

City Contract

Version 5.3 released on 4/9/24

This form should be used for all types of contracts including Agreements (excluding Grant Agreements), Contracts, CBAs, MOAs, and MOUs. In addition to requests for New Contracts, Amendments and Renewals, this form should be used for Statutory Change Orders, Quantity Adjustments, Final Payments and Permission to Continue requests.



CITY COUNCIL USE ONLY

Date Received: _____
Committee Date: _____
1st Agenda Date: _____

Tracking #: _____
Committee: _____
Hearing Date: _____
2nd Agenda Date: _____

CITY CLERK USE ONLY

☐ Scanned

Date: 12.04.2024

☐ Posted

Item #: 2412.03202

All department items requiring Council approval must be submitted through the Mayor's Office.

Primary Details

Contract Phase

☒ New Contract
 ☐ Renewal
 ☐ Amendment
 ☐ Statutory Change Order
 ☐ Supplemental Documentation
 ☐ Quantity Adjustment
 ☐ Final Payment
 ☐ Permission to Continue
 ☐ IDP Formal Acceptance
 ☐ Terminate/Cancel

Data Sharing

☐ Yes ☐ No

This contract will involve data sharing or data transfers.

Board Approval

Other Board Name

City Council Approval

☒ Yes ☐ No

Contract Number

138843

Department

Gilcrease Museum

Contact Name

Susan Buchanan

Email

susan-buchanan@utulsa.edu

Phone

918-596-2765

Vendor Name(s)

Gilcrease Museum Management Trust

Vendor Number

5107

Description (Subject)

Deaccession of anthropological collection items

This should match the Munis description field but should be different from Contract Type or Subtype

Contract Type

Misc. Agreements

Contract Subtype

Other Misc. Agmts

Bid/Project Number

Contract Amount

Site Address

Site Parcel No.

IDP, Real Property, or other property related contract address

Budget

Contract Funding Type

☒ No Payment Involved

☐ Revenue Contract

☐ Expense Contract

Affidavit of Claimant should be attached to the contract for Expense Contracts

Funding Source(s)

Enter the funding source(s) using the appropriate Munis funding format: Org (Allocation Code)-Object-Amount (1001211-531401-\$10.00) or Project String-Amount (144104.AbstrTitle5413102.6001-4043122-541102-\$30,000.01)

TOTAL:

Approvals

Department: _____

Legal: _____

Board: _____

Mayor: _____

Other: _____

Date: 11/13/2024

Date: 11/19/2024

Date: _____

Date: DEC 04 2024

Date: _____

Policy Statement

Background Information

The Gilcrease Museum would like to deaccession a group of items including 2 mastodon teeth and a sled runner that were on long-term loan to the Zoo and have not been able to locate. The remainder of the items are unmodified rocks and minerals, that were on long-term loan to the Zoo and Oxley Nature Center, and will be deaccessioned and donated to each respective entities. Material that the Zoo or the Oxley Nature Center no longer wants, will be transferred first to the Gilcrease Education Collection, or if not needed, will be transferred to the Tulsa Geological Society. Our Curatorial Council and Board of Trustees have approved this deaccession.

Provide background information on the requested action.

Summation of the Requested Action

We respectfully request Mayoral and Council approval of the attached deaccession request.

Summarize the pertinent details of the requested action

Other Pertinent Details

Please return two (2) copies of the completed agreement in inter-office mail to Gilcrease Museum, attention Susan Buchanan.

Provide any additional information that should be considered when considering approval of this contract document

Processing Information for City Clerk's Office

Post Execution Processing

- ☐ Mail vendor copy (add'l signature copies attached)
- ☐ Must be filed with other governmental entity
- ☐ Add'l governmental entity approval(s) required

Additional Routing and Processing Details



GILCREASE MUSEUM

Thomas Gilcrease Institute of American History and Art

Thomas Gilcrease Institute of American History and Art DEACCESSION RECORD

Date 10/22/2024

Name of donor(s) 9112.161 Gift of David Hazels, 1985; mineral collection items 61.10820 through 10823, 61.12020 through 61.12120 were a Gift of Virginia Moran, 1975 and 1977; the remainder are from the Gilcrease Foundation

Purchase No If yes, date _____
Action approved by the Curatorial Council on September 27, 2024

Description of Materials for Deaccession

Anthropology collection items previously on long-term loan to the Tulsa Zoo and the Oxley Nature Center, where they were used for educational purposes or as props in displays.
2 mastodon teeth, 1 sled runner, and 490 rock and mineral collection items.

Accession Numbers: 9112.161 mastodon tooth; 9116.144 mastodon tooth; 83.1509 sled runner. Rock and mineral collection: 61.1-61.257, 61.10820-10823, 61.12020-12095, 61.12097-12120, 61.12859-12862, 61.18421-18423, 61.18428-18433, 61.18585-18587, 61.19110-19117; 63.369; 82.1-82.8, 82.99-82.107, 93.1-40, 93.170-222

Reason for Deaccession:

Items have been on long-term loan to the Tulsa Zoo and Oxley Nature Center since the 1980s. These long-term loans are no longer allowed in the collection management policy. These items were used as exhibit props and in education programming. Over the years, some of the items have been lost (the two mastodon teeth and the sled runner), disassociated with their number, and some are currently in use at the Zoo and Oxley. The items that are lost need to be deaccessioned from the permanent collection as lost. In addition, the rock and mineral items do not fit the collecting scope of the Museum, and their lack of provenance information limits their use for research collections, so the Museum does not wish to have them all returned. Propose to deaccession all of the items from the Gilcrease permanent collection, gift what is in use at the Zoo to the Tulsa Zoo, gift what is at Oxley to the Oxley Nature Center, transfer what is desired by Gilcrease Education staff to the Gilcrease Education Collection and dispose of the remainder

of the collection. The Tulsa Geological Society is willing to take any rocks and minerals for use in their programs and at the Discovery Lab.

How will these materials be disposed of: Transfer of ownership to the Tulsa Zoo, the Oxley Nature Center, the Gilcrease Education collection, and whatever items remain that are not desired for these collections will be gifted to the Tulsa Geological Society for their use in educational programs. The Sam Noble Museum and the University of Tulsa Geology Department were offered the items but have no use for them because of their lack of provenance.

Signature of terms as listed on this and all preceding pages of this document:

Executed by:

The Honorable **Monroe Nichols IV**
Mayor of the City of Tulsa, Oklahoma

Date

Attested by:

City Clerk, City of Tulsa

Please print name

Date

Approved by: CITY OF TULSA, D/B/A GILCREASE MUSEUM



Gilcrease Museum Executive Director

Brian C. Whisenant

Please print name

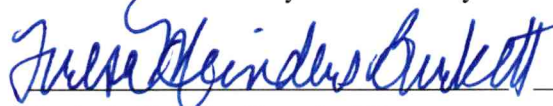
11.7.24

Date

On behalf of the City of Tulsa City Council

Please print name

Date



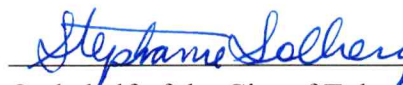
On behalf of the Board of Trustees

Teresaleinders Berdett

Please print name

11-5-2024

Date



On behalf of the City of Tulsa legal department

Stephanie Solberg

Please print name

11-19-24

Date