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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 ~ DECEMBER 14, 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 NOVEMBER 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 FIVE-YEAR CAPITAL IMPROVEMENT PLAN (CIP) FOR FISCAL YEARS 2019-2023 – RVS.

 - 2.C. RECEIVE AND FILE THE TULSA AIRPORTS IMPROVEMENT TRUST AUDITED FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2017, ALONG WITH OTHER RELATED REPORTS – TUL/RVS.

 - 2.D. APPROVE ATTORNEY ENGAGEMENT AGREEMENT WITH CONNER & WINTERS, LLP (GARY BETOW) FOR COMPREHENSIVE LEGAL SERVICES AS TAIT COUNSEL IN AN ANNUAL AMOUNT NOT-TO-EXCEED \$75,000.00, EFFECTIVE JANUARY 1, 2018 FOR ONE (1) YEAR, RENEWABLE IN ONE-YEAR TERMS – TUL/RVS/OKM.

 - 2.E. APPROVE AMENDMENT NO. 1 TO ATTORNEY ENGAGEMENT AGREEMENT WITH HALL ESTILL (MIKE KEESTER) FOR CONTINUING LEGAL REPRESENTATION RELATED TO SOUTHWEST AVIATION SPECIALTIES, LLC V. TAIT.

 - 2.F. APPROVE AGREEMENT WITH MOTOROLA SOLUTIONS, INC. FOR THE PURCHASE OF RADIOS AND RADIO ACCESSORIES IN AN AMOUNT NOT-TO-EXCEED \$151,000.00 – TUL.

- 2.G. APPROVE AGREEMENT WITH CUBIX, INC. FOR WEBSITE DESIGN SERVICES IN AN AMOUNT NOT-TO-EXCEED \$39,000.00, EFFECTIVE DECEMBER 15, 2017 – TUL/RVS/OKM.
- 2.H. RATIFY AND APPROVE TULSA AIRPORTS ADVERTISING AGREEMENTS EXECUTED BY TAIT ADVERTISING SALES MANAGER SINCE THE DATE OF THE LAST BOARD APPROVAL ON NOVEMBER 9, 2017 – TUL.
- 2.I. APPROVE AGREEMENT WITH ARTS ALLIANCE TULSA FOR DISPLAY SPACE IN WALKWAYS BETWEEN CONCOURSES A AND B FOR ONE (1) YEAR, WITH A ONE (1) YEAR MUTUAL OPTION TO EXTEND, EFFECTIVE NOVEMBER 10, 2017 – TUL.
- 2.J. APPROVE AGREEMENT WITH TAYLOR PAINTER-WOLFE FOR DISPLAY SPACE IN CONCOURSE A WAITING AREA FOR ONE (1) YEAR, EFFECTIVE JANUARY 11, 2018 – TUL.
- 2.K. APPROVE ACKNOWLEDGMENT AND CONSENT WITH KEN WEEDEN & ASSOCIATES, INC. TO EXERCISE THE THIRD OF FOUR (4) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT IN AN AMOUNT NOT-TO-EXCEED \$24,179.00 FOR THE EXTENSION TERM – TUL/RVS/OKM.
- 2.L. APPROVE ACKNOWLEDGMENT AND CONSENT WITH G4S SECURE SOLUTIONS (USA), INC. (“A” EXIT LANE ATTENDANT WITH “B” EXIT LANE OPTION) TO EXERCISE THE FIRST OF FOUR (4) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT FOR ONE (1) YEAR IN AN AMOUNT NOT-TO-EXCEED \$92,853.00, EFFECTIVE FEBRUARY 1, 2018 – TUL.
- 3. CAPITAL IMPROVEMENT CONTRACTS, AMENDMENTS, CHANGE ORDERS, OR OTHER ACTION.**
- 3.A. RESERVED. ~NO ITEMS.**
- 3.B. CONTRACTS.**
 - 3.B.1. AWARD BID AND APPROVE CONTRACT FOR PROFESSIONAL SERVICES (REVENUE ENHANCEMENT AND COMMERCIAL LAND USE & DEVELOPMENT PLANNING) WITH LANDRUM & BROWN, INCORPORATED IN AN AMOUNT NOT-TO-EXCEED \$200,000.00, EFFECTIVE UPON APPROVAL – TUL.
- 3.C. CONTRACT AMENDMENTS. ~ NO ITEMS.**
- 3.D. CHANGE ORDERS.**
 - 3.D.1 APPROVE CHANGE ORDER NO. 4 (SCHWAB HALL RENTAL CAR FACILITIES PROJECT) WITH FLINTCO, LLC, INC. IN THE AMOUNT OF <-\$1,633.16> – TUL.
 - 3.D.2. APPROVE CHANGE ORDER NO. 3 (UPGRADE AIRFIELD ACCESS CONTROL SYSTEM PROJET) WITH THIRD GENERATION ELECTRIC, INC. IN THE AMOUNT OF \$3,300.00 – TUL.

3.D.3. APPROVE CHANGE ORDER NO. 2 (EXTERIOR PARKING SIGN PROJECT) WITH A-MAX SIGNS CO. IN THE AMOUNT OF \$9,725.00 – TUL.

3.E. CHANGE OF QUANTITIES.

3.E.1 APPROVE CHANGE OF QUANTITIES NO. 1 (REHABILITATE ACCESS ROADS PROJECT) WITH APAC-CENTRAL, INC. IN THE AMOUNT OF \$4,777.79 – RVS.

3.F. OTHER CONTRACT ACTION.

3.F.1. ACCEPT PROJECT AND APPROVE FINAL PAYMENT (REHABILITATE ACCESS ROADS PROJECT) WITH APAC-CENTRAL, INC. IN THE AMOUNT OF \$7,752.50 (ORIGINAL CONTRACT AMOUNT: \$150,272.05; TOTAL CHANGE ORDERS: \$.00; TOTAL CHANGE OF QUANTITIES: \$4,777.79; TOTAL PERCENT CHANGE: 3.2%; TOTAL COST: 155,049.84)

4. CONTRACTS, LEASES, LICENSES OR OTHER ACTION.

4.A. APPROVE LETTER OF INTENT WITH DHL EXPRESS (USA), INC., FOR SUBLEASE OF APPROXIMATELY 20,236 SQUARE FEET CARGO FACILITY SPACE – TUL.

4.B. ACKNOWLEDGE ASSIGNMENT AND ASSUMPTION AGREEMENT BETWEEN ENTERPRISE SERVICES, LLC, F/K/A EDS INFORMATION SERVICES, LLC), AND DXC TECHNOLOGY SERVICES, LLC, EFFECTIVE JANUARY 1, 2018, AND APPROVE CONSENT AND NON-DISTURBANCE FROM PRIME LESSOR – TUL.

4.C. APPROVE AMENDMENT NO.1 TO RENTAL CAR CONCESSION AGREEMENT WITH AVIS BUDGET CAR RENTAL, LLC. TO CHANGE THE LOCATION AND INCREASE THE NUMBER OF SPACES ALLOWED FOR THE RAC GARAGE FLEX SPACES, AND TO ELIMINATE THE GRADUATED ANNUAL RATE FOR GARAGE FLEX SPACES, EFFECTIVE JANUARY 1, 2018 – TUL.

4.D. APPROVE ACKNOWLEDGMENT AND CONSENT WITH AVIS BUDGET CAR RENTAL, LLC TO SUBLEASE ITS ALLOCATED GARAGE FLEX SPACES ON A TEMPORARY BASIS TO THE HERTZ CORPORATION FOR ONE (1) YEAR – TUL.

4.E. APPROVE AMENDMENT NO. 1 TO RENTAL CAR CONCESSION AGREEMENT WITH EAN HOLDINGS, LLC. TO CHANGE THE LOCATION AND INCREASE THE NUMBER OF SPACES ALLOWED FOR THE RAC GARAGE FLEX SPACES, AND TO ELIMINATE THE GRADUATED ANNUAL RATE FOR GARAGE FLEX SPACES, EFFECTIVE JANUARY 1, 2018 – TUL.

4.F. APPROVE AMENDMENT NO.1 TO RENTAL CAR CONCESSION AGREEMENT WITH THE HERTZ CORPORATION TO CHANGE THE LOCATION AND INCREASE THE NUMBER OF SPACES ALLOWED FOR THE RAC GARAGE FLEX SPACES, AND TO ELIMINATE THE GRADUATED ANNUAL RATE FOR GARAGE FLEX SPACES, EFFECTIVE JANUARY 1, 2018 – TUL.

- 4.G. APPROVE SUBLEASE AND LICENSE AGREEMENT (TERMINAL BUILDING) WITH ABM AVIATION, INC., F/K/A AIR SERV CORPORATION, FOR ONE (1) YEAR WITH TWO (2) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE SUBLEASE AT THE STANDARD RATE, EFFECTIVE JANUARY 1, 2018 – TUL.
- 4.H. APPROVE OF LICENSE AGREEMENT WITH GLOBAL AVIATION SERVICES, LLC (SUBTENANT OF MERCURY AIR CENTERS D/B/A ATLANTIC AVIATION) FOR PROVIDING GROUND SERVICE EQUIPMENT AND FACILITY MAINTENANCE FOR AIRLINES, FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE MARCH 3, 2018 – TUL.
- 4.I. APPROVE LICENSE AGREEMENT WITH GRIFFITH AVIATION INC. (SUBTENANT OF MERCURY AIR CENTERS D/B/A ATLANTIC AVIATION) FOR AIRCRAFT SALES, ACQUISITION, CONSULTATION, AND AIRCRAFT EVALUATION SERVICES FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE JANUARY 16, 2018 – TUL.
- 4.J. APPROVE ACKNOWLEDGMENT AND CONSENT WITH TULSA AIR & SPACE MUSEUM, INC. (CREATE & DISPLAY CYLINDRICAL CASES IN BAGGAGE CLAIM AREAS) TO EXERCISE THE FIRST OF THREE (3) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT, EFFECTIVE FEBRUARY 1, 2018 – TUL.
- 4.K. APPROVE ACKNOWLEDGMENT AND CONSENT WITH L3 TECHNOLOGIES, INC. (CARGO FACILITY SUBLEASE) TO EXERCISE THE FIFTH OF FIVE (5) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT, EFFECTIVE FEBRUARY 1, 2018 – TUL.
- 4.L. APPROVE LICENSE AGREEMENT WITH WILLIAMS AIRCRAFT DETAIL FOR DETAILING OF AIRCRAFT FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE JANUARY 1, 2018 – TUL.
- 4.M. APPROVE ACKNOWLEDGMENT AND CONSENT WITH MCIMETRO ACCESS TRANSMISSION SERV., LLC DBA VERIZON ACCESS TRAN SERV, INC. TO EXERCISE THE FIRST OF TWO (2) FIVE-YEAR OPTIONS TO EXTEND THE TERM OF THE AGREEMENT, EFFECTIVE FEBRUARY 1, 2018 – TUL.
- 4.N. APPROVE LICENSE AGREEMENT WITH AIRCRAFT INSPECTION & REPAIR, LLC (BARRY BERDENSTEINER), SUBTENANT OF SOUTH TULSA HANGARS, (LOT 14, BLOCK 6, SOUTHWEST COMMERCIAL AREA) FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE FEBRUARY 10, 2018 – RVS.
- 4.O. APPROVE AGREEMENT WITH THE CITY OF TULSA FOR REMOVAL OF THE EXISTING SEWER LIFT STATION AND INSTALLATION AND MAINTENANCE OF A NEW, LARGER CAPACITY SEWER LIFT STATION AND SEWER MAINS AT R.L. JONES, JR. (RIVERSIDE) AIRPORT, EFFECTIVE UPON EXECUTION OF THE AGREEMENT BY THE CITY OF TULSA – RVS.

4.P. APPROVE ACKNOWLEDGMENT AND CONSENT TO COLLATERAL ASSIGNMENT FROM W. G. ENTERPRISES, LLC (TROY WORMELL) TO SECURITY BANK (GIL EACRET) (LOT 11, BLOCK 13, NORTHEAST HANGAR DEVELOPMENT), EFFECTIVE UPON CLOSING – RVS.

4.Q. REVISE APPROVAL OF ACKNOWLEDGMENT AND CONSENT TO COLLATERAL ASSIGNMENT FROM SOUTHWEST AVIATION SPECIALTIES, LLC (DAVID GUZMAN) TO SECURITY BANK, TO INCLUDE ALL OF THE FOLLOWING LEASEHOLDS:

- LOT 1, BLOCK 6, SOUTHWEST COMMERCIAL AREA;
- LOT 12, BLOCK 6, SOUTHWEST COMMERCIAL AREA;
- LOT 10, BLOCK 11-SECTION B, NORTHEAST HANGAR AREA;
- LOTS 1A, 1B, 1C AND 1D, BLOCK 4, SOUTHWEST COMMERCIAL AREA;
- LOT 8, BLOCK 3, SOUTHWEST COMMERCIAL AREA; AND
- LOT 2, BLOCK 2 (FUEL FARM), SOUTHWEST COMMERCIAL AREA.

EFFECTIVE UPON CLOSING, BUT NO LATER THAN JANUARY 29, 2017 – RVS.

5. OTHER TAIT BUSINESS.

6. TAA BUSINESS.

7. APPROVE THOSE ITEMS FROM THE DECEMBER 14, 2017 SPECIAL MEETING OF TAIT WHICH SHOULD BE CONSIDERED BY TAA.

8. ADJOURN.