

**Office of the
City Clerk**

**NOTICE AND AGENDA
Combined Special and Regular Meetings
Tulsa Airports Improvement Trust and Tulsa Airport Authority
Thursday, February 13, 2025, 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 ("TAA") to order.
2. Approve the minutes of the January 9, 2025, combined meetings of TAIT and TAA.
3. Operating and Financial Reports.

Administrative, Finance, IT, and Operations Contract Action.

4. Accept Request for Proposals, and approve Agreement with Communication Technology Services, LLC in an amount not-to-exceed \$223,837.00. TUL contract F25-068.

This agreement is to replace the aging/failing wireless communications that support TAIT's badging and camera systems at certain Perimeter Entry Gates. TAIT received three bids ranging from \$223,837.00 to \$445,305.00.

Engineering Capital Improvement Contract Action.

Contracts.

5. Accept selection and approve award of Professional Services Agreement to Garver, LLC, in an amount not to exceed \$155,351.00 for the Localizer Communication Duct Bank Project. TUL contract F25-062.

This contract provides funding to design a new duct bank providing a conduit from each end of Runway 18L-36R and the new Air Traffic Control Tower.

6. Accept selection and approve award of Professional Services Agreement to Jacobs Engineering Group, Inc., in an amount not to exceed \$107,392.00 for the B side ticketing and "meeter greeter" area Roof Replacement Project. TUL contract F25-054.

This contract provides funding to prepare plans and specifications to replace the roof in areas E, F and G of the terminal building.

7. Accept selection and approve award of Professional Services Agreement to TranSystems Corporation in an amount not to exceed \$393,500.00 for the Consolidated Rent-A-Car (CONRAC) facility development study. TUL contract F25-072.

This contract provides funding to develop up to five options for the new CONRAC facility and develop a long-range plan for public parking and airport employee parking. Three submittals were provided in response to the RFQ.

Contract Amendments. None.

Change Orders.

8. Approve Change Order Number Three with Flintco, LLC, in the amount of \$46,826.92 for the Air Traffic Control Tower and Base Building Project. TUL contract F24-096.

This change compensates the contractor for additional steel needed in the foundation to allow the passing of a gravity flow sewer, modification to a platform to allow a conduit re-route, and reinforcing steel needed for a footing.

	Amount	Percent Change
Original contract amount:	\$76,900,000.00	
Previous change orders:	\$819,954.65	1.1%
Current change orders:	\$46,826.92	0.0%
Total change of quantities:	\$0.00	
Total cost:	\$77,766,781.57	1.1%

9. Approve Change Order Number Six with Flintco, LLC, in the amount of \$42,833.28 for the General Aviation / Federal Inspection Services Facility Project. TUL contract F24-043.

This change compensates the contractor for furnishing and installing additional light fixtures, bag information displays, additional cameras in U.S. Customs area, and other miscellaneous items.

	Amount	Percent Change
Original contract amount:	\$34,888,000.00	
Previous change orders:	\$304,299.68	0.9%
Current change order:	\$42,833.28	0.1%
Total change of quantities:	\$0.00	
Total cost:	\$35,235,132.96	1.0%

Change of Quantities. None.

Contract Close Out / Other Contract Action.

10. Accept project and approve final payment to Timberlake Construction, Co. Inc., in the amount of \$17,911.38 for the Wayfinding Implementation – Phase One Project. TUL contract F24-091.

	Amount	Percent Change
Original contract amount:	\$168,798.05	
Previous change orders:	-\$1,620.04	-1.0%
Current change orders:	\$0.00	0.0%
Total change of quantities:	\$11,935.82	7.1%
Total cost:	\$179,113.83	6.1%

Airport Property Action.**Real Estate and Business Development.**

Agenda Items 11 and 12 may be considered together.

11. Approve Amendment Sublease Reinstatement Agreement with NorSun OK, LLC, effective January 1, 2025. TUL contract F24-079.

12. Approve Amended and Restated Sublease Agreement with NorSun OK, LLC, effective January 1, 2025. TUL contract F24-079.

13. Approve Option to Sublease Airport Land Agreement with Hangar Club, LLC, effective March 1, 2025. TUL contract F25-070.

14. Rescind Approval of Sublease Agreement with American Tire Works, Inc. Mingo Development Area. TUL contract F25-051.

15. Approve Sublease Agreement with Salina Economic Development Authority (SEDA). Effective March 1, 2025. Mingo Development Area. TUL contract F25-051.

Contracts and Concessions.

Tulsa International Airport.

Agenda Items 16 through 18 may be considered together.

16. Approve Rental Car Concession Agreement with EAN Holdings, LLC effective March 1, 2025. TUL contract F17-060.
17. Approve Rental Car Concession Agreement with Avis Budget Car Rental, LLC effective March 1, 2025. TUL contract F17-061.
18. Approve Rental Car Concession Agreement with The Hertz Corporation effective March 1, 2025. TUL contract F17-062.
19. Approve Sublease and Concession Agreement with Whistler Outdoor Advertising, Inc. effective March 1, 2025. TUL contract F05-007.
20. Approve Sublease Agreement with Meyer Logistics, Inc. effective February 1, 2025, contingent upon approval from FAA. Cargo Building 3. TUL contract F21-038.
21. Approve Sublease Agreement with Aircraft Service International, Inc., dba Menzies Aviation effective February 1, 2025. Cargo Building 3. TUL Contract F25.060.

Tulsa Riverside Airport.

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.

22. Approve Sublease Agreement with Christiansen Aviation, LLC effective February 1, 2025. Lots 6 & 7, Block 4, Southwest Commercial Area. RVS contract F00-057.
23. Approve Amendment Number One with Christiansen Aviation, LLC to add square footage and adjust rentals accordingly effective March 1, 2025. Lots 1, 2, 4, 13, & 14 Block 4, Southwest Commercial Area. RVS contract F18-062.
24. Approve Tie-Down Sublease Agreement with Christiansen Aviation, LLC effective March 1, 2025. West half of Tie Down Block 15, Southwest Commercial Area. RVS contract F25-067.

25. Approve Tie Down Sublease Agreement with Southwest Aviation Specialties, LLC effective March 1, 2025. East half of Tie Down Block 15, Southwest Commercial Area. RVS contract F25-066.

26. Approve Tie-Down Sublease Agreement with Southwest Aviation Specialties, LLC effective March 1, 2025. South half of Tie Down Block 7, Southwest Commercial Area. RVS contract F25-065.

Agenda Items 27 and 28 may be considered together.

27. Approve Mutual Termination of Sublease with Rex Niver effective March 1, 2025. Lot 5, Block 1C; Northwest Hangar Development. RVS contract F05-077.

28. Approve Sublease Agreement with Rex Niver effective March 1, 2025. Lot 5, Block 1C; Northwest Hangar Development. RVS contract F05-077.

Agenda Items 29 and 30 may be considered together.

29. Approve Mutual Termination of Sublease with Thomas D. & Deborah S. Gutmann, Trustees of The Tom and Debbie Gutmann Trust Dated April 5, 2005 effective March 1, 2025. Lot 2, Block 16; Northeast Hangar Development, Hangar B-135. RVS contract F05-037.

30. Approve Commercial Sublease Agreement with Thomas D. & Deborah S. Gutmann, as Trustees of The Tom and Debbie Gutmann Trust Dated April 5, 2005, effective March 1, 2025. Lot 2, Block 16; Northeast Hangar Development, Hangar B-135. RVS contract F05-037.

31. Approve Tie-Down Sublease Agreement with Spartan Education, LLC effective March 1, 2025. Tie Down Block 2, Southwest Commercial Area. RVS contract F25-064.

32. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Adair Aviation, LLC to Shannon Glen Hankins, effective upon closing but no later than February 28, 2025. Lot 10, Block 11, Section A, Northeast Hangar Development, Hangar B-93A. RVS contract F23-014.

33. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Lee Bottem to Lisa Segraves, effective upon closing but no later than February 28, 2025. Lot 3, Block 9, Northeast Hangar Development, Hangar B-61. RVS contract F04-007.

34. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Planenutts, LLC to 1 and 3 Limited Co, LLC, effective upon closing but no later than February 28,

2025. Lot 1, Block 10, Northeast Hangar Development, Hangar B-80. RVS contract F13-045.

35. Approve grant of Right of Entry to Oklahoma Natural Gas to install a gas pipeline at Tulsa Riverside Airport related to tenant improvements.

36. Approve Notice of Location of Natural Gas Pipeline at Tulsa Riverside Airport related to tenant improvements.

37. Executive Session None.

38. New TAIT Business No Items.

39. TAA Business No Items.

40. Motion to Adjourn.

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify Jeff Shaw at (918) 838-5000 by February 12, 2025.