

**Office of the
City Clerk**

**NOTICE AND AGENDA
Combined Annual Meetings of
Tulsa Airports Improvement Trust and Tulsa Airport Authority
Thursday, September 12, 2023, 8:30 a.m.
Airport Conference Room A-211
Tulsa International Airport
7777 Airport Drive
Tulsa, Oklahoma, 74115**

1. Approve the minutes of the combined August 8, 2024 meetings of TAIT and TAA.
2. Nomination and Election of Officers – Chairman, Vice Chairman, and Secretary.
3. Submittal of Secretary’s annual report pursuant to the TAIT Trust Indenture.
4. Operating and Financial Reports.

Administrative, Finance, IT, and Operations Contract Action.

Agenda Items 5 and 6 may be considered together.

5. Rescind approval of builder’s risk insurance policy through Starr Specialty Lines Insurance Agency, LLC for coverage during the construction of the TUL Air Traffic Control Tower (ATCT) and Terminal Radar Approach Control Facility (TRACON) Project.
6. Approve builder’s risk insurance policy through Zurich American Insurance Agency, LLC in an amount not to exceed \$190,826.00 for coverage during the construction of the TUL Air Traffic Control Tower (ATCT) and Terminal Radar Approach Control Facility (TRACON) Project.
7. Approve purchase from Model 1 Commercial Vehicles, Inc., for one (1) eleven-passenger transit shuttle bus in the amount of \$125,271.00. State Contract SW0797C.

This price is \$34,729 under the capital budget amount of \$160,000.00 in the FY2025 Budget for a shuttle bus.

8. Accept bids and approve the award of contract for two (2) new Solid-State Ground Power Units for jet bridges to Mark C. Pope Associates, Inc., in the amount of \$124,496.00.

This contract provides funding to furnish two (2) new solid-state ground power units for existing jet bridges. TAIT received two bids for the contract. The higher bid was \$124,496.00, with a delivery time of 30 to 60 days. The lower bid was \$116,140.00, but with a delivery time of 175 days. After performing cost analysis for the longer lead time, the Mark C. Pope Bid has been determined the best value for the Airport.

9. Approve the purchase of dispatch furniture in an amount not to exceed \$71,042.30 from the Russ Bassett Corporation, to renovate the emergency communications center. HGACBuy Contract #EC07-23. TUL contract F22-057.

Agenda Items 10 through 12 may be considered together.

10. Approve Right of Entry to Oklahoma Natural Gas Company (“ONG”) to furnish and install approximately 1,150 linear feet of 4” gas line to serve the General Aviation / Federal Inspection Services Facility (“FIS”).

11. Approve a Notice of Location of a Natural Gas Pipeline between the City of Tulsa, TAIT and ONG for the identification of approximately 1,150 linear feet of 4” gas line for service to the FIS facility.

Engineering Capital Improvement Contract Action.

Contracts.

12. Approve award of contract for the installation of a gas line for FIS Facility Project to Oklahoma Natural Gas Company, a division of ONE Gas, Inc., in the amount of \$101,174.00. TUL contract F25-016.

This contract provides funding to install approximately 1,150 linear feet of 4” diameter gas line to provide natural gas service to the new FIS facility and is adequate for future growth in the proximity of the facility.

Contract Amendments.

13. Approve Amendment Number One to Agreement for Professional Consulting Services to Poe & Associates, Inc., in an amount not to exceed \$40,000.00 for the Terminal Entrance Roadway Pavement Rehabilitation Project. TUL contract F24-029.

This amendment will compensate the consultant for additional time spent on the project due to an extended construction period.

14. Approve Amendment Number One to Agreement for Professional Services to H.W. Lochner, Inc., in an amount not to exceed \$10,000.00 for the Wayfinding Implementation – Phase One Project. TUL contract F24-089.

This amendment will compensate the consultant for additional time spent on the project due to an extended construction period.

Change Orders.

15. Approve Change Order Number Four with Flintco, LLC, in the amount of \$100,850.04 for the FIS Facility Project. TUL contract F24-043.

This change compensates the contractor to furnish and install Stainless Steel trim along the baggage claim device, glazing changes due to the bridge attachment point on the existing building, a mockup to verify the exterior facade and illumination will perform as desired, an electrical upgrade to allow for future electrical ground service equipment and other electrical changes.

	Amount	Percent Change
Original contract amount:	\$34,888,000.00	
Previous change orders:	\$167,497.36	0.5%
Current change orders:	\$100,850.04	0.3%
Total change of quantities:	\$0.00	
Total cost:	\$35,156,347.4	0.8%

16. Approve Change Order Number One with Lowry Construction Services, Inc., in the amount of \$28,078.19 for the Entry Signage Project. TUL contract F24-051.

This change provides funding for painting the structure in lieu of powder coating and adds 14 calendar days to the contract.

	Amount	Percent Change
Original contract amount:	\$749,149.00	
Previous change orders:	\$0.00	0.0%
Current change orders:	\$28,078.19	3.7%
Total change of quantities:	\$0.00	
Total cost:	\$777,227.19	3.7%

Items 17 and 18 may be considered together.

17. Approve Change Order Number Three with Ellsworth Construction, LLC, in the amount of -\$6,574.80 for the Employee Parking Lot "A" Expansion Project. TUL contract F24-059.

This change provides funding for additional soil stabilization, adds 58 calendar days to the contract due to weather delays and assesses \$20,000.00 in liquidated damages.

	Amount	Percent Change
Original contract amount:	\$565,161.90	
Previous change orders:	\$3,000.00	0.6%
Current change orders:	-\$6,574.80	-1.2%
Total change of quantities:	\$0.00	
Total cost:	\$561,587.10	-0.6%

Change of Quantities.

18. Approve Change of Quantities Number One with Ellsworth Construction, LLC, in the amount of \$11,262.46 for the Employee Parking Lot “A” Expansion Project. TUL contract F24-059.

This change reflects the actual quantities used on the project.

	Amount	Percent Change
Original contract amount:	\$565,161.90	
Total change orders:	-\$3,574.80	-0.6%
Total change of quantities:	\$11,262.46	2.0%
Total cost:	\$572,849.56	1.4%

19. Approve Change of Quantities Number One with Diversified Civil Contractors, LLC, in the amount of -\$104,137.13 for the Terminal Entrance Roadway Pavement Rehabilitation Project. TUL contract F24-003.

This change reflects the actual quantities used on the project.

	Amount	Percent Change
Original contract amount:	\$1,528,425.00	
Total change orders:	\$53,487.00	3.5%
Total change of quantities:	-\$104,137.13	-6.8%
Total cost:	\$1,477,774.67	-3.3%

Contract Close Out / Other Contract Action.

20. Accept project and approve final payment to APAC-Central, Inc., in the amount of \$200,316.04 for the Riverside Taxiway Connectors – Phase II Project. TUL contract F24-013.

	Amount	Percent Change
Original contract amount:	\$4,000,000.00	
Total change orders:	\$0.00	0.0%
Total change of quantities:	\$6,320.65	0.16%
Total cost:	\$4,006,320.65	0.16%

This project was federally funded with a DBE goal of 6.7%. The contractor elected goal at the time of bidding was 7.4% and at completion of the project utilization was 7.4%.

Airport Property Action.

Real Estate and Business Development.

21. Approve Commission Agreement between Tulsa Airports Improvement Trust and Jones Lang LaSalle Americas, Inc., for the payment of a real estate brokerage commission for the NorSun OK, LLC Sublease.

Agenda Items 22 and 23 may be considered together.

22. Approve Sublease with Lufthansa Technik Component Services, LLC. TUL contract F25-006.

23. Approve Option to Sublease Land Agreement with Lufthansa Technik Component Services, LLC. TUL contract F25-011.

24. Approve Cargo Facility Sublease with AMTRA Enterprises, LLC. Cargo Building One. TUL contract F25-015.

25. Approve Sublease with Tulsa County Public Facilities Authority for the purposes of trailer storage during the Tulsa State Fair for sixteen (16) days at a flat rate of \$5,227.00. TUL contract F25-014.

Contracts and Concessions.

Tulsa International Airport.

26. Approve Mutual Termination of Sublease with L3 Harris Technologies Integrated Systems LP, effective October 19, 2024. Cargo Building 3. TUL contract F22-066.

Tulsa Riverside Airport.

27. Consider whether receipt of cashier's check in payment of past due rentals from John Turner is adequate to rescind the termination approved at the August meeting and reinstate the Sublease Agreement. Lot 10, Block 1B, Northwest Hangar Area, Hangar A-28. RVS contract F20-063.

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.

28. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from South Tulsa Hangars, LLC to Southwest Aviation Specialties, LLC, effective upon closing, but no later than September 19, 2024. Lot 14, Block 6, Southwest Commercial Area. RVS contract F01-068.

29. Approve Mutual Termination of Sublease with Southwest Aviation Specialties, LLC, effective upon closing, but no later than September 19, 2024. Lot 14, Block 6, Southwest Commercial Area. RVS contract F01-068.

30. Approve Sublease Agreement with Southwest Aviation Specialties, LLC, effective upon closing, but no later than September 19, 2024. Lot 14, Block 6, Southwest Commercial Area. RVS contract F01-068.

31. Approve Acknowledgment and Consent to Collateral Assignment of Sublease from Southwest Aviation Specialties to Security Bank, effective upon closing, but no later than September 19, 2024. Lot 14, Block 6, Southwest Commercial Area. RVS contract F01-068.

32. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Orville and Arlene Adair to Richard Moehling effective upon closing, but no later than September 16, 2024. Lot 15, Block 8, Northeast Hangar Development, Hangar B-46. RVS contract F04-014.

Agenda Items 33 through 41 may be considered together.

33. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Christiansen Aviation, LLC, to Christiansen FBO, LLC, effective upon approval. Tie Down Blocks 9 & 10, Southwest Commercial Area. RVS contract F20-047.

34. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Christiansen Aviation, LLC, to Christiansen FBO, LLC, effective upon approval. Lot 10, Block 6, Southwest Commercial Area. RVS contract F11-050.

35. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Christiansen Aviation, LLC, to Christiansen FBO, LLC, effective upon approval. Lot 6, Block 5, Southwest Commercial Area. RVS contract F20-046.

36. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Christiansen Aviation, LLC, to Christiansen FBO, LLC, effective upon approval. Lots 1,2,4,13 & 14, Block 4, Southwest Commercial Area. RVS contract F18-062.

37. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Christiansen Aviation, LLC, to Christiansen FBO, LLC, effective upon approval. Lots 10 & 11, Block 4, Southwest Commercial Area. RVS contract F19-060.

38. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Christiansen Aviation, LLC, to Christiansen FBO, LLC, effective upon approval. Lots 6 & 7, Block 4, Southwest Commercial Area. RVS contract F00-057.

39. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Christiansen Aviation, LLC, to Christiansen FBO, LLC, effective upon approval. Lot 10, Block 3, Southwest Commercial Area. RVS contract F23-024.

40. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Christiansen Aviation, LLC, to Christiansen FBO, LLC, effective upon approval. Tie down 7 & 8, Southwest Commercial Area. RVS contract F23-043.

41. Approve Acknowledgement and Consent to Subtenants with Christiansen FBO, LLC for sixty-six (66) subtenants, effective upon approval. Southwest Commercial Area. RVS contracts F20-047, F11-050, F20-046, F18-062, F19-060, F00-057, F23-024, F23-043.

Executive Session.

None.

42. New TAIT Business No Items.

43. TAA Business No Items.

44. Motion to Adjourn.

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify Jeff Shaw at (918) 838-5000 by September 11, 2024.