

**MINUTES**  
**FINANCE/AUDIT COMMITTEE MEETING**  
**Tuesday, September 29, 2020**  
**12:47 p.m.**

**Convening of the Meeting** – The Regular Meeting of the Finance/Audit Committee of the Dallas Fort Worth International Airport Board, was duly convened and held via conference call at 12:47 p.m., on Tuesday, September 29, 2020, pursuant to earlier notification thereof to the members of the Board and public. The following quorum was present:

William Meadows, Chair  
Eddie Reeves, Vice Chair  
Vernon Evans  
Mario Quintanilla

**Other Board Members in attendance:**

Matrice Ellis-Kirk  
Henry Borbolla III  
Gloria M. Tarpley  
Ben Leal  
Raj Narayanan

**Board Staff in Attendance:**

Sean Donohue, John Ackerman, Ken Buchanan, Chad Makovsky, Khaled Naja, Chris Poinsette, Paul Puopolo, Linda Valdez Thompson, Rob Darby, Elaine Rodriguez, Dee Amos Baker, Jeff Benvegno, Alan Black, John Brookby, Zenola Campbell, Milton De la Paz, Catrina Gilbert, Rusty Hodapp, Robert Horton, Tammy Huddleston, Tamela Lee, James Mauldin, Greg Spoon, Max Underwood, Michael Youngs, Heather Frost, Donna Schnell.

**AGENDA**

**FINANCE/AUDIT COMMITTEE**

13. The minutes of the Finance/Audit Committee Meeting of September 1, 2020 were approved.
14. The Financial Report was presented by Max Underwood, Vice President Finance.
15. The Fiscal Year 2020 External Audit Process was presented by Blake Rodgers, Lead Audit Partner, Deloitte.

**Consent Item for Consideration**

16. The Committee recommended to the Board to approve an increase to Legal Services Contract No. 8005115 with the firm of Milby LLC of Dallas, Texas, in an amount not to exceed \$100,000.00, for a revised contract amount not to exceed \$396,250.00.

### **Action Items for Consideration**

17. The Committee recommended to the Board to approve Audit Services' Fiscal Year 2021 Annual Plan.
18. The Committee recommended to the Board to approve an increase to Contract No. 7006957, for COVID-19 Cleaning and Disinfecting Services, with The Cleaning Guys, LLC dba CG Environmental, of Fort Worth, Texas, in an amount not to exceed \$100,000.00, for a revised Contract amount of \$249,000.00; and increase Contract No. 7006792, for Emergency Cleaning of Bloodborne Pathogens, with MBW SERV Corporation dba ServPro of North Irving, of Dallas, Texas, in an amount not to exceed \$200,000.00, for a revised Contract amount of \$539,000.00. Total amount of this action is \$300,000.00.
19. The Committee recommended to the Board to approve an amendment to the current Air Service Incentive Program (ASIP) to include a special one-year incentive in an amount not to exceed \$16,000,000.00 to support international air service recovery and hasten return to service from carriers that discontinued service or reduced capacity on international routes to DFW on or after April 1, 2020 through June 30, 2020 due to COVID-19.
20. The Committee recommended to the Board to approve an increase and extension to Contract No. 7006084, for Public Safety Radio Maintenance and Support, with E.F. Johnson Company, of Irving, Texas, in an amount not to exceed \$919,325.00, for a revised Contract not to exceed amount of \$11,924,124.60.
21. The Committee recommended to the Board to approve execution of Contract No. 7006980, for Enterprise Virtualization Software License and Maintenance, with Dell Marketing, L.P., of Round Rock Texas, in an amount not to exceed \$1,551,000.00, for the initial three-year term of the Contract, with options to renew for two additional one-year periods.

### **Discussion Items**

22. The Monthly D/S/M/WBE Expenditure Report was distributed to the Board.
23. Purchase Orders/Contracts and Professional Services Contracts approved by Authorized Staff were distributed to the Board.