

08/05/2024 04:13 PM

**Office of the
City Clerk**

**NOTICE AND AGENDA
Combined Special and Regular Meetings
Tulsa Airports Improvement Trust and Tulsa Airport Authority
Thursday, August 8, 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 ("TAIT") and regular meeting of the Members of the Tulsa Airport Authority to order.
2. Approve the minutes of the combined July 11, 2024, meetings of TAIT and TAA.
3. Operating and Financial Reports.

Administrative, Finance, IT, and Operations Contract Action.

4. Receive and file the TAIT Five-Year Review of Aviation Properties for fiscal year 2019 through fiscal year 2023. This review was performed by TAIT's airport consultant, Landrum and Brown, Inc., and covers Tulsa International Airport and Tulsa Riverside Airport.
5. Approve revision to TAIT's Schedule of Rates, Fees, and Charges effective July 1, 2024, revising the Per-Turn Fee as follows:
 - Signatory per turn charge for common use gate-hold from \$246.09 to \$230.00 per turn.
 - Non-signatory per turn charge for common use gate-hold from \$464.03 to \$470.00 per turn.
6. Approve Builder's Risk insurance policy through Starr Specialty Lines Insurance Agency, LLC in an amount not to exceed \$280,000.00, for coverage during the construction of the TUL Air Traffic Control Tower (ATCT) and Terminal Radar Approach Control Facility (TRACON) Project.
7. Approve purchase with CDW-Government, LLC in the amount of \$179,182.28 for the purchase of 30 Juniper network switches, with a unit price of \$5,972.74. These network switches will be deployed throughout the terminal. State Contract SW1004C.
8. Accept and approve pending FAA Airport Improvement Program (AIP) Grant in an amount up to \$290,000.00, for the Airfield Lighting Rehabilitation Design Project. Grant 3-40-0099-113-2024.

Engineering Capital Improvement Contract Action.

Contracts.

9. Reject bid for the Airfield Lighting Rehabilitation Project pursuant to Oklahoma Statutes Title 61 §119, in the best interests of TAIT. The bidding documents will be repackaged, and the project will be rebid late this year or early in 2025.

Contract Amendments. None.

Change Orders.

10. Approve Change Order Number Two with Myers-Cherry Construction, LLC, in the amount of \$19,369.68 for the Airport Terminal Vestibules Improvement Project. TUL Contract F23-045.

This change compensates the contractor for construction of scaffolding to support the existing glass while the new structural beam is installed. This change also adds 8 calendar days to the contract.

	Amount	Percent Change
Original contract amount:	\$2,447,000.00	
Previous change orders:	\$1,482.50	0.1%
Current change orders:	\$19,369.68	0.8%
Total change of quantities:	\$20,853.18	0.9%
Total cost:	\$2,467,853.18	0.9%

11. Approve Change Order Number Two with Diversified Civil Contractors, LLC, in the amount of \$18,000.00 for the Terminal Entrance Roadway Pavement Rehabilitation Project. TUL Contract F24-003.

This change order provides funding to modify the bridge sign structure to avoid a more costly utility relocation.

	Amount	Percent Change
Original contract amount:	\$1,528,425.00	
Previous change orders:	\$35,487.00	2.3%
Current change orders:	\$18,000.00	1.2%
Total change of quantities:	\$0.00	
Total cost:	\$1,581,912.00	3.5%

Agenda Items 12 and 13 may be considered together.

12. Approve Change Order Number Six with Third Generation Electrical, Inc., to extend contract time by 60 calendar days due to allowable weather delays, and assess liquidated damages in the amount of \$10,000.00 for the Parking Garage Level One EV Charging Stations Project. TUL Contract 23-051.

The original contract time was 360 calendar days, previously increased to 425. This change results in a new contract time of 485 calendar days.

	Amount	Percent Change
Original contract amount:	\$1,092,712.00	
Previous change orders:	-\$17,199.25	-1.6%
Current change orders:	-\$10,000	-0.9%
Total change of quantities:	\$0.00	
Total cost:	\$1,065,512.75	-2.5%

Change of Quantities. None.

Contract Close Out / Other Contract Action.

13. Accept project and approve final payment to Third Generation Electrical, Inc., in the amount of \$43,775.64 for the Parking Garage Level One EV Charging Stations Project. TUL Contract F23-051.

	Amount	Percent Change
Original contract amount:	\$1,092,712.00	
Total change orders:	-\$27,199.25	-2.5%
Total change of quantities:	\$0.00	0.0%
Total cost:	\$1,065,512.75	-2.5%

Airport Property Action.

Real Estate and Business Development.

14. Approve Amendment to Cargo Facility Sublease Agreement with Gasoliq Solutions, LLC to amend Term of Agreement from three (3) years to one (1) year with two (2) one (1) year options. TUL contract F24-067.

Contracts and Concessions.

Tulsa International Airport.

15. Approve Non-Signatory Cargo Carrier License Agreement with DHL Network Operations (USA), Inc., effective September 1, 2024. TUL contract F23-025.
16. Approve Concession Agreement with Smarte Carte, Inc., effective October 1, 2024. TUL contract F20-040.
17. Approve Amendment Number Four to the News, Gift, & Retail Concession Lease Agreement with HG Tulsa Retailers, JV to revise offerings, adjust square footage, and extend the term of the Agreement, effective upon Certificate of Occupancy. TUL Contract F17-023.

This amendment will bring an additional offering to the vacated spaces on the B Concourse, remove the specialty kiosks at the checkpoint, and include a refurbishment requirement in 2030.

Tulsa Riverside Airport.

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.

18. Approve Sublease Agreement with William Cunningham effective September 1, 2024. Lot 17, Block 7, Southwest Commercial Area. RVS contract F00-004.
19. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Vaughn Investment, LLC to W.A.A. LLC, effective upon closing, but no later than August 15, 2024. Lot 2, Block 1D, Northwest Hangar Development, Hangar A-37. RVS contract F07-045.

Agenda Items 23 and 24 may be considered together.

20. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from W G Enterprises, LLC to 71WG, LLC, effective upon closing, but no later than August 15, 2024. Lot 11, Block 13, Northeast Hangar Development, Hangar B-108. RVS contract F19-023.
21. Approve Acknowledgment and Consent to Collateral Assignment of Sublease from 71WG, LLC to Grand Bank, effective upon closing, but no later than August 15, 2024. Lot 11, Block 13, Northeast Hangar Development, Hangar B-108. RVS contract F19-023.
22. Approve Termination of Sublease Agreement with John Turner effective August 30, 2024, for non-payment of rentals. Lot 10, Block 1B Northwest Hangar Area, Hangar A28. RVS contract F20-063.

Executive Session.

None.

- 23. New TAIT Business No Items.
- 24. TAA Business No Items.
- 25. Motion to Adjourn.

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify Jeff Shaw at (918) 838-5000 by August 7, 2024.