



**MEMORANDUM**

OCAAT Agenda  
Item No. IV. Y  
5/23/2024

TO: Trustees, Oklahoma City Airport Trust

FROM: Jeff Mulder, Director of Airports

Resolution ratifying the actions of the Director of Airports for the approval of a mobile pay software subscription with SKIDATA, Inc., estimated cost \$4,152.

**Location:**

Will Rogers World Airport

**Background:**

The Trust adopted and revised guidelines for the direct procurement, through informal bidding procedures, by the Director of Airports using the Trust Fund for certain goods and services, and to make repairs, construction, and public improvements as needed by Resolutions dated May 24, 2012, March 27, 2014, and January 26, 2023.

It is necessary for the Director to execute contracts, purchase orders, agreements, terms and conditions, or other instruments (Documents) necessary to effectuate said authorized purchases on behalf of the Trust but these Documents need the subsequent approval of the Trust.

It is the desire to have the Trust ratify the actions of the Director of Airports for the approval of the following Documents as previously authorized by the Trust:

Name of Document	Type or Category of Item, Good, or Service	Estimated Amount of Purchase	Date of Director Approval	Attachment
SKIDATA Inc.	Item	\$4,152	04/18/2024	Yes

**Recommendation:** Resolution be adopted.