

09/12/2016 4:16 pm

MICHAEL P. KIER
CITY CLERK

**NOTICE and AGENDA
for Combined Meeting of**

**TULSA AIRPORTS IMPROVEMENT TRUST-ANNUAL MEETING
and TULSA AIRPORT AUTHORITY-ANNUAL MEETING**

THURSDAY ~ SEPTEMBER 15, 2016 ~ 8:30 a.m.

AIRPORT CONFERENCE ROOM #A211

TULSA INTERNATIONAL AIRPORT

7777 EAST APACHE STREET

TULSA, OKLAHOMA

AGENDA ~

CALL COMBINED ANNUAL 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 AUGUST 11, 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. RECEIVE AND FILE THE ANNUAL REPORT FROM TAIT SECRETARY – TUL/RVS.**
 - 2.C. ANNUAL ELECTION OF OFFICERS OF TULSA AIRPORTS IMPROVEMENT TRUST AND TULSA AIRPORT AUTHORITY – TUL/RVS/OKM.**
 - 2.D. APPROVE WORKERS COMPENSATION INSURANCE THROUGH COMPSOURCE MUTUAL INSURANCE COMPANY (PROVIDED THROUGH INSURICA – TIM DRISKILL) AT A TOTAL ANNUAL COST OF \$152,425.00 FOR ONE (1) YEAR, WITH A \$2,500.00 DEDUCTIBLE (PER CLAIM), EFFECTIVE OCTOBER 1, 2016 – TUL/RVS/OKM**
 - 2.E. APPROVE FOOD AND BEVERAGE CONCESSION AGREEMENT WITH CFG LFC TULSA JV FOR TEN (10) YEARS, SUBJECT TO FAA APPROVAL OF THE LONG-TERM CONCESSION AGREEMENT (IN EXCESS OF FIVE YEARS), WITH THE EFFECTIVE DATE TO BE DETERMINED UPON FAA APPROVAL – TUL.**
 - 2.F. APPROVE NEWS, GIFTS AND RETAIL CONCESSION AGREEMENT WITH HG TULSA RETAILERS JV, SUBJECT TO FAA APPROVAL OF THE LONG-TERM CONCESSION AGREEMENT (IN EXCESS OF FIVE YEARS), WITH THE EFFECTIVE DATE TO BE DETERMINED UPON FAA APPROVAL – TUL.**
 - 2.G. RATIFY AND APPROVE TULSA AIRPORTS ADVERTISING AGREEMENTS EXECUTED BY TAIT’S ADVERTISING SALES MANAGER SINCE THE DATE OF THE LAST BOARD APPROVAL ON AUGUST 11, 2016 – TUL.**
 - 2.H. REJECT PROPOSALS RECEIVED IN RESPONSE TO REQUEST FOR PROPOSALS, DEVELOPMENT OF AIRPORT WEBSITE, ISSUED ON JULY 28, 2016 – TUL/RVS/OKM.**

- 2.I. APPROVE AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT (COMMERCIAL PLANNING – FOOD, BEVERAGE, AND RETAIL CONCESSIONS PROGRAM) WITH ICF INTERNATIONAL, INC. TO REVISE SCOPE OF WORK AND INCREASE COMPENSATION – TUL.
- 2.J. APPROVE ACKNOWLEDGMENT AND CONSENT WITH LOOMACRES, INC. TO EXERCISE THE THIRD OF FOUR (4) ONE-YEAR OPTIONS TO EXTEND THE TERM IN THE NOT-TO-EXCEED AMOUNT OF \$39,900.00, EFFECTIVE OCTOBER 1, 2016 – TUL.
- 2.K. APPROVE THE FOURTH OF FOUR (4) ANNUAL OPTIONS TO EXTEND WITH ERMIC IV, PL FOR QUARTERLY INSPECTION AND MAINTENANCE SERVICES ON AIRPORT BOARDING BRIDGES IN THE NOT-TO-EXCEED AMOUNT OF \$53,000.00, EFFECTIVE NOVEMBER 1, 2016 – TUL.
- 2.L. APPROVE THE FOURTH OF FOUR (4) ANNUAL OPTIONS TO EXTEND WITH FACILITIES PERFORMANCE GROUP, LLC FOR JANITORIAL SERVICES IN THE NOT-TO-EXCEED AMOUNT OF \$1,600,000.00, 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.**
 - 3.B.1. REJECT BIDS (MULTI-TASKING RUNWAY BROOM WITH PLOW PROJECT) DUE TO INSUFFICIENT FAA FUNDING FOR THIS PROJECT – TUL.
 - 3.C. CONTRACT AMENDMENTS. ~NO ITEMS.**
 - 3.D. CHANGE ORDERS.**
 - 3.D.1. APPROVE CHANGE ORDER NO. 15 (RENTAL CAR READY RETURN FACILITY PROJECT) WITH CROSSLAND CONSTRUCTION CO., INC. IN THE AMOUNT OF \$36,682.40 – TUL.
 - 3.D.2. APPROVE CHANGE ORDER NO. 1 (BUILDINGS ROOF REPAIR PROJECT) WITH SOUTHEAST TULSA CONSTRUCTION, INC. IN THE AMOUNT OF \$2,166.50 – TUL.
 - 3.E. CHANGE OF QUANTITIES.**
 - 3.E.1. APPROVE CHANGE OF QUANTITIES NO. 1 (RENTAL CAR READY RETURN FACILITY PROJECT) WITH CROSSLAND CONSTRUCTION CO., INC. IN THE AMOUNT OF \$70,197.00 – TUL.
 - 3.F. OTHER CONTRACT ACTION. ~NO ITEMS.**

4. CONTRACTS, LEASES, LICENSES OR OTHER ACTION.

- 4.A. APPROVE NON-SIGNATORY LICENSE AGREEMENT WITH ALLEGIANT AIRLINES FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE OCTOBER 25, 2016 – TUL.
- 4.B. APPROVE RENEWAL OF LICENSE AGREEMENT WITH PRIMEFLIGHT AVIATION SERVICES, INC. FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE OCTOBER 1, 2016 – TUL.
- 4.C. CORRECT APPROVAL OF EXTENSION WITH AMERIFLIGHT, LLC (NON-SIGNATORY AIR CARGO LICENSE AGREEMENT) TO EXERCISE THE FIRST OF TWO (2) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT AT THE STANDARD RATE, EFFECTIVE JULY 1, 2016 – TUL.
- 4.D. APPROVE RENEWAL OF LICENSE AGREEMENT WITH QUICKFLIGHT, INC. FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE OCTOBER 1, 2016 – TUL.
- 4.E. APPROVE RENEWAL OF LICENSE AGREEMENT WITH NATIONAL AVIATION SERVICES, LLC FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE NOVEMBER 10, 2016 – TUL.
- 4.F. APPROVE ACKNOWLEDGMENT AND CONSENT WITH SMARTE CARTE, INC., TO EXERCISE THE SECOND OF FOUR (4) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT, EFFECTIVE OCTOBER 1, 2016 – TUL.
- 4.G. APPROVE SUBLEASE AGREEMENT (4201 N. MINGO ROAD) WITH AT&T COMMUNICATIONS, INC. FOR THE TELECOM BUILDING SUPPORTING TULSA INTERNATIONAL AIRPORT FOR FIVE (5) YEARS WITH ONE (1) FIVE-YEAR OPTION TO EXTEND THE TERM, EFFECTIVE DECEMBER 1, 2016 – TUL.
- 4.H. CONSIDER AND APPROVE AMENDMENT NO. 2 TO SUBLEASE AND CONCESSION LICENSE AGREEMENT (HILTON GARDEN INN) WITH PAIT INVESTMENTS, LLC – TUL.
- 4.I. CONSIDER AND APPROVE AMENDMENT NO. 6 TO SUBLEASE AND CONCESSION LICENSE AGREEMENT (PARK INN – NOW CLARION) WITH PAIT INVESTMENTS, LLC – TUL.
- 4.J. CONSIDER AND APPROVE ACKNOWLEDGEMENT AND CONSENT TO COLLATERAL ASSIGNMENT (HILTON GARDEN INN) FROM PAIT INVESTMENTS, LLC AND/OR PROMISE INVESTMENTS, LLC TO FIRST UNITED BANK, EFFECTIVE UPON CLOSING, BUT NO LATER THAN NOVEMBER 30, 2016 – TUL.

- 4.K. CONSIDER AND APPROVE GROUND LESSOR ESTOPPEL CERTIFICATE AND AGREEMENT FOR PAIT INVESTMENTS, LLC AND FOR PROMISE INVESTMENTS, LLC (HILTON GARDEN INN), EFFECTIVE UPON CLOSING WITH FIRST UNITED BANK, BUT NO LATER THAN NOVEMBER 30, 2016 – TUL.
- 4.L. RECOMMEND APPROVAL OF LESSOR ESTOPPEL CERTIFICATE AND AGREEMENT (HILTON GARDEN INN) BY THE CITY OF TULSA, OKLAHOMA, FOR PAIT INVESTMENTS, LLC AND FOR PROMISE INVESTMENTS, LLC, EFFECTIVE UPON CLOSING WITH FIRST UNITED BANK, BUT NO LATER THAN NOVEMBER 30, 2016 – TUL.
- 4.M. APPROVE SHARED EXPENSE ARRANGEMENT WITH WADE & RAE, LLC (CHERYL BRADFORD) (LOT 8, BLOCK 13 NORTHEAST HANGAR DEVELOPMENT) – RVS.
- 4.N. APPROVE ACKNOWLEDGMENT AND CONSENT WITH DA/PRO RUBBER, INC. (CHUCK DAUBENBERGER) (LOT 6, BLOCK 11, 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 OCTOBER 1, 2016 – RVS.
- 4.O. APPROVE ACKNOWLEDGMENT AND CONSENT WITH VAUGHN INVESTMENT, LLC (DOUGLAS VAUGHN) (LOT 2, BLOCK 1D, NORTHWEST HANGAR AREA) TO EXERCISE THE SECOND OF TWO FIVE-YEAR OPTIONS TO EXTEND THE TERM OF THE SUBLEASE, AT THE STANDARD RATE, EFFECTIVE OCTOBER 1, 2016 –RVS.
- 4.P. APPROVE SUBLEASE AGREEMENT WITH JOE T. STROW (LOT 5, BLOCK 1F, NORTHWEST HANGAR AREA) FOR FIFTEEN (15) YEARS WITH TWO (2) FIVE-YEAR OPTIONS TO EXTEND THE TERM AT THE STANDARD RATE, EFFECTIVE NOVEMBER 1, 2016 – RVS.
- 5. OTHER TAIT BUSINESS.**
- 6. TAA BUSINESS.**
- 7. APPROVE THOSE ITEMS FROM THE SEPTEMBER 15, 2016 ANNUAL MEETING OF TAIT WHICH SHOULD BE CONSIDERED BY TAA.**
- 8. APPROVE THOSE ITEMS FROM THE SEPTEMBER 15, 2016 ANNUAL 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 SEPTEMBER 14, 2016.