

**NOTICE and AGENDA of
Combined Meeting of
TULSA AIRPORTS IMPROVEMENT TRUST - ANNUAL MEETING
and TULSA AIRPORT AUTHORITY - ANNUAL MEETING
THURSDAY ~ SEPTEMBER 13, 2018 ~ 8:30 a.m.**

(or as soon thereafter as the 8:30 a.m. meeting of TIADT is concluded)

AIRPORT CONFERENCE ROOM #A211
TULSA INTERNATIONAL AIRPORT
7777 EAST APACHE STREET
TULSA, OKLAHOMA

CALL COMBINED ANNUAL MEETING OF THE TRUSTEES OF THE TULSA AIRPORTS IMPROVEMENT TRUST AND ANNUAL MEETING OF THE MEMBERS OF THE TULSA AIRPORT AUTHORITY TO ORDER.

- 1. APPROVE THE MINUTES OF THE AUGUST 9, 2018 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. 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 THE FOLLOWING RESOLUTION AUTHORIZING THE ISSUANCE OF BONDS NOT-TO-EXCEED \$27,500,000.00 AS SET OUT BELOW – TUL.

 - 2.E. APPROVE PROFESSIONAL SERVICES AGREEMENT WITH RICONDO & ASSOCIATES INC. FOR AIRPORT CONSULTANT SERVICES REQUIRED UNDER THE AMENDED AND RESTATED BOND INDENTURE; PERFORM FIVE-YEAR REVIEW ESTIMATED TO TAKE 137 HOURS IN AN ESTIMATED TOTAL BUDGET OF \$35,575.00; PROVIDING AIRPORT CONSULTING SERVICES AT THE STANDARD HOURLY RATES PLUS REIMBURSABLE EXPENSES AT COST (SUBJECT TO CHANGE ANNUALLY); PROVIDE ANNUAL PASSENGER FACILITY CHARGE ADMINISTRATIVE SERVICES ESTIMATED AT \$25,000; PROVIDE PASSENGER FACILITY CHARGE APPLICATION ESTIMATED AT A NOT-TO-EXCEED AMOUNT OF \$67,500.00 PER NEW APPLICATION – TUL.

- 2.F. ACCEPT U. S. DEPARTMENT OF TRANSPORTATION GRANT AWARD UNDER THE SMALL COMMUNITY AIR SERVICE DEVELOPMENT PROGRAM (SCASDP) IN AN AMOUNT NOT-TO-EXCEED \$750,000.00, CONTINGENT UPON TAIT MEETING THE REQUIREMENTS SPECIFIED IN THE GRANT OFFER – TUL.
- 2.G. APPROVE AMENDMENT NO. 2 TO AIRPORT AGREEMENT BETWEEN TAIT AND MOBILITIE INVESTMENTS III, LLC TO ADD ADDITIONAL LEASED PREMISES – TUL.
MANAGEMENT RECOMMENDS APPROVAL. (JR)
- 2.H. APPROVE WORKERS COMPENSATION INSURANCE THROUGH COMPSOURCE MUTUAL INSURANCE COMPANY, PROVIDED THROUGH INSURICA - TIM DRISKILL, AT A TOTAL ANNUAL COST OF \$174,767.00 FOR ONE (1) YEAR, WITH A \$3,000.00 DEDUCTIBLE (PER CLAIM), EFFECTIVE OCTOBER 1, 2018 – TUL/RVS/OKM.
- 2.I. APPROVE AGREEMENT WITH OKLAHOMA AQUARIUM DBA JENKS AQUARIUM AUTHORITY FOR THE CHILDREN’S PLAY AREA IN THE CONCOURSE A MEET & GREET AREA FOR ONE (1) YEAR WITH A MUTUAL OPTION TO EXTEND FOR ONE (1) ONE-YEAR PERIOD, EFFECTIVE NOVEMBER 15, 2018 – TUL.
- 2.J. APPROVE AMENDMENT NO. 1 TO ABM SOFTWARE MAINTENANCE AGREEMENT WITH GCR, INC. TO ADD TWO (2) ONE-YEAR OPTIONS TO EXTEND THE TERM OF THE CURRENT MAINTENANCE AGREEMENT, EFFECTIVE JULY 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 CONTRACT (TERMINAL BUILDING IMPROVEMENTS PROJECT ~ PHASE 3) WITH FRITZ-BAILY FOR DESIGN SERVICES IN AN AMOUNT NOT-TO-EXCEED \$343,524.44 – TUL.
- 3.C. CONTRACT AMENDMENTS. ~ NO ITEMS.**
- 3.D. CHANGE ORDERS.**
 - 3.D.1. APPROVE CHANGE ORDER NO. 3 (TAXIWAY J PAVEMENT PROJECT) WITH INTERSTATE HIGHWAY CONSTRUCTION, INC. (IHC) IN THE AMOUNT OF \$138,227.02 – TUL.
 - 3.D.2. APPROVE CHANGE ORDER NO. 4 (AIRLINE TICKET COUNTER PROJECT) WITH A.C. OWEN CONSTRUCTION LLC IN THE AMOUNT OF \$293.98 – TUL.

3.D.3. APPROVE CHANGE ORDER NO. 5 (QUICK TURNAROUND AREA (QTA) PROJECT) WITH MAGNUM CONSTRUCTION, INC. IN THE AMOUNT OF \$6,031.00 – TUL.

3.E. CHANGE OF QUANTITIES. ~NO ITEMS.

3.F. OTHER CONTRACT ACTION.

3.F.1. EXTEND LANDRUM AND BROWN CONTRACT (TERMINAL AREA MASTER PLAN PROJECT) BY NINETY (90) DAYS, EFFECTIVE AUGUST 7, 2018 – TUL.

4. CONTRACTS, LEASES, LICENSES OR OTHER ACTION.

4.A. APPROVE CONCESSION AGREEMENT WITH THIS LAND PRESS, LLC FOR ONE (1) YEAR WITH FOUR (4) ONE-YEAR MUTUAL OPTIONS TO RENEW, EFFECTIVE NOVEMBER 1, 2018 – TUL.

4.B. APPROVE CONCESSION AGREEMENT WITH NEWZOOM, LLC DBA ZOOMSYSTEMS FOR ROBOTIC RETAIL VENDING MACHINE FOR FIVE (5) YEARS, EFFECTIVE SEPTEMBER 15, 2018 – TUL.

4.C. APPROVE ACKNOWLEDGEMENT AND CONSENT TO SUBTENANT WITH BIZJET INTERNATIONAL SALES & SUPPORT, INC. TO L-3 TECHNOLOGIES, INC., EFFECTIVE OCTOBER 1, 2018 – TUL.

4.D. APPROVE AIRPORT NON-SIGNATORY CARGO CARRIER LICENSE AGREEMENT WITH DHL EXPRESS (USA), INC. FOR ONE (1) YEAR, EFFECTIVE SEPTEMBER 1, 2018 – TUL.

4.E. APPROVE NON-SIGNATORY SUBLEASE AND LICENSE AGREEMENT WITH ALLEGIANT AIRLINES FOR ONE (1) YEAR AT THE STANDARD RATE, EFFECTIVE NOVEMBER 1, 2018 – TUL.

4.F. APPROVE SUBLEASE AGREEMENT (LOT 11, BLOCK 13, NORTHEAST HANGAR DEVELOPMENT) WITH W G ENTERPRISES LLC FOR FIFTEEN (15) YEARS WITH TWO (2) FIVE-YEAR OPTIONS TO EXTEND THE TERM AT THE STANDARD RATE, EFFECTIVE DECEMBER 1, 2018 – RVS.

4.G. RESCIND APPROVAL OF ASSIGNMENT OF SUBLEASE AND ACKNOWLEDGMENT AND CONSENT TO ASSIGNMENT (LOT 3, BLOCK 1A, NORTHWEST HANGAR AREA) FROM HUBBARD FAMILY TRUST, DATED APRIL 15, 1996, TO CHAD CAGLE, EFFECTIVE UPON APPROVAL – RVS.

4.H. APPROVE ASSIGNMENT OF SUBLEASE AND ACKNOWLEDGMENT AND CONSENT TO ASSIGNMENT (LOT 3, BLOCK 1A, NORTHWEST HANGAR AREA) FROM HUBBARD FAMILY TRUST, DATED APRIL 15, 1996, TO L.B.E., LLC, EFFECTIVE UPON APPROVAL – RVS.

- 5. OTHER TAIT BUSINESS.**
- 6. TAA BUSINESS.**
 - 6.A. APPROVE THE FOLLOWING RESOLUTION AUTHORIZING THE ISSUANCE OF BONDS NOT-TO-EXCEED \$27,500,000.00 AS SET OUT BELOW – TUL.**
- 7. APPROVE THOSE ITEMS FROM THE SEPTEMBER 13, 2018 ANNUAL MEETING OF TAIT WHICH SHOULD BE CONSIDERED BY TAA.**
- 8. APPROVE THOSE ITEMS FROM THE SEPTEMBER 13, 2018 ANNUAL MEETING OF TAA WHICH SHOULD BE CONSIDERED BY TAIT.**
- 9. APPROVE EXECUTIVE SESSION PURSUANT TO OKLA. STAT. TIT. 25 §307(B)(4) FOR THE PURPOSE OF COMMUNICATING CONFIDENTIAL COMMUNICATIONS BETWEEN TAIT AND ITS ATTORNEY CONCERNING A PENDING INVESTIGATION, CLAIM OR ACTION RELATED TO THE TULSA AIRPORTS IMPROVEMENT TRUST'S COMMERCIAL GROUND TRANSPORTATION POLICY.**
- 10. ADJOURN.**

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY LISA MARTIN AT (918) 838-5000 BY SEPTEMBER 12, 2018.