

**NOTICE AND AGENDA  
Combined Meeting of  
Tulsa Airports Improvement Trust – Special Meeting  
Tulsa Airport Authority – Regular Meeting  
Thursday, March 10, 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 January 13, 2022 meetings of TAIT and TAA.
2. Financial and Operating Reports  
Chief Executive Officer Report  
Chief Financial Officer Report  
Director of Engineering & Planning, RVS Master Plan Project Updated

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

3. Accept donation from Rita Levit, Ken Levit, and Jennifer Levit Cowan of one (1) corten and chromium stainless steel sculpture by artist Jonathan Prince valued at \$200,000 for placement in the Dr. Simon A. Levit Sculpture Garden. This donation is supported by the Airport's Cultural Advisory Group.
4. Approve change in the previously approved purchase price for two (2) eleven passenger transit shuttle busses in the revised amount of \$191,763.00, an \$8,860 increase from the approved August 12, 2021 agenda item. This is an increase per unit of \$4,430 for increased cost for the bus chassis from the manufacturer. The vendor is Creative Bus Sales Inc.

One shuttle bus will contain a wheel chair ramp and associated ADA equipment, in the updated amount of \$96,839.00.

One shuttle bus will be the standard lowered floor model, in the updated amount of \$94,924.00.

The state contract (SW0797C) was utilized to purchase replacement shuttle busses for transporting airport parking customers to and from the terminal building. The capital budget for FY-2022 contained a budget of \$97,000 for the ADA compliant shuttle bus and \$91,500 for the standard shuttle bus.

5. Accept pending INCOG Grant in an amount up to \$500,000.00, for Tulsa International Airport's Congestion Mitigation and Air Quality (CMAQ) Project.

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

#### **Contracts.**

6. Reject bid for the Aircraft Rescue and Fire Fighting (ARFF) auxiliary equipment project. The Airport solicited competitive bids for the auxiliary ARFF equipment. One bid was received in the amount of \$38,872.00, well below the budgeted amount. A formal quote process is a requirement if the project is expected to be in excess of \$50,000. The quote was below this threshold so the Airport staff requested a Blanket Purchase Order (BPO) for Big Sky Fire Equipment in an amount not to exceed \$38,872.

7. Accept selection and approve award of contract for Professional Engineering Services to Garver LLC, in the amount not to exceed \$159,700.00 for the Arc Flash Study Project - (F22-076)

This contract provides funding to study the airport's existing electrical system and provide proper labeling on all electrical panels to warn and protect TAIT and contractor employees from hazards which could cause injury due to electric shock, burns or failure of electric equipment parts contained within that particular panel. Four consultants submitted qualifications in response to the Airports RFQ. Garver was selected as the best qualified.

8. Accept selection and approve award of contract for Professional Design Services to Poe & Associates, Inc., in the amount not to exceed \$152,000 for the Tulsa International Airport Terminal Access Roads Repair project - (F22-077)

This contract provides funding to perform the design needed for preparation of plans and specifications to competitively bid the project. This project will include rehabilitation of the entrance and exit road, arrivals and departures roadway, considers a turn lane for customer parking access to the parking structure and economy lot as well as other miscellaneous roadway repairs.

9. Accept bid and approve award of contract to Barnes Construction Solutions, Inc., in the amount of \$338,029.00 for the Terminal Sidewalk Repair Project. (F22-078)

This contract provides funding to repair sidewalks along Tulsa International Airport's arrivals and departures roadway, leading to the A and B employee parking lots and completes the sidewalk to the Hilton Garden Inn. Three (3) bids were received ranging from \$338,029.00 to \$508,093.00. The Engineer's estimate for this work was \$332,417.00 1.7% below the contractor's bid.

**Contract Amendments.**

10. Approve Amendment Number One to the Professional Services Agreement with Atkins North America, Inc. in the amount of \$47,520.00 for additional Construction Administration services for haul route repair and sign pad extensions on the Runway 18R-36L Safety Area-Interim & Pavement Rehabilitation Project. (F21-008)

**Change Orders.**

11. Approve Change Order Number Four with APAC-Central, Inc., in the amount of \$71,905.45 for the R\W 18R-36L Safety Area – Interim & Pavement Rehabilitation Project.

This change repairs pavement damaged along the haul route, and adds 40 calendar days to the contract.

	Amount	Percent Change
Original contract amount:	\$11,350,000.00	
Total change orders:	\$48,048.26	0.4%
Total change of quantities:	(\$52,864.25)	(0.5%)
Total cost:	\$11,345,184.01	(0.5%)

**Change of Quantities.**

12. Approve Change of Quantities Number One with APAC-Central, Inc., in the amount of (\$52,864.25) for the R\W 18R-36L Safety Area – Interim & Pavement Rehabilitation Project.

This change is due to a reduction in materials for repairs to pavement and surrounding areas damaged along the haul route.

	Amount	Percent Change
Original contract amount:	\$11,350,000.00	
Total change orders:	\$48,048.26	0.4%
Total change of quantities:	(\$52,864.25)	(0.5%)
Total cost:	\$11,345,184.01	(0.5%)

**Other Contract Action.**

13. Accept project and approve final payment with Industrial Controls of OK, LLC, in the amount of \$61,895.00 for the ARFF Optic Line Project.

	Amount	Percent Change
Original contract amount:	\$61,895.00	
Total change orders:	0.00	0.0%
Total change of quantities:	\$0.00	0.0%
Total cost:	\$61,895.00	0.0%

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

14. Approve Cargo Facility Sublease Agreement with L3 Harris Technologies, Inc. for (5) years with (3) three (5) five-year options at Cargo Building #3. Effective July 1, 2022. (F22-066).

15. Approve Acknowledgment and Consent to Collateral Assignment from Sparrow Hawk, Inc., to American Bank and Trust Company, effective upon approval. (F21-033 and F21-034). (Hangars 23 & 25 and Fuel Storage Area and Hangar 28).

16. Approve Airport Non-Signatory Air Carrier Sublease and License with Breeze Airways a Utah corporation, effective June 1, 2022 for one year at the standard non-signatory rate, and subject to the Airline Incentive Program (FY22-065).

17. Approve Amendment Number Four to the Food & Beverage Concession Lease Agreement with DN TUL, LLC to add 142 square feet of office space and adjust rentals effective February 1, 2022. –TUL (F17-022). Baggage Service Office.

18. Approve Sublease Agreement with Hangar 19, LLC. for twenty (20) years with one (1) five-year option to extend the term effective April 1, 2022 (F22-078). Ground and Building 13.

19. Approve Display Agreement with Tulsa Global Alliance for a one (1) year term effective January 1, 2022 (F22-079). Sisters Cities Program 40th Anniversary art exhibit.

20. Approve Temporary Sublease Agreement with Christiansen Aviation Inc. for a seven (7) day term (May 16 through May 22, 2022) for flat rate billing of \$538.30 (F22-074). Southwest Commercial Area Apron Space.

Agenda Items 21 through 23 may be considered together.

21. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Charles Sublett, Successor Trustee of the Joe L. Norton Revocable Trust to ASJ Properties, LLC, effective upon approval (F07-064). Lot 12, Block 10, Northeast Hangar Development.

22. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Charles Sublett, Successor Trustee of the Joe L. Norton Revocable Trust to ASJ Properties, LLC, effective upon approval (F08-052). Lot 5, Block 11, Northeast Hangar Development.

23. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from Charles Sublett, Successor Trustee of the Joe L. Norton Revocable Trust to ASJ Properties, LLC, effective upon approval (F18-078). Lot 4, Block 1B, Northwest Hangar Area.

24. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from John Moss to The JAM 2022 Trust dated February 15, 2022, effective upon approval (F07-056). Lot 8, Block 11, Northeast Hangar Development.

25. Approve new Sublease Agreement with B24 KRVS, LLC, effective June 1, 2022 (F22-067). Lot 12, Block 7A, Northeast Hangar-B24

### **Executive Session**

26. Approve 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, but not limited to: *Amy Gilchrist v. Tulsa Airports Improvement Trust*, Case No. 22-CV-00072 (GKF-CDL) in the United States District Court for the Northern District of Oklahoma.

27. Approve motion to exit executive session and resume regular meeting.

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 March 9, 2022.