

**MINUTES**  
**FINANCE/AUDIT COMMITTEE MEETING**  
**Tuesday, August 8, 2023**  
**1:28 p.m.**

**Convening of the Meeting** – The Regular Meeting of the Finance/Audit Committee of the Dallas Fort Worth International Airport Board, was duly convened and held in the Board Room of the DFW Airport Headquarters building at 1:28 p.m., on Tuesday, August 8, 2023, pursuant to earlier notification thereof to the members of the Board and public. The following quorum was present:

Gloria Tarpley, Chair  
Vernon Evans, Vice Chair  
Vincent Hall  
Mario Quintanilla

**Other Board Members in attendance:**

Henry Borbolla III  
Ben Leal  
Raj Narayanan  
DeMetris Sampson

**Board Staff in Attendance:**

Sean Donohue, John Ackerman, Ken Buchanan, Maruchy Cantu, Mohamed Charkas, Chris McLaughlin, Chris Poinatte, Paul Puopolo, Elaine Rodriguez, Aaron Muñoz, Dean Ahmad, John Brookby, Zenola Campbell, Bruce Collins, Milton De La Paz, Cindy Demers, Catrina Gilbert, Tammy Huddleston, Tamela Lee, Sharon McCloskey, Heath Montgomery, Abel Palacios, Bobby Rodriguez, JT Taylor, Dan White, Alicia Green

**FINANCE/AUDIT COMMITTEE**

24. The Finance/Audit Committee Meeting Minutes of June 6, 2023, were approved.
25. The Financial Report was presented by Abel Palacios, VP Finance.

**Consent Items for Consideration**

26. The Committee recommended to the Board to approve Purchase Order No. 279993, for Variable Message Board Signage, with Applied Concepts, Inc, of Richardson, Texas, in the amount of \$85,600.
27. The Committee recommended to the Board to approve Purchase Order No. 279924, for Electric Utility Carts, with Metro Golf Cars Transportation & Utility Vehicles of Fort Worth, Texas, in the amount of \$88,492.50.

28. The Committee recommended to the Board to approve to increase Legal Services Contract No., 8005483 with the firm Carter Arnett PLLC of Dallas, Texas, in the amount of \$45,000.00 for a revised amount not to exceed, \$93,000.00.
29. The Committee recommended to the Board to approve to enter into a settlement agreement with Real Network Services, Inc. in the amount of \$194,994.00 to settle any and all claims by Real Network against the Airport related to Contract No. 9500751, for Terminals A, B, C, D and E Uninterrupted Power Supply Replacement.
30. The Committee recommended to the Board to approve to increase Contract No. 7003634, for Budget & Continuous Forecasting Software with Longview of America, LLC, of Glen Ellyn, Illinois, in an amount not to exceed \$69,984, for a revised amount not to exceed Contract amount of \$2,004,218.59.

### **Action Items for Consideration**

31. The Committee recommended to the Board to approve authorization to exercise options for multi-year Contracts up to \$10,000,000, for the first quarter of Fiscal Year 2024.
32. The Committee recommended to the Board to approve authorization to exercise options for multi-year Contracts more than \$10,000,000, for the first quarter of Fiscal Year 2024.
33. The Committee recommended to the Board to approve execution of purchases not to exceed \$50,000 individually, through the Electronic Cooperative Marketplace (ECM) for goods and services, up to a total of \$5,000,000.
34. The Committee recommended to the Board to approve execution of Contract No. 8005539, for Broker of Record / Administrator Rolling Owner Controlled Insurance Program (ROCIP) Services, with Willis Towers Watson Insurance Services West, Inc., of Dallas, Texas for the initial five-year Contract amount of \$2,445,000 and three, one-year options in the amount of \$1,521,000, for a total estimated Contract amount of \$3,996,000; and that the Chief Executive Office or designee is authorized to exercise the option year at the Airport's discretion.
35. The Committee recommended to the Board to approve execution of Contract No. 8005544, for In-Country Mexico Sales and Commercial Services with LT y JC Consultores S. de R.L. de C.V., dba Monnarka Travel Marketing, of Mexico City, Mexico, for the initial one-year Contract amount of \$110,000, and four, one-year options in the amount of \$440,000, for a total estimated Contract of \$550,000; and the Chief Executive Officer or designee is authorized to exercise option years at the Airport" discretion.
36. The Committee recommended to the Board to approve an amendment to the Board's Rules of Procedure to change the name of the Finance/Audit Committee to Finance, Audit and IT Committee.

37. The Committee recommended to the Board to approve execution of Contract No. 7007443, for Access and Identity Management Tool, with Qusitive, LLC, of Irving, Texas, for the initial three-year Contract amount of \$572,004, and two, one-year options in the amount of \$148,568.40, for a total estimated Contract of \$720,752.40; and that the Chief Executive Officer or designee is authorized to exercise option years at the Airport's discretion.
38. The Committee recommended to the Board to approve to increase Contract 7006788, for Smart Restroom Technology, with Infax, Inc., of Alpharetta, Georgia, in an amount not to exceed \$789,710.29, for a revised amount not to exceed Contract amount of \$4,558,348.21.
39. The Committee recommended to the Board to approve execution of Contract No. 8005582, for Enterprise-Wide Data Science Auto Machine Learning Software and Support with Carahsoft Technology Corp of Reston, Virginia, for the initial one-year Contract amount of \$207,458.25, and annual, one-year renewal options in the amount of \$1,134,466.74, for a total estimated Contract of \$1,341,924.99; and the Chief Executive Officer or designee is authorized to exercise option years at the Airport's discretion.
40. The Committee recommended to the Board to approve the Fiscal Year 2024 Operation Revenue and Expense Fund Budget.
41. The Committee recommended to the Board to approve the Schedule of Charges as amended for Fiscal Year 2024.
42. \*No action taken. The Finance/Audit Committee recommended to the Board to approve at the June 6, 2023, meeting. This item does not need reapproval from the Committee.

Approve execution of Contract No. 8005467, for Automated Taxi Queue, with IBI Group Professional Services, Inc., of Pompano Beach, Florida, for the initial three-year Contract amount of \$1,248,689.52, and one, two-year option in the amount of \$1,099,085.08, for a total estimated Contract of \$2,347,774.60; and that the Chief Executive Officer or designee is authorized to exercise option years at the Airport's discretion. \*

### **Discussion Item**

43. The Department of Audit Services' Quarterly Audit Update was presented by Aaron Munoz, Director of Audit Services.
44. The Monthly D/S/M/WBE Expenditure Report was distributed to the Board.
45. The Contract Deductive Change Orders List was distributed to the Board.