# MINUTES OF THE FINANCE/AUDIT COMMITTEE MEETING Tuesday, October 30, 2012 2:30 p.m.

<u>Conveying of the Meeting</u> – The Regular Meeting of the Finance/Audit Committee was duly convened and held in the Board Room of the Administration Building of the Dallas-Fort Worth International Airport at 2:30 p.m., on Tuesday, October 30, 2012, pursuant to earlier notification thereof to the members of the Board and public. The following quorum was present:

Jeff Wentworth, Chair Lillie Biggins Sam Coats

#### Other Board Members in attendance:

Robert Hsueh Francisco Hernandez Forrest Smith Bernice J. Washington

## **Board Staff in attendance:**

Jeff Fegan, Ken Buchanan, Jim Crites, Chris Poinsatte, Phil Ritter, Rob Darby, Elaine Rodriguez, Zenola Campbell, Armin Cruz, William Flowers, Tamela Lee, Sharon McCloskey, Mike Phemister, Greg Spoon, John Terrell, Max Underwood, David Magana, Paula Purdy, and Donna Schnell

### FINANCE/AUDIT COMMITTEE

- 20. The Minutes of the Finance/Audit Committee Meeting of October 9, 2012 were approved.
- 21. Quarterly Financial Report was presented by Max Underwood, VP Finance.
- 22. FY 2012 External Audit Process was presented by Reem Samra of Deloitte.

### **Consent Items for Consideration**

- 23. The Committee Recommended to the Board to approve Execution of two contracts for State Government Legislative Representation: Contract 8004313, with Greenberg Traurig, LLP, in an amount not to exceed \$150,000; and Contract 8004796, with Gilbert Turrieta, in an amount not to exceed \$60,000.
- 24. The Committee Recommended to the Board to approve Purchase Order 265042, Flight Information Display Hardware, to Zones, Inc., in the amount of \$78,156.
- 25. The Committee Recommended to the Board to approve Contract 7005840, Privileged Identity Management Software, with Secure IP Solutions, LLC dba SOS Security, in an amount not to exceed \$116,290.

- 26. The Committee Recommended to the Board to approve Increase to Contract 8001501, Legal Services, with Cantey Hanger, LLP, in the amount of \$100,000.
- 27. The Committee Recommended to the Board to approve Contract 8004782, Consumer Research Consulting Services, with ICF SH&E, Inc., in an amount not to exceed \$80,000.
- 28. The Committee Recommended to the Board to approve Contract 8004784, Mexico Marketing Consultants, with Sales Internacional, S.A. de C.V., in an amount not to exceed \$196,500.
- 29. The Committee Recommended to the Board to approve Increase to Purchase Order 264954, Additional Compressed Natural Gas-Powered Shuttle Vans, with National Bus Sales & Leasing, Inc. dba National Bus Sales, in the amount of \$231,408.
- 30. The Committee Recommended to the Board to approve Contract 7005563, Copy and Specialty Paper, with Western-BRW Paper Company, in an amount not to exceed \$143,486.24.
- 31. The Committee Recommended to the Board to approve authorization to exercise options for renewal of multi-year Contracts for the Second Quarter of FY 2013.

### **Action Items for Consideration**

- 32. The Committee Recommended to the Board to approve Contract 8004286, Actuarial and Retirement Plan Consulting Services, with Gabriel, Roeder, Smith & Company, in an amount not to exceed \$700,000.
- 33. The Committee Recommended to the Board to approve Contract 8004312, Debt Services and Bond Consulting Services, with LeighFisher, Inc. in an amount not to exceed \$1,700,000.

### **Discussion Items**

- 34. Department of Audit Services' Quarterly Audit Update was presented by Rob Darby, Director Audit Services.
- 35. Purchase Orders/Contracts and Professional Services Contracts approved by Authorized Staff were distributed to the Board.
- 36. Monthly M/WBE Expenditure Report was distributed to the Board.