

04/10/2017 3:22 pm

**MICHAEL P. KIER**  
CITY CLERK

**Notice and Agenda of  
Combined Meeting of  
TULSA AIRPORTS IMPROVEMENT TRUST - SPECIAL MEETING  
and TULSA AIRPORT AUTHORITY - REGULAR MEETING**

THURSDAY ~ APRIL 13, 2017 ~ 8:30 a.m.  
AIRPORT CONFERENCE ROOM #A211  
TULSA INTERNATIONAL AIRPORT  
7777 EAST APACHE STREET  
TULSA, OKLAHOMA

**CALL COMBINED MEETING OF THE TRUSTEES OF THE TULSA AIRPORTS  
IMPROVEMENT TRUST AND MEETING OF THE MEMBERS OF THE TULSA  
AIRPORT AUTHORITY TO ORDER.**

- 1. APPROVE THE MINUTES OF THE COMBINED MARCH 9, 2017 SPECIAL MEETING OF TAIT AND THE REGULAR MEETING OF TAA**
  
- 2. FINANCIAL AND OPERATING.**
  - 2.A. RECEIVE AND FILE OPERATING REPORTS – TUL/RVS.**
    - C.E.O. REPORT
    - FINANCIAL REPORT
    - MARKETING REPORT
  
  - 2.B. APPROVE ISSUANCE OF A PURCHASE ORDER IN THE AMOUNT OF \$26,775.00 PER STATE OF OKLAHOMA CENTRAL PURCHASING CONTRACT #SW035 TO PURCHASE A 2017 FORD EXPLORER – TUL.**
  
  - 2.C. AWARD PURCHASE ORDER (AERIAL INFRARED ROOF MOISTURE INSPECTIONS) WITH INFRARED CONCEPTS CORPORATION LLC IN AN AMOUNT NOT-TO-EXCEED \$39,108.00 – TUL.**
  
  - 2.D. APPROVE SUPPLEMENT TO EXISTING CONTRACT WITH PAYCOR, INC. IN AN AMOUNT NOT-TO-EXCEED \$7,500.00, PLUS A ONE-TIME SET UP FEE OF \$1,050.00 – TUL/RVS/OKM.**
  
  - 2.E. RECEIVE DRAFT OF REVISED TAIT HUMAN RESOURCES POLICY MANUAL FOR REVIEW – TUL/RVS/OKM.**
  
  - 2.F. APPROVE MEMORANDUM OF UNDERSTANDING WITH RSVP TULSA, INC. FOR THREE (3) YEARS EFFECTIVE MARCH 29, 2017 – TUL.**
  
  - 2.G. APPROVE ACKNOWLEDGEMENT AND CONSENT WITH MCGLADREY, LLP TO EXERCISE THE SECOND OF FOUR (4) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT , IN AN AMOUNT NOT-TO-EXCEED \$52,500.00, EFFECTIVE MAY 1, 2017 – TUL.**

- 2.H. APPROVE ACKNOWLEDGEMENT AND CONSENT WITH DIIO, LLC TO EXERCISE THE FIRST OF TWO (2) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT, EFFECTIVE APRIL 1, 2017 – TUL.
- 2.I. RATIFY AND APPROVE TULSA AIRPORTS ADVERTISING AGREEMENTS EXECUTED BY TAIT ADVERTISING SALES MANAGER SINCE THE DATE OF THE LAST BOARD APPROVAL ON FEBRUARY 16, 2017 – TUL.
3. **CAPITAL IMPROVEMENT CONTRACTS, AMENDMENTS, CHANGE ORDERS, OR OTHER ACTION.**
  - 3.A. **AIR FORCE PLANT #3. ~NO ITEMS.**
  - 3.B. **CONTRACTS.**
    - 3.B.1. ACCEPT BID AND APPROVE CONTRACT (EXTERIOR PARKING SIGNAGE PROJECT) WITH A-MAX SIGNS CO., LLC IN AN AMOUNT-NOT-TO-EXCEED \$154,554.11 – TUL.
  - 3.C. **CONTRACT AMENDMENTS.**
    - 3.C.1. APPROVE AMENDMENT NO. 1 TO CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES (RENTAL CAR READY RETURN FACILITY PROJECT) WITH DEMATTEI WONG ARCHITECTS IN AN AMOUNT NOT-TO-EXCEED \$38,415.55 AND EXTEND THE CONTRACT TO JULY 5, 2017 – TUL.
  - 3.D. **CHANGE ORDERS.**
    - 3.D.1. APPROVE CHANGE ORDER NO. 3 (CONCOURSE B AUTOMATED EXIT LANES PROJECT) WITH KEITH CONSTRUCTION COMPANY, LLC IN THE AMOUNT OF -\$7,063.20 – TUL.
  - 3.E. **CHANGE OF QUANTITIES. ~NO ITEMS.**
  - 3.F. **OTHER CONTRACT ACTION.**
    - 3.F.1. ACCEPT PROJECT AND APPROVE FINAL PAYMENT (CONCOURSE B AUTOMATED EXIT LANES PROJECT) WITH KEITH CONSTRUCTION COMPANY, LLC IN THE AMOUNT OF \$11,979.10 (ORIGINAL CONTRACT AMOUNT: \$288,375.00; TOTAL CHANGE ORDERS: \$9,597.80, 3.3%; TOTAL CHANGE OF QUANTITIES: \$.00; TOTAL PERCENT CHANGE: 3.3%; TOTAL COST: \$297,972.80) – TUL.
4. **CONTRACTS, LEASES, LICENSES OR OTHER ACTION.**
  - 4.A. APPROVE ACKNOWLEDGMENT AND CONSENT WITH BOSTON TORRENCE D/B/A SHOE SMILES TO EXERCISE THE FIRST OF TWO (2) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT, EFFECTIVE MAY 1, 2017 – TUL.

- 4.B. APPROVE RENEWAL OF LICENSE AGREEMENT WITH JETMARK AIRCRAFT INTERIORS, LLC FOR COMMERCIAL AND CORPORATE AIRCRAFT INTERIOR REPAIR, REFURBISHMENT, AND OVERHAUL, FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE JULY 1, 2017 – TUL.
- 4.C. APPROVE LICENSE AGREEMENT WITH TANDEM VENTURES, LLC, D/B/A LADYFINGERS CATERING AND PARTY PLANNING, LLC (SUBTENANT OF RVES CO., IRVIN PENSE) FOR (1) ONE YEAR AT THE STANDARD RATE, EFFECTIVE NOVEMBER 18, 2016 – RVS.
- 4.D. APPROVE LICENSE AGREEMENT WITH TULSA EXECUTIVE FLIGHT, LLC (BRIAN FLESNER) TO OPERATE CHARTER SERVICES, EFFECTIVE JUNE 1, 2017 – RVS.
- 4.E. APPROVE COMMON ACCESS AGREEMENT BETWEEN EOR, LLC (LOT 2, BLOCK 1, NORTHEAST COMMERCIAL AREA - PAUL MACKEY), TALLY HO, LLC (LOT 3, BLOCK 1, NORTHEAST COMMERCIAL AREA - PAUL MACKEY), AND TAIT, EFFECTIVE UPON APPROVAL BY ALL PARTIES – RVS.
- 4.F. APPROVE LICENSE AGREEMENT WITH DON CHAPPEL AND/OR ERIN CHAPPEL (LOT 2, BLOCK 1, NORTHEAST COMMERCIAL AREA - SUBTENANT OF EOR, LLC) AT THE STANDARD RATE, EFFECTIVE UPON CLOSING, BUT NO LATER THAN APRIL 30, 2017 – RVS.
- 4.G. APPROVE ACKNOWLEDGMENT AND CONSENT WITH ROGER AND JENNIFER BEAN (LOT 16, BLOCK 7A, NORTHWEST HANGAR DEVELOPMENT) TO EXERCISE THE SECOND OF TWO (2) FIVE-YEAR OPTIONS TO EXTEND THE TERM OF THE SUBLEASE AT THE STANDARD RATE, EFFECTIVE JANUARY 1, 2017 – RVS.
- 4.H. APPROVE ASSIGNMENT OF SUBLEASE AGREEMENT AND ACKNOWLEDGMENT AND CONSENT TO ASSIGNMENT OF SUBLEASE AGREEMENT (LOT 17, BLOCK 10, NORTHEAST HANGAR DEVELOPMENT) FROM PM LOGISTICS, LLC TO BLUE SKIES DPC, LLC, EFFECTIVE MAY 1, 2017 – RVS.
- MANAGEMENT RECOMMENDS APPROVAL. (CER) (F08-006)
- 4.I. APPROVE ASSIGNMENT OF SUBLEASE AGREEMENT AND ACKNOWLEDGMENT AND CONSENT TO ASSIGNMENT OF SUBLEASE AGREEMENT (LOT 1, BLOCK 11, NORTHEAST HANGAR DEVELOPMENT) FROM DALE AND PAMELA CUCKLER TO BLUE SKIES DPC, LLC, EFFECTIVE UPON APPROVAL – RVS.

5. **OTHER TAIT BUSINESS.**
6. **APPROVE THOSE ITEMS FROM THE APRIL 13, 2017 SPECIAL MEETING OF TAIT WHICH SHOULD BE CONSIDERED BY TAA.**
7. **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: A.) SOUTHWEST AVIATION SPECIALTIES, LLC (LOT 1, BLOCK 6 AND LOT 12, BLOCK 6, SOUTHWEST COMMERCIAL AREA, RVS); AND B.) FRANK MONTERO DBA A.A., INC. VS. TULSA AIRPORT AUTHORITY A/K/A T.A.I.T. – T.A.A., DISTRICT COURT OF TULSA COUNTY, STATE OF OKLAHOMA, CASE NO. CV-2014-00072 AND FRANK MONTERO VS. TULSA AIRPORT AUTHORITY, A/K/A T.A.I.T., CASE NO. CV-2014-924.**
8. **ADJOURN.**

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY LISA MARTIN AT (918) 838-5000 BY APRIL 12, 2017.