

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

THURSDAY ~ FEBRUARY 16, 2017 ~ 8:30 a.m.

AIRPORT CONFERENCE ROOM #A211

TULSA INTERNATIONAL AIRPORT

7777 EAST APACHE STREET

TULSA, OKLAHOMA

AGENDA ~

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 January 12, 2017 Special Meeting of TAIT and the Regular Meeting of TAA, and the Minutes of the January 30, 2017 and the February 3, 2017 Special Meetings of TAIT.

2. Financial and Operating.

2.A. Receive and File Operating Reports – TUL/RVS.

2.B. Approve Amendment No. 1 to Subscription Services Agreement with PASSUR Aerospace to exercise the first and only one-year option to extend the term of the Agreement, with a 3% price increase, in the total amount of \$40,256.52, effective March 1, 2017 – TUL.

Management recommends approval. (CER) (F16-054)

Note: Funding is available. Fund No. General Operating.

2.C. Approve Amendment No. 1 with American Municipal Tax-Exempt Compliance Corporation (AMTEC) (Contract for Consultant Services – Arbitrage Calculation Services) to exercise the first of three (3) one-year options, in an amount not-to-exceed \$3,100.00 for the option period, effective February 1, 2017 – TUL.

Management recommends approval. (CER) (F12-042)

Note: Funding is available. Fund No. General Operating.

2.D. Approve purchase from Creative Bus Sales, Inc. for a ten-passenger transit shuttle bus in the amount of \$60,722.00 – TUL.

The state contract (SW797) was utilized to purchase a replacement shuttle bus for transporting airport customers to the Terminal Building. The anticipated delivery date is June 15, 2017. The capital budget for FY-2016/17 contained a budget of \$85,000.00 for this replacement bus.

Management recommends approval. (BA)

Note: Funding is available. Fund No. General Operating.

- 2.E. Approve purchase of Badging Vendor Portal with Honeywell International, Inc. in an amount not-to-exceed \$42,000.00 – TUL/RVS.

Honeywell is the manufacturer of Prowatch which is our Badging Security Access Software. This Badging Vendor Portal will automate much of the badging process by allowing applicants to fill out paper work online which will automatically be transferred into the badging system. The setup cost is \$32,000 and annual support is \$10,000.

Management recommends approval. (JR)

Note: Funding is available. Fund No. General Operating.

- 2.F. Ratify and Approve Tulsa Airports Advertising Agreements executed by TAIT Advertising Sales Manager since the date of the last board meeting on January 12, 2017 – TUL.

Management recommends approval. (AH)

3. Capital Improvement Contracts, Amendments, Change Orders, or Other Action.

3.A. Air Force Plant #3. ~No items.

3.B. Contracts. ~No items.

3.C. Contract Amendments. ~No items.

3.D. Change Orders.

- 3.D.1. Approve Change Order No. 3 (FAA Roofs Project) with Southeast Tulsa Construction, Inc. in the amount of \$502.32 – TUL.

This change provides for a concrete curb to protect the ground level roof from water runoff (Original contract amount: \$606,276.80; Total change orders: \$30,540.72, 5.04%; Total change of quantities: \$.00; Total percent change: 5.04%; Total cost: \$636,817.52).

Management recommends approval. (BA)

Note: Funding is available. Fund No. Airport Improvement Fund.

3.D.2. Approve Change Order No. 19 (Rental Car Ready Return Facility Project) with Crossland Construction Co., Inc. in the amount of \$2,972.61 – TUL.

This change order includes furnishing and installing fire extinguisher signs to meet Fire Marshal requirements (Original contract amount: \$26,022,578.40; Total change orders: \$906,761.59, 3.5%; Total change of quantities: \$102,705.00, 0.4%; Total percent change: 3.9%; Total cost: \$27,032,044.99).

Management recommends approval. (BA)

Note: Funding is available. Fund No. CFC Revenue Fund.

3.E. Change of Quantities. ~No items.

3.F. Other Contract Action.

3.F.1. Accept Project and Approve Final Payment (FAA Roofs Project) with Southeast Tulsa Construction, Inc. in the amount of \$502.32 (Original contract amount: \$606,276.80; Total change orders: \$30,540.72, 5.04%; Total change of quantities: \$.00; Total percent change: 5.04%; Total cost: \$636,817.52) – TUL.

Management recommends approval. (BA)

Note: Funding is available. Fund No. Airport Improvement Fund.

3.F.2. Accept Project and Approve Final Payment (Terminal Chiller Project) with OCE Mechanical, LLC in the amount of \$369,435.23 (Original contract amount: \$3,240,000.00; Total change orders: \$228,405.73, 7.05%; Total change of quantities: \$.00; Total percent change: 7.05%; Total cost: \$3,468,405.73) – TUL.

Management recommends approval. (BA)

Note: Funding is available. Fund No. 2013A Bonds.

4. Contracts, Leases, Licenses or Other Action.

4.A. Approve Rental Car Concession Agreements with the following:

- EAN Holdings, LLC (Operating Enterprise, National, and Alamo rental car brands);
- Avis Budget Rental Car, LLC (Operating Avis, Budget, and Payless rental car brands); and
- The Hertz Corporation (Operating Hertz, Dollar, and Thrifty rental car brands).

The Agreement is effective March 1, 2017 for a term of five (5) years, plus three (3) one-year options to extend the term at TAIT's discretion.

Management recommends approval. (CER) (F17-060, F17-061, and
F17-062)

- 4.B. Rescind approval of name change from L-3 Communications Integrated Systems to L3 Technologies, Inc., and revise approval of acknowledgement and consent with L-3 Communications Integrated Systems, LLP to exercise the fourth of five one-year options to extend the term of the agreement – TUL.

This agreement is for space in the cargo building. TAIT was advised the corporate name was changing and approved the name change in January. Staff was then advised that the subsidiary name is not changing.

Management recommends approval. (CER) (F13-071)

- 4.C. Rescind approval of Food and Beverage Concession Agreement with CFG LFC Tulsa, JV (approved in September, 2016) and approve Food and Beverage Concession Agreement with Creative Food Group TUL, LLC, effective May 1, 2017 – TUL.

Creative Food Group TUL, LLC will operate the food and beverage concession and will sub-contract with Local Food Concepts to satisfy FAA's ACDBE requirements. The previous approval was for a joint venture operation of the concession.

Management recommends approval. (AH) (F17-22)

- 4.D. Approve Acknowledgement and Consent with Things We Read to exercise the first of two (2) one-year options to extend the term of the agreement, effective January 21, 2017 – TUL.

Management recommends approval. (AH) (F16-047)

- 4.E. Approve Acknowledgement and Consent with Tulsa Historical Society to exercise the second of two (2) one-year options to extend the term of the agreement, effective January 01, 2017 – TUL.

Management recommends approval. (CER) (F15-049)

- 4.F. Approve License Agreement with Piedmont Airlines, Inc. for one (1) year at the standard rate, effective April 15, 2017 – TUL.

Piedmont provides ground handling services for American Airlines.

Management recommends approval. (CER) (F17-058)

- 4.G. Approve Acknowledgment and Consent to name change from CoxCom, LLC to Cox Oklahoma Telecom, LLC, effective upon approval – TUL.

Management recommends approval. (CER) (F16-083)

- 4.H. Approve License Agreement with Air Methods Corporation (Subtenant of Christiansen Aviation) for one (1) year at the standard rate, effective March 12, 2017 – RVS.

Air Methods provides medical helicopter transport.

Management recommends approval. (CER) (F17-047)

- 4.I. Approve Sublease Agreement with Destinations EFC, LLC (Mike Barnes) (Tie-Down Block 4, Southwest Commercial Area) at the standard rate, effective April 1, 2017 – RVS.

Management recommends approval. (CER) (F17-059)

Required hangar inspections (assignment of sublease, new sublease and exercise of options to extend the term) have been conducted for the following agenda items and no maintenance issues currently exist.

- 4.J. Approve Acknowledgment and Consent with Valpo Resources, LLC (Lot 6, Block 14, Northeast Hangar Development) (Michelle Ridenhour) to exercise the second of two (2) five-year options to extend the term of the Sublease at the standard rate, effective February 1, 2017 – RVS.

Management recommends approval. (CER) (F02-053)

- 4.K. Approve Assignment of Sublease Agreement and Acknowledgment and Consent to Assignment of Sublease Agreement (Lot 1, Block 1F, Northwest Hangar) from Potter's Aviation, LLC to Doug and Teresa Redding Trust dated January 13, 2014, effective upon approval – RVS.

Management recommends approval. (CER) (F17-005)

- 4.L. Approve Assignment of Sublease Agreement and Acknowledgment and Consent to Assignment of Sublease Agreement (Lot 3, Block 13, Northeast Hangar Development) from Mojave Construction, LLC to Sedona Resources, LLC (Randy Kaplin is the principal of both companies), effective upon approval – RVS.

Management recommends approval. (CER) (F98-016)

5. **Other TAIT Business.**
6. **TAA Business.**
7. **Approve those items from the February 16, 2017 Special Meeting of TAIT which should be considered by TAA.**
8. **Approve those items from the February 16, 2017 Meeting of TAA which should be considered by TAIT.**
9. **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.**
10. **Adjourn.**