

06/10/2019 3:18 pm

MELISSA C. STICE
CITY CLERK

**Notice and Agenda of
Combined Meeting of
TULSA AIRPORTS IMPROVEMENT TRUST - SPECIAL MEETING
and TULSA AIRPORT AUTHORITY - REGULAR MEETING
THURSDAY ~ JUNE 13, 2019 ~ 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 AIRPORT DRIVE
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 May 9, 2019 Meeting of TAIT and TAA.**
2. **Financial and Operating.**
 - 2.A. Receive and File Operating Reports – TUL/RVS.
 - Chief Executive Officer Report
 - Chief Financial Officer Report
 - 2.B. Approve FY July 1, 2019 – June 30, 2020 (FY20) TAIT Budget; Schedule of Rates, Fees & Charges; and the Operating Budget for Management of the Parking System – TUL and RVS.
 - 2.C. Approve the revisions to TAIT Human Resources Policy Manual – TUL/ RVS.
 - 2.D. Accept pending FAA AIP Grant (Runway 18R-36L Pavement Rehabilitation Project) in an amount up to \$225,000.00 – TUL.
 - 2.E. Accept pending FAA AIP Grant (Runway 1R-19L Safety Area & Pavement Improvements) in an amount up to \$2,310,000.00 – RVS.
 - 2.F. Accept pending OAC Grant (Runway 1R-19L Pavement Rehabilitation Project) in an amount up to \$130,000.00 – RVS.
 - 2.G. Approve Purchase Agreement (Taxiway J North Paving Project) with ADB Safegate Americas, LLC, a sole source provider, in the amount of \$34,841.49 – TUL.
 - 2.H. Approve Professional Services Agreement with AGA, LLC, dba Appraisal Data Services, for Appraisal Services on an as-needed basis for a five-year term in an annual amount not-to-exceed \$28,000.00, effective June 1, 2019 – TUL.
 - 2.I. Approve second of two (2) one-year renewal options of Contract for Public-Entity Property Insurance Program (PEPIP) with Alliant Insurance Services, Inc. through Insurica (Tim Driskill, Andy Soares) at an annual premium of \$197,409.00, effective July 1, 2019 – TUL/RVS.

3. Capital Improvement Contracts, Amendments, Change Orders, or Other Action.

3.A. Reserved. ~ No items.

3.B. Contracts.

3.B.1. Award Contract (Runway 18R-36L Safety Area-Interim & Pavement Rehabilitation Project) with Atkins, North America, Inc. for Design Services in an amount not-to-exceed \$680,000.00, subject to receipt of FAA Grant funds – TUL.

3.B.2. Accept Quote and Approve Contract (Painting Services) with PT Enterprises, LLC, the lowest responsible bidder, in the amount of \$52,980.00 – TUL.

3.B.3. Accept Bid and Award Contract (Runway 1R-19L Pavement Rehabilitation Project) with Ellsworth Construction, LLC, the lowest responsible bidder, in the amount of \$2,421,374.00, subject to receipt of FAA Grant – RVS.

3.B.4. Award Contract (Runway 1R-19L Pavement Rehabilitation Project) with Garver, Inc. for Construction Management Services in an amount not-to-exceed \$82,900.00, subject to receipt of FAA Grant funds – RVS.

3.C. Contract Amendments. ~No items.

3.D. Change Orders.

3.D.1 Approve Change Order No. 2 (Taxiway J North Paving Project) with Emery Sapp & Sons, a Missouri corporation, in the amount of 2,500.00 – TUL.

3.E. Change of Quantities. ~ No items.

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

4. Contracts, Leases, Licenses or Other Action.

4.A. Approve Signatory Airline Use and Lease Agreement, subject to specific approvals and execution by the Airlines no later than September 30, 2019 – TUL.

The signatory Air Carriers are:

- American Airlines,
- Delta Air Lines,
- Southwest Airlines,
- United Airlines,

Approve Signatory Cargo Carrier License Agreement, subject to specific approvals and execution by the Carriers no later than September 30, 2019 – TUL.

The Signatory Cargo Carriers are:

- Federal Express
- United Parcel Service

- 4.B. Approve Concession Agreement with Helen Wormuth, dba Minute Massage, for one (1) year with five (5) one-year options to extend the term, effective July 1, 2019 – TUL.
- 4.C. Approve Amendment No. 1 to Cargo Facility Sublease (Cargo Building #3) with L3 Technologies, Inc. to delete the two (2) one-year options to extend and replace with one (1) three-year option to extend the term, effective upon approval – TUL.
- 4.D. Approve Concession Agreement with Tricopian LLC, dba FuelRod, for portable charging device vending machines, effective August 1, 2019 – TUL.
- 4.E. Approve Amendment No. 2 to News, Gift & Retail Concession Lease Agreement with HG Tulsa Retailers, JV to revise total square footage and adjust hours of operation. The Minimum Annual Guarantee is also adjusted by this Amendment to accommodate the revised square footage amount, effective retroactively to June 1, 2019 – TUL.
- 4.F. Approve Amendment No. 1 to Food & Beverage Concession Lease Agreement with Creative Food Group TUL, LLC to formally document revised offerings, update total square footage, and adjust hours of operation. The Minimum Annual Guarantee is also adjusted by this Amendment to accommodate the revised square footage amount, effective retroactively to December 1, 2018 – TUL.
- 4.G. Approve Sublease Agreement with Becco Contractors, Inc. for Temporary Construction Staging Area – Mingo Development Area for one (1) year at the standard rate, effective upon approval – TUL.
- 4.H. Approve Notice of Default with AA&E Maintenance, LLC's Cargo Facility Sublease Agreement, Cargo Building Number 3, Suite H (Sublease F18-101, as amended) – TUL.
- 4.I. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment (Lot 19, Block 7, Southwest Commercial Area) from Laredo Petroleum, Inc., to Southwest Aviation Specialties, LLC, effective upon closing, but no later than June 30, 2019 – RVS.
- 4.J. Approve Mutual Termination of Sublease Agreement (Lot 19, Block 7, Southwest Commercial Area) with Southwest Aviation Specialties, LLC, effective upon closing, but no later than June 30, 2019 – RVS.
- 4.K. Approve Commercial Sublease Agreement (Lot 19, Block 7, Southwest Commercial Area) with Southwest Aviation Specialties, LLC for twenty (20) years with one (1) five-year option to extend the term at the standard rate, effective July 1, 2019 – RVS.

4.L. Approve Acknowledgment and Consent to Collateral Assignment from Southwest Aviation Specialties, LLC to Security Bank to include all of the following leaseholds:

- Lot 1, Block 6, Southwest Commercial Area (F08-028);
- Lot 12, Block 6, Southwest Commercial Area (F02-023);
- Lot 10, Block 11-Section B, Northeast Hangar Area, Hangar B-93 (F12-015);
- Lots 1A, 1B, 1C and 1D, Block 4; Lot 8, Block 3; and Lot 2, Block 2 (Fuel Farm), Southwest Commercial Area (F18-044); and
- Lot 19, Block 7, Southwest Commercial Area (F20-011),

effective upon closing, but no later than June 30, 2019 – RVS.

4.M. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment (Lot 3, Block 11, Northeast Hangar Development, Hangar B-86) from Maurice and Sandra Hodges to Hodges Manufacturing, LLC, effective upon approval – RVS.

4.N. Approve Sublease Agreement (Lot 4, Block 12, Northeast Hangar Development, Hangar B-103) with Oscar L. Taylor and/or Brett Taylor, for fifteen (15) years with two (2) five-year options to extend the term at the standard rate, effective June 1, 2019 – RVS.

4.O. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment (Lot 2, Block 11, Northeast Hangar Development, Hangar B-85) from Transportation Leasing Company to Harris Aviation Hangars, LLC, effective upon approval – RVS.

4.P. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment (Lot 4, Block 7B, Northeast Hangar Development) with Norman L. Swinson, Trustee of the Revocable Inter Vivos Trust of Norman Swinson to Worsham Investments, LLC, effective April 1, 2019 – RVS.

5. Other TAIT Business.

6. TAA Business.

7. Adjourn.

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY LISA MARTIN AT (918) 838-5000 BY JUNE 12, 2019.