

03/10/2025 04:23 PM

Office of the
City Clerk

NOTICE AND AGENDA
Combined Special and Regular Meetings
Tulsa Airports Improvement Trust and Tulsa Airport Authority
Thursday, March 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 February 13, 2025, combined meetings of TAIT and TAA.
3. Operating and Financial Reports.

Administrative, Finance, IT, and Operations Contract Action.

4. Approve a Joint Resolution of TAA and TAIT regarding the imposition of Customer Facility Charges (“CFC”) on Rental Car transactions at the Airport, to fund, finance, plan, and design the relocation, construction, maintenance, and operation of the Rental Car Facilities at the Airport.
5. Accept bid and award contract retroactively to Midwest Machinery OK, Inc., a sole source provider, in the amount of \$95,117.00 for the replacement of the PVC fill sheets for Cooling Tower #1. TUL contract. F25-080.

Agenda Items 6 and 7 may be considered together.

6. Accept and approve pending FAA Bipartisan Infrastructure Law (BIL) Grant in an amount up to \$1,270,000.00, for construction of the RVS Security Fencing Project. BIL Grant 3-40-0098-41-2025 RVS.

Engineering Capital Improvement Contract Action.

Contracts.

7. Accept bid and approve award of contract for the Security Fencing Project to Delta Specialty Contractors, LLC in the amount of \$1,303,595.00, contingent upon FAA BIL grant funding. RVS contract F25-077.

This contract provides funding to reduce the number of access points leading to the aircraft movement area, furnish and install additional fencing and security cameras. TAIT received one bid in the amount of \$1,303,595.00. The engineer's estimate was \$1,891,253.75, which was 31% above the lowest responsible bidder. This is a federally funded project with a Disadvantaged Business Enterprise ("DBE") goal of 5.7% and the contractor is committed to utilization of 5.7%.

8. Accept selection and approve award of Professional Services Agreement to HNTB Corporation, in an amount not to exceed \$898,015.77 for the Taxiway M & K Rehabilitation Project. TUL contract F25-075.

This contract provides funding to prepare plans and specifications to rehabilitate or reconstruct Taxiway M and relocate Taxiway K between Taxiway L and M. TAIT received eight statements of qualifications and selected HNTB. The DBE goal was 3.85% and the consultant has committed to utilizing 3.85%.

Contract Amendments. **None.**

Change Orders.

9. Approve Change Order Number Four with Flintco, LLC, in the amount of \$160,843.18 for the Air Traffic Control Tower and Base Building Project. TUL contract F24-096.

This change compensates the contractor for modifying hydronic pipe connections and steel truss connections.

	Amount	Percent Change
Original contract amount:	\$76,900,000.00	
Previous change orders:	\$1,027,624.75	1.1%
Current change orders:	\$160,843.18	0.2%
Total change of quantities:	\$0.00	
Total cost:	\$77,927,624.75	1.3%

10. Approve Change Order Number Five with Myers-Cherry Construction, LLC, in an

amount not to exceed \$28,975.63 for the Airport Terminal Vestibules Improvement Project. TUL contract F23-045.

This change compensates the contractor for additional steel for support of the two revolving doors that were removed and replaced with glass, and adding a swing door near the valet parking entrance.

	Amount	Percent Change
Original contract amount:	\$2,447,000.00	
Previous change orders:	\$147,701.76	6.0%
Current change orders:	\$28,975.63	1.2%
Total change of quantities:	\$0.00	0.0
Total cost:	\$2,623,677.49	7.2%

Change of Quantities. **None.**

Contract Close Out / Other Contract Action.

11. Accept project and approve final payment to Rick Scott Construction Inc., in the amount of \$19,327.18 for the Airfield Maintenance Facility Improvement Project. TUL contract F24-096.

	Amount	Percent Change
Original contract amount:	\$384,964.00	
Previous change orders:	\$1,894.64	0.5%
Current change orders:	\$0.00	0.0%
Total change of quantities:	\$0.00	0.0%
Total cost:	\$386,543.64	0.5%

Airport Property Action.

Real Estate and Business Development.

12. Approve Cargo Facility Sublease Agreement with Ricoh USA, Inc., for a three (3) year term, pending FAA approval of non-aeronautical use. This sublease is subject to a commission agreement for the term of the sublease. TUL contract F25-076.

Contracts and Concessions.

Tulsa International Airport.

13. Approve Sublease Agreement with American Airlines, Inc., effective August 1, 2022. North Gate Sublease. TUL contract F23-009.

14. Approve Amendment Number Two with Tulsa Air and Space Museum, Inc., to adjust square footage and removing facility construction requirements on the Leased Premises. TUL contract F02-062.

Agenda Items 15 and 16 may be considered together.

15. Approve Acknowledgment and Consent to Collateral Assignment of Sublease from TNP Fuels, LLC to Firststar Bank, effective upon closing. TUL contract F24-028.

16. Approve Acknowledgment and Consent to Collateral Assignment of Sublease from TNP Fuels, LLC to Tulsa Economic Development Corporation, effective upon closing. TUL contract F24-028.

17. Approve Consent to an Amended and Restated (“A&R”) Collateral Assignment Guaranty between Sparta Holdings, LLC and First Oklahoma Bank.

The A&R Collateral Assignment re-assigns the collateral for an additional loan. The A&R Collateral Assignment is secured by Guaranty from Spartan Education Group LLC, (Guarantor) for which TAIT is required to consent to the Guaranty.

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.

18. Approve Sublease Agreement with Destinations EFC, LLC effective April 1, 2025. Tie Down Block 4, Southwest Commercial Area. RVS contract F20-070.

The term of this sublease is for four years and nine months, to terminate concurrently with

Lessee's other Tie-Down Block.

19. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Ken Woodhead Jr., Trustee of The Woodhead Family Trust dated March 21, 2018, to Gary Guinn, effective upon closing but no later than March 31, 2025. Lot 5, Block 8, Northeast Hangar Development, Hangar B-36. RVS contract F08-012.

20. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Blue Yonder, Inc. to Glenn Heyward Group, LLC, effective upon closing but no later than March 31, 2025. Lot 18, Block 7, Southwest Commercial Area. RVS contract F11-049.

Items 21 through 23 may be considered together.

21. Approve Mutual Termination of Sublease with Gary Guinn, effective upon closing but no later than March 31, 2025. Lot 5, Block 8, Northeast Hangar Development, Hangar B-36. RVS contract F08-012.

22. Approve Sublease Agreement with Gary Guinn, effective upon closing but no later than March 31, 2025. Lot 5, Block 8, Northeast Hangar Development, Hangar B-36. RVS contract F08-012.

23. Approve Acknowledgment and Consent to Collateral Assignment of Sublease from Gary Guinn to First Bank, effective upon closing. Lot 5, Block 8, Northeast Hangar Development, Hangar B-36. RVS contract F08-012.

24. Executive Session None.

25. New TAIT Business No Items.

26. TAA Business No Items.

27. 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 12, 2025.