



SCHEDULES AND AGENDAS
FOR
WEDNESDAY, MARCH 20, 2013

Conference Rooms 1A/1B/1C

8:00 a.m. Audit – Legal Committee Meeting¹
(Materials in Tab A)

Executive Session²

- I. PricewaterhouseCoopers' Update on the Financial Statement Audit for
Calendar Year 2012

To be
Provided
Separately

Kelly Thornton PricewaterhouseCoopers

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8:30 a.m. Finance Committee Meeting
(Materials in Tab B)

- I. Financial Advisors' Report – Aviation Enterprise

Tab B-1

Ken Gibbs Jefferies

Andy Rountree

¹ All meeting times are approximate. The meetings may begin earlier or later than the scheduled times.

² Pursuant to Article IX, Section 3(g) of the Airports Authority Bylaws which permits the Board and its Committees to move into executive session for matters that the professional standards applicable to financial statement auditors and the Vice President of Audit, when conducting a financial statement audit, require to be discussed in executive session.

- II. Financial Advisors' Report – Dulles Corridor Enterprise Tab B-2
- Doreen Frasca Frasca & Associates, LLC
- Bryan Grote Mercator Advisors, LLC
- Andy Rountree
- III. Pre-Solicitation Terms for the Traffic and Revenue Study Consultant for the Dulles Toll Road Tab B-3
- Andy Rountree
- IV. February 2013 Financial Report – Aviation Enterprise Tab B-4
- Andy Rountree
- Mark Tune

9:00 a.m. Dulles Corridor Committee Meeting
(Materials in Tab F)

- I. Dulles Corridor Metrorail Project Monthly Cost Summary and Project Update Tab F-1
- Frank Holly
- Pat Nowakowski
- II. February 2013 Financial Report – Dulles Corridor Enterprise Tab F-2
- Mark Adams
- Mark Tune

9:30 a.m. Executive and Governance Committee Meeting
(Materials in Tab C)

Regular Session

- I. Proposed Amendment to the Bylaws Regarding the Indemnification Policy Tab C-1
- Phil Sunderland

- II. Proposed Amendment to the Freedom of Information Policy Tab C-2
Phil Sunderland
- III. Recommendation to Approve a Proposed Authority Business Expense Policy Directive Tab C-3
Andy Rountree
- IV. Proposed Amendment to the Statement of Functions Tab C-4
Jack Potter

10:30 a.m. Business Administration Committee Meeting
(Materials in Tab D)

- I. Recommendation to Approve the Fourth Edition of the Contracting Manual Tab D-1
Andy Rountree
Mark Adams

11:00 a.m. Board of Directors Meeting
(Materials in Tab E)

- I. Minutes of the February 20, 2013 Board of Directors Meeting Tab E-1
- II. Committee Reports Tab E-2
 - A. Audit – Legal Committee
 - B. Business Administration Committee
 - C. Dulles Corridor Committee
 - D. Executive and Governance
 - E. Finance Committee
- III. Information Items
 - A. President’s Report
 - B. Executive Vice President’s Report Tab E-3

IV. New Business

- | | | |
|----|---|---------------------|
| A. | Amendment to the Freedom of Information Policy | Refer to
Tab C-2 |
| B. | Recommendation to Approve a Proposed Authority Business Expense Policy Directive | Refer to
Tab C-3 |
| C. | Amendment to the Statement of Functions | Refer to
Tab C-4 |
| D. | Recommendation to Approve the Fourth Edition of the Contracting Manual | Refer to
Tab D-1 |
| E. | Recommendation to Award the Foreign Currency Exchange and Business Services Contract at both Airports | Tab E-4 |
| F. | Recommendation to Purchase Engineered Material Arresting Systems from Engineered Arresting Systems Corporation at Reagan National | Tab E-5 |
| G. | Recommendation for the Specialized Electronics Systems Operation and Maintenance Services at Dulles International | Tab E-6 |
| H. | Recommendation for a Less than Full and Open Competition of Chemical Water Treatment Services for Dulles International | Tab E-7 |
| I. | Appointment of Co-Senior Managers and Bookrunning Senior Manager for Airport System Revenue Refunding Bonds, Series 2013 | Tab E-8 |
| J. | Appointment of Member to the Ethics Review Committee | Oral |

V. Unfinished Business

VI. Other Business & Adjournment

1:30 p.m. Audit – Legal Committee Meeting (reconvened)
(Materials in Tab A)

Regular Session

- | | | |
|----|---|---------|
| I. | Status Update on Plans to Enhance Internal Controls | Tab A-1 |
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Andy Rountree
Julia Hodge

II.	In-flight Caterers at both Airports	Tab A-2
	Valerie Holt	
III.	Sole-Source Contract Compliance	Tab A-3
	Valerie Holt	
IV.	Luggage Cart Services	Tab A-4
	Valerie Holt	
V.	Retail Concession Fee Manager	Tab A-5
	Valerie Holt	
VI.	Employee Time Off Less Than Five Consecutive Days	Tab A-6
	Valerie Holt	
	<u>Executive Session</u> ³	
VII.	Information Security Audit	Tab A-7
	Valerie Holt	

³ Pursuant to Article IX, Section 3(g) of the Airports Authority Bylaws which permits the Board and its Committees to move into executive session for matters involving airport security and information security.