AGENDA
OPERATIONS COMMITTEE MEETING
TUESDAY, FEBRUARY 4, 2020
12:30 p.m.

OPERATIONS COMMITTEE


Consent Item for Consideration

Rusty Hodapp
2. Approve an increase to Contract No. 9500659, for Hardening of Assets and Control Plaza Attenuator Replacements, with Gilbert May, Inc. dba Phillips/May Corporation of Dallas, Texas, in an amount not to exceed $239,000.00, for a revised Contract amount of $2,635,333.00.

Tammy Huddleston
3. Approve ratification of payment for Asbestos Abatement and Mold Remediation, with Cactus Abatement & Demolition, LLC., of Roanoke, Texas, in the amount of $65,900.00.

4. Approve an increase to Purchase Order No. 276492, for Replacement Mobile Intensive Care Units, with MCCALL F, Inc. dba Sterling McCall Ford, of Houston, Texas, in the amount of $107,000.00. Total award amount $593,306.20.

5. Approve execution of Contract No. 7006878, for Door Lock Key-Core System and Locksmith Services, with Joe East Enterprises, Inc., dba A-1 Locksmith, of Carrollton, Texas, in an amount not to exceed $112,895.00, for the initial one year term of the Contract, with options to renew for four additional one-year periods.

6. Approve execution of Contract No. 7006883, for Flag Repair and Replacement Services, with Symonds Flags and Poles, Inc., of Fort Worth, Texas, in the amount not to exceed $115,400.00, for the five-year term of the Contract.

7. Approve execution of Purchase Order No. 276519, for Police Motorcycles, to LHD Partners dba Longhorn Harley-Davidson, of Grand Prairie, Texas, in the amount of $163,987.40.

8. Approve execution of Contract No. 7006901, for Flooring Removal and Installation Services, with Gomez Floor Covering Inc., dba GFC Contracting, of Dallas, Texas, in an amount not to exceed $200,000.00, for the initial one year term of the Contract, with options to renew annually.
9. Approve execution of Purchase Order No. 276657, for an Electric Aircraft Towing Vehicle, to JBT LEKTRO, Inc., of Warrenton, Oregon, in the amount of $115,504.00.

10. Approve execution of Purchase Order No. 276688, for Operations Vehicles, to Caldwell Country Chevrolet, of Caldwell, Texas, in the amount of $236,582.00.

**Action Items for Consideration**

Rusty Hodapp


12. Approve execution of Purchase Order No. 276699, for Runway Approach Light System with Sequenced Flashers, to New Bedford Panoramex Corp., of Claremont, California, in an amount not to exceed $1,792,182.98.

13. Approve execution of Contract No. 9500707, for International Parkway Signage Program, with Synergy Signs & Services, LLC, of Fort Worth, Texas, in an amount not to exceed $4,724,368.00, for the 361 calendar day term of the Contract.

Robert Horton

14. Approve execution of Contract No. 8005324, for Environmental Consulting Services for the National Environmental Policy Act (NEPA) Documentation & Related Studies, with Integrated Environmental Solutions, LLC, of McKinney, Texas, in an amount not to exceed $973,603.32, for the initial two-year term of the Contract, with options to renew for three additional one-year periods.

Tammy Huddleston

15. Approve execution of Contract No. 7006913, for Stormwater Modeling, Monitoring and Management Services, with University of Texas at Arlington, of Arlington, Texas, in an amount not to exceed $1,488,585.00, for the initial five-year term of the Contract.

**Discussion Items**

16. There are no Construction and Professional Services Contract increase(s) approved by authorized staff.

17. Decrease(s)/increase(s) in Scope of Work approved by authorized staff.
Action
That the Chief Executive Officer or designee be authorized to increase Contract No. 9500659, for Hardening of Assets and Control Plaza Attenuator Replacements, with Gilbert May, Inc. dba Phillips/May Corporation of Dallas, Texas, in an amount not to exceed $239,000.00, for a revised Contract amount of $2,635,333.00.

Description
- Increase the Contract value for Hardening of Assets and Control Plaza Attenuator Replacements in support of the Airport.

Justification
- The increase will consist of removal of the concrete lane repair scope of work from the original Contract and modifications to attenuators. The concrete work will be included in a future project roadway repair Contract.
- De-scoping the concrete work will minimize the impact of lane closures at the Control Plazas.
- Due to differing sizes of pre-purchased attenuators with existing abutment sizes it is necessary to modify the attenuators to match the existing abutment sizes by procuring additional materials and equipment.

D/S/M/WBE Information
- The annual goal for the MBE Program is 25%.
- In accordance with the Board's MBE Program, the MBE goal for this contract is 25%.
- Gilbert May, Inc., dba Phillips/May Corporation committed to achieving 25% MBE participation on this contract and is currently meeting the goal.
- Gilbert May, Inc., dba Phillips/May Corporation has committed to achieving the original 25% MBE commitment inclusive of this Board Action.

Schedule/Term
- The current Contract Term is not be affected by this action.

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>9500659</td>
<td>NTE</td>
<td>$239,000.00</td>
<td>$2,635,333.00</td>
<td></td>
</tr>
</tbody>
</table>

For Information contact
- Rusty Hodapp
  3-1891
- Lisa Arthurs
  3-1748

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFW Capital Acct</td>
<td>26684-01</td>
<td></td>
<td>$239,000.00</td>
</tr>
</tbody>
</table>
On April 11, 2019, by Resolution No. 2019-04-065, the Board awarded Contract No. 9500659, for Hardening of Assets and Control Plaza Attenuator Replacements, with Gilbert May, Inc. dba Phillips/May Corporation of Dallas, Texas.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to increase Contract No. 9500659, for Hardening of Assets and Control Plaza Attenuator Replacements, with Gilbert May, Inc. dba Phillips/May Corporation of Dallas, Texas, in an amount not to exceed $239,000.00, for a revised Contract amount of $2,635,333.00.

Approved as to Form by
Tomme, Paul
Legal Counsel
Jan 23, 2020 11:42 am

Approved as to Funding by
Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:17 pm

Approved as to M/WBE by
Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 10:40 am

SIGNATURE REQUIRED FOR APPROVAL

Approved by
Department Head
Jan 22, 2020 11:29 am

Chief Executive Officer
Pending
Date
**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**  
**OFFICIAL BOARD ACTION/RESOLUTION**

<table>
<thead>
<tr>
<th>Date</th>
<th>Committee</th>
<th>Subject</th>
<th>Resolution #</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/06/2020</td>
<td>Operations</td>
<td>Ratify Payment for Asbestos Abatement and Mold Remediation</td>
<td></td>
</tr>
</tbody>
</table>

**Action**  
That the Airport Board does hereby ratify payment, for Asbestos Abatement and Mold Remediation, with Cactus Abatement & Demolition, LLC., of Roanoke, Texas, in the amount of $65,900.00.

**Description**  
- This action is for the ratification of payment for Asbestos Abatement and Mold Remediation for the Airport’s Energy, Transportation, & Asset Management Department.

**Justification**  
- Asbestos abatement is required on asbestos containing materials before any work can be done that may disturb the asbestos.  
- The repairs requiring asbestos abatement include the removal of asbestos pipe for the emergency repair of water lines and planned maintenance in the utility tunnel. This also included the remediation of mold within the lines.

**D/S/M/WBE Information**  
- The annual goal for the SBE Program is 20%.  
- N/A - Not subject to the goal per the Board's SBE Policy due to the nature of the procurement (Ratification).

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$65,900.00</td>
<td></td>
</tr>
</tbody>
</table>

**For Information contact**  
Tammy Huddleston  
3-6132  
Fund  
Project #  
External Funding Source  
Amount  
Operating Fund  
$65,900.00
BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Airport Board does hereby ratify payment, for Asbestos Abatement and Mold Remediation, with Cactus Abatement & Demolition, LLC., of Roanoke, Texas, in the amount of $65,900.00.

Approved as to Form by
Tomme, Paul
Legal Counsel
Jan 23, 2020 11:43 am

Approved as to Funding by
Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:06 pm

Approved as to M/WBE by
Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 10:40 am

SIGNATURE REQUIRED FOR APPROVAL

Approved by
Department Head
Energy & Transportation Mgmt
Jan 23, 2020 10:30 am

Chief Executive Officer
Pending
Date
Date | Committee | Subject | Resolution #
---|---|---|---
02/06/2020 | Operations | Replacement Mobile Intensive Care Units | 

**Action**
That the Chief Executive Officer or designee be authorized to increase Purchase Order No. 276492, for Replacement Mobile Intensive Care Units, with MCCALL F, Inc. dba Sterling McCall Ford, of Houston, Texas, in the amount of $107,000.00. Total award amount $593,306.20.

**Description**
- This action is an increase to contract due to a replacement for two mobile intensive care units, which was approved by the Board on October 3, 2019, by Resolution No. 2019-10-226.

**Justification**
- Purchase programed replacement mobile intensive care units for the Airport.
- Vehicles selected for replacement have met the criteria established in the Airport’s Fleet Vehicle policy and procedures (accumulated mileage and/or operation hours, condition, lifecycle cost, etc.).
- One of the replaced units has been in operation since 2007 and the other since 2012.
- After award of the original OBA and upon placement of the order, the contractor indicated a material error was made in their original quote and could not honor the pricing; namely, understating the chassis cost. They withdrew the quote and replaced it with the revised pricing provided with this OBA.
- The replaced units will be sent to salvage and sold at public auction.

**D/S/M/WBE Information**
- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board’s SBE Policy due to the nature of the procurement (Goods/Finished Products).

**Schedule/Term**
- Purchase Date: February 2020
- Delivery Date: October 2020

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>276492</td>
<td></td>
<td></td>
<td>$107,000.00</td>
<td>$593,306.20</td>
</tr>
</tbody>
</table>

**For Information contact**
Tammy Huddleston 3-6132
Keith White 3-5638

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFW Capital Acct</td>
<td>26796-01</td>
<td></td>
<td>$107,000.00</td>
</tr>
</tbody>
</table>
On October 3, 2019, by Resolution No. 2019-10-226, the Board awarded Purchase Order No. 276492, for mobile intensive care units, to MCCALL F, Inc. dba Sterling McCall Ford, of Houston, Texas.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to increase Purchase Order No. 276492, for Replacement Mobile Intensive Care Units, with MCCALL F, Inc. dba Sterling McCall Ford, of Houston, Texas, in the amount of $107,000.00. Total award amount $593,306.20.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:44 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:19 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:32 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Pending

Chief Executive Officer
Date
### Date
02/06/2020

### Committee
Operations

### Subject
Locksmith Services and Materials

<table>
<thead>
<tr>
<th>Resolution #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

## Action
That the Chief Executive Officer or designee be authorized to execute Contract No. 7006878, for Door Lock Key - Core System and Locksmith Services, with Joe East Enterprises, Inc., dba A-1 Locksmith, of Carrollton, Texas, in an amount not to exceed $112,895.00, for the initial one year term of the Contract, with options to renew for four additional one-year periods.

### Description
- Award a Contract for Door Lock Key - Core System and Locksmith Services for the Airport's Energy, Transportation & Asset Management Department.

### Justification
- This replaces two Contracts that have been in place for five years.
- This Contract is required in order to maintain the integrity of the newly installed Best CoreMax system, which was selected to provide uniform security across Airport facilities through its patented products.
- All new construction and renovations will require the utilization of this Contract in order to maintain the new Key/Core System and its hierarchy.
- The Contract includes locksmith maintenance services in support of the new Department of Public Safety Headquarters' Detention Center's specialized security hardware.

### D/S/M/WBE Information
- The annual goal for the SBE Program is 20%.
- In accordance with the Board's SBE Program, no SBE goal was set for this Contract due to no availability of certified SBE firms that perform this service.

### Schedule/Term
- Start Date: March 2020
- Contract Term: One year, with four one-year renewal options.

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7006878</td>
<td>NTE</td>
<td></td>
<td>NTE $112,895.00</td>
<td>$0</td>
</tr>
</tbody>
</table>

### For Information contact
- Tammy Huddleston
  3-6132
- Peggy Watkins
  3-5619

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td></td>
<td></td>
<td>$112,895.00</td>
</tr>
</tbody>
</table>
Additional Information

- One bid, not from an SBE certified firm, was received on or before the due date of December 16, 2019.
- Joe East Enterprises, Inc., dba A-1 Locksmith, of Carrollton, Texas, is the lowest responsive, responsible Bidder and is the incumbent.
- Projected Total for the Contract including renewals, if approved, is $564,475.00.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Contract No. 7006878, for Door Lock Key - Core System and Locksmith Services, with Joe East Enterprises, Inc., dba A-1 Locksmith, of Carrollton, Texas, in an amount not to exceed $112,895.00, for the initial one year term of the Contract, with options to renew for four additional one-year periods.

Approved as to Form by
Tomme, Paul
Legal Counsel
Jan 23, 2020 11:44 am

Approved as to Funding by
Miyashita, Glenn
Assistant Vice President Capital Planning Finance
Jan 23, 2020 2:11 pm

Approved as to M/WBE by
Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:32 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by
Janney Huddleston
Department Head
Energy & Transportation Mgmt
Jan 22, 2020 11:37 am

Chief Executive Officer
Pending
Date
## Action

That the Chief Executive Officer or designee be authorized to execute Contract No. 7006883, for Flag Repair and Replacement Services, with Symonds Flags and Poles, Inc., of Fort Worth, Texas, in the amount not to exceed $115,400.00, for the five-year term of the Contract.

## Description

- Award a Contract to provide flag repair and replacement services for the two United States flags located at the Airport's North and South Entrances.

## Justification

- Flagpoles and their components, along with the flags, are subject to extreme weather conditions, such as high winds and temperature fluctuations, that contribute to the need for routine and frequent maintenance.
- Prudent fiscal management requires that the flags be repaired whenever possible.
- Routine maintenance will ensure that the flags are presentable year round.

## D/S/M/WBE Information

- The annual goal for the SBE Program is 20%.
- In accordance with the Board's SBE Program, no SBE goal was set for this Contract due to no availability of SBE firms that perform this service.

## Schedule/Term

- Start Date: March 2020
- Contract Term: Five years

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7006883</td>
<td>NTE</td>
<td></td>
<td>NTE $115,400.00</td>
<td>$0</td>
</tr>
</tbody>
</table>

## For Information contact

<table>
<thead>
<tr>
<th>Tammy Huddleston</th>
<th>3-6132</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edward Dunagan</td>
<td>3-5612</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td></td>
<td></td>
<td>$115,400.00</td>
</tr>
</tbody>
</table>
Additional Information

- One bid, not from an SBE firm, was received on or before the due date of December 27, 2019.
- Symonds Flags and Poles, Inc., of Fort Worth, Texas, is the lowest responsive, responsible Bidder.
- Projected Total for the Contract, if approved, is $115,400.00.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Contract No. 7006883 for Flag Repair and Replacement Services, with Symonds Flags and Poles, Inc., of Fort Worth, Texas, in the amount not to exceed $115,400.00, for the five year term of the Contract.

Approved as to Form by
Tomme, Paul
Legal Counsel
Jan 23, 2020 11:44 am

Approved as to Funding by
Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:20 pm

Approved as to M/WBE by
Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:32 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by
Department Head
Energy & Transportation Mgmt
Jan 22, 2020 11:41 am

Chief Executive Officer
Pending
Date
Date: 02/06/2020  
Committee: Operations  
Subject: Police Motorcycles

### Action
That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276519, for Police Motorcycles, to LHD Partners dba Longhorn Harley-Davidson, of Grand Prairie, Texas, in the amount of $163,987.40.

### Description
- Purchase five Police Motorcycles for the Airport's Department of Public Safety.

### Justification
- Replaces five Department of Public Safety motorcycles.
- These motorcycles will be used by the Airport's Department of Public Safety Traffic Unit performing traffic control and enforcement, accident investigations, accident reconstructions, and special event escorts.
- Motorcycles selected for replacement have met the criteria established in the Airport’s Fleet Vehicle Policy and Procedures (accumulated mileage, condition, life cycle costs, etc.) and are assessed for replacement by the Vehicle Maintenance Shop.
- The replaced motorcycles will be sent to salvage and sold at public auction.

### D/S/M/WBE Information
- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board's SBE Policy due to the nature of the procurement (Goods/Finished Products).

### Schedule/Term
- Purchase Date: February 2020  
- Delivery Date: November 2020

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>276519</td>
<td></td>
<td></td>
<td>$163,987.40</td>
<td>$0</td>
</tr>
</tbody>
</table>

### For Information contact
- Tammy Huddleston  
  3-6132  
- Keith White  
  3-5638

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFW Capital Acct</td>
<td>26796-01</td>
<td></td>
<td>$163,987.40</td>
</tr>
</tbody>
</table>
Additional Information

- This purchase will be made through an Interlocal Agreement with the Texas Association of School Boards (BuyBoard), in accordance with Board Resolution No. 2006-08-246, dated August 3, 2006.
- Section 791.011 of the Texas Government Code authorizes local government entities to Contract or Agree with another local government to perform governmental functions and services.
- Suppliers are provided an opportunity to permit other governmental entities to use Airport Contracts under the same terms, conditions and pricing as part of their bid or proposal to the Board.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276519, for Police Motorcycles, to LHD Partners dba Longhorn Harley-Davidson, of Grand Prairie, Texas, in the amount of $163,987.40.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:44 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:03 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:32 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Energy & Transportation Mgmt
Jan 22, 2020 11:42 am

Chief Executive Officer

Pending

Date
<table>
<thead>
<tr>
<th>Date</th>
<th>Committee</th>
<th>Subject</th>
<th>Resolution #</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/06/2020</td>
<td>Operations</td>
<td>Flooring Removal and Installation Services</td>
<td></td>
</tr>
</tbody>
</table>

**Action**
That the Chief Executive Office or designee be authorized to execute Contract No. 7006901, for Flooring Removal and Installation Services, with Gomez Floor Covering Inc., dba GFC Contracting, of Dallas, Texas, in an amount not to exceed $200,000.00, for the initial one year term of the Contract, with options to renew annually.

**Description**
- Award a Contract for Flooring and Installation Services for the Airport's Energy, Transportation & Asset Management Department.

**Justification**
- This is a new Contract that will enable Airport staff the flexibility to respond timely to flooring needs.
- The Contract covers the removal and installation of all types of flooring including carpet, tile, and miscellaneous flooring material and services.
- The Contractor shall be responsible for moving all furniture before demolition and installation of new flooring and for returning all furniture back to original locations after installation is complete.
- The Contractor is responsible for the proper disposal of all existing carpet and materials.
- This action provides contracting authority only; funding will be identified in delivery orders at the time services are provided.

**D/S/M/WBE Information**
- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board's SBE Policy due to the nature of the procurement (Interlocal Agreement).

**Schedule/Term**
- Start Date: March 2020
- Contract Term: One year, with annual renewal options

**Contract # | Agreement # | Purchase Order # | Action Amount | Revised Amount**
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>7006901</td>
<td></td>
<td></td>
<td>NTE $200,000.00</td>
<td>$0</td>
</tr>
</tbody>
</table>

**For Information contact**
- Tammy Huddleston
  - 3-6132
- Christian Brewer
  - 3-5322

**Fund | Project # | External Funding Source | Amount**
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td></td>
<td></td>
<td>$200,000.00</td>
</tr>
</tbody>
</table>
Additional Information

- This purchase will be made through an Interlocal Agreement with Tarrant County, Texas, in accordance with Board Resolution No. 2001-10-379, dated October 4, 2001.
- Section 791.011 of the Texas Government Code authorizes local government entities to Contract or Agree with another local government to perform governmental functions and services.
- Suppliers are provided an opportunity to permit other governmental entities to use Airport Contracts under the same terms, conditions and pricing as part of their bid or proposal to the Board.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Office or designee be authorized to execute Contract No. 7006901, for Flooring Removal and Installation Services, with Gomez Floor Covering Inc., dba GFC Contracting, of Dallas, Texas, in an amount not to exceed $200,000.00, for the initial one year term of the Contract, with options to renew annually.

Approved as to Form by
Tomme, Paul
Legal Counsel
Jan 23, 2020 11:45 am

Approved as to Funding by
Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:21 pm

Approved as to M/WBE by
Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:33 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by
Department Head
Energy & Transportation Mgmt
Jan 22, 2020 11:43 am

Pending

Chief Executive Officer
Date
Date: 02/06/2020
Committee: Operations
Subject: Electric Aircraft Towing Vehicle

Action
That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276657, for an Electric Aircraft Towing Vehicle, to JBT LEKTRO, Inc., of Warrenton, Oregon, in the amount of $115,504.00.

Description
- Purchase an Electric Aircraft Towing Vehicle for the Airport's Operations Department.

Justification
- The purchase will enable Corporation Aviation the capacity to more efficiently move and relocate the growing number of diverse aircraft utilizing the facility, thus improving customer experience.
- An all-electric vehicle supports the Airport's continued sustainability efforts with zero carbon emissions.

D/S/M/WBE Information
- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board's SBE Policy due to the nature of the procurement (Goods/Finished Products).

Schedule/Term
- Purchase Date: February 2020
- Delivery Date: May 2020

Contract #  Agreement #  Purchase Order #  Action Amount  Revised Amount
276657          $115,504.00        $0

For Information contact
Paul Sichko
3-7150
Keith White
3-5638

Fund  Project #  External Funding Source  Amount
DFW Capital Acct  26696-02  $115,504.00
Additional Information

- Three bids, one from an SBE firm, were received on or before the due date of January 8, 2020.
- Bid Tabulation attached
- JBT LEKTRO, Inc., of Warrenton, Oregon, is the lowest responsive, responsible Bidder.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276657, for an Electric Aircraft Towing Vehicle, to JBT LEKTRO, Inc., of Warrenton, Oregon, in the amount of $115,504.00.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:45 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:22 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:33 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head Operations
Jan 21, 2020 12:38 pm

Pending

Chief Executive Officer Date
<table>
<thead>
<tr>
<th>Bidders</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>JBT LEKTRO, Inc. Warrenton, Oregon</td>
<td>$115,504.00</td>
</tr>
<tr>
<td>EPS Logix, Inc. Dallas, Texas</td>
<td>$140,000.00</td>
</tr>
<tr>
<td>TLD Windsor, Connecticut</td>
<td>$144,197.61</td>
</tr>
</tbody>
</table>

Note:
1. SBE – Certified through the North Central Texas Regional Certification Agency
Date  
02/06/2020  
Committee  
Operations  
Subject  
Operations Vehicles  
Resolution #

**Action**
That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276688, for Operations Vehicles, to Caldwell Country Chevrolet, of Caldwell, Texas, in the amount of $236,582.00.

**Description**
- Purchase five trucks for the Airport's Operations Department.

**Justification**
- Additional vehicles are needed to support the Airport's safe and secure initiatives as it relates to the facility ramp inspections on the Air Operations Area and enforcement of vehicle operator safety regulations performed by the Airfield Operations staff.

**D/S/M/WBE Information**
- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board's SBE Policy due to the nature of the procurement (Goods/Finished Products).

**Schedule/Term**
- Purchase Date: February 2020
- Delivery Date: August 2020

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>276688</td>
<td></td>
<td></td>
<td>$236,582.00</td>
<td>$0</td>
</tr>
</tbody>
</table>

**For Information contact**
- Paul Sichko  
  3-7150  
- Keith White  
  3-5638

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFW Capital Acct</td>
<td>26696-02</td>
<td></td>
<td>$236,582.00</td>
</tr>
</tbody>
</table>
Additional Information

- This purchase will be made through an Interlocal Agreement with the Houston-Galveston Area Council of Governments in accordance with Board Resolution No. 97-07-181, dated July 3, 1997.
- Section 791.011 of the Texas Government Code authorizes local government entities to Contract or Agree with another local government to perform governmental functions and services.
- Suppliers are provided an opportunity to permit other governmental entities to use Airport Contracts under the same terms, conditions and pricing as part of their bid or proposal to the Board.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276688, for Operations Vehicles, to Caldwell Country Chevrolet, of Caldwell, Texas, in the amount of $236,582.00.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:46 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 11:25 am

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:35 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Operations
Jan 21, 2020 12:38 pm

Chief Executive Officer
Date

Pending
Date 02/06/2020  Committee Operations  Subject Emergency Lighting Inverters

Action
That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276653, for Emergency Lighting Inverters, to Bell Electrical Supply Co., Inc., of Woodside, New York, in the amount of $369,073.48.

Description
- Purchase 16 Emergency Lighting Inverters for the Airport's Design, Code and Construction Department.

Justification
- Programmed replacement of emergency lighting inverter units that have reached the end of their useful service life.
- The new emergency lighting inverters will ensure proper lighting in critical areas in the event of power outages and will comply with the National Fire Protection Association (NFPA) 101 Life Safety Code requirements.
- Replacements will be made in the Terminal D Custom and Border Protection areas, as well as in Terminals A, B, C, and E Skylink station areas.
- Inverter units will be installed under a separate construction contract.

D/S/M/WBE Information
- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board's SBE Policy due to the nature of the procurement (Goods/Finished Products).

Schedule/Term
- Purchase Date: February 2020
- Delivery Date: April 2020

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>276653</td>
<td></td>
<td></td>
<td>$369,073.48</td>
<td>$0</td>
</tr>
</tbody>
</table>

For Information contact
Rusty Hodapp 3-3670
Keith White 3-5638

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFW Capital Acct</td>
<td>26729-01</td>
<td></td>
<td>$258,227.84</td>
</tr>
<tr>
<td>DFW Capital Acct</td>
<td>26730-01</td>
<td></td>
<td>$110,845.64</td>
</tr>
</tbody>
</table>
Additional Information

- Two bids, none from an SBE firm, were received on or before the due date of January 8, 2020.
- Daniel A Neman dba Power Systems Engineering, Orland Park, Illinois, was determined to be non-responsive as the submission did not meet the size capacity and technical specifications outlined in the Airport's solicitation.
- Bell Electrical Supply Co., Inc., of Woodside, New York, is the lowest responsive, responsible Bidder.
- Two DFW Capital Acct funding sources due to 2 separate capital projects; $258K for Terminals A, B, C & E, and $111K for Terminal D.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276653, for Emergency Lighting Inverters, to Bell Electrical Supply Co., Inc., of Woodside, New York, in the amount of $369,073.48.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:46 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning Finance
Jan 23, 2020 11:28 am

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:35 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Jan 22, 2020 11:30 am

Chief Executive Officer
Pending
Date
**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**  
**OFFICIAL BOARD ACTION/RESOLUTION**

<table>
<thead>
<tr>
<th>Date</th>
<th>Committee</th>
<th>Subject</th>
<th>Resolution #</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/06/2020</td>
<td>Operations</td>
<td>Runway Approach Light System</td>
<td></td>
</tr>
</tbody>
</table>

**Action**

That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276699, for Runway Approach Light System with Sequenced Flashers, to New Bedford Panoramex Corp., of Claremont, California, in an amount not to exceed $1,792,182.98.

**Description**

- Purchase Runway Approach Light System with Sequenced Flashers-2, for the Airport's Design, Code and Construction Department.

**Justification**

- The Southwest End Around Taxiway Project includes the installation of a new Approach Light System with Sequenced Flashers-2 on Runway 36L. This system will increase airfield capacity during low ceiling and visibility conditions and will replace an older medium approach light system with fewer capabilities.
- This system has a long lead-time for delivery. Pre-purchasing this system will facilitate its availability for timely installation during the construction schedule for the Runway 36L Project.
- Installation will be provided under a separate construction Contract.

**D/S/M/WBE Information**

- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board's SBE Policy due to the nature of the procurement (Government Code Exemption).

**Schedule/Term**

- Purchase Date: February 2020
- Delivery Date: March 2021

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>276699</td>
<td>NTE $1,792,182.98</td>
<td></td>
</tr>
</tbody>
</table>

**For Information contact**

| Rusty Hodapp | DFW Capital Acct | External Funding Source | $1,792,182.98 |
| 3-3670       | 26582-01         |                      |               |
| Keith White  | 3-5638           |                      |               |
Additional Information

- This product is exempt from competitive bidding, in accordance with Local Government Code 252.022, as it is available from only one source.
- The Federal Aviation Administration (FAA) confirms that New Bedford Panoramex Corp., of Claremont, California, is currently the only vendor that has an Approach Lighting Systems with Sequenced Flashing Lights that has been tested and approved to meet the requirements of FAA Specification FAA-E-2689a.
- The manufacturer indicates that the timeline for receipt of the system varies due to the parts sourcing that includes parts from international suppliers that are currently affected by ongoing U.S. trade negotiations.
- The purchase cost of the approach light system is $1,782,182.98 and an allowance not to exceed $10,000.00, is being added to cover freight charges.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276699, for Runway Approach Light System with Sequenced Flashers, to New Bedford Panoramex Corp., of Claremont, California, in an amount not to exceed $1,792,182.98.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:47 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:28 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:35 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Jan 22, 2020 11:31 am

Pending

Chief Executive Officer Date
**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**  
**OFFICIAL BOARD ACTION/RESOLUTION**

<table>
<thead>
<tr>
<th>Date</th>
<th>Committee</th>
<th>Subject</th>
<th>Resolution #</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/06/2020</td>
<td>Operations</td>
<td>International Parkway Signage Program</td>
<td></td>
</tr>
</tbody>
</table>

**Action**
That the Chief Executive Officer or designee be authorized to execute Contract No. 9500707, for International Parkway Signage Program, with Synergy Signs & Services, LLC, of Fort Worth, Texas, in an amount not to exceed $4,724,368.00, for the 361 calendar day term of the Contract.

**Description**
- Award a Contract for International Parkway Signage Program.

**Justification**
- The Contract will provide for removal and replacement of existing signage on International Parkway, and the installation of four new digital message signs.
- New signage will meet regulatory requirements and guidelines on spacing, font, legibility and reflectivity.
- New signage will facilitate traffic circulation, enhance the customer experience, and improve wayfinding.

**D/S/M/WBE Information**
- The annual goal for the MBE Program is 25%.
- In accordance with the Board's MBE Program, the MBE goal for this contract is 10%.
- Synergy Signs & Services, LLC has committed to achieving 10% MBE participation utilizing Tito's Manufacturing (HM-C).

**Schedule/Term**
- Start Date: February 2020
- Contract Duration: 361 calendar days

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>9500707</td>
<td>NTE</td>
<td></td>
<td>Action Amount</td>
<td>Revised Amount</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>NTE $4,724,368.00</td>
<td>$0</td>
</tr>
</tbody>
</table>

**For Information contact**
Rusty Hodapp  
3-3670
Kim Worley  
3-1896

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFW Capital Acct</td>
<td>26776-01</td>
<td></td>
<td>$4,724,368.00</td>
</tr>
</tbody>
</table>
Additional Information

- Three bids, including one from an MBE firm, were received on or before the due date of December 20, 2019.
- Bid Tabulation attached.
- Synergy Signs & Services, LLC, of Fort Worth, Texas is the lowest responsive, responsible Bidder.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Contract No. 9500707, for International Parkway Signage Program, with Synergy Signs & Services, LLC, of Fort Worth, Texas, in an amount not to exceed $4,724,368.00, for the 361 calendar day term of the Contract.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:48 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:05 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:40 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Jan 22, 2020 12:23 pm

Chief Executive Officer
Pending
Date
## Contract No. 9500707
### International Parkway Signage Program
#### Bid Tabulation

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Bid Amount with One Alternate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Synergy Signs &amp; Services, LLC</td>
<td>$4,724,368.00</td>
</tr>
<tr>
<td>Fort Worth, Texas</td>
<td>N2</td>
</tr>
<tr>
<td>Azteca Enterprises, Inc.</td>
<td>$6,217,469.00</td>
</tr>
<tr>
<td>Dallas, Texas</td>
<td>N1</td>
</tr>
<tr>
<td>MICA Corporation</td>
<td>$11,214,637.87</td>
</tr>
<tr>
<td>Fort Worth, Texas</td>
<td></td>
</tr>
</tbody>
</table>

**Note:**
1. MBE – Certified through the North Central Texas Regional Certification Agency
2. Previous Airport work experience, to include an in-house manufacturing facility.
Date: 02/06/2020
Committee: Operations
Subject: Environmental Consulting Services for the National Environmental Policy Act Documentation & Related Studies

Resolution #

Action
That the Chief Executive Officer or designee be authorized to execute Contract No. 8005324, for Environmental Consulting Services for the National Environmental Policy Act (NEPA) Documentation & Related Studies, with Integrated Environmental Solutions, LLC, of McKinney, Texas, in an amount not to exceed $973,603.32, for the initial two-year term of the Contract, with options to renew for three additional one-year periods.

Description
- Award a Contract for Environmental Consulting Services for the NEPA Documentation & Related Studies in support of the Environmental Affairs Department.

Justification
- This is a replacement for an existing Contract that has been in place for five years.
- The Airport is required, by federal law, to evaluate potential environmental impacts in sixteen environmental categories in order to develop on-airport land and propose modifications to the Airport Layout Plan. Environmental Affairs develops NEPA federal documents in-house using field data reports prepared by a qualified environmental consultant, in accordance with all applicable federal and state laws.
- This Contract will secure the services of a qualified environmental consultant, as required by federal and state regulations. These environmental services typically include Wetlands/Waters of the U.S. delineations in accordance with the Clean Water Act, Protected Species Assessment in compliance with the Endangered Species Act, and historical, archeological, cultural resource assessments as required by the National Historic Preservation Act and the Antiquities Code of Texas.
- All services will be ordered on an as-needed basis.

D/S/M/WBE Information
- The annual goal for the SBE Program is 20%.
- The SBE contract specific goal for this Board Action is 15%.
- Integrated Environmental Solutions, LLC has committed to achieving 15% SBE participation.
- Integrated Environmental Solutions, LLC is a certified Small Business Enterprise (WF-C); therefore, will count toward the Board's overall SBE Program goals.

Schedule/Term
- Start Date: March 2020
- Contract Term: Two years, with three one-year options to renew

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>8005324</td>
<td>NTE</td>
<td></td>
<td>NTE $973,603.32</td>
<td>$0</td>
</tr>
</tbody>
</table>

For Information contact
- Robert Horton
  - 3-5563
- Helen Chaney
  - 3-2523

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Various</td>
<td></td>
<td></td>
<td>$973,603.32</td>
</tr>
</tbody>
</table>
### Additional Information

- Four proposals, two from SBE firms, were received on or before the due date of November 13, 2019.
  - Burns & McDonnell Engineering Company, Inc., of Fort Worth, Texas
  - Freese and Nichols, Inc., of Fort Worth, Texas
  - Integrated Environmental Solutions, LLC, of McKinney, Texas
  - Peloton Land Solutions, Inc., of Fort Worth, Texas
- Based upon the evaluations of Proposals submitted, the Evaluation Committee, consisting of representatives from the Airport's Environmental Affairs, Commercial Development, Energy, Transportation & Asset Management, and Business Diversity and Development Departments, recommends that the Contract be awarded to Integrated Environmental Solutions, LLC, of McKinney, Texas, and is the incumbent.
- Projected Total for the Contract including all renewals, if approved, is $2,534,960.47.

### BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Contract No. 8005324, for Environmental Consulting Services for the National Environmental Policy Act (NEPA) Documentation & Related Studies, with Integrated Environmental Solutions, LLC, of McKinney, Texas, in an amount not to exceed $973,603.32, for the initial two year term of the Contract, with options to renew for three additional one-year periods.

**Approved as to Form by**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tomme, Paul</td>
<td>Legal Counsel</td>
<td>Jan 23, 2020</td>
</tr>
</tbody>
</table>

**Approved as to Funding by**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miyashita, Glenn</td>
<td>Assistant Vice President Capital Planning Finance</td>
<td>Jan 23, 2020</td>
</tr>
</tbody>
</table>

**Approved as to M/WBE by**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burks Lee, Tamela</td>
<td>Vice President Business Diversity and Development Business Diversity and Development</td>
<td>Jan 23, 2020</td>
</tr>
</tbody>
</table>

**SIGNATURE REQUIRED FOR APPROVAL**

**Approved by**

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Department Head</td>
<td>Jan 22, 2020</td>
</tr>
<tr>
<td></td>
<td>Environmental Affairs</td>
<td></td>
</tr>
</tbody>
</table>

**Pending**

**Chief Executive Officer**

**Date**
Action
That the Chief Executive Officer or designee be authorized to execute Contract No. 7006913, for Stormwater Modeling, Monitoring and Management Services, with University of Texas at Arlington, of Arlington, Texas, in an amount not to exceed $1,488,585.00, for the initial five-year term of the Contract.

Description
- Award a Contract for Stormwater Modeling, Monitoring and Management Services in support of the Airport's Energy, Transportation & Asset Management Department.

Justification
- Determining the performance of the in-place Stormwater management infrastructure is needed in order to make adjustments to current drainage and water quality criteria.
- UTA was selected based on market research performed of consulting firms and research institutions having Stormwater Management or Water Resource Programs, programs that have the unique stormwater knowledge, capabilities and experience to complete the scope of services.
- The contract scope includes:
  ♦ Assessment of the Airport's Stormwater streams/channels for determining restoration strategies.
  ♦ Development of flood warning system for the Airport.
  ♦ Monitoring of Stormwater quantitatively and qualitatively at selected downstream sites.
  ♦ Development of a toolkit for determining icing phenomena on the Airport runways.

D/S/M/WBE Information
- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board’s SBE Policy due to the nature of the procurement (Interlocal Agreement).

Schedule/Term
- Start Date: March 2020
- Contract Term: Five Years

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7006913</td>
<td>NTE</td>
<td></td>
<td>NTE $1,488,585.00</td>
<td>$0</td>
</tr>
</tbody>
</table>

For Information contact
- Tammy Huddleston 3-6132
- Sonji Brown-Killyon 3-5648

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td></td>
<td></td>
<td>$1,488,585.00</td>
</tr>
</tbody>
</table>
Additional Information

- This purchase will be made through the University of Texas Systems Interlocal Agreement, which was approved by Board Resolution No. 2017-05-098, dated May 4, 2017.
- Section 791.011 of the Texas Government Code authorizes local government entities to Contract or Agree with another local government to perform governmental functions and services.
- Projected Total of the Contract, if approved, is $1,488,585.00.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Contract No. 7006913, for Stormwater Modeling, Monitoring and Management Services, with University of Texas at Arlington, of Arlington, Texas, in an amount not to exceed $1,488,585.00, for the initial five year term of the Contract.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:49 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning Finance
Jan 23, 2020 2:07 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development Business Diversity and Development
Jan 23, 2020 12:41 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Jan 22, 2020 11:47 am

Chief Executive Officer

Pending

Date
### Item For Discussion

Report to the Airport Board all Contracts 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 December 2019.

### Description

- Report to the Airport Board all Contracts 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 December 2019.
<table>
<thead>
<tr>
<th>CONSULTANT</th>
<th>CONTRACT NO.</th>
<th>CONTRACT TITLE/DESCRIPTION</th>
<th>ACTION TYPE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gadberry Construction Company, Inc.(^{NI}) Dallas, Texas</td>
<td>9500615</td>
<td>Parking Canopy Replacement</td>
<td>Change Order</td>
<td>$31,186.72</td>
</tr>
</tbody>
</table>

**TOTAL** $31,186.72

Note:
1. MBE – Certified through the North Central Texas Regional Certification Agency
AGENDA
FINANCE/AUDIT COMMITTEE MEETING
TUESDAY, FEBRUARY 4, 2020
12:40 p.m.

FINANCE/AUDIT COMMITTEE


Consent Items for Consideration

Elaine Rodriguez  20. Approve an increase to Legal Services Contract No. 8005067 with the firm of Littler Mendelson, P.C. of Dallas, Texas, in an amount not to exceed $50,000.00 for a revised contract amount not to exceed $303,750.00.


   22. Approve execution of Contract No. 7006881, for Toner Cartridges, with Smart Group Systems of Richardson, Texas, in an amount not to exceed $79,086.42, for the initial one year term of the Contract, with options to renew for four additional one-year periods.

Action Items for Consideration

Catrina Gilbert  23. Approve authorization to bind and procure an Insurance Policy for Excess Workers” Compensation Insurance, with Midwest Employers Casualty Insurance Company, of Chesterfield, Missouri, in the amount of $259,909.00, for the policy year effective March 1, 2020.

   24. Approve authorization to bind and procure an insurance policy for All-Risk Property Insurance, with American Home Assurance Company of New York, NY (AIG) as the primary insurance carrier in the total amount of $7,267,291.00 for the policy period effective March 1, 2020.

Discussion Items

Rob Darby  25. Department of Audit Services’ Quarterly Audit Update.


   Greg Spoon  27. Purchase Orders/Contracts and Professional Services Contracts approved by Authorized Staff.
KPIs and Financial Report

Three months ending December 31, 2019
## Key Performance Indicator Scorecard

Three months ending December 31, 2019

### Key Performance Indicators

<table>
<thead>
<tr>
<th>Business Performance</th>
<th>FY19 Actuals YTD</th>
<th>FY20 Plan YTD</th>
<th>FY20 Actuals YTD</th>
<th>FY20A vs FY20P</th>
<th>FY20 Annual Plan **</th>
<th>Data As Of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Passengers (Ms) *</td>
<td>16.97</td>
<td>18.28</td>
<td>18.77</td>
<td></td>
<td></td>
<td>Dec 19</td>
</tr>
<tr>
<td>International Seat Capacity Growth</td>
<td>2.0%</td>
<td>3.0%</td>
<td>3.7%</td>
<td></td>
<td></td>
<td>Dec 19</td>
</tr>
<tr>
<td>DFW Cost Center Net Revenues (Ms)</td>
<td>$35.5</td>
<td>$39.9</td>
<td>$42.1</td>
<td></td>
<td></td>
<td>Dec 19</td>
</tr>
<tr>
<td>Total Airline Cost (Ms)</td>
<td>$114.3</td>
<td>$119.9</td>
<td>$116.3</td>
<td></td>
<td></td>
<td>Dec 19</td>
</tr>
<tr>
<td>Cost Per Enplaned Passenger</td>
<td>$13.16</td>
<td>$12.83</td>
<td>$12.09</td>
<td></td>
<td></td>
<td>Dec 19</td>
</tr>
<tr>
<td>Total 102 Fund Expenditure Budget (Ms) *</td>
<td>$243.6</td>
<td>$248.5</td>
<td>$247.2</td>
<td></td>
<td></td>
<td>Dec 19</td>
</tr>
<tr>
<td>Obtain Board approval of new Use Agreement *</td>
<td>N/A</td>
<td>EOY</td>
<td>EOY</td>
<td></td>
<td></td>
<td>Complete</td>
</tr>
</tbody>
</table>

### Customer Experience

| Achieve DFW survey Overall Satisfaction score    | 4.30             | 4.36          | 4.39             |               |                     | Dec 19     |
| Achieve DFW survey cleanliness score #           | 4.37             | N/A           | N/A              |               |                     | Dec 19     |
| Complete launch of autonomous bus technology test/pilot * | N/A              | EOY           | EOY              |               |                     | Complete   |

### Operational Excellence

| Achieve zero regulatory enforcement actions       | 0                | 0             | 0                |               |                     | Dec 19     |
| Reduction of waste tons per passenger to landfills| N/A              | 2.5%          | -18.8%           |               |                     | Nov 19     |
| Complete cargo community cloud pilot project *    | N/A              | EOY           | EOY              |               |                     | EOY        |
| Achieve CO2 emissions per passenger *             | 2.35             | 2.20          | 2.19             |               |                     | Nov 19     |

** Plan reflects 100% Target

# Measurement of this KPI begins in January 2020 due to a transition of Terminal A & C custodial from AA

![DFW Logo](DFW.png)
# Key Performance Indicator Scorecard

Three months ending December 31, 2019

<table>
<thead>
<tr>
<th>Key Performance Indicators</th>
<th>FY19 Actuals YTD</th>
<th>FY20 Plan YTD</th>
<th>FY20 Actuals YTD</th>
<th>FY20A vs FY20P</th>
<th>FY20 Annual Plan **</th>
<th>Data As Of</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Safe and Secure</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reduce runway incursions total</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td>Complete</td>
<td>Dec 19</td>
</tr>
<tr>
<td>Complete IT Strategic Plan and Cyber Security Assessment *</td>
<td>N/A</td>
<td>EOY</td>
<td>EOY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Community Engagement</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MBE/DBE/ACDBE Programs</td>
<td>30%/34%/40%</td>
<td>25%/15%/33%</td>
<td>32%/6%/50%</td>
<td>25%/15%/33%</td>
<td>Complete</td>
<td>Nov 19</td>
</tr>
<tr>
<td>Implement MWBE program focused on construction &amp; concessions *</td>
<td>N/A</td>
<td>EOY</td>
<td>EOY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Employee Engagement</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Achieve employee engagement scores</td>
<td>N/A</td>
<td>EOY</td>
<td>EOY</td>
<td>4.08</td>
<td>EOY</td>
<td></td>
</tr>
<tr>
<td>Achieve Livewell participation of at least two apples *</td>
<td>87%</td>
<td>EOY</td>
<td>EOY</td>
<td>87%</td>
<td>EOY</td>
<td></td>
</tr>
<tr>
<td>Enhance the frequency and quality of Safe and Secure training *</td>
<td>N/A</td>
<td>EOY</td>
<td>EOY</td>
<td>76%</td>
<td>EOY</td>
<td></td>
</tr>
<tr>
<td><strong>Key Goals and Initiatives</strong></td>
<td>10/10</td>
<td>EOY</td>
<td>EOY</td>
<td>8 of 10</td>
<td>EOY</td>
<td></td>
</tr>
</tbody>
</table>

* Key Goals and Initiatives

** Plan reflects 100% Target

- Improved/Constant
- Worse
- End of Year/Quarter Completion
## DFW Cost Center

### Three months ending December 31, 2019

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking</td>
<td>43.0</td>
<td>44.3</td>
<td>43.6</td>
<td>0.7</td>
<td>1.5%</td>
</tr>
<tr>
<td>Concessions</td>
<td>22.4</td>
<td>23.8</td>
<td>23.3</td>
<td>0.4</td>
<td>1.8%</td>
</tr>
<tr>
<td>Rental Car</td>
<td>8.5</td>
<td>9.0</td>
<td>8.3</td>
<td>0.6</td>
<td>7.2%</td>
</tr>
<tr>
<td>Commercial Development</td>
<td>12.1</td>
<td>13.4</td>
<td>13.5</td>
<td>(0.0)</td>
<td>(0.4%)</td>
</tr>
<tr>
<td>Other Revenues</td>
<td>10.7</td>
<td>11.3</td>
<td>10.4</td>
<td>0.9</td>
<td>8.8%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>96.7</td>
<td>101.7</td>
<td>99.2</td>
<td>2.5</td>
<td>2.6%</td>
</tr>
<tr>
<td><strong>DFW CC Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Expenditures</td>
<td>34.3</td>
<td>34.9</td>
<td>35.6</td>
<td>(0.7)</td>
<td>(2.0%)</td>
</tr>
<tr>
<td>Debt Service, net</td>
<td>15.4</td>
<td>14.8</td>
<td>14.5</td>
<td>0.4</td>
<td>2.5%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>49.7</td>
<td>49.7</td>
<td>50.0</td>
<td>(0.3)</td>
<td>(0.7%)</td>
</tr>
<tr>
<td><strong>Gross Margin - DFW Cost Center</strong></td>
<td>47.0</td>
<td>52.0</td>
<td>49.1</td>
<td>2.9</td>
<td>5.9%</td>
</tr>
<tr>
<td><strong>Less Transfers and Skylink</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DFW Terminal Contribution</td>
<td>0.7</td>
<td>0.7</td>
<td>0.7</td>
<td>0.0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Skylink Costs</td>
<td>10.8</td>
<td>9.2</td>
<td>8.5</td>
<td>0.8</td>
<td>9.0%</td>
</tr>
<tr>
<td><strong>Net Revenues from DFW Cost Center</strong></td>
<td>35.5</td>
<td>42.1</td>
<td>39.9</td>
<td>2.1</td>
<td>5.3%</td>
</tr>
</tbody>
</table>
# Airfield and Terminal Cost Centers

**Three months ending December 31, 2019**

<table>
<thead>
<tr>
<th>(in millions)</th>
<th>FY 2019 Actuals</th>
<th>FY 2020 Actuals</th>
<th>FY 2020 Budget</th>
<th>Actuals vs. Budget Increase/(Decrease)</th>
<th>Annual Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Landing Fees</td>
<td>$29.3</td>
<td>$26.9</td>
<td>$26.4</td>
<td>$0.5</td>
<td>2.0%</td>
</tr>
<tr>
<td>Other Airfield</td>
<td>3.2</td>
<td>3.2</td>
<td>3.1</td>
<td>0.1</td>
<td>3.2%</td>
</tr>
<tr>
<td>Transfer from DFW Cost Center</td>
<td>13.9</td>
<td>18.4</td>
<td>16.9</td>
<td>1.6</td>
<td>9.4%</td>
</tr>
<tr>
<td><strong>Total Airfield Revenue</strong></td>
<td>46.3</td>
<td>48.5</td>
<td>46.3</td>
<td>2.2</td>
<td>4.8%</td>
</tr>
<tr>
<td>Terminal Leases</td>
<td>77.3</td>
<td>82.9</td>
<td>83.0</td>
<td>(0.0)</td>
<td>(0.0%)</td>
</tr>
<tr>
<td>FIS Fees</td>
<td>6.0</td>
<td>6.3</td>
<td>6.1</td>
<td>0.1</td>
<td>2.0%</td>
</tr>
<tr>
<td>Turn Fees and Other</td>
<td>13.7</td>
<td>13.0</td>
<td>13.3</td>
<td>(0.3)</td>
<td>(2.0%)</td>
</tr>
<tr>
<td><strong>Total Terminal Revenues</strong></td>
<td>97.0</td>
<td>102.2</td>
<td>102.4</td>
<td>(0.2)</td>
<td>(0.2%)</td>
</tr>
<tr>
<td>DFW Terminal Contributions</td>
<td>0.7</td>
<td>0.7</td>
<td>0.7</td>
<td>0.0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>144.1</td>
<td>151.5</td>
<td>149.4</td>
<td>2.0</td>
<td>1.4%</td>
</tr>
<tr>
<td><strong>Expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Expenditures</td>
<td>74.8</td>
<td>82.0</td>
<td>83.0</td>
<td>(1.0)</td>
<td>(1.2%)</td>
</tr>
<tr>
<td>Debt Service, net *</td>
<td>63.7</td>
<td>62.0</td>
<td>62.8</td>
<td>(0.8)</td>
<td>(1.2%)</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>138.5</td>
<td>144.0</td>
<td>145.8</td>
<td>(1.8)</td>
<td>(1.2%)</td>
</tr>
<tr>
<td><strong>Total Airfield/Terminal Net Income/(Loss)</strong></td>
<td>$5.5</td>
<td>$7.4</td>
<td>$3.6</td>
<td>$3.8</td>
<td>105.1%</td>
</tr>
</tbody>
</table>

* - Net of Passenger Facility Charges (PFC’s) and Customer Facility Charges (CFC’s)
## Operating Fund – Total Expenditures

Three months ending December 31, 2019

<table>
<thead>
<tr>
<th>Operating Expenditures</th>
<th>Year-To-Date</th>
<th>FY 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Wages</td>
<td>$37.6</td>
<td>$39.8</td>
</tr>
<tr>
<td>Benefits</td>
<td>16.7</td>
<td>18.4</td>
</tr>
<tr>
<td>Facility Maintenance Contracts</td>
<td>17.3</td>
<td>18.7</td>
</tr>
<tr>
<td>Other Contract Services</td>
<td>26.5</td>
<td>25.2</td>
</tr>
<tr>
<td>Utilities</td>
<td>6.4</td>
<td>6.8</td>
</tr>
<tr>
<td>Equipment and Other Supplies</td>
<td>4.2</td>
<td>4.1</td>
</tr>
<tr>
<td>Insurance</td>
<td>1.3</td>
<td>1.3</td>
</tr>
<tr>
<td>Fuels</td>
<td>1.0</td>
<td>0.9</td>
</tr>
<tr>
<td>General, Administrative, and Other</td>
<td>1.5</td>
<td>1.6</td>
</tr>
<tr>
<td>Change in Operating Reserves</td>
<td>5.9</td>
<td>8.1</td>
</tr>
<tr>
<td>Total Operating Expenditures</td>
<td>118.4</td>
<td>124.8</td>
</tr>
<tr>
<td>Debt Service, gross</td>
<td>125.2</td>
<td>122.4</td>
</tr>
<tr>
<td>Total 102 Fund Expenditures</td>
<td>$243.6</td>
<td>$247.2</td>
</tr>
</tbody>
</table>
# Notes to the Statement of Revenues and Expenses

## Three months ending December 31, 2019

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Parking</strong></td>
<td>Parking revenue was $44.3 million, $0.7 million (1.5%) higher than budget primarily due to changes in the utilization of parking products, holiday pre-paid sales activity and an increase in the average length of stay.</td>
</tr>
<tr>
<td><strong>Rental Car</strong></td>
<td>RAC revenues were $9.0 million, $0.6 million (7.2%) higher than budget primarily due to higher average daily rates.</td>
</tr>
<tr>
<td><strong>Other Revenues</strong></td>
<td>Other revenues were $11.3 million, $0.9 million (8.8%) higher than budget primarily due to utilities revenues and interest income as a result of higher than expected interest rates.</td>
</tr>
<tr>
<td><strong>Transfer from DFW Cost Center</strong></td>
<td>Transfer from DFW Cost Center revenues were $18.4 million, $1.6 million (9.4%) higher than budget primarily due to increased DFW Cost Center net revenues, 75% of which are shared with the airlines.</td>
</tr>
<tr>
<td><strong>Other Contract Services</strong></td>
<td>Other contract services were $25.2 million, $0.9 million (3.3%) lower than budget primarily due to outside contracts, employee checkpoint screening and computer contracts (software, hardware and maintenance).</td>
</tr>
</tbody>
</table>
DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD
OFFICIAL BOARD ACTION/RESOLUTION

Date 02/06/2020
Committee Finance/Audit
Subject Increase to Legal Services Contract No. 8005067 with the firm of Littler Mendelson, P.C.
Resolution #

Action
That the Chief Executive Officer or designee be authorized to increase Legal Services Contract No. 8005067 with the firm of Littler Mendelson, P.C. of Dallas, Texas, in an amount not to exceed $50,000.00 for a revised contract amount not to exceed $303,750.00.

Description

- This action would increase the Board's contract for Legal Services regarding representation in the Frazier Fair Labor Standards Act lawsuit.

Justification

- On October 26, 2016, under the CEO's contracting authority, the Board entered into a legal services contract with Littler Mendelson, P.C (Dennis M. Brown and Edward F. Berbarie) for legal representation in connection with the case styled Rondellte R. Frazier, individually and on behalf of all other similarly situated, v. Dallas/Fort Worth International Airport Board, the Joint Venture Manhattan/Byrne/JRT/3; Wells Global, LLC; EAS Contracting, L.P.; Haydon Building Corp; Phillips/May Corporation; and Balfour Beatty Construction Corporation CA No. 3:26:cv-2657.
- This action will continue to fund representation in this lawsuit.

D/S/M/WBE Information

- The annual goal for the SBE Program is 20%.
- 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.

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>8005067</td>
<td>NTE</td>
<td>$50,000.00</td>
<td>$303,750.00</td>
<td></td>
</tr>
</tbody>
</table>

For Information contact
Elaine Rodriguez
3-5487

Fund
Operating Fund

Project #

External Funding Source

Amount
$50,000.00
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. 8005067 with the firm of Littler Mendelson, P.C. of Dallas, Texas, in an amount not to exceed $50,000.00 for a revised contract amount not to exceed $303,750.00.

Approved as to Form by
Tomme, Paul
Legal Counsel
Jan 23, 2020 11:49 am

Approved as to Funding by
Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:12 pm

Approved as to M/WBE by
Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:41 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by
Tomme, Paul
Department Head
Legal
Jan 22, 2020 2:16 pm

Chief Executive Officer
Pending
Date
**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**  
**OFFICIAL BOARD ACTION/RESOLUTION**

<table>
<thead>
<tr>
<th>Date</th>
<th>Committee</th>
<th>Subject</th>
<th>Resolution #</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/06/2020</td>
<td>Finance/Audit</td>
<td>Contract Renewal List for the Third Quarter of Fiscal Year 2020</td>
<td></td>
</tr>
</tbody>
</table>

**Action**
That the Chief Executive Officer or designee be authorized to exercise options for multi-year Contracts for the third quarter of Fiscal Year 2020.

**Description**
- Exercise Contract Options in the amounts set forth on the attached information sheet pending performance and D/S/M/WBE contractual compliance.

**Justification**
- To ensure continuity of contracted services in accordance with the terms and conditions of the Contracts listed on the attached information sheet.
- Approval to exercise future Contract Options not listed herein will be brought forth separately as required.

**D/S/M/WBE Information**
- Contract options are subject to D/S/M/WBE contractual compliance as stated above

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>For Information contact</th>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greg Spoon</td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>3-5610</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to exercise options for multi-year Contracts for the third quarter of Fiscal Year 2020.

**Approved as to Form by**

Tomme, Paul  
Legal Counsel  
Jan 23, 2020 11:49 am

**Approved as to Funding by**

Miyashita, Glenn  
Assistant Vice President Capital Planning  
Finance  
Jan 23, 2020 2:15 pm

**Approved as to M/WBE by**

Burks Lee, Tamela  
Vice President Business Diversity and Development  
Business Diversity and Development  
Jan 23, 2020 12:41 pm

**SIGNATURE REQUIRED FOR APPROVAL**

Approved by

Department Head  
Procurement & Materials Mgmt  
Jan 23, 2020 8:57 am

Pending

Chief Executive Officer  
Date
Summary of Contract Renewals for the 3rd Quarter of FY2020 (February 2020 Board)

Items on Renewal List:

1. Contract No. 7006435 to Diverse Facility Solutions, Inc., for Custodial Services at Terminal E
   Start Date: 07/01/2017  Term End Date: 06/30/2020  Renewal Amt: $6,229,361.32
   This Contract provides custodial cleaning services for Terminal E facilities, including the terminal, Skylink stations and ramp areas.

2. Contract No. 7006069 to GTE Southwest, Inc., dba Verizon Southwest, for Special Circuit Tariff Agreement
   Start Date: 06/28/2014  Term End Date: 06/27/2020  Renewal Amt: $2,100,000.00
   This Contract provides tariff rates for the Airport’s communications system based on rates regulated by the Texas Public Utilities Commission.

3. Contract No. 7006428 to Premier Logitech, LLC, for Desktop Workstations, Laptops and Installation Services
   Start Date: 04/12/2017  Term End Date: 04/11/2020  Renewal Amt: $1,300,000.00
   This Contract provides on-call services to order desktop workstations and laptops and any installation and associated services as needed in accordance with ITS hardware replacement cycles.

4. Contract No. 8005106 to The Integer Group, LLC, for Retail Marketing Services
   Start Date: 06/15/2017  Term End Date: 06/14/2020  Renewal Amt: $900,000.00
   This Contract provides marketing campaign services designed to increase the awareness of concession locations and encourage spending with Airport concessionaires. Services include advertising campaigns and promotions, digital marketing efforts, and expertise on shopping trends and customer service trends in the retail industry.

   Start Date: 07/01/2015  Term End Date: 06/30/2020  Renewal Amt: $880,000.00
   This Contract provides internet security services that includes notification of cyber attacks and actions to remedy them while collecting and analyzing threat information across the infrastructure. These services also satisfy Payment Card Industry (PCI) compliance requirements to continuously monitor cyber logs.
6. Contract No. 7006392 to AT&T Mobility National Accounts, LLC, for Cellular and Data Services

   Start Date: 06/10/2016  Term End Date: 06/09/2020  Renewal Amt: $400,000.00

   This Contract provides for purchase of shared cellular and data devices and services for the Airport’s Department of Public Safety and Operations Department.

7. Contract No. 7006625 to Torrez Paper Company, for Trash Can Liners

   Start Date: 06/26/2018  Term End Date: 06/25/2020  Renewal Amt: $399,102.50

   This Contract provides for supply of trash can liners used by custodial services contractors in performance of custodial services at Airport facilities.

8. Contract No. 7006456 to Ford Audio Video Systems, LLC, for Address/Emergency Communications System Inspection and Testing Services

   Start Date: 06/09/2017  Term End Date: 06/09/2020  Renewal Amt: $335,602.00

   This Contract provides testing and inspection services, per applicable regulations, for the Public Address / Voice Evacuation System deployed at all terminals. This system is primarily for mass notifications of fire, weather and other emergency events.


   Start Date: 09/16/2016  Term End Date: 09/15/2020  Renewal Amt: $325,319.27

   This Contract provides Apple-branded products to support Airport and Staff technology needs that uses the Apple platform.

10. Contract No. 7006352 to Regali, Inc., for Ambassador Uniforms

    Start Date: 06/07/2016  Term End Date: 06/06/2020  Renewal Amt: $257,605.68

    This Contract provides standardized uniform clothing for volunteers participating in the Airport’s Ambassador Program. This is the first contract of a split award.

11. Contract No. 8005129 to Alpine Artisan Studios, LLC, for Holiday Preparation Services

    Start Date: 07/01/2017  Term End Date: 06/30/2020  Renewal Amt: $220,000.00

    This Contract provides planning, design, creation, implementation and maintenance of holiday decorations deployed between Thanksgiving through New Year’s Day at designated Airport locations.
12. Contract No. 7006288 to Lavi Industries, for Crowd-Control Stanchions, Belts and Sign Frames

   Start Date: 05/28/2016  Term End Date: 05/27/2020  Renewal Amt: $214,774.95

   This Contract provides crowd control stanchions, belts and sign frames for Airport facilities.

13. Contract No. 7006500 to Future Com, Ltd., for Infoblox and F5 Software Support Services

   Start Date: 05/13/2017  Term End Date: 05/12/2020  Renewal Amt: $185,597.00

   This Contract provides maintenance and support services to software that operates the application delivery network and simplifies complex network management functions.


   Start Date: 06/01/2015  Term End Date: 05/31/2020  Renewal Amt: $146,547.47

   This Contract provides maintenance and data extraction services for the Airport’s noise monitoring system that analyzes noise levels produced by aircraft operations and flight patterns to ensure noise levels remain within FAA-specified levels.

15. Contract No. 8005248 to Willis Towers Watson for Total Rewards Benefit Consultant

   Start Date: 07/01/2019  Term End Date: 06/30/2020  Renewal Amt: $143,736.50

   This Contract provides employee benefits analysis, reporting and consulting services in support of the Airport’s overall employee total rewards program.

16. Contract No. 7005917 to Olea Kiosks, Inc., for Automated Passport Control Kiosks

   Start Date: 06/12/2013  Term End Date: 06/11/2020  Renewal Amt: $100,000.00

   This Contract provides hardware to support the Airport’s Automated Passport Control System designed to reduce passenger wait time during the passport process.

17. Contract No. 7004058 to OAG Aviation Worldwide, LLC, for Flight Data Information License and Maintenance Services

   Start Date: 07/01/2008  Term End Date: 06/30/2020  Renewal Amt: $75,000.00

   This Contract provides information services that aggregate flight status information from multiple airlines and parses it into a consistent format that is delivered to customers and updated as flight status changes are received.
18. Contract No. 7005847 to Tritech Software Systems c/o Central Square Technologies, for Computer-Aided Dispatch and Records Management System

Start Date: 04/02/2014  Term End Date: 04/01/2020  Renewal Amt: $75,000.00

This Contract provides maintenance and support services to track police, fire and EMS incidents from initial report to completion, interfaces with the 9-1-1 emergency system, and manages all response personnel and vehicle resources needed to accomplish public health and safety incidents.


Start Date: 05/01/2015  Term End Date: 04/30/2020  Renewal Amt: $67,260.00

This Contract provides maintenance and support services for traffic signal equipment deployed on Airport roadways and the centralized traffic management software that operates this system.

20. Contract No. 7006733 to United Site Services of Texas, Inc., for Portable Toilet and Cleaning Services

Start Date: 06/01/2019  Term End Date: 05/31/2020  Renewal Amt: $67,185.00

This Contract provides portable toilet cleaning services for Airport-owned and leased portable toilets used by the Airport’s Department of Public Safety and Transportation Business Unit.

21. Contract No. 7003634 to Longview of America, LLC, for Budget and Continuous Forecasting Software

Start Date: 12/30/2004  Term End Date: 05/31/2020  Renewal Amt: $65,000.00

This Contract provides maintenance services to software used for the Board’s planning and budgeting process, as well as financial and business reporting and financial forecasting.

22. Contract No. 8001999 to Amadeus Airport IT Americas, Inc., for PROPworks Software Maintenance Services

Start Date: 05/01/2005  Term End Date: 04/30/2020  Renewal Amt: $64,673.38

This Contract provides maintenance and support services for the PROPworks software used for accounts receivable billing functionality.
23. Contract No. 7006368 to Grey Wall Software, LLC, for Veoci Software and Services

   Start Date: 06/01/2016  Term End Date: 05/31/2020  Renewal Amt: $60,684.51

   This Contract provides software maintenance and support services for software that tracks FAA Part 139 inspections and manages, maps and queries work orders for staff review as part of airport operations and inspections.

24. Contract No. 7006306 to The Richey Company, for Ambassador Uniforms

   Start Date: 06/07/2016  Term End Date: 06/06/2020  Renewal Amt: $52,094.42

   This Contract provides standardized uniform clothing for volunteers participating in the Airport's Ambassador Program. This is the second contract of a split award.

25. Contract No. 8005137 to Hill and Knowlton Strategies, LLC, dba, Hill+Knowlton Strategies, for Mission Media and Public Relations Services

   Start Date: 05/03/2017  Term End Date: 05/02/2020  Renewal Amt: $49,999.00

   This Contract provides consulting and support services related to trade missions that promote routes between the Airport and key regions of the world and build relationships for the demand for flights.


   Start Date: 04/28/2019  Term End Date: 04/27/2020  Renewal Amt: $49,000.00

   This Contract provides a cloud-based information and data warehousing system.


   Start Date: 03/03/2017  Term End Date: 03/02/2020  Renewal Amt: $30,651.52

   This Contract provides software and services for monitoring of news and public media channels including online, broadcast, print publications, web logs (blogs) and social media.


   Start Date: 07/01/2016  Term End Date: 06/30/2020  Renewal Amt: $26,267.72

   This Contract provides a consolidated information system to access public records primarily for legal and audit-related services.

29. Contract No. 7006504 to IQM, Inc., Business Investigations, dba, Polygraph Science Center, for Polygraph Testing Services

   Start Date: 04/12/2017  Term End Date: 04/11/2020  Renewal Amt: $25,000.00

   This Contract provides administration of pre-employment, criminal investigation and internal affairs polygraph examinations for the Department of Public Safety.
30. Contract No. 7006646 to UniFirst Holdings, Inc., for Supply of Safety Mats
   Start Date: 04/16/2018  Term End Date: 04/15/2020  Renewal Amt: $20,742.25
   This Contract provides safety mats, including cleaning and replacement services, for various Board facilities.

31. Contract No. 8005207 to Qless, Inc., for Access Control Office Appointment System
   Start Date: 06/05/2018  Term End Date: 06/04/2020  Renewal Amt: $15,750.00
   This Contract provides an appointment queuing system to manage appointments and walk-ins for the Access Control Office.
<table>
<thead>
<tr>
<th>Seq</th>
<th>Type</th>
<th>Contract #</th>
<th>Contractor Name / Website</th>
<th>Contract Title</th>
<th>OAR</th>
<th>Start Date</th>
<th>End Date</th>
<th>Total Short</th>
<th>Terra Options</th>
<th>Start Date</th>
<th>End Date</th>
<th>Requested Renewal Amount</th>
<th>Original Agreement Amount</th>
<th>A/V Premium Amount</th>
<th>Amount of Renewals</th>
<th>Other Contract Amount Change</th>
<th>Total/Partial Date</th>
<th>Projected Total Value w/ MWBE Additions</th>
</tr>
</thead>
<tbody>
<tr>
<td>#</td>
<td>Contract Number</td>
<td>Contractor Name/Description</td>
<td>Item Category</td>
<td>Primary Contact</td>
<td>Contact Information</td>
<td>Contract Duration</td>
<td>Contract Value</td>
<td>Contract Status</td>
<td>Notes</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----</td>
<td>----------------</td>
<td>-----------------------------</td>
<td>---------------</td>
<td>----------------</td>
<td>---------------------</td>
<td>------------------</td>
<td>----------------</td>
<td>----------------</td>
<td>-------</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>7006309</td>
<td>TEC RICHEY COMPANY AMBASSADOR UNIFORMS</td>
<td>Uniform Supplier</td>
<td>LUCAS, MELISSA</td>
<td>Customer Experience</td>
<td>6/7/2016 - 6/6/2021</td>
<td>$52,894.42</td>
<td>1 YR/1 YR OPT</td>
<td>$156,283.30</td>
<td>WF-C 0.00% 100.00%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>7006317</td>
<td>MDT &amp; MISSION STRATEGIES</td>
<td>Communications &amp; Marketing</td>
<td>DEVARAJ, LEARNER/LEARNER</td>
<td>5/2/2017 - 5/2/2021</td>
<td>$49,800.00</td>
<td>2 YR/1 YR OPT</td>
<td>$75,000.00</td>
<td>WF-C 0.00% 100.00%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>28</td>
<td>7006384</td>
<td>SNOWFLAKE COMPUTING INC</td>
<td>Online Information System</td>
<td>HAMILTON, SHANNON</td>
<td>Information Technology Services</td>
<td>4/28/2019 - 4/27/2024</td>
<td>$99,000.00</td>
<td>1 YR/1 YR OPT</td>
<td>$293,843.74</td>
<td>WM 0.00% 100.00%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29</td>
<td>7006395</td>
<td>MELTWATER NEWS US, INC.</td>
<td>Online Information System</td>
<td>DEVASHER, SUZANNE</td>
<td>Communications &amp; Marketing</td>
<td>3/3/2017 - 3/2/2022</td>
<td>$30,651.52</td>
<td>1 YR/1 YR OPT</td>
<td>$86,700.76</td>
<td>WM 0.00% 100.00%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>7006207</td>
<td>QLESS INC.</td>
<td>Access Control Office Appointment System</td>
<td>HANSEN, ALEEN</td>
<td>Department of Public Safety</td>
<td>6/4/2018 - 6/3/2023</td>
<td>$15,750.00</td>
<td>1 YR/1 YR OPT</td>
<td>$46,375.00</td>
<td>WM 0.00% 100.00%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**
- NS: Sole Source or Specified Sources
- N1: Prime Contractor is certified D/S/M/WBE, therefore, will be counted towards the Board's overall D/S/M/WBE goals.
- N2: Initial Prime payment has yet to be received in order to report spend for achievement towards their SBE commitment.
## Action
That the Chief Executive Officer or designee be authorized to execute Contract No. 7006881, for Toner Cartridges, with Smart Group Systems of Richardson, Texas, in an amount not to exceed $79,086.42, for the initial one year term of the Contract, with options to renew for four additional one-year periods.

## Description
- Award a Contract for Toner Cartridges for printers throughout the Airport.

## Justification
- This Contract is for toner cartridges for all printers throughout the Airport that are not included in other printer related Contracts.

## D/S/M/WBE Information
- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board's SBE Policy due to the nature of the procurement (Goods/Finished Products).

## Schedule/Term
- Start Date: February 2020
- Contract Term: One year, with four one-year renewal options

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7006881</td>
<td>NTE</td>
<td>$79,086.42</td>
<td>$0</td>
<td></td>
</tr>
</tbody>
</table>

For Information contact
- Gregory Spoon
  - 3-5610
- Cathy Halliburton
  - 3-5776

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td></td>
<td></td>
<td>$79,086.42</td>
</tr>
</tbody>
</table>
Additional Information

- Three bids, including one from an SBE firm, were received on or before the due date of December 19, 2019.
- Bid tabulation attached.
- The bid submitted by Tiles in Style, LLC of Willowbrook, Illinois, was determined non-responsive as the submission did not meet the specifications outlined in the Airport's solicitation.
- Limitless Office Products of Richardson, Texas, held the previous Contract and submitted a bid, but the Contract was awarded to Smart Group Systems of Richardson, Texas.
- Smart Group Systems of Richardson, Texas, is the lowest responsive, responsible Bidder.
- Projected Total of the Contract including all renewals, if approved, is $395,432.10.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Contract No. 7006881, for Toner Cartridges, with Smart Group Systems of Richardson, Texas, in an amount not to exceed $79,086.42, for the initial one year term of the Contract, with options to renew for four additional one-year periods.

Approved as to Form by
Paul Tomme
Legal Counsel
Jan 23, 2020 11:50 am

Approved as to Funding by
Glenn Miyashita
Assistant Vice President
Planning
Finance
Jan 23, 2020 2:07 pm

Approved as to M/WBE by
Tamela Burks Lee
Vice President
Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:44 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Jan 23, 2020 8:57 am

Chief Executive Officer
Pending
Date
## Contract No. 7006881
**Toner Cartridges**  
**Bid Tabulation**

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smart Group Systems</td>
<td>$79,086.42</td>
</tr>
<tr>
<td>Richardson, Texas</td>
<td></td>
</tr>
<tr>
<td>Limitless Office Products(^N)</td>
<td>$81,728.02</td>
</tr>
<tr>
<td>Richardson, Texas</td>
<td></td>
</tr>
</tbody>
</table>

**Note:**
1. SBE – Certified through the Dallas/Fort Worth Minority Supplier Development Council
DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD
OFFICIAL BOARD ACTION/RESOLUTION

Date 02/06/2020
Committee Finance/Audit
Subject Excess Workers’ Compensation Insurance

Resolution #

Action
That the Chief Executive Officer or designee be authorized to bind and procure an Insurance Policy for Excess Workers’ Compensation Insurance, with Midwest Employers Casualty Insurance Company, of Chesterfield, Missouri, in the amount of $259,909.00, for the policy year effective March 1, 2020.

Description

- This action will authorize the procurement of Excess Workers’ Compensation Insurance with Midwest Employers Casualty in the amount of $259,909.00, by the Airport’s Risk Management Department.
- 2020 Premium: $259,909.00
  - Represents a $23,381 (or 8.25%) decrease under 2019
  - Premium decrease was driven by favorable rates, and market conditions.
- 2020 Coverage outline:
  - Limits: Workers Compensation benefits are unlimited in the State of Texas
  - Retention: $900,000.00 (2019 Retention: $750,000.00)

Justification

- Coverage will protect the Board from substantial employee injury losses.
- Texas statute requires the Board to provide Workers' Compensation benefits to employees who suffer an injury or illness while in the course and scope of their employment.
- Workers' Compensation benefits are statutorily unlimited in the State of Texas.
- Workers’ Compensation benefits extend to wage replacement and medical costs. This includes weekly indemnity payments, coverage for ongoing medical care, and lump sum payments to the employee’s dependents in the event of a fatality.

D/S/M/WBE Information

- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board’s SBE Policy due to the nature of the procurement (Insurance Premiums).

Schedule/Term

- One year policy effective March 1, 2020 - March 1, 2021.

Contract # Agreement # Purchase Order # Action Amount Revised Amount
NTE $259,909.00 $0

For Information contact
Catrina Gilbert
3-5535

Fund Project # External Funding Source Amount
Operating Fund $259,909.00
Additional Information

- The market solicitation was managed through the office of Willis Towers Watson, Willis of Texas, Inc.
- Four (4) carriers were solicited:
  - Colony Insurance Co (incumbent)
  - Safety National
  - ARCH
  - Midwest Employers Casualty Insurance
- Two (2) carriers provided three (3) quotes:
  - ARCH
  - Midwest Employers Casualty Insurance
- The incumbent, Colony insurance Company, declined to quote based on no market appetite for the renewal.
- Safety National provided an indication; however, no firm quote was obtained from this carrier.
- It is recommended to bind coverage with Midwest Employers Casualty Insurance. The company is rated by A.M. Best as an A+ (Superior) company, and maintains a financial stability of XV ($2 Billion or greater).

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to bind and procure an Insurance Policy for Excess Workers’ Compensation Insurance, with Midwest Employers Casualty Insurance Company, of Chesterfield, Missouri, in the amount of $259,909.00, for the policy year effective March 1, 2020.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:50 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:27 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:44 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Jan 22, 2020 5:51 pm

Pending

Chief Executive Officer
Date
DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD
OFFICIAL BOARD ACTION/RESOLUTION

Date 02/06/2020
Committee Finance/Audit
Subject All-Risk Property Insurance

Resolution #

Action
That the Chief Executive Officer or designee be authorized to bind and procure an insurance policy for All-Risk Property Insurance, with American Home Assurance Company of New York, NY (AIG) as the primary insurance carrier in the total amount of $7,267,291.00 for the policy period effective March 1, 2020.

Description

• This action will authorize the procurement of All-Risk Property Insurance with AIG (incumbent) as the primary carrier in the amount of $7,267,291.00 by DFW Airport’s Risk Management Department.
  • 2020 Premium: $7,267,291.00.
    ♦ $3,039,024.00 (71.9%) premium increase over 2019.
    ♦ Premium increase was driven by changes to market.
    ♦ Premium change represents a 68.33% rate increase over 2019.
  • 2020 coverage limit remains the same:
    ♦ Coverage Limit: $2 Billion
    ♦ Deductible: $250,000.00

Justification

• This action is in support of the Airport’s contractual requirements for the Master Bond Ordinance.

D/S/M/WBE Information

• The annual goal for the SBE Program is 20%.
• N/A - Not subject to the goal per the Board’s SBE Policy due to the nature of the procurement (Insurance Premiums).

Schedule/Term

• One year policy effective March 1, 2020 through March 1, 2021.

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$7,267,291.00</td>
<td>$0</td>
</tr>
</tbody>
</table>

For Information contact
Catrina Gilbert
3-5535

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td>PFIC - Grand Hyatt</td>
<td>PFIC - Hyatt Place</td>
<td>PFIC - RAC</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$6,976,599.36</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$145,345.82</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$72,672.91</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$72,672.91</td>
</tr>
</tbody>
</table>
Additional Information

- The renewal was administered through the office of Willis Towers Watson, Willis of Texas, Inc.
- Incumbent insurance carrier:
  - American Home Assurance Company of New York, NY (AIG) has been affirmed as having an A.M. Best Rating of "A, XV."
- 43 carriers were solicited.
- 13 carriers provided fourteen (14) competitive quotes.
- The remaining 20 carriers declined to quote due to market risk.
- It is recommended to bind insurance with the incumbent, (AIG), and all other contributing insurance carriers.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to bind and procure an insurance policy for All-Risk Property Insurance, with American Home Assurance Company of New York, NY (AIG) as the primary insurance carrier in the total amount of $7,267,291.00 for the policy period effective March 1, 2020.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:51 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:11 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:44 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Jan 22, 2020 5:51 pm

Chief Executive Officer
Pending

Date
### Item For Discussion
Report to the Airport Board all Contracts 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 December 2019.

### Description
- Report to the Airport Board all Contracts 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 December 2019.
<table>
<thead>
<tr>
<th>VENDOR/LOCATION</th>
<th>PO/CONTRACT NO.</th>
<th>DESCRIPTION</th>
<th>DEPARTMENT</th>
<th>AMOUNT</th>
</tr>
</thead>
</table>
| 900LBS of Creative LLC         | 276357          | Holiday Terminal Augmented Reality and Virtual Reality Experience | Innovation | NTE $46,000.00  
| Dallas, TexasN1                |                 |                                                 |                           | Paid to Date:  
|                                |                 |                                                 |                           | $0.00                |
| Core & Main LP                 | 276363          | Water Main Assessment Materials                  | Energy, Transportation & Asset Management | NTE $26,001.14  
| St. Louis, Missouri            |                 |                                                 |                           | Paid to Date:  
|                                |                 |                                                 |                           | $0.00                |
| **Total**                      |                 |                                                 |                           | **$72,001.14**       |

Note:
1. SBE – Certified through the North Central Texas Regional Certification Agency
## NON-PROFESSIONAL SERVICES CONTRACTS BETWEEN $25,000.00 AND $50,000.00 (DECEMBER 2019)

<table>
<thead>
<tr>
<th>VENDOR/LOCATION</th>
<th>PO/CONTRACT NO.</th>
<th>DESCRIPTION</th>
<th>DEPARTMENT</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carrington Coleman Sloman &amp; Blumenthal LLP Dallas, Texas</td>
<td>8005254</td>
<td>Legal Services for General Construction</td>
<td>Legal</td>
<td>NTE $35,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Paid to Date: $0.00</td>
</tr>
<tr>
<td>GPI TX-A, Inc. (Audi Grapevine) Grapevine, Texas</td>
<td>7006896</td>
<td>Vehicle Lease – CEO</td>
<td>Procurement and Materials Management</td>
<td>NTE $39,923.10</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Paid to Date: $0.00</td>
</tr>
<tr>
<td>Swissport North America Holdings, Inc. Dulles, Virginia</td>
<td>7006875</td>
<td>Deicing Services</td>
<td>Operations</td>
<td>NTE $43,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Paid to Date: $0.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$117,923.10</strong></td>
</tr>
</tbody>
</table>
## PROFESSIONAL SERVICES CONTRACTS BETWEEN $25,000.00 AND $50,000.00 (DECEMBER 2019)

<table>
<thead>
<tr>
<th>VENDOR/LOCATION</th>
<th>PO/ CONTRACT NO.</th>
<th>DESCRIPTION</th>
<th>DEPARTMENT</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sirius Computer Solutions, Inc. San Antonio, Texas</td>
<td>8005312</td>
<td>Snowflake Data Warehouse Professional Services</td>
<td>Information Technology Services</td>
<td>NTE $49,999.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Paid to Date: $0.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$49,999.00</strong></td>
</tr>
<tr>
<td>VENDOR/LOCATION</td>
<td>PO/CONTRACT NO.</td>
<td>DESCRIPTION</td>
<td>DEPARTMENT</td>
<td>CONTRACT DATA</td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>-----------------</td>
<td>--------------------------------------------------</td>
<td>---------------------</td>
<td>---------------------------------------------------</td>
</tr>
</tbody>
</table>
| Munck Carter LLP                         | 8004258         | Legal Services – Intellectual Property Rights Matters | Legal               | **Contract Value:** $346,250.00  
**This Action:** $48,750.00  
**Revised Contract Value:** $395,000.00  
**Paid to Date:** $304,010.25 |
| Dallas, Texas                            |                 |                                                  |                     |                                                   |
| PCMG, Inc. dba PCM Gov, Inc.             | 7006374         | Apple Products and Accessories Renewal           | Information Technology Services | **Contract Value:** $1,349,277.08  
**This Action:** $48,000.00  
**Revised Contract Value:** $1,397,277.08  
**Paid to Date:** $1,246,472.39 |
| Herndon, Virginia                       |                 |                                                  |                     |                                                   |
| Telecommunications Law Professionals PLLC | 8005214         | Legal Services – Telecommunications Issues       | Legal               | **Contract Value:** $147,500.00  
**This Action:** $48,750.00  
**Revised Contract Value:** $196,250.00  
**Paid to Date:** $98,422.44 |
| Washington, DC                          |                 |                                                  |                     |                                                   |
| **TOTAL**                                |                 |                                                  |                     | **$145,500.00**                                    |
AGENDA
CONCESSIONS/COMMERCIAL DEVELOPMENT COMMITTEE
TUESDAY, February 4, 2020
12:50 p.m.

CONCESSIONS/COMMERCIAL DEVELOPMENT COMMITTEE


Consent Items for Consideration

Zenola Campbell 29. Approve change of control of interest of Lease No. 008364 by and between the Dallas Fort Worth International Airport Board and Brookstone Dallas Fort Worth, LLC.

30. Approve a change in ownership of the Au Bon Pain in Terminal D from FGR Food Corporation to Kind Hospitality, Inc.

31. Approve change of control of leases by and between The Grove, Inc. and the Dallas Fort Worth International Airport Board.

Courtney Moore 32. Approve execution of Purchase Order No. 276689, for Custom and Border Protection Officer Podiums, to Fish Construction, Inc., of Stafford, Texas, in the amount of $212,339.00.

Action Items for Consideration

Zenola Campbell 33. Approve amendment of 5 Concession leases suspending the Minimum Annual Guarantee for a period of one year.

Kevin Smith 34. Approve execution of Contract No. 7006895, for Passenger Terminal Toilet Tissue Paper, with Torrez Paper Company, of Farmers Branch, Texas, in an amount not to exceed $3,017,449.00, for the initial two year term of the Contract, with options to renew for three additional one-year periods.

Discussion Item

Zenola Campbell 35. Permits Issued by Concessions.
Date: 02/06/2020
Committee: Concessions/Commercial Development
Subject: Change of Control of Lease

Resolution #

Action
That the Chief Executive Officer or designee be authorized to change controlling interest of Lease No. 008364 by and between the Dallas Fort Worth International Airport Board and Brookstone Dallas Fort Worth, LLC.

Description
- Resolution No. 2012-01-024 awarded space in Terminal A, Gate A25 to Brookstone Dallas Fort Worth, LLC.
- Apex Digital, Inc. acquired Brookstone Holdings Corp as a result of a bankruptcy in October 2018 thus acquiring 65% of the LLC.
- Apex Digital, Inc. will transfer its membership interest to Hudson Group (HG) Retail, LLC; the ACDBE partner, D&B Mitchell Group, LLC remains the same.

Justification
- All lease terms defined in Resolution No. 2012-01-024 remain in effect.

D/S/M/WBE Information
- The existing ACDBE and M/WBE commitments will continue to apply to the lease term.

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

For Information contact
Zenola Campbell
3-4830

Fund
Project #
External Funding Source
Amount
$0
BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to change controlling interest of Lease No. 008364 by and between the Dallas Fort Worth International Airport Board and Brookstone Dallas Fort Worth, LLC

<table>
<thead>
<tr>
<th>Approved as to Form by</th>
<th>Approved as to Funding by</th>
<th>Approved as to M/WBE by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tomme, Paul</td>
<td>Miyashita, Glenn</td>
<td>Burks Lee, Tamela</td>
</tr>
<tr>
<td>Legal Counsel</td>
<td>Assistant Vice President Capital Planning Finance</td>
<td>Vice President Business Diversity and Development</td>
</tr>
</tbody>
</table>

SIGNATURE REQUIRED FOR APPROVAL

<table>
<thead>
<tr>
<th>Approved by</th>
<th>Pending</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Head</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Jan 22, 2020 12:23 pm</td>
<td>Date</td>
</tr>
</tbody>
</table>
**Action**
That the Chief Executive Officer or designee be authorized to approve a change in ownership of the Au Bon Pain in Terminal D from FGR Food Corporation to Kind Hospitality, Inc.

**Description**
- FGR Food Corporation will transfer all ownership interest in Lease No. 238789, Au Bon Pain in Terminal D to Kind Hospitality, Inc.
- All other lease terms remain in effect.

**Justification**
- Ownership interests for the Au Bon Pain located in Terminal A was transferred to Kind Hospitality, Inc. and approved by the Board on December 6, 2018, Resolution No. 2018-12-291.

**D/S/M/WBE Information**
- The historical 35% M/WBE commitment will continue to apply to the lease term.
- Kind Hospitality, Inc. (IM-C: 100%) is a certified Airport Concessions Disadvantaged Business Enterprise.

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>For Information contact</th>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zenola Campbell</td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>3-4830</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to approve a change in ownership of the Au Bon Pain in Terminal D from FGR Food Corporation to Kind Hospitality, Inc.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:51 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:09 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:44 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Jan 22, 2020 12:21 pm

Pending

Chief Executive Officer
Date
Date 02/06/2020  
Committee Concessions/Commercial Development  
Subject Change of Control of Leases  
Resolution #

**Action**
That the Chief Executive Officer or designee be authorized to approve the change of control of leases by and between The Grove, Inc. and the Dallas Fort Worth International Airport Board.

**Description**
- Nina Madonia and BEA Services, LLC, have signed an agreement to acquire all ownership interests in The Grove, Inc.
- This transaction affects the following leases: 010292, 008644, 008643 and 008638.
- All other terms and conditions remain in effect

**Justification**
- There are no modifications to the terms, conditions and term dates of the leases.
- The premises, as defined in each lease, will continue to operate in accordance with all lease terms.

**D/S/M/WBE Information**
- In accordance with the Board’s ACDBE Program, the ACDBE goal for this lease is 35% and the M/WBE goal for design and construction is 30%.
- As a result of the new ownership which is not ACDBE certified, Nina Madonia and BEA Services, LLC submitted a Modified Good Faith Effort to the satisfaction of BDDD for a change in ACDBE participation.
- There are approximately two years remaining on the current terms of the leases. Due to the short duration of term remaining, it would be impractical for Nina Madonia and BEA Services, LLC to pursue traditional good faith efforts.

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**For Information contact**
Zenola Campbell  
4-4830  
Fund  
Project #  
External Funding Source  
Amount $0
BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to approve the change of control of leases by and between The Grove, Inc. and the Dallas Fort Worth International Airport Board.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:52 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:08 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 1:18 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Jan 22, 2020 12:22 pm

Pending

Chief Executive Officer
Date
DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD OFFICIAL BOARD ACTION/RESOLUTION

<table>
<thead>
<tr>
<th>Date</th>
<th>Committee</th>
<th>Subject</th>
<th>Resolution #</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/06/2020</td>
<td>Concessions/Commercial Development</td>
<td>Customs and Border Protection Officer Podiums</td>
<td></td>
</tr>
</tbody>
</table>

**Action**
That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276689, for Custom and Border Protection Officer Podiums, to Fish Construction, Inc., of Stafford, Texas, in the amount of $212,339.00.

**Description**
- Purchase 20 Customs and Border Patrol Officer Podiums for the Airport's Customer Experience Department.

**Justification**
- These podiums are specifically designed for the Airport's Custom and Border Protection (CBP) Passport Control Area, meeting CBP's technical design standard.
- The purchase is required to meet the CBP Passport Control area modifications timeline and deployment of the biometric entry project.
- Booth replacement will facilitate ease of biometric capture by enabling forward facing camera placement, rather than delayed side entry orientation.

**D/S/M/WBE Information**
- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board's SBE Policy due to the nature of the procurement (Goods/Finished Products).

**Schedule/Term**
- Purchase Date: February 2020
- Delivery Date: April 2020

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>276689</td>
<td></td>
<td></td>
<td>$212,339.00</td>
<td>$0</td>
</tr>
</tbody>
</table>

For Information contact
- Courtney Moore 3-8498
- Keith White 3-5638

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DFW Capital Acct</td>
<td>26819-01</td>
<td></td>
<td>$212,339.00</td>
</tr>
</tbody>
</table>
Additional Information

- This purchase is exempt from public procurement in accordance with Local Government Code 252.022, as it is a procurement necessary to preserve or protect the public health and safety of the Airport’s traveling public, tenants and employees.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Purchase Order No. 276689, for Custom and Border Protection Officer Podiums, to Fish Construction, Inc., of Stafford, Texas, in the amount of $212,339.00.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:53 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:29 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:47 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Customer Service
Jan 23, 2020 8:47 am

Chief Executive Officer
Pending
Date
DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD
OFFICIAL BOARD ACTION/RESOLUTION

<table>
<thead>
<tr>
<th>Date</th>
<th>Committee</th>
<th>Subject</th>
<th>Resolution #</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/06/2020</td>
<td>Concessions/Commercial</td>
<td>Percent Rent in lieu of Minimum Annual</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Development</td>
<td>Guarantee</td>
<td></td>
</tr>
</tbody>
</table>

**Action**
That the Chief Executive Officer or designee be authorized to amend 5 Concession leases suspending the Minimum Annual Guarantee for a period of one year.

**Description**
- The following 5 Concession leases will be amended to suspend the Minimum Annual Guarantee for a period of 1 year.
  - Lease No. 010604, located in Terminal E - Satellite, between the Dallas Fort Worth International Airport Board and Charles Bush Consulting, LLC d/b/a AV8 Bar.
  - Lease No. 010613, located in Terminal E - Satellite, between the Dallas Fort Worth International Airport Board and Southwest Minority Financial Group, Inc. d/b/a Dickey's Barbecue.
  - Lease No. 010593, located in Terminal E - Satellite, between the Dallas Fort Worth International Airport Board and MultiRestaurants Concepts, LTD d/b/a Whataburger.
  - Lease No. 010594, located in Terminal E - Satellite, between the Dallas Fort Worth International Airport Board and Host/DFW AF LLC d/b/a Starbucks.
  - Lease No. 010584, located in Terminal E - Satellite, between the Dallas Fort Worth International Airport Board and The Jethro Pugh Shops II, LLC d/b/a CNBC News.

**Justification**
- These locations have been open less than 1 year.
- This action is in agreement with the Concessions Department Growth in Partnership Initiative.

**D/S/M/WBE Information**
- The existing ACDBE and M/WBE commitments will continue to apply to the respective lease terms.

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

For Information contact
Zenola Campbell
3-4830

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
</tbody>
</table>
BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to amend 5 Concession leases suspending the Minimum Annual Guarantee for a period of one year.

Approved as to Form by
Tomme, Paul
Legal Counsel
Jan 23, 2020 11:54 am

Approved as to Funding by
Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:02 pm

Approved as to M/WBE by
Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:47 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by
Department Head
Jan 22, 2020 12:23 pm

Pending

Chief Executive Officer
Date
**DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD**
**OFFICIAL BOARD ACTION/RESOLUTION**

<table>
<thead>
<tr>
<th>Date</th>
<th>Committee</th>
<th>Subject</th>
<th>Resolution #</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/06/2020</td>
<td>Concessions/Commercial</td>
<td>Passenger Terminal Toilet Tissue Paper</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Development</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Action**
The Chief Executive Officer or designee be authorized to execute Contract No. 7006895, for Passenger Terminal Toilet Tissue Paper, with Torrez Paper Company, of Farmers Branch, Texas, in an amount not to exceed $3,017,449.00, for the initial two year term of the Contract, with options to renew for three additional one-year periods.

**Description**
- Award a Contract for Passenger Terminal Toilet Tissue Paper for the Airport's Customer Experience Department.

**Justification**
- Customer Experience performed research and test-pilots of the toilet tissue usage in the Terminals and concluded the current household toilet paper is insufficient to meet demand.
- Replacing the household tissue with the jumbo rolls will improve efficiency and provide a better customer experience.

**D/S/M/WBE Information**
- The annual goal for the SBE Program is 20%.
- N/A - Not subject to the goal per the Board's SBE Policy due to the nature of the procurement (Goods/Finished Products).
- Torrez Paper Company is a certified Small Business Enterprise (NF-C); therefore, will be counted towards the Board's overall SBE Program goals.

**Schedule/Term**
- Start Date: February 2020
- Contract Term: Two years, with three one-year renewal options

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Agreement #</th>
<th>Purchase Order #</th>
<th>Action Amount</th>
<th>Revised Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7006895</td>
<td></td>
<td></td>
<td>NTE $3,017,449.00</td>
<td>$0</td>
</tr>
</tbody>
</table>

For Information contact
- Kevin Smith
  - 3-8402
- David Foster
  - 3-2988

<table>
<thead>
<tr>
<th>Fund</th>
<th>Project #</th>
<th>External Funding Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td></td>
<td></td>
<td>$3,017,449.00</td>
</tr>
</tbody>
</table>
Eleven bids, four from SBE firms, were received on or before the due date of January 7, 2020.

Bid Tabulation attached.

The bids submitted by Dent Enterprises, LLC, DeSoto, Texas; M.A.N.S. Distributors, Inc., Carrollton, Texas; Veritiv Operations Company, Carrollton, Texas; and Wedge Supply, LLC, Garland, Texas, were determined to be non-responsive as the submissions did not meet the specifications outlined in the Airport’s solicitation.

Torrez Paper Company, of Farmers Branch, Texas, is the lowest responsive, responsible Bidder.

Projected Total of the Contract including all renewals, if approved, is $7,543,622.50.

BE IT RESOLVED BY THE DALLAS FORT WORTH INTERNATIONAL AIRPORT BOARD

That the Chief Executive Officer or designee be authorized to execute Contract No. 7006895, for Passenger Terminal Toilet Tissue Paper, with Torrez Paper Company, of Farmers Branch, Texas, in an amount not to exceed $3,017,449.00, for the initial two year term of the Contract, with options to renew for three additional one-year periods.

Approved as to Form by

Tomme, Paul
Legal Counsel
Jan 23, 2020 11:54 am

Approved as to Funding by

Miyashita, Glenn
Assistant Vice President Capital Planning
Finance
Jan 23, 2020 2:01 pm

Approved as to M/WBE by

Burks Lee, Tamela
Vice President Business Diversity and Development
Business Diversity and Development
Jan 23, 2020 12:48 pm

SIGNATURE REQUIRED FOR APPROVAL

Approved by

Department Head
Customer Service
Jan 23, 2020 8:47 am

Pending

Chief Executive Officer
Date
## Contract No. 7006895
### Passenger Terminal Toilet Tissue Paper
#### Bid Tabulation

<table>
<thead>
<tr>
<th>Bidders</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Torrez Paper Company&lt;sup&gt;N1&lt;/sup&gt; Farmers Branch, Texas</td>
<td>$3,017,449.00</td>
</tr>
<tr>
<td>The Home Depot Pro Jacksonville, Florida</td>
<td>$3,092,232.00</td>
</tr>
<tr>
<td>Matera Paper Company, Inc. dba Ferguson Facilities Supply Grand Prairie, Texas</td>
<td>$3,303,967.00</td>
</tr>
<tr>
<td>Pollock Investments, Inc. Grand Prairie, Texas</td>
<td>$3,425,602.00</td>
</tr>
<tr>
<td>The Bargain Source&lt;sup&gt;N1&lt;/sup&gt; Garland, Texas</td>
<td>$4,469,861.00</td>
</tr>
<tr>
<td>C&amp;B Chemical Conroe, Texas</td>
<td>$5,946,600.00</td>
</tr>
<tr>
<td>Mavich&lt;sup&gt;N2&lt;/sup&gt; Southlake, Texas</td>
<td>$6,923,284.00</td>
</tr>
</tbody>
</table>

**Note:**
1. SBE – Certified through the North Central Texas Regional Certification Agency
2. SBE – Certified through the Texas Department of Transportation

*Some bidders are authorized distributors for the product, if not, they purchase items via product resellers.*
Description

- Permit No. 010993 was issued to Bobaddiction for the operation of a mobile food truck at the Hyatt Regency DFW Airport. Concessionaire shall pay a rent of $25.00 per day to operate from November 29, 2019 to December 1, 2019.
- Permit No. 010992 was issued to Wuden Chopsticks for the operation of a mobile food truck at the Hyatt Regency DFW Airport. Concessionaire shall pay a rent of $25.00 per day to operate on November 29, 2019.
- Permit No. 010994 was issued to F&F Express for the operation of a mobile food truck at the Hyatt Regency DFW Airport. Concessionaire shall pay a rent of $25.00 per day to operate from November 29, 2019 to December 1, 2019.
- An Amendment was issued to STSR Investments, dba Sugarphoria, Permit No. 010578 for storage located in Terminal C, ID No. C-1-020B-A09. Concessionaire shall pay rents of $50.00 per square foot for 43 square feet of space. The Amendment is co-terminus with the Permit.
- An Amendment was issued to Dickeys DFW Terminal C, JV, LLC, dba Dickey's Barbecue, Lease No. 008676 for storage located in Terminal C, ID No. C-1-020B-A01. Concessionaire shall pay rents of $50.00 per square foot for 128 square feet of space. The Amendment is co-terminus with the Lease.
AGENDA
RETIREMENT/INVESTMENT COMMITTEE MEETING
TUESDAY, FEBRUARY 4, 2020
1:00 p.m.

RETIREMENT/INVESTMENT COMMITTEE


CLOSED SESSION

37. In accordance with provisions of Section 551.071 of the Texas Government Code, a closed session will be held for the purposes of seeking the Board’s attorney’s advice with respect to pending or contemplated litigation, a settlement offer, or other matters that are exempt from public disclosure under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas (Article X, Section 9 of the State Bar Rules), to wit:

   a) Lone Star Investments

OPEN SESSION