

NOTICE AND AGENDA  
Combined Meeting of  
Tulsa Airports Improvement Trust – Special Meeting  
Tulsa Airport Authority – Regular Meeting  
Thursday, January 13, 2022, 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 December 9, 2021 meetings of TAIT and TAA.
2. Financial and Operating Reports  
Chief Executive Officer Report  
Chief Financial Officer Report

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

3. Accept and approve pending FAA American Rescue Plan Act of 2021 Concessions Grant Offer – Grant Number 3-40-0099-103-2022, for Tulsa International Airport in an amount not-to-exceed \$1,291,689, and grant to the Chair, or in the absence of the Chair, then the Vice Chair or the Chair’s designee of Tulsa Airports Improvement Trust, as the Sponsor’s authorized representative, the authority to execute the approved grant on behalf TAIT. This FAA grant will provide funding for:
  - \$ 258,338.00 for economic relief from rent and minimum annual guarantees (“MAG”) to large airport concessions located at primary airports.
  - \$ 1,033,351.00 for economic relief from rent and MAG to small airport concessions located at primary airports.
4. Approve revisions to the TAIT Human Resources Policy Manual. The proposed revisions were provided to the Trustees at the December 9, 2021 meeting.
5. Approve revisions to the TAIT Bid Protest Policy. The proposed revisions were provided to the Trustees at the December 9, 2021 meeting.
6. Approve agreement with Convergent Technologies, LLC, for the purchase, installation, and configuration of badge reader equipment in an amount not to exceed \$198,900.00. (F22-058). There were two bids for this contract. This purchase is not budgeted.

This project will replace all Airport badge readers with higher security readers with pin pads. Convergent was the lowest responsible bidder.

7. Approve Agreement with Telecomp Holdings, Inc., for telecommunication services in an amount not to exceed \$85,680 for three years– TUL. (F22-043)

This is to provide our primary internet connection and phone service.

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

#### **Contracts.**

8. Approve award of Contract for Architectural Services to Corgan Associates, Inc., in an amount not-to-exceed \$91,893.00. (F22-052)

The Airport solicited qualifications in 2019 for architectural and engineering services to prepare plans and specifications for the Federal Inspection Services (“FIS”) Facility. The first contract was for a conceptual design, this is the second phase leading to the final plan preparation.

9. Approve award of Contract for Architectural Construction Services to Todd Architectural Group, P.C., in an amount not to exceed \$48,711.00 (F22-061)

This contract is to perform construction observation services for the Escalator Replacement Phase IV Project.

10. Accept selection and approve award of contract for Professional Design Services to GH2 Architects LLC, in the amount not to exceed \$31,860.93 for the Functional Needs Area- TUL (F22-058)

This contract provides funding to design and preparation of bid documents to replace the lower level restrooms, concourse A and B with:

- Service Animal Relief Area (SARA)
- Lactation/Nursing Room
- Family Toilet with adult changing station in compliance with the Oklahoma Universal Changing Stations Act
- Quiet Room
- Sensory Room

A selection committee was assembled and selected GH2 from a list of consultants qualified to perform this type of work.

11. Accept bid and approve award of contract to Magnum Construction, Inc. (Tulsa Riverside airport Entrance) in the amount of \$269,255.00 – TUL. (F22-060).

This contract includes removal of the old airport sign, install a new sign, flagpole, mill and overlay the pavement and install landscape.

**Contract Amendments.** No items.

**Change Orders.**

12. Approve Change Order Number Nine (Ticket Counters – Terminal Building Projects – Phase 4) with Myers-Cherry Construction, LLC in the amount of \$19,160.29— TUL

This change provides funding for additional areas of terrazzo and corrects an error in change order eight quantity.

	Amount	Percent Change
Original contract amount:	\$5,917,200.00	
Total change orders:	\$521,085.26	8.8%
Total change of quantities:		
Total cost:	\$6,438,285.26	8.8%

**Change of Quantities.** No items.

**Other Contract Action.** No items.

13. Accept project and approve final payment (QTA 450+ Upgrade Project) with Petroleum Marketers Equipment Co, LLC, in the amount of \$16,954.46.

	Amount	Percent Change
Original contract amount:	\$299,275.03	
Total change orders:	(129,730.41)	(43.3%)
Total change of quantities:	\$0.00	0.0%
Total cost:	\$169,544.62	(43.3%)

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

No Items.

New TAIT Business. No Items.

TAA Business. No Items

Adjourn.

If you require special accommodations pursuant to the Americans with Disabilities Act, Please notify Jeff Shaw at (918) 838-5000 by January 12, 2022.