

**Office of the
City Clerk**

**NOTICE AND AGENDA
Combined Meeting of
Tulsa Airports Improvement Trust – Special Meeting
Tulsa Airport Authority – Regular Meeting
Thursday, May 11, 2023, 8:30 a.m.
Airport Conference Room A-211
Tulsa International Airport
7777 Airport Drive
Tulsa, Oklahoma 74115**

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

1. Approve the Minutes of the combined April 13, 2023, meetings of TAIT and TAA.
2. Operating and Financial Reports.
3. Receive draft of FY 2023 – 2024 (FY2024) TAIT annual budget to be considered at the June, 2023 board meeting.

The annual budget includes both anticipated resources as well as planned costs to operate the airport system, service debt, and provide for the Airport's share of approved Capital Projects. Anticipated action at the June Board meeting includes approval of the FY2024 Schedule of Rates, Fees, and Charges and the approval of the FY2024 Budget Plan. In addition, the Parking Management contract (F19-081) requires a specific approval of the parking budget which is included in the overall budget plan.

Administrative, Finance, IT, and Operations Contract Action.

4. Approve purchase from Creative Bus Sales for one ADA compliant passenger shuttle bus in an amount not to exceed \$143,628. This new bus will replace unit 15-149 (Bus #12), and will be purchased under Oklahoma state contract SW0797C.

The cost of this vehicle is over the fiscal year 2023 capital purchase budget by \$23,628.00.

5. Accept Bid and Award Contract for Hay Cutting Services with Lyle Blakley, the highest responsible bidder, in the amount of \$19,489.80 for one year with four one year options, effective June 1, 2023. TUL contract F23-078.

Three bids were received ranging from \$17,718.00 to \$19,489.80.

Engineering Capital Improvement Contract Action.

Contracts.

6. Accept selection and approve award of contract for Professional Engineering Services to Atkins North America, Inc., in an amount not to exceed \$315,200.00 for the Airfield Electrical Upgrade Project. TUL contract F23-079.

This contract provides funding to develop plans and specifications to replace old electrical cabling, airfield lights, regulators, and other miscellaneous electrical items that have exceeded their design life. The airport received qualifications from eight consultants from which Atkins was selected as the best qualified.

Contract Amendments.

7. Amend contract for Professional Consulting Services to LEO A. DALY in an amount not to exceed \$33,550.00 for the Air Traffic Control Tower and Associated Facilities Project. TUL contract F22-042.

This amendment will compensate the consultant for additional design work required for the Mass Dampener System.

Change Orders

8. Approve Change Order Number Two with Keith Construction Co., LLC in the amount of (\$1,485.00) for the “Replace Concourse B Exit Lane Security Doors Project.” TUL contract F23-040.

This change provides a deduction for a reduced amount of work and materials required to install glass security walls.

| | Amount | Percent Change |
|-----------------------------|--------------|----------------|
| Original contract amount: | \$289,000.00 | |
| Total change orders: | \$13,456.00 | 4.7% |
| Total change of quantities: | | |
| Total cost: | \$302,456.00 | 4.7% |

Contract Close Out / Other Contract Action. No Items.

Property Development Contract Action.

9. Approve Acknowledgement and Consent to Subtenant with AMTRA Enterprises, LLC, as subtenant of Omni Air International, LLC, effective upon approval. Building 16. TUL contract F23-066.

10. Approve Sublease Agreement with Tetra Steel Worx, OK, Inc., for a five year term, effective June 1, 2023. 2100 N. Cargo Rd., Cargo Building 1 – Office + Bays A & B. TUL contract F23-079.

Agenda Items 11 and 12 may be considered together.

11. Approve Mutual Termination of Sublease Agreement with United States Aviation effective July 1, 2023, and approve a new Sublease Agreement with updated terms and conditions, and increasing the square footage of the Leased Premises. Hangar 99. TUL contract F99-059.
12. Approve Option to Sublease Land with United States Aviation for a one year term, effective July 1, 2023 TUL contract F99-059.
13. Approve Sublease Agreement with Tulsa Metropolitan Utility Authority (TMUA), effective July 1, 2023. Parking Lot 9319 E. 42nd St. North. TUL contract F18-091.
14. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Brosseau and Smith Enterprises, LLC to 71 WG, LLC, effective upon approval. Lot 7, Block 9, Northeast Hangar Area, Hangar B57. RVS contract F21-053.
15. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Ike Enns to Lee Bottem, D.O., PLLC, effective upon approval. Lot 3, Block 9, Northeast Hangar Area, Hangar B61. RVS contract F04-007.
16. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from Max D. Watkins to Messenger Properties, LLC, effective upon approval. Lot 14, Block 7A, Northeast Hangar Area, Hangar B26. RVS contract F12-017.
17. Approve New Sublease Agreement with Dan Diehl, as Trustee of The Dan and Alicia Diehl Trust, dated April 9, 2009, effective July 1, 2023. Lot 2, Block 1G, Northwest Hangar Area, Hangar A53-2. RVS contract F03-060.
18. Approve Acknowledgment and Consent to Subtenant with South Tulsa Hangars, LLC, for new subtenant Steele Aerospace Services, LLC, effective upon approval. Lot 14, Block 6, Southwest Commercial Area, Hangar Number 3. RVS contract F01-068.
19. Approve New Sublease Agreement with Max D. Watkins, effective July 1, 2023. Lot 5, Block 7A, Northwest Hangar Area, Hangar B17. RVS contract F03-052.
20. Approve entering into Executive Session pursuant to 25 O.S. §307 (B)(3) for the purposes of discussing the potential purchase or appraisal of real property.
21. Motion to exit Executive Session and resume public meeting.
22. New TAIT Business No Items.
23. TAA Business No Items.
24. Motion to Adjourn.

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify Sheila Cook at (918) 838-5000 by May 10, 2023.