

**Office of the
City Clerk**

**NOTICE AND AGENDA
Combined Special and Regular Meetings
Tulsa Airports Improvement Trust and Tulsa Airport Authority
Thursday, August 14, 2025, 8:30 a.m.
Airport Conference Room A-211
Tulsa International Airport
7777 Airport Drive
Tulsa, Oklahoma, 74115**

1. Call the combined special meeting of the Trustees of the Tulsa Airports Improvement Trust ("TAIT") and regular meeting of the Members of the Tulsa Airport Authority ("TAA") to order.
2. Approve the minutes of the July 10, 2025, combined meetings of TAIT and TAA.
3. Operating Report, Financial Report.
4. Motion to temporarily suspend the By-laws of the Tulsa Airports Improvement Trust related specifically to the election of officers for the purpose of electing officers pro-tempore.

Section 3.3 of the By-laws of the Tulsa Airports Improvement Trust state that "In the absence or disability of the chairman, the vice chairman shall have all of the duties and powers of the chairman." Section 4.1 provides that elections are to be held at the Annual Meeting, which is scheduled for September 11, 2025.

There are no provisions in the bylaws addressing the absence or incapacity of both the Chair and the Vice-Chair. The election of officers pro-tempore will ensure continuity of leadership and decision-making.

5. Nomination and election of TAIT Chair and Vice Chair on a Pro-Tempore basis.

The officers elected today will serve a temporary term until the Annual Meeting on September 11, 2025, and at such time the Trustees can comply with Section 4.1 of the bylaws.

Administrative, Finance, IT, and Operations Contract Action.

6. Approve revision to TAIT's Schedules of Rates, Fees, and Charges effective September 1, 2025 to add a charge of \$0.35 per KWH for the use of the parking garage EV chargers. This charge will cover operational costs.

7. Approve purchase of a Lone Star ProMaster 3500 shuttle bus from Creative Bus Sales, Inc., in an amount not to exceed \$125,271.00. TUL. Oklahoma State Contract SW0797C.

8. Approve Right of Entry to the Federal Aviation Administration (“FAA”) for the construction of a new Air Traffic Control Tower at Tulsa Riverside Airport.

9. Rescind approval of Agenda Item 15 from the June 12, 2025 meeting of TAIT which accepted and approved a pending Oklahoma Department of Aerospace and Aeronautics (“ODAA”) Grant in an amount up to \$4,780.00, for the RVS Drainage Improvements Project.

Engineering Capital Improvement Contract Action.

Contracts.

10. Accept bid and approve award of contract to United Ford South, LLC dba Bill Knight Ford, in the amount of \$889,213.00 for the purchase of 15 electric vehicles for the Vehicle Electrification Project, TUL Contract F26-012.

This contract provides funding to purchase 13 electric vehicles (“EVs”) for Airport maintenance and operations and two EVs to be used as motor pool cars. TAIT received one bid, the estimate was \$946,000.00, 6.4% above the lowest responsible bidder. The Disadvantaged Business Enterprise (“DBE”) goal was 0.0% and the contractor has committed to utilizing 0.0%.

11. Accept bid and approve award of contract to L&M Office Furniture, LLC, in the amount of \$491,816.57 for the purchase of furniture for Tulsa International Airport GAF-FIS Facility Project, TUL Contract F26-015.

This contract provides funding to purchase and install furniture to be used in the new GAF-FIS facility. TAIT received two bids; one bid was non-responsive. The budget amount is \$951,000.00, 51% above the lowest responsible bidder.

12. Approve award of Professional Services Agreement with Frankfurt-Short-Bruza Associates, P.C., in an amount not to exceed \$147,884.00 for the Data Center Project. TUL Contract F26-013.

This contract provides funding to perform design services to upgrade our existing server room to current standards.

Contract Amendments

13. Approve Amendment Number One to Agreement for Professional Services to TranSystems Corporation of Oklahoma, in an amount not to exceed \$29,000.00 for the Consolidated Rent-A-Car (CONRAC) Facility Development Study Project. TUL Contract F25-072.

This amendment adds additional scope of work for the structural evaluation of the existing garage to verify the possibility of adding a third and fourth level to the west portion of the garage.

14. Approve Amendment Number One to Agreement for Professional Services to Jacobs Engineering Group Inc., in an amount not to exceed \$5,977.00 for the B side Ticketing and Meeter/Greeter Area Roof Replacement Project. TUL contract F25-054.

This amendment adds additional scope of work for the development of the Construction Safety and Phasing Plan (CSPP) to the plan set.

Change Orders.

15. Approve Change Order Number Nine with Flintco, LLC, in the amount of \$18,031.40 for the Air Traffic Control Tower and Base Building Project. TUL Contract F24-096.

This change compensates the contractor for adding changes to door hardware and adding additional steel for the attachment of glass.

	Amount	Percent Change
Original contract amount:	\$76,900,000.00	
Previous change orders:	\$1,159,749.75	1.5%
Current change order:	\$18,031.40	0.0%
Total change of quantities:	\$0.00	
Total cost:	\$78,077,781.10	1.5%

16. Approve Change Order Number Eleven with Flintco, LLC, in the amount of \$396,734.19 for the General Aviation\Federal Inspection Services Facility Project. TUL Contract F24-043.

This change compensates the contractor for the change required by the modifications to the water line, adds power to a fume hood, adds additional emergency light and a safe.

	Amount	Percent Change
Original contract amount:	\$34,888,000.00	
Previous change orders:	\$484,197.86	1.4%
Current change order:	\$396,734.19	1.1%
Total change of quantities:	\$0.00	
Total cost:	\$35,768,932.05	2.5%

17. Approve Change Order Number Four with Lowry Construction Services, Inc., in the amount of -\$7,601.65 for the TUL Entry Sign Project. TUL Contract F23-051.

This change is to reduce the contractor's compensation related to Liquidated Damages.

	Amount	Percent Change
Original contract amount:	\$749,149.00	
Previous change orders:	\$30,245.12	4.0%
Current change order:	-\$7,601.65	-1.0%
Total change of quantities:	\$0.00	0.0
Total cost:	\$771,792.47	3.0%

Contract Close Out / Other Contract Action.

18. Accept the TUL Entry Sign Project and approve final payment to Lowry Construction Services, Inc., in the amount of \$11,883.20. TUL Contract F23-051.

	Amount	Percent Change
Original contract amount:	\$749,149.00	
Total change orders:	\$22,643.47	3.0%
Total change of quantities:	\$0.00	0.0
Total cost:	\$771,792.47	3.0%

19. Accept the Airport Terminal Vestibules Improvement Project and approve final payment to Myers-Cherry Construction, LLC., in the amount of \$20,000.00. TUL Contract F24-051.

	Amount	Percent Change
Original contract amount:	\$2,447,000.00	
Previous change orders:	\$235,256.34	9.6%
Current change order:		
Total change of quantities:	\$0.00	0.0
Total cost:	\$2,682,256.37	9.6%

Airport Property Action.

20. Approve Sublease Agreement with Lufthansa Technik Component Services, LLC, effective August 1, 2025. TUL Contract F25-006.
21. Approve Sublease Agreement with Bioleum Corporation, effective no later than September 1, 2026. TUL Contract F26-009.

Contracts and Concessions.

Tulsa International Airport.

22. Reject the proposal made in response to the Requests for Proposals for the Massage & Wellness Concession, bid on July 9, 2025.

TAIT received one bid which was non-responsive.

23. Approve Concession Agreement for a greeting cards kiosk with Tay & Jarrad's LLC effective September 1, 2025. TUL Contract F26-004.
24. Approve Peer-to-Peer Car-sharing Concessions Agreement and Permit with Turo, Inc., effective September 1, 2025. TUL Contract F23-027.
25. Approve Acknowledgment and Consent to Collateral Assignment of Sublease from PAIT Investments, LLC to Tulsa Economic Development Corporation, effective upon closing. TUL Contract F98-081.

Tulsa Riverside Airport.

26. Approve the sale of Hangar B-68 to Kevin and Lisa Toller, effective upon closing, but no later than August 31, 2025.

27. Approve Sublease Agreement with Kevin and Lisa Toller, effective September 1, 2025. Lot 9, Block 10, Northeast Hangar Development, Hangar B-68. RVS Contract F26-010.

28. Approve Amendment Number One with Meridian Resources, LLC to adjust square footage and rentals accordingly, effective July 1, 2005. Lot 15, Block 6, Southwest Commercial Area. RVS Contract F05-072.

29. Approve Sublease Agreement with Kenneth Bibb effective September 1, 2025. Lot 3, Block 1B; Northwest Hangar Development, Hangar A-34. RVS Contract F05-076.

30. Approve Assignment of Sublease and Acknowledgment and Consent to Assignment from D & E Associates, LLC to Moore Performance Aircraft, LLC, effective upon closing but no later than August 31, 2025. Lot 1, Block 3, Southwest Commercial Area. RVS contract F20-048.

31. Approve Acknowledgement and Consent to Subtenant with Moore Performance Aircraft, LLC. for one (1) subtenant, effective upon approval. Lot 1, Block 3, Southwest Commercial Area. RVS Contract F20-048.

32. Motion to Enter Executive Session.

TAIT Executive Session pursuant to Okla. Stat. tit. 25 §307(B)(4) for the purposes of communication between the trustees and counsel concerning pending investigation(s), claim(s), action(s) or litigation including *Tulsa Airports Improvement Trust v. Frank Montero*, Case No. 24-01021-T, in the United States Bankruptcy Court for the Northern District of Oklahoma.

33. Motion to Exit Executive Session.

34. New TAIT Business No Items.

35. TAA Business No Items.

36. Motion to Adjourn.

If you require special accommodations pursuant to the Americans with Disabilities Act, please notify Jeff Shaw at (918) 838-5000 by 3:00 p.m., August 13, 2025.