

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

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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 (“TAA”) to order.
2. Approve the minutes of the October 10, 2024, combined annual meetings of TAIT and TAA.
3. Operating and Financial Reports.

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

4. Approve Joint Resolution of the Tulsa Airport Authority and the Tulsa Airports Improvement Trust dated this 14<sup>th</sup> day of November, 2024 recognizing Mayor G.T. Bynum for his dedication and support of the Tulsa International Airport and Tulsa Riverside Airport.
5. Approve Amendment to the ARPA Beneficiary Agreement to extend the “Effective Period of Performance” to December 31, 2026. Agreement CMF#20231937.
6. Accept bid and award contract in the amount of \$454,754.50 to ControlTouch Systems, LLC. ControlTouch is a sole source purchase. TUL Contract F24-049.

This contract is for the installation and programming of six scanner arrays (“ATRs”), and two bag dimensioners (“BMAs”) plus the addition of two scan guns within the outgoing bag system. This contract will upgrade end-of-life ATRs and BMAs and add scan guns to each reinduction line.

Items 7 and 8 may be considered together.

7. Approve purchase of one Advanced Imaging Technology (“AIT”) body scanner and two Explosive Trace Detection (“ETD”) machines from Leidos Security Detection & Automation, Inc., for the PreCheck lane at a cost of \$365,420.00. This is a sole source purchase. TUL Contract F25-041.
8. Accept donation from Alclear, LLC (“CLEAR”) in the amount of \$365,420.00.

This donation will be used to fund the acquisition, installation, and operation of advanced security screening technology at the airport. The donation specifically covers the costs associated with a new AIT screening machine and an ETD machine, as well as the necessary materials, installation, training, and a four-year warranty for all equipment.

9. Accept bid and award contract to Interior Logistics, Inc., in the amount of \$74,785.50 for the replacement of 126 terminal seat cushions. TAIT received one bid, which was \$15,214.50 below the budgeted amount.

10. Accept and approve pending FAA AIP Supplemental Discretionary Grant in an amount up to \$1,000,000.00 for the purchase and installation of six Preconditioned ("PC") Air units. FAA Grant 3-40-0099-116-2025. TUL.

11. Accept and approve pending FAA Bipartisan Infrastructure Law (BIL) Airport Terminal and Tower Project (ATP) Grant in an amount up to \$13,585,000.00, for construction of the TUL Air Traffic Control Tower (ATCT) and Terminal Radar Approach Control Facility (TRACON) Project. BIL Grant 3-40-0099-122-2025. TUL.

Agenda Items 12 and 13 may be considered together

12. Receive for initial consideration the draft Tulsa International Airport (TUL) Five-Year Airport Capital Improvement Plan (CIP) for Fiscal Years 2026-2030.

This initial draft of the TUL CIP identifies twenty-eight (28) projects totaling \$180,338,000.

13. Receive for initial consideration the draft Tulsa Riverside Airport (RVS) Five-Year Airport Capital Improvement Plan (CIP) for Fiscal Years 2026-2030.

This initial draft of the RVS CIP identifies eight (8) projects totaling \$14,320,000.

### **Engineering Capital Improvement Contract Action.**

#### **Contracts.**

14. Accept bids and approve award of contract for the Passenger Boarding Bridge Preconditioned Air (PCA) Units Project to Twist Aero, LLC in the amount of \$952,563.00, contingent upon FAA AIP supplemental discretionary grant funding. TUL Contract F25-037.

This contract provides funding to purchase and install six PC Air units on existing passenger boarding bridges. TAIT received one bid. The engineer's estimate was \$1,600,000.00 or 60% above the lowest responsible bidder. The DBE goal was 1.58% and the contractor proposes utilizing 0.0%.

15. Accept selection and approve award of Agreement for Professional Services to Olsson, Inc., in an amount not to exceed \$253,000.00 for the Landside Cargo Pavement Rehabilitation Project. TUL Contract F25-038

This contract provides funding to design a rehabilitation project for the non-aircraft pavements around the cargo buildings. TAIT received four statements of qualifications and selected Olsson as best qualified. The DBE goal was 2.0% and the consultant has committed to utilizing 2.0%.

**Contract Amendments. None.**

**Change Orders.**

16. Approve Change Order Number One with Flintco, LLC, in the amount of \$234,930.57 for the Air Traffic Control Tower (ATCT) and Terminal Radar Approach Control Facility (TRACON) Project. TUL Contract F24-096.

This change compensates the contractor for installing a test pier in lieu of testing a permanent pier to be left in place, sewer revisions, furniture revisions, and other miscellaneous changes. This change also adds one calendar day to the project.

	Amount	Percent Change
Original contract amount:	\$76,900,000.00	
Previous change orders:	\$0.00	0.0%
Current change orders:	\$234,930.57	0.3%
Total change of quantities:	\$0.00	
Total cost:	\$77,134,930.57	0.3%

17. Approve Change Order Number Five with Flintco, LLC, in the amount of \$35,952.28 for the Customs (General Aviation and Federal Inspection Services) Facility Project. TUL Contract F24-043.

This change compensates the contractor for reconfiguring the chillers and generators to accommodate the relocation of a sanitary sewer and manhole.

	Amount	Percent Change
Original contract amount:	\$34,888,000.00	
Previous change orders:	\$268,347.40	0.8%
Current change orders:	\$35,952.28	0.1%
Total change of quantities:	\$0.00	
Total cost:	\$35,192,299.68	0.9%

18. Approve Change Order Number Two with Lowry Construction Services, Inc., in the amount of \$6,257.02 for the Entry Signage Project. TUL Contract F24-051.

This change compensates the contractor for repairing an airport electrical circuit. Contract time has been extended by 44 calendar days.

	Amount	Percent Change
Original contract amount:	749,149.00	
Previous change orders:	\$28,078.19	3.7%
Current change orders:	\$6,257.02	0.8%
Total change of quantities:	\$0.00	
Total cost:	\$783,484.21	4.6%

19. Approve Change Order Number Four with Myers-Cherry Construction, LLC, in an amount not to exceed \$118,091.58 for the Airport Terminal Vestibules Improvement Project. TUL Contract F23-045.

This change compensates the contractor for Terrazzo modifications.

	Amount	Percent Change
Original contract amount:	\$2,447,000.00	
Previous change orders:	\$29,610.18	1.2%
Current change orders:	\$118,091.58	4.8%
Total change of quantities:	\$0.00	0.0
Total cost:	\$2,594,701.76	6.0%

20. Approve Change Order Number Three with Diversified Civil Contractors, LLC, in the amount of -\$15,600.00 for the Terminal Entrance Roadway Pavement Rehabilitation Project. TUL Contract F24-003.

This change reflects items eliminated from the contract.

	Amount	Percent Change
Original contract amount:	\$1,528,425.00	
Previous change orders:	\$53,487.00	3.5%
Current change orders:	-\$15,600.00	-1.0%
Total change of quantities:	-\$65,733.41	-4.3%
Total cost:	\$1,500,578.59	-1.8%

**Change of Quantities.**

21. Approve Change of Quantities Number One with Diversified Civil Contractors LLC, in the amount of -\$65,733.41 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:	\$37,887.00	2.5%
Total change of quantities:	-\$65,733.41	-4.3%
Total cost:	\$1,500,578.59	-1.8%

22. Approve Change of Quantities Number One with APAC – Central, Inc., in the amount of -\$289,224.67 for the Airport Perimeter Road Project. TUL Contract F24-005.

This change reflects the actual quantities used on the project.

	Amount	Percent Change
Original contract amount:	\$5,895,000.00	
Previous change orders:	\$0.00	0.0%
Current change orders:	\$0.00	0.0%
Total change of quantities:	-\$289,224.67	-4.9%
Total cost:	\$5,605,775.33	-4.9%

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

23. Accept project and approve final payment with Diversified Civil Contractors LLC, in the amount of \$75,028.93 for the Terminal Entrance Roadway Pavement Rehabilitation Project. TUL Contract F24-003.

This project was federally funded with a DBE goal of 6.78%. The contractor elected goal at the time of bid was 8.5% and on completion, the project utilization was 8.26%.

	Amount	Percent Change
Original contract amount:	\$1,528,425.00	
Total change orders:	\$37,887.00	2.5%
Total change of quantities:	-\$65,733.41	-4.3%
Total cost:	\$1,500,578.59	-1.8%

24. Accept project and approve final payment with APAC – Central, Inc., in the amount of \$280,288.77 for the Airport Perimeter Road Project. TUL Contract F24-005.

This project was federally funded with a DBE goal of 6.78%. The contractor elected goal at the time of bid was 6.78% and on completion, the project utilization was 7.7%.

	Amount	Percent Change
Original contract amount:	\$5,895,000.00	
Previous change orders:	\$0.00	0.0%
Current change orders:	\$0.00	0.0%
Total change of quantities:	-\$289,224.67	-4.1%
Total cost:	\$5,605,775.33	-4.1%

**Airport Property Action.**

**Real Estate and Business Development.**

**Contracts and Concessions.**

**Tulsa International Airport.**

25. Approve Amendment Number Four to Sublease Agreement with Spartan Education, LLC (TUL Campus) to reduce square footage and adjust rentals accordingly, effective December 1, 2024. TUL Contract F13-042.
26. Approve Acknowledgement and Consent to Subtenants with Sparrow Hawk, Inc., for eight (8) subtenants, effective upon approval. Hangars 23, 25, and 28. TUL Contracts F21-034, F21-033.
27. Approve Acknowledgement and Consent to Subtenants with United States Aviation Company for thirteen (13) subtenants, effective upon approval. Hangar 99. TUL Contract F99-059.

**Tulsa Riverside Airport.**

Agenda items 28 through 40 may be considered together, and without objection from any of the Trustees, the Chair may waive the reading of these agenda items. Questions regarding any one of the agenda items may still be heard.

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

28. Approve Sublease Agreement with Patrick Kenneth Hagar, effective upon closing, but no later than December 1, 2024. Lot 10, Block 1B, Northwest Hangar Development, Hangar A-28. RVS Contract F25-040.
29. Approve Sublease Agreement with Christiansen Aviation, LLC, effective November 1, 2024. Tie Down Blocks 9 & 10, Southwest Commercial Area. RVS Contract F20-047.

30. Approve Sublease Agreement with B. Eugene and Terry Gibbs, effective December 1, 2024. Lot 6, Block 1A, Northwest Hangar Development, Hangar A-44. RVS Contract F05-027.
31. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from the Estate of Joe T. Strow to Joan H. or Jeffrey C. Strow, effective upon approval. Lot 5, Block 1F, Northwest Hangar Development, Hangar A-48. RVS contract F17-015.
32. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Donald R. and Erin L. Chappel to The Donald R. Chappel Revocable Trust dated October 30, 2024, and The Erin L. Lenaghan-Chappel Revocable Trust dated October 30, 2024, effective upon approval. Lot 3, Block 4, Southwest Commercial Area. RVS Contract F18-077.
33. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Lariat Ranch, LLC to Acord Transportation, Inc., effective upon closing, but no later than November 30, 2024. Lot 1, Block 14, Northeast Hangar Development, Hangar B-124. RVS Contract F20-022.
34. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Lisa Segraves to Olympia Real Estate, LLC, effective upon closing, but no later than November 30, 2024. Lot 7, Block 1A, Northwest Hangar Development, Hangar A-45. RVS Contract F21-026.
35. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Planenutts, LLC, to Tulsa Aircraft Management LLC, effective upon closing, but no later than November 30, 2024. Lot 1, Block 10, Northeast Hangar Development, Hangar B-80. RVS Contract F13-045.

Agenda items 36 through 38 may be considered together.

36. Approve Mutual Termination of Sublease with Tulsa Aircraft Management LLC, effective upon closing, but no later than November 30, 2024. Lot 1, Block 10, Northeast Hangar Development, Hangar B-80. RVS Contract F13-045.
37. Approve Sublease Agreement with Tulsa Aircraft Management LLC, effective upon closing, but no later than November 30, 2024. Lot 1, Block 10, Northeast Hangar Development, Hangar B-80. RVS Contract F13-045.
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38. Approve Acknowledgment and Consent to Collateral Assignment of Sublease from Tulsa Aircraft Management LLC, to Security Bank effective upon closing, but no later than November 30, 2024. Lot 1, Block 10, Northeast Hangar Development, Hangar B-80. RVS Contract F13-045.
39. Approve Acknowledgement and Consent to Subtenant with Meridian Resources, LLC, effective upon approval. Lot 15, Block 6, Southwest Commercial Area. RVS Contract F05-072.

40. Approve Acknowledgement and Consent to Subtenants with EOR, LLC, for two (2) subtenants, effective upon approval. Lot 2, Block 1, Northeast Hangar Development. RVS Contract F13-079.

**Executive Session.**

41. Motion to Enter Executive Session.

TAIT Executive Session pursuant to 25 O.S. §307(B)(4) for the purposes of communication between the trustees and counsel concerning pending investigation(s), claim(s), action(s) or litigation including Judith Pepper v. United Airlines, Inc., et al, Case No. CJ-2023-03108, in the District Court of Tulsa County, Oklahoma.

42. Motion to Exit Executive Session.

43. Approve General Release and Settlement Agreement between Judith Pepper, and Tulsa Airport Authority and Tulsa Airports Improvement Trust, et al.

44. New TAIT Business      No Items.

45. TAA Business              No Items.

46. Motion to Adjourn.

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