

12/05/2016 3:22 pm

**MICHAEL P. KIER**  
CITY CLERK

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

**THURSDAY ~ DECEMBER 8, 2016 ~ 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 NOVEMBER 10, 2016 SPECIAL MEETING OF TAIT AND THE REGULAR MEETING OF TAA.**
  
- 2. FINANCIAL AND OPERATING.**
  - 2.A. RECEIVE AND FILE OPERATING REPORTS – TUL/RVS.**
  
  - 2.B. APPROVE FIVE-YEAR CAPITAL IMPROVEMENT PLANS (CIP) FOR FISCAL YEARS 2018-2022 –TUL/RVS..**
  
  - 2.C. APPROVE REVISED TULSA INTERNATIONAL AIRPORT AIR SERVICE INCENTIVE PROGRAM, EFFECTIVE NOVEMBER 1, 2016 THROUGH OCTOBER 31, 2017 – TUL.**
  
  - 2.D. APPROVE AMENDMENT NO. 1 TO EXTEND AGREEMENT FOR PROFESSIONAL SERVICES WITH KEN WEEDEN & ASSOCIATES, INC. FOR DISADVANTAGED BUSINESS ENTERPRISE CONSULTING SERVICES TO EXTEND TERM THROUGH DECEMBER 31, 2017 IN AN AMOUNT NOT-TO-EXCEED \$21,724.00 – TUL.**
  
  - 2.E. APPROVE AMENDMENT NO. 1 TO AGREEMENT FOR PROFESSIONAL SERVICES WITH UNISON CONSULTING, INC. (PFC CONSULTING) TO REVISE THE SCOPE AND INCREASE COMPENSATION BY \$48,680.00, MAKING THE TOTAL NOT-TO-EXCEED AMOUNT \$98,130.00 – TUL.**
  
  - 2.F. APPROVE THE SECOND OF FOUR (4) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT WITH G & G LAWN AND LANDSCAPE, INC. FOR LANDSIDE MOWING IN AN AMOUNT NOT-TO-EXCEED \$125,000.00 – TUL.**
  
  - 2.G. APPROVE THE SECOND OF FOUR (4) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT WITH LYLE BLAKLEY FOR HAY HARVESTING\HAY CUTTING SERVICES IN AN AMOUNT NOT-TO-EXCEED \$15.00 PER ACRE TO BE PAID TO TAIT ANNUALLY – TUL.**

- 2.H. APPROVE AGREEMENT WITH COX COMMUNICATIONS, INC. FOR INTERNET CONNECTIVITY FOR R. L. JONES, JR. AIRPORT FOR A THREE-YEAR TERM AT A RATE OF \$400.00 PER MONTH – RVS.
- 2.I. RATIFY AND APPROVE TULSA AIRPORTS ADVERTISING AGREEMENTS EXECUTED BY TAIT'S ADVERTISING SALES MANAGER SINCE THE DATE OF THE LAST BOARD APPROVAL ON NOVEMBER 10, 2016 – TUL.
- 2.J. APPROVE FINAL ACCEPTANCE OF EAGLE SCOUT PROJECT FROM PHILIP SHAW OF TWO (2) PICNIC TABLES AND CONCRETE SLAB FOR PUBLIC USE AT THE SOUTH OBSERVATION AREA OF TULSA INTERNATIONAL AIRPORT – TUL.
- 2.K. APPROVE ACKNOWLEDGMENT AND CONSENT WITH INFAX, INC. TO EXERCISE THE FIRST OF FIVE (5) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT FOR MULTI USER FLIGHT INFORMATION DISPLAY SYSTEM IN AN AMOUNT NOT-TO-EXCEED \$11,260.00, EFFECTIVE FEBRUARY 1, 2017 – TUL.
- 2.L. APPROVE EMERGENCY REPAIR TO TERMINAL BUILDING BAGGAGE CLAIM 'A' IN AN AMOUNT NOT-TO-EXCEED \$50,000.00 TO REPAIR DAMAGE FROM A PRIVATE AUTOMOBILE ON DECEMBER 3, 2016 – TUL.
- 2.M. RECEIVE AND FILE THE TULSA AIRPORTS IMPROVEMENT TRUST AUDITED FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2016, ALONG WITH OTHER RELATED REPORTS – TUL/RVS.
- 3. CAPITAL IMPROVEMENT CONTRACTS, AMENDMENTS, CHANGE ORDERS, OR OTHER ACTION.**
  - 3.A. AIR FORCE PLANT #3.**
    - 3.A.1. APPROVE ACKNOWLEDGEMENT AND CONSENT WITH ENERCON SERVICES, INC. TO EXERCISE THE THIRD OF FOUR (4) ONE-YEAR OPTIONS TO EXTEND TERM OF THE CONTRACT FOR ENVIRONMENTAL ENGINEERING AND CONSULTING SERVICES IN AN AMOUNT NOT-TO-EXCEED \$25,000.00 – AFP #3.
  - 3.B. CONTRACTS.**
    - 3.B.1. AWARD CONTRACT FOR PROFESSIONAL DESIGN AND BIDDING PHASE SERVICES (SCHWAB HALL/QTA BUILDINGS PROJECT) WITH FRITZ BAILY, PLC IN AN AMOUNT NOT-TO-EXCEED \$212,964.43 – TUL.
    - 3.B.2. AWARD CONTRACT FOR PROFESSIONAL DESIGN SERVICES (REPLACE BAG CLAIM ESCALATORS PROJECT~PHASE 1) WITH FRITZ BAILY, PLC IN AN AMOUNT NOT-TO-EXCEED \$34,875.23 – TUL.

**3.C. CONTRACT AMENDMENTS.**

- 3.C.1. APPROVE ACKNOWLEDGEMENT AND CONSENT WITH ENERCON SERVICES, INC. TO EXERCISE THE THIRD OF FOUR (4) ONE-YEAR OPTIONS TO EXTEND TERM OF THE CONTRACT FOR ENVIRONMENTAL ENGINEERING AND CONSULTING SERVICES IN AN AMOUNT NOT-TO-EXCEED \$25,000.00 – TUL/RVS/OKM.
- 3.C.2. APPROVE AMENDMENT NO. 1 TO CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES (SPARTAN ROOFS PROJECT) WITH CRAFTON TULL & ASSOCIATES, INC. IN AN AMOUNT NOT-TO-EXCEED \$1,305.00 – TUL.

**3.D. CHANGE ORDERS.**

- 3.D.1. APPROVE CHANGE ORDER NO. 18 (RENTAL CAR READY RETURN FACILITY PROJECT WITH CROSSLAND CONSTRUCTION CO., INC. IN THE AMOUNT OF \$72,218.93 – TUL.
- 3.D.2. APPROVE CHANGE ORDER NO. 2 (SPARTAN ROOFS PROJECT) WITH CPR OF TULSA, LLC IN THE AMOUNT OF <-\$1,500.00> – TUL.

**3.E. CHANGE OF QUANTITIES.**

- 3.E.1. APPROVE CHANGE OF QUANTITIES NO. 2 (SPARTAN ROOFS PROJECT) WITH CPR OF TULSA, LLC IN THE AMOUNT OF <-\$32,632.42> – TUL.

**3.F. OTHER CONTRACT ACTION. ~NO ITEMS.**

**4. CONTRACTS, LEASES, LICENSES OR OTHER ACTION.**

- 4.A. APPROVE MODIFICATION TO OTHER TRANSACTION AGREEMENT WITH TRANSPORTATION SECURITY ADMINISTRATION FOR REIMBURSEMENT TO TAIT IN THE AMOUNT OF \$41,401.32, EFFECTIVE FEBRUARY 1, 2017 – TUL.
- 4.B. APPROVE EXTENSION OF CONCESSION AGREEMENT WITH HMS HOST FOR SIXTY (60) DAYS, THROUGH MARCH 31, 2017, AND APPROVE WAIVER OF MINIMUM ANNUAL GUARANTEE THROUGHOUT THE EXTENDED PERIOD – TUL.
- 4.C. APPROVE EXTENSION OF CONCESSION AGREEMENT WITH PARADIES FOR SIXTY (60) DAYS, THROUGH MARCH 31, 2017, AND APPROVE WAIVER OF MINIMUM ANNUAL GUARANTEE THROUGHOUT THE EXTENDED PERIOD – TUL.
- 4.D. APPROVE RENEWAL OF LICENSE AGREEMENT WITH COXCOM, LLC FOR COMMUNICATION SERVICE LINES FOR LOCAL TELEPHONE EXCHANGE CARRIER (“SERVICE LINES”) FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE JANUARY 20, 2017 – TUL .
- 4.E. APPROVE ACKNOWLEDGE AND CONSENT WITH AIR SERV CORPORATION TO EXERCISE THE SECOND OF TWO (2) ONE-YEAR OPTIONS TO EXTEND TERM OF AGREEMENT, EFFECTIVE DECEMBER 16, 2016 – TUL.

- 4.F. APPROVE LICENSE AGREEMENT WITH WILLIAMS AIRCRAFT DETAIL (MYRON WILLIAMS) FOR AIRCRAFT DETAILING FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE JANUARY 1, 2017 – TUL.

*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.G. APPROVE ACKNOWLEDGMENT AND CONSENT WITH ROGER AND JENNIFER BEAN (LOT 16, BLOCK 7A, NORTHWEST HANGAR AREA) 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 ACKNOWLEDGMENT AND CONSENT WITH THE JESSE SCHNEIDER (LOT 10, BLOCK 7B, NORTHEAST HANGAR DEVELOPMENT) TO EXERCISE THE SECOND OF TWO (2) FIVE-YEAR OPTIONS TO EXTEND THE TERM OF THE SUBLEASE AT THE STANDARD RATE, EFFECTIVE DECEMBER 28, 2016 – RVS.

**5. OTHER TAIT BUSINESS.**

**6. TAA BUSINESS.**

- 7. APPROVE THOSE ITEMS FROM THE DECEMBER 8, 2016 SPECIAL MEETING OF TAIT WHICH SHOULD BE CONSIDERED BY TAA.**

- 8. APPROVE THOSE ITEMS FROM THE DECEMBER 8, 2016 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 V. TULSA AIRPORT AUTHORITY, A/K/A T.A.I.T., CASE NO. CV-2014-924.**

**10. ADJOURN.**

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY LISA BROWN AT (918) 838-5000 BY DECEMBER 7, 2016.