

# City Contract

Version 5.5 released on 7/1/25

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.



<b>CITY COUNCIL USE ONLY</b>		<b>CITY CLERK USE ONLY</b>	
Date Received: _____	Tracking #: _____	<input type="checkbox"/> Scanned	Date: <u>03.18.2026</u>
Committee Date: _____	Committee: _____	<input type="checkbox"/> Posted	Item #: <u>2603.00675</u>
1 <sup>st</sup> Agenda Date: _____	Hearing Date: _____		
	2 <sup>nd</sup> Agenda Date: _____		

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

## Primary Details

<b>Contract Phase</b> <input checked="" type="radio"/> New Contract <input type="radio"/> Renewal <input type="radio"/> Amendment <input type="radio"/> Statutory Change Order <input type="radio"/> Supplemental Documentation <input type="radio"/> Quantity Adjustment <input type="radio"/> Final Payment <input type="radio"/> Permission to Continue <input type="radio"/> IDP Formal Acceptance <input type="radio"/> Terminate/Cancel		<b>Data Sharing</b> <input type="radio"/> Yes <input type="radio"/> No <i>This contract will involve data sharing or data transfers.</i>	
<b>Board Approval</b> Zz Not Listed	<b>Other Board Name</b> Gilcrease Board of Trustees	<b>City Council Approval</b> <input checked="" type="radio"/> Yes <input type="radio"/> No	<b>Contract Number</b> 140466
<b>Department</b> Gilcrease Museum	<b>Contact Name</b> Alicia Perkins	<b>Email</b> alicia-perkins@utulsa.edu	<b>Phone</b> 918-596-2732
<b>Vendor Name(s)</b> Gilcrease Museum Management Trust	<b>Vendor Number</b> 5107	<b>Description (Subject)</b> Donation of letter from Thomas Moran to Gustave H. Buek <i>This should match the Munis description field but should be different from Contract Type or Subtype</i>	<b>Contract Amount</b>
<b>Contract Type</b> Misc. Agreements	<b>Contract Subtype</b> Other Misc. Agmts	<b>Bid/Project Number</b>	<b>Contract Amount</b>
<b>Site Address</b>		<b>Site Parcel No.</b>	

IDP, Real Property, or other property related contract address

## Budget

<b>Contract Funding Type</b> <input checked="" type="radio"/> No Payment Involved <input type="radio"/> Revenue Contract <input type="radio"/> Expense Contract <i>Affidavit of Claimant should be attached to the contract for Expense Contracts</i>	<b>Funding Source(s)</b>  <small>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.Abst&gt;Title5413102.6001-4043122-541102-\$30,000.01)</small>	<b>TOTAL:</b>
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## Approvals

<b>Department:</b> _____	<b>Date:</b> <u>03-10-2026</u>
<b>Legal:</b> _____	<b>Date:</b> <u>3-16-26</u>
<b>Board:</b> _____	<b>Date:</b> _____
<b>Mayor:</b> _____	<b>Date:</b> <u>MAR 18 2026</u>
<b>Other:</b> _____	<b>Date:</b> _____

Krystal S. Reyes  
 Mayor Pro Tem

## Policy Statement

**Background Information**  
Dr. Graham C. Boettcher wishes to donate a letter from Thomas Moran to Gustave H. Buek to the Gilcrease Museum's Archive Collection. The Gilcrease Museum's Curatorial Council and Board of Trustees have approved this item as it will enhance the Gilcrease Museum's Archive Collection.

*Provide background information on the requested action.*

**Summation of the Requested Action**  
The Gilcrease Museum respectfully requests that the Mayor and Council approve of the attached donation request.

*Summarize the pertinent details of the requested action*

**Other Pertinent Details**  
Gifts to the Gilcrease Museum are deductible from taxable income in accordance with the provisions of the Federal Income Tax Law; however, the museum staff does not supply appraised valuations for donations and does not accept responsibility for the adequacy of accuracy of any estimates of value which may be supplied.

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

## Processing Information for City Clerk's Office

<b>Post Execution Processing</b> <input type="checkbox"/> Mail vendor copy (add'l signature copies attached) <input type="checkbox"/> Must be filed with other governmental entity <input type="checkbox"/> Add'l governmental entity approval(s) required	<b>Additional Routing and Processing Details</b> Please return two signed copies to the Gilcrease Museum, attention Alicia Perkins.
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**CONTRACT**



Contract #

\* \*

Dept. \*Gilcrease~Museum\*

\*CONTRACT\*

\* \*

Doc Type:

Amend/ Chg  
Order #

Contract Document Type:

Amt:

**Contract**

\* \*

Contract Type: **Other**

Project Title: **Approval of donation for Gilcrease Museum**

Contractor: **0**

Bid/TAC/  
Proj:

\* \*

Ext  
Days \* \*

Pct \* 0 \*

Tot  
Pct \* 0 \*



# GILCREASE MUSEUM

*Thomas Gilcrease Institute of American History and Art*

## Thomas Gilcrease Institute of American History and Art DEED OF GIFT & TERMS OF GIFT AGREEMENT

MUSEUM COPY – Please sign and return

DONOR COPY – Please retain for your records

Date 1/13/2025

TL# \_\_\_\_\_

Name of donor(s) Dr. Graham C. Boettcher

Please enter the credit line as you wish it to appear for catalogue, label, and publicity:

⇒ Gift of Dr. Graham C. Boettcher

*\*If you do not indicate a credit line this gift will be identified to the public and in the records of the museum as follows:  
Gift of "Name of Donor"*

Address 5600 11<sup>th</sup> Ave S.

City Birmingham State AL Zip 35222

Daytime phone 205-563-5126 Email gboettcher@artsbma.org

*Inventory of Items Deeded to Gilcrease Museum  
Number of attached pages: \_\_\_\_\_*

Letter from Thomas Moran to Gustave H. Buek

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**GILCREASE MUSEUM  
TERMS AND CONDITIONS OF GIFTS**

1. By execution of this Deed of Gift the Donor represents and warrants to Gilcrease Museum that s/he possesses full power and authority to give these items and any underlying copyright interest to Gilcrease Museum and is the sole owner of legal title to the item(s) conveyed.
2. The Donor acknowledges that due to limited gallery space, the policy of changing exhibitions, and the adherence to accepted museum standards of avoiding undue strain on collection materials, Gilcrease Museum has not promised, and is in no way obligated, to exhibit any items thus deeded.
3. The Donor agrees that upon execution of this Deed of Gift, the items listed shall be irrevocably transferred to and considered the property of Gilcrease Museum, and may be displayed, researched, stored, maintained, reproduced or discharged in any fashion deemed suitable by Gilcrease Museum.
4. The Donor understands that Gilcrease Museum, at its discretion, may incorporate donated items into research, educational, and secondary collections, recognizing that such materials are not formally tracked and are considered of an expendable nature.
5. Gifts to Gilcrease Museum are deductible from taxable income in accordance with the provisions of the Federal Income Tax Law; however, the museum staff does not supply appraised valuations for donations and does not accept responsibility for the adequacy or accuracy of any estimates of value which may be supplied.
6. The Donor warrants and represents that the items listed are authentic and were collected or acquired in accordance with applicable laws.
7. The Donor understands that donations of human remains, funerary objects, sacred objects and objects of cultural patrimony may be subject to repatriation under the Native American Graves Protection and Repatriation Act (NAGPRA).

**GILCREASE MUSEUM MISSION STATEMENT**

*Gilcrease Museum, through its collections, is dedicated to bringing art, history and people together to discover, enjoy and understand the diverse heritage of the Americas.*

**GILCREASE MUSEUM COLLECTING SCOPE**

*Gilcrease Museum collections, comprise artwork, artifacts and archival materials of broad significance to the prehistory, history and contemporary cultures of the Americas.*



# GILCREASE MUSEUM

*Thomas Gilcrease Institute of American History and Art*

The undersigned donor(s) transfers and assigns, without restriction or condition, and free of any encumbrance, the items listed above and on any attached pages, together with all copyright, trademark and associate rights<sup>1</sup> owned by the Donor therein, to the Trustees of the Thomas Gilcrease Institute of American History and Art ("Gilcrease Museum"), acknowledging and accepting the terms on the reverse of this document, and understanding that this gift conveys the unconditional right to exhibit, research, maintain, store and discharge all items thus deeded at the exclusive discretion of Gilcrease Museum. The attribution given above under the item entitled "Inventory of Items Deeded to Gilcrease Museum" has been supplied by the Donor. It has not been verified by Gilcrease Museum, and shall not be taken as an expression of opinion by it. Gilcrease Museum shall have the right to examine the object by photography or any form of digital, magnetic or radiographic imaging, and to photograph or otherwise reproduce it in any form or by any chemical, electronic or mechanical means including the use of information storage or retrieval systems, including but not limited to analog or digital based systems, for purpose of record, education, publicity or sale under the same rules and regulations as those now or later pertaining to objects in the Gilcrease Museum collection.

**Signature of acceptance of above conditions and 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

  
\_\_\_\_\_  
**Brian Lee Whisenhunt, Executive Director & CEO**

*B. L. WHISENHUNT*  
\_\_\_\_\_  
**Please print name**

*2.4.26*  
\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**On behalf of the City of Tulsa City Council**

\_\_\_\_\_  
**Please print name**

\_\_\_\_\_  
**Date**

*M. Susan Savage*  
\_\_\_\_\_  
**On behalf of the Board of Trustees**

*M. Susan Savage*  
\_\_\_\_\_  
**Please print name**

*2/3/2026*  
\_\_\_\_\_  
**Date**

*Lesli Myers for ww*  
\_\_\_\_\_  
**On behalf of the City of Tulsa legal department**

*Lesli Myers*  
\_\_\_\_\_  
**Please print name**

*3-16-26*  
\_\_\_\_\_  
**Date**

Approved by – Donor(s):

  
\_\_\_\_\_  
**On behalf of**

*2/23/2026*  
\_\_\_\_\_  
**Date**

<sup>1</sup> If less than all copyright or related interests are given, specify on the item description.