MINUTES OF THE
FINANCE/AUDIT COMMITTEE MEETING
Tuesday, November 5, 2013
1:00 p.m.

Convening of the Meeting – 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 Board at 1:00 p.m., on Tuesday, November 5, 2013, pursuant to earlier notification thereof to the members of the Board and public. The following quorum was present:

Sam Coats, Chair
Lillie Biggins
Regina Montoya
Curtis E. Ransom

Other Board Members in attendance:

Robert Hsueh
Forrest Smith
Bernice J. Washington
Jeff Wentworth

Board staff in attendance:
Sean Donohue, Ken Buchanan, Jim Crites, Chris Poinsatte, Phil Ritter, Linda Valdez Thompson, Rob Darby, Elaine Rodriguez, Zenola Campbell, Norma Essary, William Flowers, Tamela Lee, Sharon McCloskey, Mike Phemister, Mary Jo Polidore, Suzanne Cruz-Sewell, Perfecto Solis, Greg Spoon, John Terrell, Byford Treanor, Max Underwood, David Magaña, Donna Schnell and Paula Purdy

FINANCE/AUDIT COMMITTEE

20. The Minutes of the Finance/Audit Committee Meeting of October 1, 2013, were approved.

21. The Financial Report was presented by Max Underwood, VP Finance.

22. The FY 2013 External Audit Process was presented by Reem Samra, Lead Audit Director, Deloitte & Touche LLP.

23. The Parking Control System Briefing was presented by Chris Poinsatte, CFO/EVP Finance and ITS.

24. The Automated Passport Control Briefing was presented by Byford Treanor, VP Customer Service, in Item 30 below.

Consent Items for Consideration

25. The Committee recommended to the Board to approve increase to Contract 8004851, Federal Government Legislative Representation and Consulting Services, with Baker Botts L.L.P., in an amount not to exceed $180,000.

26. The Committee recommended to the Board to approve execution of Contract 8004792, Employee Service Awards and Online Store, with Incentive Services, Inc., in an amount not to exceed $200,000.

27. The Committee recommended to the Board to approve rescinding the award of Contract 7005897, Document Conversion Services, with Integrity Document Services; and rejection of all bids received for Solicitation 7005897, Document Conversion Services; and approve execution of Contract 7005961, Document Conversion Services, with Integrity Document Services, in an amount not to exceed $53,550.

28. The Committee recommended to the Board to approve authorization to exercise options for multi-year Contracts for the Second Quarter of Fiscal Year 2014.

29. The Committee recommended to the Board to approve increase to Contract 8002327, Third-Party Administrator Services for Workers' Compensation, with CCS Consulting, L.P., in an amount not to exceed $200,000.

Action Items for Consideration

30. The Automated Passport Control Briefing was presented by Byford Treanor, VP Customer Service.

    The Committee recommended to the Board to approve execution of a U.S. Customs and Border Protection Section 560 Reimbursable Fee Agreement and Annex with U.S. Customs and Border Protection to provide supplementary funding to CBP to augment its activities at the Airport's Federal Inspection Services facilities and authorized the use of $3 million of contingency in the Approved FY 2014 Budget.

31. The Committee recommended to the Board to approve execution of Contract 7005985, Cloud Services Agreement, with Oracle America, Inc., and approve execution of Contract 7005988, Program Management Software, with Oracle America, Inc., in an amount not to exceed $2,039,040.

32. The Committee recommended to the Board to approve execution of Contract 7005943, Information Technology Emtelle Fiber Services, with Hamilton Group, in an amount not to exceed $1,732,800.

33. The Committee recommended to the Board to approve execution of Contract 7005966, Information Technology Sumitomo Fiber Installation Services, with ABLe Communications, Inc., in an amount not to exceed $1,571,009.54.

34. The Committee recommended to the Board to approve Exclusive Software Marketing and Licensing Agreement with Dedo Interactive, Inc., to market and sell automated passport control kiosks and solutions using DFW's intellectual property.

35. The Committee recommended to the Board to approve increase to Contract 7005829, Terminal D PA/VE Hardware and Software Upgrade, with Innovative Electronic Designs, LLC, in an amount not to exceed $530,000.

36. The Committee recommended to the Board to approve rejection of all bids received for Solicitation 7005905, for Branded Bottled Water, and Solicitation 7005956, for Bottled Water.

Discussion Items

37. The Department of Audit Services' Quarterly Audit Update was presented by Rob Darby, Director Audit Services.

38. Purchase Orders/Contracts and Professional Services Contracts approved by Authorized Staff were distributed to the Board.

39. Monthly D/S/M/WBE Expenditure Report was distributed to the Board.