

09/08/2020 8:20 am

**Office of the
City Clerk**

**NOTICE AND AGENDA
Combined Annual Meeting of
Tulsa Airports Improvement Trust and Tulsa Airport Authority
Thursday, September 10, 2020, 8:30 a.m.
Airport Conference Room A-211
Via Zoom Videoconference
Tulsa International Airport
7777 Airport Drive, Tulsa, Oklahoma**

The Trustees of the Tulsa Airports Improvement Trust (TAIT) and the Members of the Tulsa Airport Authority (TAA) will hold their annual public meeting by video and teleconferencing via **Zoom**, an online meeting and web conferencing tool.

The public may attend the meeting via videoconferencing and/or teleconferencing by joining from a computer, tablet, or smartphone using the following link:
<https://zoom.us/j/98543473107>

Or by telephone via any of the following:

+1 253 215 8782	+1 346 248 7799	+1 669 900 6833
+1 301 715 8592	+1 312 626 6799	+1 929 436 2866

Meeting ID: 985 4347 3107

The following Trustees plan to attend remotely via Zoom video conferencing, provided that they may still be permitted to appear and attend at the meeting site, Airport Conference Room #A211.
Trustees:

Jeff Stava, Chair; Mayor G.T. Bynum; Joe Robson, Vice-Chair; Mary Smith Crofts, Kent Harrell.

If during this meeting our audio is lost or compromised, we will attempt to restore communications for a maximum of thirty (30) minutes. If we are unable to restore communications, the meeting will reconvene Thursday, September 10, @ 4:00p.m., at the address referenced above and by video/teleconference at: <https://zoom.us/j/98480329195>

Or by telephone via any of the following:

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Meeting ID: 984 8032 9195

**Annual Meeting of
Tulsa Airports Improvement Trust and
Tulsa Airport Authority
Thursday, September 10, 2020, 8:30 a.m.**
Airport Conference Room A-211
Via Zoom Videoconference
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 July 9, 2020 Meeting of TAIT and TAA.
2. Annual Election of Officers for TAIT and TAA.
3. Annual Secretary's Report pursuant TAIT to By-laws.
4. Financial and Operating.

Receive and File Operating Reports – TUL/RVS.

- Chief Executive Officer Report.
- Chief Financial Officer Report.

Financial and Operating - Other Contract Action

5. Receive and reject all bids submitted for Aircraft Rescue and Fire Fighting (ARFF) Services Bid FY21-805-29.
6. Approve Purchasing Card Agreement with Bank of America, NA for a term of one year with nine (9) one year renewal options commencing July, 31, 2020.
7. Approve Professional Services Agreement with Johnson Controls, Inc., a sole source provider, for maintenance of the building management systems in the amount of \$96,840.00 for one (1) year with two (2) one-year renewal options with an annual 3% price escalation, effective July 1, 2020.
8. Approve Purchase through Unified Supply (Bag Conveyor System parts supplier) of one (1) tow chain for outgoing baggage carousel MU3 in the amount of \$45,375.00.
9. Approve Workers Compensation Insurance through CompSource Mutual Insurance Company, provided through Insurica, for one (1) year in the annual amount of \$167,136

with a \$3,000.00 deductible per claim, effective October 1, 2020.

Engineering – Capital Improvement Contracts, Amendments, Change Orders, or Other Action.

Contracts.

10. Accept Bid and Approve Award of Contract to Myers Cherry Construction, LLC (Schwab Hall – Phase IV (Airline Ticket Counters Project) in the amount of \$5,917,200.00. – TUL
11. Award Contract for Construction Observation Services (Schwab Hall – Phase IV (Airline Ticket Counters Project) to Selser Schaefer Architects, Inc., in an amount not-to-exceed \$279,370.00. – TUL.

Contract Amendments.

12. Approve Amendment Number One to Agreement for Construction Management Services with Todd Architecture Group, P.C. (Schwab Hall Project – Phase 2 & 3) in the amount of \$40,000.00 due to unforeseen structural deficiencies.

Change Orders.

Items 13, 14, and 15 will be considered together.

13. Approve correction to Change Order Number Seven (Schwab Hall Project – Phase 2 & 3) with Manhattan Construction Company from \$97,822.00 to \$140,998.00. — TUL.
14. Approve Change Order Number Eight (Schwab Hall Project – Phase 2 & 3) with Manhattan Construction Company in the amount of \$66,246.56. — TUL. This change includes HVAC modifications, Structural modifications to the ceiling, Concrete floor demolition and additional girder repairs.

Change of Quantities.

15. Approve Change of Quantities Number Four (Schwab Hall Project – Phase 2 & 3) with Manhattan Construction Company in the amount of \$17,574.00—TUL

Other Contract Action. – None.

Real Estate - Contracts, Leases, Licenses or Other Action.

16. Approve Non-Signatory Sublease and License Agreement with Allegiant Airlines effective November 1, 2020 for one year at the standard rate-TUL. (F21-023)

Items 17 and 18 will be considered together.

17. Approve Amendment Number One to Sublease Agreement with Hangar 38, LLC, to include a license for operation of a Part 135 charter, effective upon approval-TUL. (F09-091)
18. Acknowledgment and Consent to Subtenant between Hangar 38, LLC and Omni Air Transport, LLC, effective upon approval-TUL. (F09-091)

Items 19 and 20 will be considered together.

19. Acknowledgment and Consent to Subtenant between Zeeco Hangar 31, LLC and Zeeco, Inc., effective September 11, 2020-TUL. (F19-064)
20. Acknowledgment and Consent to Collateral Assignment of Sublease Agreement from Zeeco Hangar 31, LLC to Arvest Bank (Hangar 31), effective September 11, 2020-TUL. (F19-064)

Items 21 through 23 will be considered together.

21. Approve Sublease Agreement (Virgin Street Service Center Site) with Avis Budget Car Rental, LLC, for twenty (20) years with one (1) five-year option to extend the term at the standard rate, effective September 1, 2020 – TUL. (F21-015)
22. Approve Sublease Agreement (Virgin Street Service Center Site) with EAN Holdings, LLC, for twenty (20) years with one (1) five-year option to extend the term at the standard rate, effective September 1, 2020 – TUL. (F21-014)
23. Approve Sublease Agreement (Virgin Street Service Center Site) with The Hertz Corporation for five (5) years with four (4) five-year options to extend the term at the standard rate, effective September 1, 2020 – TUL. (F21-016)
24. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment (Lot 17, Block 10, Northeast Hangar Development - Hangar B-109) from Blue Skies DPC, LLC, to Cagle Holdings, LLC, effective upon approval -RVS. (F08-006)
25. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment (Lot 11, Block 7B, Northeast Hangar Development - Hangar B-1) from Fred Mitchell to Tom A. Hamilton, DO, PLLC, effective upon closing, but no later than August 31, 2020-RVS. (F13-073)
26. Approve Sublease Agreement (Lot 7, Block 1A, Northwest Hangar Development - Hangar A-45) with J. Spence Aviation, LLC, for fifteen (15) years with two (2) five-year options to extend the term at the standard rate, effective December 1, 2020 – RVS. (F21-026).

27. **Other TAIT Business.**
28. **TAA Business.**
29. **Adjourn.**