

10/05/2020 3:31 pm

**Office of the
City Clerk**

**NOTICE AND AGENDA
Combined Meeting of
Tulsa Airports Improvement Trust – Special Meeting
Tulsa Airport Authority – Regular Meeting
Thursday, October 8, 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 a public meeting by video and teleconferencing via **Zoom**, an online meeting and web conferencing tool, pursuant to the Emergency Open Meeting Rules.

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/94647459279>

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: 946 4745 9279

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 A-211. Trustees:

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

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, October 8, @ 4:00 p.m., at the street address referenced above and by video/teleconference at: <https://zoom.us/j/92591560244>

Or by telephone via any of the following:

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Meeting ID: 925 9156 0244

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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. Call the Roll.
2. Approve the Minutes of the Combined September 10, 2020 Annual Meeting of TAIT and TAA.

3. **Financial and Operating.**

Receive and File Reports.

- Chief Executive Officer Report.
- Chief Financial Officer Report.
- Presentation of the 2020 RVS Pilot Survey Summary.

Other Contract Action.

4. Receive for review and consideration TAIT’s Diversity, Equity, and Inclusion Policy, to be included in the TAIT Human Resources Manual. (AH).

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

Contracts. No Items.

Contract Amendments. No items.

Change Orders.

Items 5 and 7 will be considered together.

5. Approve Change Order Number Nine (Schwab Hall Project – Phase 2 & 3) with Manhattan Construction Company in the amount of \$4,455.00.

This change includes miscellaneous changes to the chiller water treatment system and coating of a deteriorated column.

| | Amount | Percent Change |
|-----------------------------|----------------|----------------|
| Original contract amount: | \$6,833,840.60 | |
| Total change orders: | \$440,790.18 | 6.5% |
| Total change of quantities: | \$174,984.53 | 2.6% |
| Total cost: | \$7,449,615.31 | 9.1% |

6. Approve Change Order Number One (R\W 18R-36L Safety Area – Interim & Pavement Rehabilitation) with APAC-Central, Inc., in the amount of (\$20,027.62).

The change reduces quantity of electrical spare parts to an amount within the FAA limits.

| | Amount | Percent Change |
|-----------------------------|-----------------|----------------|
| Original contract amount: | \$11,350,000.00 | |
| Total change orders: | (\$20,027.62) | -0.2% |
| Total change of quantities: | \$0.00 | 0.0% |
| Total cost: | \$11,329,972.38 | -0.2% |

Change of Quantities.

7. Approve Change of Quantities Number Five (Schwab Hall Project – Phase 2 & 3) with Manhattan Construction Company in the amount of \$27,913.89.

This change includes project reconciliation of quantities.

| | Amount | Percent Change |
|-----------------------------|----------------|----------------|
| Original contract amount: | \$6,833,840.60 | |
| Total change orders: | \$440,790.18 | 6.5% |
| Total change of quantities: | \$174,984.53 | 2.6% |
| Total cost: | \$7,449,615.31 | 9.1% |

Other Contract Action. No Items.

Contracts, Leases, Licenses or Other Action.

Items 8 and 9 will be considered together.

8. Approve Agreement with Oklahoma Aquarium dba Jenks Aquarium Authority for the children’s play area in the Concourse A waiting area for one (1) year with a mutual option

to extend for one (1) one-year periods, effective November 15, 2020 – TUL (JG) (F21-029).

9. Approve Agreement with Tulsa Air & Space Museum (TASM) for create & display cylindrical cases for one (1) year with a two (2) mutual option to extend for one (1) one-year periods, effective November 1, 2020 – TUL. (JG) (F21-032).

Items 10 and 11 will be considered together.

10. Approve Sublease Agreement (Hangar 23, 25 and Fuel Storage Area) with Sparrow Hawk, Inc. for twenty (20) years with one (1) five-year options to extend the term effective November 1, 2020 – TUL. (JG) (F21-033).
11. Approve Sublease Agreement (Hangar 28) with Sparrow Hawk, Inc. for twenty (20) years with one (1) five-year options to extend the term effective November 1, 2020 – TUL. (JG) (F21-034).

The sublease renewal will not include a license to operate as an FBO due to non-compliance with the Minimum Standards (lack of required fuel storage space).

Items 12 and 13 will be considered together.

12. Approve Acknowledgment and Consent to Assignment of Sublease Agreement (Fuel Farm and Dispensing Facility) from Southwest Airlines Co., to Tulsa Fuel Facilities, LLC, effective upon closing, but no later than January 31, 2021 – TUL. (JG) (F20-077).
13. Approve Acknowledgment and Consent to Subtenants of Tulsa Fuel Facilities, LLC as follows (JG) (F20-077) – TUL:
 - AEG;
 - Aircraft Service International Group, d/b/a Menzies Aviation;
 - Mercury Air Center-Tulsa, LLC, d/b/a Atlantic Aviation;
 - Premier Jet Center, Inc., d/b/a Legacy Jet Center; and,
 - World Fuel Services, Inc.

Items 14 and 15 will be considered together.

14. Approve Acknowledgment and Consent to Subtenant (Hangar #5) between Meridian Resources, LLC, and Anjo, LLC, effective upon approval – RVS (F05-072).
15. Approve Acknowledgment and Consent to Collateral Assignment from Anjo, LLC (Subtenant of Hangar #5 of Meridian Resources, LLC) to Grand Bank, effective upon approval – RVS. (JG) (F05-072).

Other TAIT Business. No Items.

TAA Business. No Items.

Adjourn.

If you require special accommodations pursuant to the American with Disabilities Act, please notify Jeff Shaw at (918) 838-5000 by October 7, 2020.