

**NOTICE AND AGENDA  
Combined Meeting of  
Tulsa Airports Improvement Trust – Special Meeting  
Tulsa Airport Authority – Regular Meeting  
Thursday, December 9, 2021, 8:30 a.m.  
Airport Conference Room A-211  
Tulsa International Airport  
7777 Airport Drive  
Tulsa, Oklahoma, 74115**

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Call Combined Special Meeting of the Trustees of the Tulsa Airports Improvement Trust and Regular Meeting of the Members of the Tulsa Airport Authority to order.

1. Approve the minutes of the combined November 9, 2021 meetings of TAIT and TAA.
2. Financial and Operating Reports  
  
Chief Executive Officer Report  
Chief Financial Officer Report  
  
Fiscal Year 2021 Financial Audit Presentation

**Administrative/Finance/IT Contract Action.**

3. Receive and file the Tulsa Airports Improvement Trust Audited Financial Report for the fiscal year ended June 30, 2021, along with other related reports prepared by RSM US LLP.
4. Accept and approve pending FAA Airport Rescue Grant Offer – Grant Number 3-40-0099-102-2022 for Tulsa International Airport in an amount not-to-exceed \$12,534,920.
5. Accept and approve Pending FAA Airport Rescue Grant Offer – Grant Number 3-40-0098-038-2022 for Richard Lloyd Jones Jr. Airport in an amount not-to-exceed \$148,000.

Agenda Items 6 through 10 may be considered together related to employee benefits for the upcoming calendar year 2021:

6. Approve Group Health Plan with Blue Cross Blue Shield of Oklahoma;
7. Approve Business Associate Agreement with NFP Corporate Services;
8. Approve Teladoc Health Services Agreement with Teladoc Health Inc.

9. Approve Identity Theft Protection Service Benefit Agreement with Identity Rehab Corporation.

10. Approve agreement with MetLife for the provision of employee life, dental, and vision insurance.

11. Approve a three year services agreement with Gallup, Inc. for use of the Q12 survey platform, in a total three year amount not-to-exceed \$24, 994.

12. Receive for initial consideration revisions to the TAIT Human Resources Policy Manual. Numerous policy revisions are being submitted to the Trustees for review, to be approved at the January, 2022 board meeting.

13. Receive for initial consideration revisions to the TAIT Bid Protest Policy. Various changes have been made to streamline the process and to resolve inconsistencies in the previous policy.

14. Approve renewal of Attorney Engagement Agreement with Conner & Winters, LLP (Jason Coutant) for comprehensive legal services as TAIT counsel, for one (1) year effective January 1, 2022. (F18-053).

15. Approve renewal of Attorney Engagement Agreement with Center for Economic Development Law, PLLC (Leslie Batchelor) for legal services related to the Tulsa International Airport Development Trust (TIADT) TIF District for one (1) year at the standard rate, effective January 1, 2022. This Agreement is to retain the law firm regarding TIF development opportunities. All funds spent by TAIT will be reimbursed by TIADT. (F16-086).

16. Approve purchase of LED airfield signage and control boards for Airfield Lighting Control System from ADB Safegate in an amount not to exceed \$232,030.20. This purchase is not budgeted.

This purchase will replace fifty four older trapezoid incandescent wayfinding signs and retrofit sixty one newer style incandescent signs to LED. It will also purchase twenty four regulator control boards to replace outdated ones. As the current system is built on the ADB Safegate platform, ADB Safegate is the only provider of compatible equipment.

17. Approve Purchase with Convergent Technologies, LLC for purchase, installation, and configuration of video surveillance equipment not to exceed \$298,375.00. This purchase is not budgeted.

This purchase is to replace a large number of security cameras. Convergent Technologies, LLC has a cooperative agreement contract with the State of Oklahoma which TAIT is eligible to use. State of Oklahoma Contract #SW 1048C.

18. Approve Amendment Number 2 to the Five-Year Capital Improvement Plan (CIP) for Fiscal Years 2022-2026 – TUL

The primary change is to move design of the ATCT and FIS into year 2022 with construction following in 2023.

19. Approve Five-Year Capital Improvement Plan (CIP) for Fiscal Years 2023-2027 – for Tulsa International Airport and Tulsa Riverside Airport.

The proposed CIP for TUL identifies twenty three (23) projects totaling \$101,878,000.

Projects anticipated for FY2023: Improve R\W 18R-36L RSA, construction of the ATCT, purchase public area furniture, rehabilitate entrance road, develop a safety management system (SMS), upgrade the computer aided dispatch, construct the federal inspection service.

This proposed CIP for RVS identifies three (3) projects totaling \$9,102,000. Projects anticipated for FY2023: rehabilitate connector taxiway to R\W 1L-19R.

**Engineering Capital Improvement Contracts, Amendments, Change Orders, or Other Action.**

**Contracts.**

20. Accept bid and approve award of contract to Keith Construction Company, LLC (Escalator Replacement Phase IV) In the amount of \$1,211,522.00 – TUL. (F22-051)

This contract includes removal and replacement of an escalator on A Concourse and one on B Concourse. It also includes the removal and replacement of a pair of escalators located at the east end of the airline ticketing area. Two (2) bids were received: \$1,211,522.00 and \$1,252,522.00. The engineer’s estimate for the this work was \$1,482,997.00 or 22% above the contractor’s bid.

**Contract Amendments.** No items.

**Change Orders.**

21. Approve Change Order Number Eight (Ticket Counters – Terminal Building Projects – Phase 4) with Myers-Cherry Construction, LLC in the amount of \$55,069.80— TUL

This change provides funding for additional floor sealing and leveling in the last three phases of the project.

	Amount	Percent Change
Original contract amount:	\$5,917,200.00	
Total change orders:	\$501,924.97	8.5%

Total change of quantities:		
Total cost:	6,419,124.97	8.5%

22. Approve Change Order Number Three (R\W 18R-36L Safety Area – Interim & Pavement Rehabilitation) with APAC-Central, Inc., in the amount of (-\$5,144.57)—TUL

This change modifies a sign pad, extends another sign pad and allows grooving slurry to be discharged into the grass.

	Amount	Percent Change
Original contract amount:	\$11,350,000.00	
Total change orders:	(-\$23,857.19)	-0.2%
Total change of quantities:	\$0.00	0.0%
Total cost:	\$11,326,142.81	-0.2%

**Change of Quantities.** No items.

**Other Contract Action.** No items.

**Property Development, Leases, Concession Agreements or Other Properties Action.**

23. Approve addendum to Sublease Agreement with the General Services Administration on behalf of the Transportation Security Administration (terminal office space). (F22-026)

The added exhibits were received after the previous approval and contain standard representations and certifications typically included in Federal Government leases; however, the Executive Order mandating COVID-19 vaccinations for federal employees and contractors is a new addition to the standard form.

24. Approve Amendment #1 to Concession and Lease Agreement with Andolini's, LLC, d/b/a Tulsa Flagmart to add 289 square feet of storage space. (F20-020)

25. Approve Sublease Agreement (Airline Terminal Building) with Aircraft Service International, Inc.- ASIG dba Menzies Aviation, for in-to-plane fueling and management of the Tulsa Fuel Facilities fuel farm. ASIG will lease 184 sq. ft. of office space for (5) five year with two (2) one-year options at the standard rate, effective January 1, 2022. (F22-048).

26. Approve Sublease Agreement (Lot 1, Block 7A Northeast Hangar Dev-RVS Hangar B-12) with Moore Performance Aircraft, LLC for fifteen (15) years with two (2) five-year options to extend the term at the standard rate, effective January 1, 2022. (F22-047).

New TAIT Business. No Items.

TAA Business.

No Items

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 December 8, 2021.