

03/11/2024 04:00 PM

Office of the
City Clerk

NOTICE AND AGENDA
Combined Special Meeting and Regular Meetings
Tulsa Airports Improvement Trust and Tulsa Airport Authority
Thursday, March 14, 2024, 8:30 a.m.
Airport Conference Room A-211
Tulsa International Airport
7777 Airport Drive
Tulsa, Oklahoma, 74115

1. Call the combined Special Meeting of the Trustees of the Tulsa Airports Improvement Trust and Regular Meeting of the members of the Tulsa Airport Authority to order.
2. Approve the minutes of the combined January 11, 2024 meetings of TAIT and TAA.
3. Operating and Financial Reports.

Administrative, Finance, IT, and Operations Contract Action.

4. Approve the Amended Commercial Minimum Standards for Tulsa Riverside Airport.

The current Minimum Standards were approved in 2015 and have been updated to ensure the flying public and users of the airport are receiving the best possible products and services available, to update compliance language, to eliminate conflicting verbiage between the Standards and our leasing documents, and update new hours required for the operation of FBOs, A&P shop, and specialized aircraft repair operators.

RVS staff presented the Amended Minimum Standards to the RVS tenants and input was requested, but no comments were received.

5. Approve renewal of Attorney Engagement Agreement with Center for Economic Development Law, PLLC (Jeff Sabin) for legal services related to the Tulsa International Airport Development Trust (TIADT). All funds spent by TAIT will be reimbursed by TIADT. TUL contract F19-05.
6. Approve Access Agreement between TAIT and the United States Airforce effective upon approval for access to airport land for environmental monitoring. TUL contract F24-085.
7. Approve Consulting Services Agreement with Ailevon Pacific Aviation Consulting, LLC (APAC), for a term of five years, in the annual amount of \$85,000.00 to assist in implementing air service strategies and enhance air service at Tulsa International Airport, effective upon approval. TUL contract F24-084.

8. Approve Agreement for Software Licenses, Service, and Support with GCR, Inc., dba Tadera for a term of three years, in the amount of \$60,000.00 with a 5% annual escalation, for contract management and billing software, effective April 1, 2024. TUL contract F24-083.

Engineering Capital Improvement Contract Action.

Contracts. **None.**

Contract Amendments. **None.**

Change Orders.

9. Approve Change Order Number Four with Third Generation Electrical, Inc. in the amount of \$16,322.10 for the Parking Garage Level One EV Charging Stations Project. TUL contract F23-051.

This change compensates the contractor for adding conduit and junction boxes for future shuttle bus charging capabilities.

	Amount	Percent Change
Original contract amount:	\$1,093,712.00	
Total change orders:	-\$37,537.75	-3.3%
Total change of quantities:	\$16,322.10	1.5%
Total cost:	\$1,073,496.35	-1.8%

Change of Quantities. **None.**

Contract Close Out / Other Contract Action. **None.**

Airport Property Action.

Real Estate and Business Development.

10. Approve Amendment Number One to Sublease Agreement with Code Red Underground, LLC to increase square footage and adjust rentals accordingly, contingent upon FAA approval of non-aeronautical use. TUL contract F24-048.

11. Approve Early Access Agreement with Norsun USA, Inc., granting early access to proposed leased premises in the Mingo Development Area, for the purpose of performing its due diligence. TUL contract F24-075.

12. Approve Sublease Agreement with Norsun USA, Inc., effective upon execution for +/- 40 acres in the Mingo Development Area, contingent upon the approval of governmental funding. TUL Contract F24-079.

Contracts and Concessions.

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13. Approve Sublease Agreement with Quantem Aviation Services, LLC, effective May 1, 2024. Cargo Building #2, Suite 1H. TUL contract F21-102.

14. Approve Amended and Restated Sublease Agreement with the Oklahoma Military Department (Oklahoma Army National Guard), effective April 1, 2024. 169 Development Area. TUL contract F24-080.

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All Subleases for the agenda items below are for the standard published Term and at the standard published Rental rate unless otherwise indicated; Assignments are given for the remaining Term of the current Sublease, and all inspections have been conducted prior to approval.

15. Approve Sublease Agreement with Hawk Hangars, LLC, effective April 1, 2024. Lot 5, Block 1B, Northwest Hangar Area, Hangar A-32. RVS contract F04-059.

16. Approve Short-Term Sublease Agreement with Spartan Education, LLC, effective March 1, 2024, for Tie-down Block 3. RVS contract F24-077.

17. Approve Sublease Agreement with Joseph Jones effective April 1, 2024. Lot 3, Block 8, Northeast Hangar Development, Hangar B-34. RVS contract F04-060.

18. Approve Sublease Agreement with Scott T. Jednacz effective April 1, 2024. Lot 2, Block 1C, Northwest Hangar Area, Hangar A-22. RVS contract F04-057.

19. Executive Session None.

20. New TAIT Business No Items.

21. TAA Business No Items.

22. Motion to Adjourn.

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify Jeff Shaw at (918) 838-5000 by March 13, 2024.