

**NOTICE AND AGENDA
Combined Special Meeting and Regular Meetings
Tulsa Airports Improvement Trust and Tulsa Airport Authority
Thursday, June 13, 2024, 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 and Regular Meeting of the members of the Tulsa Airport Authority to order.
2. Approve the minutes of the combined May 9, 2024 meetings of TAIT and TAA.
3. Operating and Financial Reports.

Administrative, Finance, IT, and Operations Contract Action.

4. Approve FY 2024 – 2025 (FY2025) TAIT annual budget of \$85,115,065.00 comprised of:

Item	Amount
Operating Budget	\$31,228,653.00
Operating Capital Purchases	\$ 2,548,000.00
Debt Service	\$12,994,487.00
Capital Projects	\$38,343,924.00

The budget also includes the TAIT Schedule of Rates, Fees & Charges, and the Parking System Management Budget of \$2,200,000.00, which is included in the TAIT Operating Budget.

5. Accept donation from Bluestreak Equipment, Inc., of one (1) Seeker Airmag Magnetic Sweeper and one (1) Seeker Airdrag FOD sweeper in exchange for promotional consideration. The value of the donation is \$100,677.26.
6. Accept selection and award professional services contract to Pinnacle Business Systems, Inc., in an amount not to exceed \$75,000. TUL Contract F24-101.

Pinnacle will assist TAIT in developing a comprehensive Technology Master Plan which will help TAIT improve and anticipate the challenges and demands of the rapidly changing technology needs of the Airport.
7. Approve renewal of RVS Private Hangar Insurance Group Policy with ACE Chubb in the amount of \$30,782.00 effective July 1, 2024, which is a 10% increase from last year's premium. This premium is reimbursed by participating RVS tenants.

8. Approve renewal of Aviation General Liability Policy of Insurance with ACE Chubb Limited Insurance Company effective July 1, 2024. This is the second year of the two-year policy at an annual premium not to exceed \$92,008.00. This is a 10% increase which was locked in per the policy.

This multi-year policy will lock in a 5% increase for next year, provided we do not reach a 25% loss ratio.

9. Approve Employment Practices and Public Officials Liability insurance policy with Navigators Insurance Company, effective July 1, 2024, in the amount of \$41,543.00. This premium represents a change in limits from \$1,000,000 to \$2,000,000 and includes an increase in the self-insured retention from \$25,000.00 to \$35,000.00.

10. Approve Workers Compensation Insurance policy with Beacon Aviation, for one year at the annual premium amount of \$98,014.00, effective July 1, 2024, an 11.2% increase in premium from last year. Last year's MOD was .80 down from .88. This year we will be participating in a dividend program which will provide a premium rebate (on a sliding scale) when our loss ratio falls below certain benchmarks.

11. Approve Business Auto Liability Insurance Policy with Granite State Insurance Company for one-year effective July 1, 2024, at the annual premium amount of \$109,749.00. The premium represents a 5.53% decrease from last year's premium.

12. Approve Property Insurance policy with AIG Specialty Insurance Company at an annual premium not to exceed \$624,060.00, effective July 1, 2024. The Total Insured Value (TIV) of property is \$423,264,000.00, a decrease in the replacement value of the property due to the property appraisal which was performed last fall. Last year's premium was \$657,650.00.

Engineering Capital Improvement Contract Action.

Contracts.

13. Accept and Approve pending Oklahoma Department of Aerospace and Aeronautics (ODAA) Preserving Rural Economic Prosperity (PREP) grant in an amount up to \$16,000,000, for construction of the TUL Air Traffic Control Tower (ATCT) & Base Building Project. Grant TUL-24-PREP.

14. Accept selection and approve award of contract for Construction Observation Services to LEO A DALY Company, in an amount not to exceed \$2,000,000.00, and contingent upon FAA grant funding. TUL Air Traffic Control Tower (ATCT) & Base Building Project. TUL contract F24-100.

15. Accept selection and approve award of contract for Professional Design Services to KSA Engineers, Inc., in an amount not to exceed \$110,898.00 and contingent upon FAA grant funding. RVS Fencing Project. TUL contract F24-102.

16. Accept bids and approve award of contract to Rick Scott Construction Inc., in the amount of \$384,694.00 for the Airfield Maintenance and Facility Improvement Project. TUL contract F24-103.

This contract provides funding to rehabilitate the exterior of several buildings in the field maintenance area. TAIT received four bids, the highest being \$724,245.00. The engineer’s estimate was \$680,000.00, 56.6% below the lowest responsible bidder.

Contract Amendments. None.

Change Orders.

17. Approve Change Order Number One with Myers-Cherry Construction, LLC, in the amount of \$1,483.50 for the Airport Terminal Vestibules Improvement Project. TUL Contract F23-045.

This change compensates the contactor for additional structural members above the vestibule doors in the departures area to increase the wind load resistance in the transition between the cold formed framing and the exiting store front framing.

	Amount	Percent Change
Original contract amount:	\$2,447,000.00	
Previous change orders:	\$1,483.50	0.06%
Current change orders:		
Total change of quantities:	\$0.00	
Total cost:	\$2,448,483.50	0.06%

Change of Quantities. None.

Contract Close Out / Other Contract Action. None.

Airport Property Action.

Real Estate and Business Development. None.

Contracts and Concessions.

Tulsa International Airport.

18. Approve Sublease Agreement with Skylar Peteet d/b/a Victor's Shoe Shine, effective July 1, 2024. TUL contract F22-002.

Tulsa Riverside Airport.

19. Approve Acknowledgment and Consent to Collateral Assignment of Sublease from Pense Real Estate Holdings, LLC to First Oklahoma Bank, effective upon closing, but no later than June 15, 2024. Lot 8, Block 7A, Northeast Hangar Development, Hangar B-20. RVS contract F21-056.
20. Approve Amendment to Temporary Sublease Agreement with Spartan Education, LLC, to relocate and increase tie down space. RVS contract F24-077.
21. Executive Session. None.
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 Jeff Shaw at (918) 838-5000 by June 12, 2024.