

**Office of the  
City Clerk**

**NOTICE AND AGENDA  
Combined Meeting of  
Tulsa Airports Improvement Trust – Special Meeting  
Tulsa Airport Authority – Regular Meeting  
Thursday, April 13, 2023, 8:30 a.m.  
Airport Conference Room A-211  
Tulsa International Airport  
7777 Airport Drive  
Tulsa, Oklahoma 74115**

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Call the combined Special and Regular Meetings of the Trustees of the Tulsa Airports Improvement Trust and the Members of the Tulsa Airport Authority to order.

1. Approve the minutes of the combined March 9, 2023 meetings of TAIT and TAA.
2. CEO and CFO Reports.
3. Tulsa Riverside Airport Master Plan update.

**Administrative, Finance, IT, Operations, and Finance Contract Action.**

4. Accept selection and approve professional services agreement with Garver, LLC for electrical consulting services for one year, with four one-year options to renew for an amount not to exceed \$100,000 per year. The Airport received four statements of qualification. This contract provides electrical engineering consulting and on-call / troubleshooting professional services on an as-needed basis. Garver will bill hourly rates for actual work performed. TUL contract F23-070.

5. Accept Proposals and Approve Health Benefits Insurance Broker Services Agreement with NFP Corporate Services (OK) Inc, for 1 year, with four one-year options to extend. TUL contract F23-068.

NFP will be the Broker of Record for the Airports related to employee health benefits.

**Engineering Capital Improvement Contract Action.**

**Contracts.** None.

**Contract Amendments.** None.

**Change Orders.**

6. Approve Change Order Number Four with Bronze Oak, LLC, in the amount of \$33,953.35, for the Functional Needs Area Project. TUL contract F22-099.

This change provides for furnishing and installing new cabinet and counter tops and plumbing fixtures in both service animal relief areas as well as the adult changing rooms. This change will also provide funding to furnish and install additional communication cabling for monitors. This change also adds 86 calendar days to the project.

	Amount	Percent Change
Original contract amount:	\$ 582,500.00	
Total change orders:	\$ 47,959.77	8.2%
Total change of quantities:	\$0.00	0.0%
Total cost:	\$630,459.77	8.2%

7. Approve Change Order Number Three with Keith Construction Co., LLC in the amount of \$14,692.00 for the Escalator Replacement Project, Phase 4. TUL contract F22-051.

This change provides funding for furnishing and installing stainless steel and glass barricades for the lower portion of the escalators on Concourses "A" and "B". These are needed to keep the travelling public out of areas that do not have camera coverage. This change also adds 28 calendar days to the project.

	Amount	Percent Change
Original contract amount:	\$1,211,522.00	
Total change orders:	\$53,265.00	4.4%
Total change of quantities:	\$0.00	0.0%
Total cost:	\$1,264,787.00	4.4%

8. Approve Change Order Number One with Keith Construction Co, LLC in the amount of \$14,941.00 for the Replace Concourse "B" Exit Lane Security Doors Project. TUL contract F23-040.

This change provides funding for furnishing and installing aluminum trim and glass partitions between the existing wall and the exit lane as well as between the existing glass manual door and the exit lane. This change also adds 14 calendar days to the project.

	Amount	Percent Change
Original contract amount:	\$289,000.00	
Total change orders:	\$14,941.00	5.2%
Total change of quantities:		
Total cost:	\$303,941.00	5.2%

**Change of Quantities.** None.

**Contract Close Out / Other Contract Action.**

9. Accept project and approve final payment with FabriTec Structures, LLC in the amount of \$42,048.06 for the Arrivals Canopy Fabric Replacement Project. TUL contract F22-014.

	Amount	Percent Change
Original contract amount:	\$814,750.00	
Total change orders:	\$26,211.26	3.2%
Total change of quantities:	\$0.00	0.0%
Total cost:	\$840,961.26	3.2%

**Property Development Contract Action.**

10. Discussion and update of Airport hotel development and timeline. TUL contract P-157.
11. Approve Non-Signatory Air Carrier Sublease and License Agreement with Breeze Aviation Group, Inc., for one year effective June 1, 2023. TUL contract F22-065.
12. Revise Approval for Temporary Sublease Agreement with Tulsa Police Department, to reflect the City of Tulsa as Lessee and revise term effective April 1, 2023 through June 30, 2023. Cargo Building One. TUL contract F23-067.

Agenda Items 13 through 16 may be considered together.

13. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Premier Jet Center, Inc., d/b/a Legacy Jet Center to Mercury Air Center-Tulsa, LLC, d/b/a Atlantic Aviation, effective upon closing scheduled April 14, 2023, but no later than April 30, 2023. Lot 2, Block 1. TUL contract F07-058.
14. Approve Sublandlord's Estoppel for the benefit of Mercury Air Center-Tulsa, LLC, d/b/a Atlantic Aviation, effective upon closing scheduled April 14, 2023, but no later than April 30, 2023. Lot 2, Block 1. TUL contract F07-058.
15. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Premier Jet Center, Inc., d/b/a Legacy Jet Center to Mercury Air Center-Tulsa, LLC, d/b/a Atlantic Aviation, effective upon closing scheduled April 14, 2023, but no later than April 30, 2023. Parking Lot 1A. TUL contract F00-113.
16. Approve Sublandlord's Estoppel for the benefit of Mercury Air Center-Tulsa, LLC, d/b/a Atlantic Aviation, effective upon closing scheduled April 14, 2023, but no later than April 30, 2023. Parking Lot 1A. TUL contract F00-113.

17. Approve Amendment Number One to Sublease Agreement with Horton Hydraulics, Inc. d/b/a Hydrasource, to extend Temporary Sublease Agreement through June 30, 2023. Cargo Building 1A. TUL contract F23-055.
18. Approve Acknowledgement and Consent to Subtenant with RVES Co., LLC for new subtenant Ron Nelson, effective upon approval. Lot 5, Block 4, Southwest Commercial Area. RVS contract F20-042.
19. Approve Acknowledgement and Consent to Collateral Assignment from Camtronics, LLC to Triad Bank, N.A., effective upon closing but no later than April 30, 2023. Lots 15 & 16, Block 7, Southwest Commercial Area. RVS contract F06-057.
20. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Hawk Hangars Corporation to Hawk Hangars, LLC, effective upon approval. Lot 5, Block 1B, Northwest Hangar Area, Hangar A-32. RVS contract F04-059.
21. Approve Termination of Sublease Agreement with John Turner for default due to non-payment of rentals. Lot 10, Block 1B Northwest Hangar Area, Hangar A-28. RVS contract F20-063.
22. Approve Sublease Agreement with The United States of America Department of Transportation, Federal Aviation Administration effective retroactive to October 1, 2021 through September 30, 2028 with rates and fees as negotiated with the FAA. Air Traffic Control Tower/TRACON. TUL Contract F17-028.

### **Executive Session**

Approve Executive Session pursuant to 25 O.S. §307 for the purposes of communication between the Trustees and counsel concerning pending investigation(s), claim(s), action(s) or litigation including, but not limited to: Frank Montero v. Tulsa Airport Authority, et al., District Court of Tulsa County, State of Oklahoma, Case No. CJ-2022-3725 and related cases.

New TAIT Business	No Items.
TAA Business	No Items.

Motion to Adjourn.

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If you require special accommodations pursuant to the Americans with Disabilities Act, please notify Sheila Cook at (918) 838-5000 by April 12, 2023.