

**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**  
**Thursday, October 5, 2023**  
**8:30 a.m.**

**Convening of the Meeting** – The Regular Meeting of the Dallas Fort Worth International Airport Board was duly convened and held in the Board Room of the DFW Airport Headquarters building at 8:30 a.m., on Thursday, October 5, 2023, pursuant to earlier notification thereof to the members of the Board and public. The following quorum was present:

Henry Borbolla III, Chair	Ben Leal
Gloria Tarpley, Vice Chair	Raj Narayanan
Vernon Evans, Secretary	Mario Quintanilla
Mayor Pro Tem Tennell Atkins <sup>1</sup>	DeMetris Sampson
Joel Burns	Mayor Linda Martin <sup>2</sup>
Vincent Hall	

**Board Staff in Attendance:**

Sean Donohue, John Ackerman, Ken Buchanan, Maruchy Cantu, Mohamed Charkas, Chris McLaughlin, Chris Poinsette, Paul Puopolo, Elaine Rodriguez, Aaron Muñoz, Dean Ahmad, Jodie Brinkerhoff, John Brookby, Zenola Campbell, Bruce Collins, Cindy Demers, Catrina Gilbert, Donnell Harvey, Robert Horton, Tammy Huddleston, Tamela Lee, Sharon McCloskey, Heath Montgomery, Abel Palacios, Cyril Puthoff, Smitha Radhakrishnan, Bobby Rodriguez, Ron Traw, Michael Youngs, Brian Redburn, Alicia Green

- - - -

**AGENDA**

- A. The invocation was given by Chaplain DD Hayes.
- B. The Pledge of Allegiance was recited.
- C. Announcement by Board Chair Henry Borbolla:

- A moment of silence was held for Former Board Chair Bert Williams who passed away last month.

Announcements by CEO Sean Donohue:

- On September 27 and 28, more than 600 people attended DFW's first safety forum which was designed to reinforce DFW's commitment to a safe and secure culture. The first day was focused on airfield safety and day two focused on employee safety.
- On October 3, DFW's DPS held their annual National Night Out event at DPS Headquarters and this year's event featured demonstrations performed by K9 units, SWAT, drones, bikes, and much more. Over 380 participants took part in this annual event.

<sup>1</sup> Designated voting representative from the City of Dallas

<sup>2</sup> Non-voting representative from the City of Euless

- DFW celebrated the kickoff of the annual United Way Employee Giving Campaign on September 19. This year, team members can select among the United Way Targeted Initiative, which includes the United Way of Tarrant County, the United Way of Metropolitan Dallas, and the DFW Employee Emergency Fund.
  - The Airport celebrated the assignment of employee number 10,000 on September 18. Jennifer Gonzalez, a police recruit was celebrated as the 10,000<sup>th</sup> employee over the Airport's 50-year history.
  - Ricky Griffin, Bridge Manager at the Integrated Operations Center, was selected to receive Airport Business Magazine's "Top 40 Under 40" award for 2023. Ricky joined DFW in 2013 and has worked to support daily operations at DFW and leads a team that capitalizes on data analytics and other advanced digital technologies to provide an exceptional customer experience.
  - Mr. Donohue expressed his appreciation to the Board of Directors for attending the State of the Airport and commended the staff of Maruchy Cantu and the leadership of Heath Montgomery, Brian Brooks, and Mitzi Chollampel for a successful event.
- D. The Financial Report was presented by Chris Poinatte, EVP Finance and Information Technology.
- E. An Innovation Update was given by Paul Puopolo, EVP Innovation, and Jodie Brinkerhoff, VP Innovation.
- F. The minutes of the Regular Board Meeting of September 7, 2023, were approved.

### **OPERATIONS COMMITTEE**

Committee Chair Raj Narayanan reported that the Committee met on Tuesday, October 3, 2023, at 12:30 p.m. and recommended approval of the following:

1. The minutes of the Operations Committee Meeting of September 5, 2023, were approved.

### **Consent Items for Consideration**

2. The Airport Board unanimously adopted Resolution 2023-10-247, to approve Purchase Order No. DFW1275, for Watershed Modernization Parts, with YSI, Inc., of Yellow Springs, Ohio, in the amount of \$143,434.
3. The Airport Board unanimously adopted Resolution 2023-10-248, to approve the ratification of Purchase Order No. DFW1179, for Engine Rebuild of Aircraft Rescue Fire Fighting Truck, with Holt Cat, of Dallas, Texas, in the amount of \$91,158.04.
4. The Airport Board unanimously adopted Resolution 2023-10-249, to approve the ratification of Contract No. PA1085, for Skylink Guideway Resurfacing, with Alstom Transport USA, Inc., of Pittsburgh, Pennsylvania, in an amount not to exceed \$400,000, for the two-month term of the Contract.

### **Action Items for Consideration**

5. The Airport Board unanimously adopted Resolution 2023-10-250, to approve the execution of Contract No. 8500419, for International Parkway Right Quality Assurance Services, with Dikita/Russell, Joint Venture, of Dallas, Texas, in an amount not to exceed \$8,500,000, for the 1,149 calendar-day term of the contract.
6. The Airport Board unanimously adopted Resolution 2023-10-251, to approve the execution of Contract No. 7007421, for Fabrication & Installation of Signage for Facilities, with Synergy Signs & Services, LLC, of Fort Worth, Texas, for the four-year term of the contract in an amount not to exceed \$6,865,400.
7. The Airport Board unanimously adopted Resolution 2023-10-252, to approve the execution of Contract No. 7007430, for Roadway Signage Fabrication & Installation Services, with Synergy Signs & Services, LLC, of Fort Worth, Texas, in an amount not to exceed \$7,103,520 for the four-year term of the contract.
8. The Airport Board unanimously adopted Resolution 2023-10-253, to approve Purchase Order No. DFW1353, for Stripe Hog SH8000, with Skidabrader Group LLC., of San Diego, California, in the amount of \$868,300.96.
9. The Airport Board unanimously adopted Resolution 2023-10-254, to approve the ratification of the extension and increase to Contract No. 7006640, for Non-Terminal Facilities Mechanical, Electrical, Plumbing, and Structural Services, with John Bean Technologies Corp. dba JBT Aerotech of Ogden, Utah, in an amount not to exceed \$1,800,000, for a revised contract amount \$17,629,255.78.
10. The Airport Board unanimously adopted Resolution 2023-10-255, to approve the execution of Contract No. 8500418, for Indefinite Delivery of Commissioning Services, with Burns & McDonnell Engineering Company, Inc., of Fort Worth, Texas, in an amount not to exceed \$5,000,000, for the five-year term of the contract.
11. The Airport Board unanimously adopted Resolution 2023-10-256, to approve the execution of Contract No. 7007402, for Medical Supplies, with Life-Assist, Inc., of Rancho Cordova, California, for the initial one-year contract amount of \$126,485.96, and four, one-year options in the amount of \$505,943.84, for a total estimated contract of \$632,429.80; and the Chief Executive Officer or designee is authorized to exercise option years at the Airport's discretion.

### **FINANCE, AUDIT and IT COMMITTEE**

Committee Chair Gloria Tarpley reported that the Committee met on Tuesday, October 3, 2023, at 12:42 p.m. and recommended approval of the following:

12. The minutes of the Finance, Audit, and IT Committee Meeting of September 5, 2023, were approved.
13. The Financial Report was presented by Abel Palacios, VP Finance.
14. The Fiscal Year 2023 External Audit Process was presented by Pamela Hill, Ali Hijazi and Veronica Tuazon of Plante Moran.

### **Consent Items for Consideration**

15. The Airport Board unanimously adopted Resolution 2023-10-257, to approve the ratification of Purchase Order No. DFW1352, for leased Automated Access Control System Operations Vehicles, with Commercial Vehicle Leasing, LLC dba D&M Leasing Commercial, of Fort Worth, Texas, in the amount of \$115,350.32.
16. The Airport Board unanimously adopted Resolution 2023-10-258, to approve authorization to take all necessary actions to prepare, submit and accept any federal, state or other grant applications or agreements available during Fiscal Year 2024, including all understandings and grant assurances included within those applications, and subsequently have the authority to administer any grant awarded, including the authority to close grants, as required.
17. The Airport Board unanimously adopted Resolution 2023-10-259, to approve the execution of Contract No. PA1108, for Rental Safety Mats and Service, with Cintas Corporation of Coppell, Texas, for the initial one-year contract amount of \$100,000, and two, one-year options in the amount of \$200,000 for a total estimated contract of \$300,000; and the and the Chief Executive Officer or designee is authorized to exercise option years at the Airport's discretion.
18. The Airport Board unanimously adopted Resolution 2023-**10-260**, to approve the execution of a lease amendment with Ameriflight, LLC to add a second hangar to support Ameriflight's growing operation at that Airport.
19. The Airport Board unanimously adopted Resolution 2023-**10-261**, to approve to increase and extend contract no. 7006242, MasFlight Web Application Services, with Anuvu Operations, LLC, of Santa Ana, California, in an amount not to exceed \$81,417, for a revised not to exceed contract amount of \$567,368.
20. The Airport Board unanimously adopted Resolution 2023-**10-262**, to approve to increase and extend contract no. 7006440, for Project Portfolio Management Software, with Sciforma Corporation, of Los Gatos, California, in an amount not to exceed \$358,097, for a revised not to exceed contract amount of \$1,303,764.73.
21. The Airport Board unanimously adopted Resolution 2023-**10-263**, to approve the execute contract no. 7007437, for Property Lease Management Reporting Software with Yardi Systems, Inc, of Santa Barbara, California, for the initial one-year contract amount of \$93,866.82 and five, one-year options in the amount of \$174,600 for a total estimated contract amount of \$268,466.82; and the Chief Executive Officer or designee is authorized to exercise option years at the Airport's discretion.

### **Discussion Items**

22. Monthly D/S/M/WBE Expenditure Report.

## **CONCESSIONS/COMMERCIAL DEVELOPMENT COMMITTEE**

Committee Chair Ben Leal reported that the Committee met on Tuesday, October 3, 2023, at 1:03 p.m. and recommended approval of the following:

23. The minutes of the Concessions/Commercial Development Committee Meeting of September 5, 2023, were approved.

### **Consent Item for Consideration**

24. The Airport Board unanimously adopted Resolution 2023-10-264, to approve to increase the minimum annual guarantee and square footage of Lease No. 010375.
25. The Airport Board unanimously adopted Resolution 2023-10-265, to approve to amend Concession Leases to suspend the Minimum Annual Guarantee for leases in Terminal E-Satellite from October 1, 2023, to March 31, 2024.

### **Action Items for Consideration**

26. The Airport Board unanimously adopted Resolution 2023-10-266, to approve the execution of Contract No. 8005577, for Holiday Decoration Design, Preparation and Storage Services, with SYDH Dallas Inc. dba Certified Christmas Lights of Dallas, Texas, for the initial one-year contract amount of \$200,000, and four, one-year options in the amount of \$800,000, for a total estimated contract of \$1,000,000; and that the Chief Executive Officer or designee is authorized to exercise option years at the Airport's discretion.

## **FULL BOARD**

27. Registered Speakers
  - Mr. Greg Gaston with Uline Industries spoke regarding the Airport's water reclamation system and the hope that it will continue to improve as the Airport grows.
28. Next Committee meetings – October 31, 2023  
Next Regular Board meeting – November 2, 2023