

11/07/2016 3:43 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 ~ NOVEMBER 10, 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 October 13, 2016 and the October 28, 2016 Special Meetings of TAIT and the October 13, 2016 Regular Meeting of TAA.**
2. **Financial and Operating.**
 - 2.A. Receive and File Operating Reports – TUL/RVS.
 - 2.B. Receive for Initial Consideration the Draft Five-Year Capital Improvement Plans (CIP) for Fiscal Years 2018-2022 –TUL/RVS.
 - 2.C. Approve Agreement with Tulsa Air & Space Museum for display space in Schwab Hall for one (1) year, effective September 1, 2016 – TUL.
 - 2.D. Approve Acknowledgment and Consent with Oklahoma Aquarium dba Jenks Aquarium Authority to exercise the first of two (2) one-year options to extend the term of the agreement, effective November 15, 2016 – TUL.
 - 2.E. Approve Acknowledgment and Consent with Cox Media Group to exercise a one-year option to extend the term, effective June 16, 2016 – TUL.
 - 2.F. Approve the third of four (4) one-year options to extend the term of agreement with Nachurs\Alpine Solutions Industrial for de-icing chemical in an amount not-to-exceed \$80,500.00 – TUL/RVS.
 - 2.G. Approve Acknowledgment and Consent with the Tulsa Regional Chamber, Inc. (TRC) to exercise the first of four (4) one-year options to extend the term of the agreement in the amount of \$25,000.00 for the *Tulsa's Future III* campaign – TUL.
 - 2.H. Approve revised Tulsa International Airport Air Service Incentive Program, effective November 1, 2016 through October 31, 2017 – TUL.
 - 2.I. Approve Agreement (Terminal Building Environmental Controls Project) with Engineered Systems & Energy Solutions PC, (ES2) on a month-to- month basis, not-to-exceed six (6) months, in the not-to-exceed amount of \$47,000.00 – TUL.

- 2.J. Approve Agreement with Community Care HMO, Inc. to provide employee medical insurance and employee assistance program for the period of January 1, 2017 through December 31, 2017 (Community Care of Oklahoma) – TUL/RVS/OKM.
- 2.K. Approve renewal of Agreement with Liazon Corporation in an amount not-to-exceed \$35,000.00 to provide employee benefits services, benefits administration service, and payroll/provider interfaces for the period of January 1, 2017 through December 31, 2017 – TUL/RVS/OKM.
- 2.L. Approve Purchase Order for ADK Consulting, Inc. in an amount not-to-exceed \$35,000.00 for professional executive search and consulting services for the Airports Director position – TUL/RVS/OKM.
- 2.M. Approve Amendment to Standby Letter of Credit issued by Chubb & Son, a division of Federal Insurance Company, to revise the Beneficiary's address.
- 2.N. Ratify and Approve Tulsa Airports Advertising Agreements executed by TAIT's Advertising Sales Manager since the date of the last Board approval on October 13, 2016 – TUL.
- 2.O. Approve revised Tulsa International Airport Advertising Rate Card, effective November 1, 2016 – TUL.
- 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.**
 - 3.C.1. Approve Amendment No. 1 to Contract with Pinnacle Commissioning, Inc. (Central Plant Upgrade-Terminal Chiller Project) in the not-to-exceed amount of \$550.00 – TUL.
 - 3.C.2. Approve Amendment No. 1 to Contract for Professional Services (Tulsa Airport Master Plan) with Mead & Hunt, Inc. to extend the time for performance by 180 days – TUL.
 - 3.C.3. Approve Amendment No. 1 to Contract (Rental Car Ready Return Facility Project) with Crossland Construction Co., Inc. to extend term through February 15, 2017 – TUL.
 - 3.D. Change Orders.**
 - 3.D.1. Approve Change Order No. 1 (Concourse B Automated Exit Lanes Project) with Keith Construction Company, LLC, in the amount of \$12,671.00 – TUL.
 - 3.D.2. Approve Change Order No. 17 (Rental Car Ready Return Facility Project) with Crossland Construction Co., Inc. in the amount of \$160,549.03.00 and extend contract time – TUL.

3.E. Change of Quantities.

- 3.E.1. Approve Change of Quantities No. 2 (Rental Car Ready Return Facility Project) with Crossland Construction Co., Inc. in the amount of \$32,508.00 – TUL.

3.F. Other Contract Action. ~No items.

4. Contracts, Leases, Licenses or Other Action.

- 4.A. Approve Agreement with Kyle Sanchez, dba Family Fun, for music services in the Terminal for six (6) months with two (2) one-year mutual consent options to renew, effective January 1, 2017 – TUL.
- 4.B. Approve Acknowledgment and Consent with This Land Press, LLC to exercise the third of four (4) one-year options to extend the term of the agreement, effective November 1, 2016 – TUL.
- 4.C. Approve Cargo Facility Sublease Agreement with Meyer Logistics, Inc. for two (2) years, effective January 15, 2017 – TUL.
- 4.D. Approve License Agreement with Tulsa Air & Space Museum, Inc., for one (1) year at the standard rate, effective January 1, 2017 – TUL.
- 4.E. Approve License Agreement with K.R.T. Aviation, LLC (Keith Thomas), aviation maintenance subtenant of DEFC Hangar Management, LLC, for one (1) year at the standard rate, effective January 16, 2017 – RVS.
- 4.F. Approve License Agreement with Tulsa County Helicopters, LLC (Chuck Dixon), subtenant of Christiansen Aviation, Inc., for one (1) year at the standard rate, effective December 1, 2016 – RVS.
- 4.G. Approve Water Tap Agreement with G2, Inc. (Gary Watkins) (Lot 5, Block 12, Northeast Hangar Development) at the standard rate, effective January 1, 2017 – RVS.
- 4.H. Approve Water Tap Agreement with Met Games, Inc. (Gary Watkins) (Lot 9, Block 13, Northeast Hangar Development) at the standard rate, effective January 1, 2017 – RVS.
- 4.I. Approve Acknowledgment and Consent with Kenneth Bibb (Lot 6, Block 1B, 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 November 1, 2016 – RVS.
- 4.J. Approve Acknowledgment and Consent with the Fred R. Marshall and Theresa Marshall Living Trust, dated March 11, 2000, (Lot 6, Block 12, 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 1, 2016 – RVS.

5. **Other TAIT Business.**
6. **TAA Business.**
7. **Approve those items from the November 10, 2016 Special Meeting of TAIT which should be considered by TAA.**
8. **Approve those items from the November 10, 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 MARTIN AT (918) 838-5000 BY NOVEMBER 9, 2016.