

**Office of the  
City Clerk**

**NOTICE AND AGENDA  
Combined Meeting of  
Tulsa Airports Improvement Trust – Special Meeting  
Tulsa Airport Authority – Regular Meeting  
Thursday, February 9, 2023, 8:30 a.m.  
Airport Conference Room A-211  
Tulsa International Airport  
7777 Airport Drive  
Tulsa, Oklahoma 74115**

---

Call the combined Special and Regular Meetings of the Trustees of the Tulsa Airports Improvement Trust and the Members of the Tulsa Airport Authority to order.

1. Approve the minutes of the combined January 12, 2023 meetings of TAIT and TAA.
2. Operating and Financial Reports.

**Administrative, Finance, IT, Operations, and Finance Contract Action.**

1. Approve Amendments to the TAIT Ground Transportation Policy to accommodate new virtual taxicab queuing system.

The Trustees have been provided advanced copies of the changes for consideration.

2. Approve Memorandum of Understanding by and between the Tulsa Air and Space Museum ("TASM"), City of Tulsa, and Tulsa Airports Improvement Trust for the installation and maintenance of public artwork on TASM leased premises. Under the MOU, the City of Tulsa will assume future ongoing maintenance of the artwork. TUL contract F23-057.
3. Accept selection and approve Professional Services Agreement with Frasca & Associates LLC, for the Airport Airline Use and Lease Agreement Consulting Project, for one year, with three one year TAIT options to renew for an not to exceed amount of \$240,000.00. Frasca will bill hourly rates. TUL contract F23-058.

Year One, not to exceed	\$ 100,000.00
Year Two, not to exceed	\$ 60,000.00
Year Three, not to exceed	\$ 40,000.00
Year Four, not to exceed	\$ 40,000.00
Total:	\$ 240,000.00

TAIT received three bids ranging from \$240,000.00 to \$325,340.00.

4. Accept project and approve final payment with Schindler Elevator Corporation in the amount of \$13,300.82 for the Air Traffic Control Tower Elevator Modernization Project. TUL contract F21-117.

	Amount	Percent Change
Original contract amount:	\$254,410.00	
Total change orders:	\$11,606.00	4.56%
Total change of quantities:	\$0.00	0.0%
Total cost:	\$266,016.00	4.56%

### **Engineering Capital Improvement Contract Action.**

#### **Contracts.**

5. Accept selection and approve award of contract for Professional Engineering Services to Selser Schaefer Architects, Inc., in an amount not to exceed \$178,123.84 for the Revolving Door Replacement Project. TUL contract F23-060.

This contract provides funding to develop plans and specifications for replacement of the revolving doors in the ticketing and bag claim areas with vestibules. The Airport received qualifications from three consultants of which Selser Schaefer Architects, Inc. was selected as the best qualified.

**Contract Amendments.** None.

**Change Orders.** None.

**Change of Quantities.** None.

#### **Contract Close Out / Other Contract Action.**

6. Accept project and approve final payment with Myers-Cherry Construction, LLC in the amount of \$7,663.00 for the Ticket Counters Terminal Building Project, Phase 4. TUL contract F21-019.

	Amount	Percent Change
Original contract amount:	\$5,917,200.00	
Total change orders:	\$518,048.26	8.75%
Total change of quantities:	\$0.00	0.0%
Total cost:	\$6,435,248.26	8.75%

### **Property Development Contract Action.**

7. Approve Acknowledgment and Consent to Subtenant with Industrial Developers of Oklahoma 5, LLC for new subtenant, Navistar, Inc., effective upon closing. TUL contract F13-050.

8. Approve Amendment Number One to Sublease and License Agreement with Aircraft Service International Group, Inc., d/b/a Menzies Aviation to relocate leased premises, increase square footage and adjust rentals effective March 1, 2023. TUL contract F22-022.

9. Approve Assignment of Sublease and Acknowledgement and Consent to Assignment from LF Operations, LLC, to Jimmy G. (“Shannon”) Hankins as Trustee of the Hankins Family Trust, dated September 23, 1998, effective February 9, 2023. RVS contract F10-038.

**Executive Session**      None.

New TAIT Business      No Items.

TAA Business      No Items.

Motion to Adjourn.

---

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify Sheila Cook at (918) 838-5000 by February 8, 2023.