group, Inc., of Irving, Texas, in an amount not to exceed \$140,800.00, for the initial one-year term of the Contract, with annual renewals.				
<b>Description</b> <ul style="list-style-type: none"><li>Award a Contract for Radio System Consulting Services in support of the Airport's Technology Program.</li></ul> <b>Justification</b> <ul style="list-style-type: none"><li>The Contract provides engineering and technical services to support deployment of Public Safety communications equipment.</li><li>Replaces an existing Contract that has been in place for three years.</li><li>The Contract will provide assistance in completing the Public Safety Distributed Antenna System (PDAS) upgrade, which provides indoor coverage for the radio system.</li><li>Trott Engineering performs design reviews and system testing to ensure performance specifications defined in the contract are met.</li></ul>				
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>The annual goal for the M/WBE Program is 31%</li><li>In accordance with the Board's M/WBE Program, no M/WBE goal was set for this Contract due to limited availability of M/WBE firms that perform this service.</li><li>Trott Communication Group, Inc.is a certified Women Business Enterprise (WF-C) and will count toward the Board's overall M/WBE Program goal.</li></ul>				
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>Start Date: May 2022</li><li>Contract Term: One year, with annual renewal options</li></ul>				
Contract #	Agreement #	Purchase Order #	Action Amount	Revised Amount
8005471			NTE \$140,800.00	\$0
For Information contact	Fund	Project #	External Funding Source	Amount
Michael Youngs 3-5350  Shannon Hamilton 3-5620	Operating Fund			NTE \$140,800.00

**Additional Information**

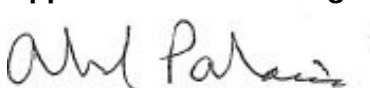
- This Contract is a Specified Source.
- Trott Communication Group, Inc., is uniquely qualified as an existing Airport contractor to provide the work required.
- Projected total of the Contract, if approved, is \$140,800.00.

Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to execute Contract No. 8005471, for Consulting Services: P25 System Dynamic Distributed Redundancy, with Trott Communications Group, Inc., of Irving, Texas, in an amount not to exceed \$140,800.00, for the initial one-year term of the Contract, with annual renewals.

**Approved as to Form by**

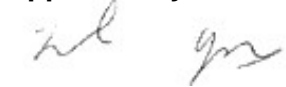

Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:18 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 9:20 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:27 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head  
Information Technology Svcs  
Mar 23, 2022 12:07 pm

Pending

Chief Executive Officer

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

Date	Committee	Subject	Resolution #	
04/07/2022	Finance/Audit	Employee Absence Management and Administrative Services		
<b>Action</b> That the Chief Executive Officer or designee be authorized to increase Contract No. 8005447 for Employee Absence Management and Administrative Services with TRISTAR Claims Management Services, Inc., of Long Beach, California, in an amount not to exceed \$150,000.00, for a revised not to exceed Contract amount of \$304,000.00.				
<b>Description</b> <ul style="list-style-type: none"><li>• Increase the Contract for Employee Absence Management and Administrative Services which administers Workers Compensation claims for Board employees.</li></ul>				
<b>Justification</b> <ul style="list-style-type: none"><li>• Due to the unusually high utilization in December 2021 and January 2022 due to COVID-19, we will exceed the contracted amount to administer workers' compensation claims for Board employees.</li><li>• In December 2021 and January 2022, there was a significant increase in COVID-19 claims due to first responder cases.</li><li>• This action will provide sufficient capacity for the Contract to satisfy claims for the remainder of the Contract term.</li></ul>				
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>• The annual goal for the M/WBE Program is 31%.</li><li>• In accordance with the Board's M/WBE Program, no M/WBE goal was determined for this Contract due to the original contract being under \$50,000.</li></ul>				
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>• The Contract completion date of November 30, 2022, is not affected by this action.</li></ul>				
Contract #	Agreement #	Purchase Order #	Action Amount	Revised Amount
8005447			NTE \$150,000.00	\$304,000.00
For Information contact	Fund	Project #	External Funding Source	Amount
Catrina Gilbert 3-5535 Sara Ramirez 3-2995	Operating Fund			\$150,000.00

**Additional Information**

- On June 1, 2021, Board staff awarded Contract No. 8005447, for Employee Absence Management and Administrative Services with TRISTAR Claims Management Services, Inc., of Long Beach, California, for administrative services in connection with Workers Compensation claims.
- This is a Specified Source.
- TRISTAR Claims Management Services, Inc., of Long Beach, California, possesses unique qualifications and expertise to perform the specified work.

Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to increase Contract No. 8005447 for Employee Absence Management and Administrative Services with TRISTAR Claims Management Services, Inc., of Long Beach, California, in an amount not to exceed \$150,000.00, for a revised not to exceed Contract amount of \$304,000.00.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:19 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 9:20 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:28 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head

Mar 23, 2022 2:16 pm

Pending

\_\_\_\_\_  
Chief Executive Officer

Date



**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

Date	Committee	Subject	Resolution #	
04/07/2022	Finance/Audit	Activu Maintenance and Support Services		
<b>Action</b> That the Chief Executive Officer or designee be authorized to execute Contract No.7007200, for Activu Maintenance and Support Services, with Activu Corporation, of Rockaway, New Jersey, in an amount not to exceed \$305,300.79, for the initial one-year term of the Contract with annual one-year renewal options.				
<b>Description</b> <ul style="list-style-type: none"><li>Award a Contract for Activu Maintenance and Support Services for the Airport's Technology Program.</li></ul> <b>Justification</b> <ul style="list-style-type: none"><li>The Contract combines two system installations under one Maintenance Agreement.</li><li>This extends maintenance support for Integrated Operation Center (IOC) video wall system beyond the initial year provided under the construction Contract for IOC; and the separate Contract for the IOC Backup Site at the Airport Operation Center (AOC), which includes the Emergency Operation Center (EOC).</li><li>The Contract also provides additional professional services over the term on an as-needed basis.</li><li>Provides additional equipment to have as onsite spares.</li><li>Provides additional display and audio capabilities for the Executive Conference Rooms in the EOC and provisioning for extending capabilities to select Airport Headquarter locations.</li></ul>				
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>The annual goal for the M/WBE Program is 31%</li><li>In accordance with the Board's M/WBE Program, no M/WBE goal was determined for the contract due to limited availability of M/WBE firms that perform this service.</li></ul>				
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>Start Date: May 2022</li><li>Contract Term: One year with annual one-year renewal options</li><li>Funding split between Operating Budget for ongoing maintenance and support, and capital for additional display and audio capabilities.</li></ul>				
<b>Contract #</b>	<b>Agreement #</b>	<b>Purchase Order #</b>	<b>Action Amount</b>	<b>Revised Amount</b>
7007200			NTE \$305,300.79	\$0
<b>For Information contact</b>	<b>Fund</b>	<b>Project #</b>	<b>External Funding Source</b>	<b>Amount</b>
Michael Youngs	Operating Fund			\$119,233.99
3-5350	DFW Capital Acct	26589-05		\$186,066.80
Mubina Ashraf				
3-5548				

**Additional Information**

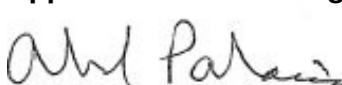
- Sole Source
- The services of the Contract are exempt from public bidding, and accordance with local Government Code 252.022, as they are available from only one source.

Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to execute Contract No.7007200, for Activu Maintenance and Support Services, with Activu Corporation, of Rockaway, New Jersey, in an amount not to exceed \$305,300.79, for the initial one-year term of the Contract with annual one-year renewal options.

**Approved as to Form by**

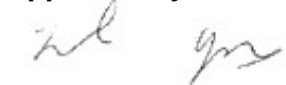

Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:20 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 9:21 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:30 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head  
Information Technology Svcs  
Mar 23, 2022 12:05 pm

Pending

Chief Executive Officer

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

Date	Committee	Subject	Resolution #		
04/07/2022	Finance/Audit	Autodesk Build Software and Maintenance			
<b>Action</b> That the Chief Executive Officer or designee be authorized to execute Contract No. 7007199, for Autodesk Build Software and Maintenance, with, DLT Solutions, LLC, of Herndon, Virginia, in an amount not to exceed \$396,727.11, for the initial one-year term of the Contract, with annual one-year renewal options.					
<b>Description</b> <ul style="list-style-type: none"><li>Award a Contract for Autodesk Build Software and Maintenance for the Airport's Infrastructure and Development Division.</li></ul> <b>Justification</b> <ul style="list-style-type: none"><li>This Contract will provide design and construction software for the management and fiscal accountability for construction projects.</li><li>Replaces an existing Contract that has been in place for five years.</li><li>Software enables management of construction models in a centralized environment to ensure teams are working from the latest designs.</li><li>System is mobile-friendly to enable easy access and update of information in the field.</li><li>Contract entitles the Airport to receive future releases with enhanced functionality and bug fixes.</li></ul>					
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>The annual goal for the M/WBE Program is 31%.</li><li>N/A - Not subject to a goal per the Board's M/WBE Policy due to the nature of the procurement (Interlocal Agreement).</li></ul>					
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>Start Date: May 2022</li><li>Contract Term: One year with annual one-year renewal options</li></ul>					
Contract #	Agreement #	Purchase Order #	Action Amount	Revised Amount	
7007199			NTE \$396,727.11	\$0	
<b>For Information contact</b>		<b>Fund</b>	<b>Project #</b>	<b>External Funding Source</b>	<b>Amount</b>
Michael Youngs 3-5350 Mubina Ashraf 3-5548		Operating Fund			\$396,727.11

**Additional Information**

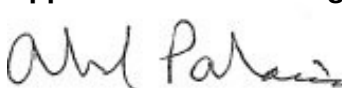
- This Contract will be made through an Interlocal Agreement with Texas DIR Contract No. DIR-TSO-4236, which is available to local government agencies, and which was approved by the Board Resolution No. 97-01-24, dated January 9, 1997.
- Projected total of the Contract, if approved, is \$396,727.11.

Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to execute Contract No. 7007199, for Autodesk Build Software and Maintenance, with, DLT Solutions, LLC, of Herndon, Virginia, in an amount not to exceed \$396,727.11, for the initial one-year term of the Contract, with annual one-year renewal options.

**Approved as to Form by**

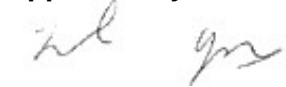

Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:20 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 9:21 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:30 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head  
Information Technology Svcs  
Mar 23, 2022 12:04 pm

Pending

Chief Executive Officer

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
COMMITTEE DISCUSSION ITEM**

<b>Meeting Date</b> 04/07/2022	<b>Subject</b> Monthly Report	<b>Committee</b> Finance/Audit
<b>Item For Discussion</b> Report to the Airport Board all Contracts and Purchase Orders valued between \$25,000.00 and \$50,000.00, and Contracts Increases/Decreases valued between \$25,000.00 and \$50,000.00, for the month of February 2022.		
<b>Description</b> <ul style="list-style-type: none"><li>• Report to the Airport Board all Contracts and Purchase Orders valued between \$25,000.00 and \$50,000.00, and Contracts Increases/Decreases valued between \$25,000.00 and \$50,000.00, for the month of February 2022.</li></ul>		

**GENERAL SERVICES CONTRACTS BETWEEN \$25,000.00 AND \$50,000.00 (FEBRUARY 2022)**

<b>VENDOR/LOCATION</b>	<b>PO/ CONTRACT NO.</b>	<b>DESCRIPTION</b>	<b>DEPARTMENT</b>	<b>AMOUNT</b>
Franklin Covey Client Services, Inc. Salt Lake City, Utah	7007179	Training Materials – Leading at the Speed of Trust	Customer Experience	NTE \$29,873.65  Paid to Date: \$29,664.00
			<b>TOTAL</b>	<b>\$29,873.65</b>

**CONTRACT/PURCHASE ORDER INCREASES/DECREASES (\$25,000 OR GREATER)**  
**(APPROVED BY BOARD STAFF UNDER THEIR DELEGATED AUTHORITY – FEBRUARY 2022)**

<b>VENDOR/LOCATION</b>	<b>PO/ CONTRACT NO.</b>	<b>DESCRIPTION</b>	<b>DEPARTMENT</b>	<b>CONTRACT DATA</b>	
Alpine Artisan Studios, LLC Westminster, Colorado	8005129	Holiday Preparation Services	Communications and Marketing	Contract Value:	\$860,036.06
				<b>This Action:</b>	<b>\$49,500.00</b>
				Revised Contract Value:	\$909,536.06
				Paid to Date:	\$898,036.06
Farrow-Gillespie & Heath, LLP Dallas, Texas	8004980	Legal Services – Employment Matters	Legal	Contract Value:	\$197,500.00
				<b>This Action:</b>	<b>\$49,500.00</b>
				Revised Contract Value:	\$274,000.00
				Paid to Date:	\$218,572.56
Satellite Systems & Service, Inc. Yantis, Texas	7006738	MATV/SMATV Maintenance Services	Information Technology Services	Contract Value:	\$288,680.00
				<b>This Action:</b>	<b>\$49,000.00</b>
				Revised Contract Value:	\$337,680.00
				Paid to Date:	\$244,218.50
Windcave, Inc. Los Angeles, California	7006366	Credit Card Processing Gateway Services	Finance	Contract Value:	\$723,000.00
				<b>This Action:</b>	<b>\$45,000.00</b>
				Revised Contract Value:	\$768,000.00
				Paid to Date:	\$632,644.13
<b>TOTAL</b>				<b>\$193,000.00</b>	

**AGENDA**  
**CONCESSIONS/COMMERCIAL DEVELOPMENT COMMITTEE**  
**Tuesday, April 5, 2022**  
**12:40 p.m.**

**CONCESSIONS/COMMERCIAL DEVELOPMENT COMMITTEE**

22. Approve the minutes of the Concessions/Commercial Development Meeting of March 1, 2022.

**Consent Items for Consideration**

- |               |  |
|---------------|--|
| Dean Ahmad    | 23. Approve execution of Contract No. 8005454, for Parking Citation Management Services with Passport Labs, Inc., of Charlotte, North Carolina, in an amount not to exceed \$141,912.00, for the initial three-year term of the Contract, with options to renew for two additional one-year periods. |
| Kevin Lemmons | 24. Approve amendment to Lease No. 010353 by and between Latrelle's Galley, LP and the Dallas Fort Worth International Board.  |

**Action Items for Consideration**

- |               |   |
|---------------|---|
| Kevin Lemmons | 25. Approve a decrease to Contract No. 8005463, for COVID-19 Testing Services, with Collinson Assistant Services, Inc., of Plano, Texas, in an amount not less than (\$535,000.00), for a revised Contract amount not to exceed \$115,000.00. |
|---------------|---|

**Discussion Item**

- |               |                                   |
|---------------|-----------------------------------|
| Kevin Lemmons | 26. Permit Issued by Concessions. |
|---------------|-----------------------------------|



**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

<b>Date</b> 04/07/2022	<b>Committee</b> Concessions/Commercial Development	<b>Subject</b> Parking Citation Management Services	<b>Resolution #</b>
<b>Action</b> That the Chief Executive Officer or designee be authorized to execute Contract No. 8005454, for Parking Citation Management Services with Passport Labs, Inc., of Charlotte, North Carolina, in an amount not to exceed \$141,912.00, for the initial three-year term of the Contract, with options to renew for two additional one-year periods.			
<b>Description</b> <ul style="list-style-type: none"> <li>• Award a Contract for Parking Citation Management Services in support of the Airport's Transportation Business Unit.</li> </ul> <b>Justification</b> <ul style="list-style-type: none"> <li>• Replaces an existing Contract that has been in place for five years.</li> <li>• This Contract will provide a robust Parking Citation Management System, which will assist the Airport's Transportation Business Unit, Public Safety and Finance Departments with a more enhanced Citation Management System.</li> <li>• This Contract will give an enhanced customer experience by providing an easy and convenient manner by which they may pay or contest parking citations received at the Airport.</li> </ul>			
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"> <li>• The annual goal for the D/M/WBE Program is 31%.</li> <li>• In accordance with the Board's M/WBE Program, no M/WBE goal was determined for this Contract based on no availability of M/WBE firms that perform this service.</li> </ul>			
<b>Schedule/Term</b> <ul style="list-style-type: none"> <li>• Start Date: April 2022</li> <li>• Contract Duration: Three years with two one-year renewal options</li> </ul>			
<b>Contract #</b> 8005454	<b>Agreement #</b>	<b>Purchase Order #</b>	<b>Action Amount</b> NTE \$141,902.00 <b>Revised Amount</b> \$0
<b>For Information contact</b> Dean Ahmad 3-4842 Joy Tuider 3-5634	<b>Fund</b> Operating Fund	<b>Project #</b>	<b>External Funding Source</b>  <b>Amount</b> \$141,902.00

**Additional Information**

- Four Proposals, none from M/WBE firms, were received on or before the due date of December 23, 2021.
  - ◆ IPS Group, Inc., of San Diego, California
  - ◆ Passport Labs, Inc., of Charlotte, North Carolina
  - ◆ Professional Account Management, LLC, of Milwaukee, Wisconsin
  - ◆ Tyler Technologies, Inc., of Plano, Texas
- Based on evaluations of the Proposals submitted, the Evaluation Committee, consisting of representatives of the Airport's Transportation Business Unit, Department of Public Safety, Information Technology Services, Finance and Business Diversity & Development departments, recommends that the Contract be awarded to Passport Labs, Inc., of Charlotte, North Carolina.
- Projected total of Contract including renewals, if approved, is \$236,520.00.

Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to execute Contract No. 8005454, for Parking Citation Management Services with Passport Labs, Inc., of Charlotte, North Carolina, in an amount not to exceed \$141,912.00, for the initial three-year term of the Contract, with options to renew for two additional one-year periods.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:20 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 9:21 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:31 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head  
Parking  
Mar 23, 2022 10:33 am

Pending

Chief Executive Officer

Date

# DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

## OFFICIAL BOARD ACTION/RESOLUTION

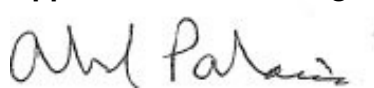
<b>Date</b> 04/07/2022	<b>Committee</b> Concessions/Commercial Development	<b>Subject</b> Amendment to add location to Lease No. 010353 dba Subway	<b>Resolution #</b>
<b>Action</b> That the Chief Executive Officer or designee be authorized to amend Lease No. 010353 by and between Latrelle's Galley, LP and the Dallas Fort Worth International Board.			
<b>Description</b> <ul style="list-style-type: none"> <li>Resolution No. 2017-08-186 awarded Latrelle's Galley, LP a Subway location in Terminal D, ID No.D-2-SV115, Gate D17.</li> <li>Lease No. 010353 will be amended to add an additional location at Terminal D International Arrivals to operate a Subway modular kiosk.</li> <li>Concessionaire will pay 12% of gross receipts for this additional location.</li> <li>Location will be coterminous with the D17 location, expiring January 8, 2028.</li> </ul> <b>Justification</b> <ul style="list-style-type: none"> <li>Subway is an internationally recognized brand and will offer food and beverage options to arriving international passengers and their meeter/greeters.</li> <li>This action meets the Board's Concessions Policy, 1.3.2 of providing and improving the shopping, dining, and services experience at DFW International Airport.</li> </ul>			
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"> <li>The existing ACDBE and M/WBE commitments will continue to apply to the lease amendments.</li> </ul>			
<b>Contract #</b>	<b>Agreement #</b>	<b>Purchase Order #</b>	<b>Action Amount</b> \$0 <b>Revised Amount</b> \$0
<b>For Information contact</b> Kevin Lemmons 3-4822	<b>Fund</b>	<b>Project #</b>	<b>External Funding Source</b>  <b>Amount</b> \$0

**Additional Information**Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to amend Lease No. 010353 by and between Latrelle's Galley, LP and the Dallas Fort Worth International Board.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:21 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 9:22 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 12:02 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head

Mar 23, 2022 10:31 am

**Chief Executive Officer**

Pending

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
OFFICIAL BOARD ACTION/RESOLUTION**

Date	Committee	Subject	Resolution #	
04/07/2022	Concessions/Commercial Development	COVID-19 Testing Services		
<b>Action</b> That the Chief Executive Officer or designee be authorized to decrease Contract No. 8005463, for COVID-19 Testing Services, with Collinson Assistant Services, Inc., of Plano, Texas, in an amount not less than (\$535,000.00), for a revised Contract amount not to exceed \$115,000.00.				
<b>Description</b> <ul style="list-style-type: none"><li>Decrease the Contract value for employee COVID-19 Testing Services in support of the Airport's Concessions Department.</li></ul>				
<b>Justification</b> <ul style="list-style-type: none"><li>At execution of the Contract, effective January 14, 2022, the minimum guaranteed service levels were set at 145 administered employee tests per day based upon daily estimated usage.</li><li>Approximately February 1, 2022, demand for employee tests dropped below the 145 estimate. Negotiations ensued with the Contractor to reduce the 145 test guarantee to the actual number of tests administered effective February 1, 2022. This modification resulted in the reduction of cost and contract amount required to perform services through the term expiration date of March 15, 2022.</li></ul>				
<b>D/S/M/WBE Information</b> <ul style="list-style-type: none"><li>The existing ACDBE and M/WBE commitments will continue to apply to the lease term.</li></ul>				
<b>Schedule/Term</b> <ul style="list-style-type: none"><li>The current Contract completion date is not affected by this action.</li></ul>				
Contract #	Agreement #	Purchase Order #	Action Amount	Revised Amount
8005463			NLT (\$535,000.00)	\$115,000.00
For Information contact	Fund	Project #	External Funding Source	Amount
Kevin Lemmons 3-4822 Ron Duncan 3-5613	Operating Fund			\$115,000.00

**Additional Information**

- On March 3, 2022, by Resolution No. 2022-03-068, the Board ratified award of Contract No. 8005463, for Covid Testing Services, with Collinson Assistant Services, Inc., of Plano, Texas. This Contract started on January 15, 2022, based on a public health and safety exemption under Local Government Code 252.022.

Additional Attachments: **N****BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**

That the Chief Executive Officer or designee be authorized to decrease Contract No. 8005463, for COVID-19 Testing Services, with Collinson Assistant Services, Inc., of Plano, Texas, in an amount not less than (\$535,000.00), for a revised not to exceed Contract amount not to exceed \$115,000.00.

**Approved as to Form by**


Rodriguez, Elaine  
Legal Counsel  
Mar 24, 2022 1:21 pm

**Approved as to Funding by**


Palacios, Abel  
Vice President Finance  
Finance  
Mar 24, 2022 9:22 am

**Approved as to M/WBE by**


Burks Lee, Tamela  
Vice President Business Diversity  
and Development  
Business Diversity and  
Development  
Mar 23, 2022 9:31 pm

**SIGNATURE REQUIRED FOR APPROVAL****Approved by**


Department Head

Mar 23, 2022 10:32 am

Pending

Chief Executive Officer

Date

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD  
COMMITTEE DISCUSSION ITEM**

<b>Meeting Date</b> 04/07/2022	<b>Subject</b> Permit	<b>Committee</b> Concessions/Commercial Development
-----------------------------------	--------------------------	---

**Item For Discussion**

Permit Issued by Concessions

**Description**

- Permit No.011366 was issued to The Classic Shine Company for the operation of a minimum of 4 units in terminals A, C, D and E. The concessionaire will pay twelve percent of Gross Receipts for a period of 24 months.

**Justification**

- This will fill a void in passenger services due to the loss of shoeshine services due to the pandemic.