

MINUTES OF THE JANUARY 18, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, January 18, 2019 in Conference Room A at Pittsburgh International Airport.

Members in Attendance:

David Minnotte, Chairman  
Ashley Shook-Henry  
Matt Smith  
Rich Stanizzo  
William Curtis, phone  
Jan Rea  
Cindy Shapira

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Jeff Letwin, Solicitor  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of December 21, 2018 and the same were approved without amendment.

The Chairman next asked for Committee reports.

Mr. Stanizzo reported that the Operations and Facilities Committee met and approved the minutes of the December 21, 2018 meeting.

The following Action Items were presented:

- Action Item No. 35-19 Allegheny Construction Group - Authorization to approve change order #13 to contract #3549 for On-Call General Construction. This change order will cover work for the TSA Alternate Check Point project for the not to exceed cost of \$158,429.40.
- Action item No. 36-19 Glick Fire Equipment Company, Inc. - Authorization to approve the purchase of one (1) Oshkosh Striker 6x6 Aircraft Rescue Firefighting Vehicle utilizing the Commonwealth of Pennsylvania Co-Stars Purchasing Program contract #013-055 for the total price of \$993,680.00.

- Action Item No. 24-19 Michael Baker International - Authorization to enter into a contract for Architectural/Engineering Design and Construction Phase Services for the Landside Projects for the Pittsburgh International Airport Terminal Modernization Program. This contract will be in effect January 21, 2019 through December 31, 2023. This request includes the first two phases of services to complete the schematic design and the design development phases for an amount not to exceed \$8,724,467.00. Future funding allocations will be identified and approved through additional contract amendments once those budgeted funds become available. The total contract is anticipated to be a lump-sum value of \$18,175,973.00.

Mr. Stanizzo reported that there was an Executive Session and no action was taken. The committee then adjourned. Mr. Stanizzo thanked everyone that supplied lunches for the Federal employees and participation by the Firefighters in a Toy Drive.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of December 21, 2018. The following Action Items were presented:

- Action Item No. 2-19 Menzies Aviation - Authorization to enter into a Ground Handling Agreement for above the wing and below the wing aircraft services for operations at Pittsburgh International Airport. The term of the license will be for one (1) year with two (2) one year options. Ground Handling Agreements require the payment to the Authority of seven percent (7%) of the services provided to non-signatory airlines operating at the airport.
- Action Item No. 3-19 Huntleigh USA Corporation - Authorization to enter into a Terminal Building Lease Agreement. The Terminal Building Lease Agreement is for 48 square feet with a term of one (1) year with options to renew. Estimated revenue is \$10,379.52 annually.
- AGC Hangar Leases –  
 Action Item No. 4-19 - Thomas McFadden - Fun Fly Aviation - Hangar 42D - Term: 01/01/2019 to 12/31/2019. Total revenue: \$3,528.00;  
 Action Item No. 5-19 - Aircraft Supply and Repair - Hangar 21 - Term 01/01/2019 to 12/31/2019. Total revenue: \$24,962.88.
- Action Item No. 20-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer the authority to award and execute a contract with the lowest responsive and responsible bidder meeting the requirements of specification #0571 for a Building Manager at the 911 Call Center at 150 Hookstown Grade Road, Building #299, Coraopolis, PA 15108. The bids are due by 1:00 pm on January 23, 2019 and will be opened publicly at 1:30 pm on the same day.

- Action Item No. 21-19 Duquesne Light Company -Authorization to enter into a license/reimbursement agreement to provide electrical services relocation for the Pittsburgh Airport Innovation Campus site. The contract will be for an amount of \$100,594.85. The term of the contract will be for 12 months from notice to proceed.
- Action Item No. 13-19 Ailevon Pacific Consulting, LLC; Mead & Hunt, Inc.; Accenture, LLP - Authorization to enter into option year 1 for international and domestic air service consulting services. The term of the contract is extended through December 31, 2019 and the annual amount remains unchanged at \$332,000.00 across all three firms.
- Action Item No. 22-19 CSK Advertising - Authorization to enter into a contract for an amount not to exceed \$150,000.00 for the reimbursement of PA grant eligible PIT Connector marketing costs incurred by CSK Advertising. These reimbursements are for marketing scheduled intrastate commercial passenger air service between Pittsburgh and Pennsylvania small-hub, non-hub, and non-primary airports, including but not limited to Altoona, Bradford, DuBois, Franklin, Johnstown, Lancaster, and Wilkes-Barre/Scranton. The term of the agreement is through December 31, 2019.
- Action Item No. 37-19 brij - Authorization to approve revision #1 to contract #4022 to increase by \$350,000.00 from \$790,000.00 to \$1,140,000.00 for additional resources required for the ACAA JD Edwards Upgrade project as a result of scope refinements to include additional enhancements agreed to by the Project Steering Committee. The term of the contract will also be extended by one month to 04/30/2019.
- Action Item No. 38-19 Microsoft 365 - Authorization for the Chief Executive Officer to purchase a subscription to Microsoft 365 (M365) through the County Commissioners Association of Pennsylvania (#2014-IT0001) from Microsoft directly or an authorized reseller, for an amount not to exceed \$330,212.70, for the period January 2019, through January 2022 through three annual payments of \$110,070.90.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did not enter into Executive session. The committee then adjourned.

Mr. Smith reported that the Finance and Administration Committee met and approved the December 21, 2018 meeting minutes. The following action items were hereby presented:

- Action Item No. 19-19 ACAA Charitable Foundation Grant - Board ratification of the ACAA CEO application for and acceptance of the following grant for the 2018 PIT Terminal Sensory Room Ph. 2: \$300,000.00 100% PIT ACAACF Grant #18-11 (JDE fund #615) for the 2018 PIT Terminal Sensory Room Ph. 2, project #11844. Total PA Grant Amount: \$0; Total Fed. Grant Amount \$0; Total ACAACF Grant Amount \$300,000.00.

Upon motion duly made and seconded, the foregoing action item was approved.

Mr. Smith reported that the committee did enter into Executive Session and no action was taken. The committee then adjourned.

Ms. Cassotis also presented a dashboard of passenger traffic: 1) Total December Passengers were up 3.7% compared to December 2017, this has been the busiest December since 2006; 2) Total December seats were up 2.3% when compared with December 2017; 3) December 2018 year-to-date passengers are 9,660,000 compared with December 2017 year-to-date passengers of 8,990,000 which represents a 7.5% increase; 4) Operations are down 6.4% year-over-year through December 2018 and Air Taxi Operations are down 13.5% year-over-year through December 2018; 5) Total December cargo is up 5.2% compared to December 2017; 6) Pittsburgh International now serves 67 airports non-stop with 172 weekday non-stop departures and 16,512 average weekday non-stop seats. There are now 12 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 25.9 %; B) American 24.0%; C) Delta 17.6%; D) United 14.7% and E) Allegiant, Spirit & Frontier collectively making up 11% of the percentage of passengers.

British Airways will be commencing service to London Heathrow on April 2, 2019. Via Air will be commencing service to Birmingham on April 11, 2019, Memphis on June 26, 2019, and Hartford on July 22, 2019.

An overview was provided as to how seat capacity and passengers have grown from December 2016 to present. Seat capacity has grown 14.0% since December 2017 to December 2018 seats have grown 5.8%. Passengers have grown 15.7% since December 2016. From December 2016 to December 2017 passengers have grown 8.2%. From December 2017 to December 2018 passengers have grown 7.5%.

The Chairman asked for any new or old business. There was no old business.

New business was a motion by Ashley Henry-Shook.

Motion was duly made, seconded and unanimously approved to retain the slate the officers for 2019 as follows:

David Minnotte - Chairman  
Robert Lewis - Vice Chairman  
Ashley Henry-Shook – Secretary  
Jan Rea - Treasurer

The Chairman next announced that the Committee Chairs will remain the same: Operations/Facilities - Rich Stanizzo; Business/Communications - Ashley Henry- Shook; and Finance/Administration – Matt Smith.

Christina did thank all of the Federal employees that have stayed on the job.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.



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Ashley Henry-Shook Secretary

MINUTES OF THE FEBRUARY 15, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, February 15, 2019 in Conference Room A at Pittsburgh International Airport.

Members in Attendance:

David Minnotte, Chairman  
Ashley Shook-Henry  
Matt Smith  
William Curtis  
Jan Rea  
Cindy Shapira  
Lance Chimka

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Jeff Letwin, Solicitor  
Mark Nowak, Special Counsel  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of January 18, 2019 and the same were approved without amendment.

Ms. Cassotis introduced the newest board member Lance Chimka. Mr. Chimka is the Director of the Allegheny County Economic Development. He leads the county agency responsible for business expansion, community development, planning, real estate development, and affordable housing projects for the county. Mr. Chimka assumed this role on September 10, 2018. Mr. Chimka previously worked within the PA Department of Community and Economic Development where he was Regional Director of the Governor's Action Team and directed the state response for business attraction and expansion activities. As Regional Director, Mr. Chimka led the team focused on removing barriers to development, investment, and job growth in the 11-county southwestern Pennsylvania region by providing market and real estate intelligence, project financing, and development facilitation to a wide array of clients. Mr. Chimka holds a BS in business administration and finance from The Catholic University of America in Washington DC and an MS in public policy and management from Carnegie Mellon University in Pittsburgh. Mr. Chimka is also certified as an Economic Development Finance Professional and served in the U.S. Peace Corps in Turkmenistan.

The Chairman next asked for Committee reports.

Ms. Shapira reported that the Operations and Facilities Committee met and approved the minutes of the January 18, 2019 meeting.

The following Action Items were presented:

- Action Item No. 100-19 Wellington Power Corporation - Declaration of emergency for change order #2 to contract #3977 for On-Call Service for Roadway and Airfield Electrical Systems. This change order is for the replacement of two 5kV circuits from the Hangar Road substation to American Airlines Hangars for the not to exceed price of \$376,000.00. **Submitted for ratification: Approved by CEO on 02/12/2019 pursuant to the Delegation of Authority Policy.**
- Action item No. 96-19 Sherwin Williams Company - Authorization to enter into a contract with the lowest responsible bidder meeting specification #0569 for the purchase of Traffic Marking Paint for the total price of \$185,831.30.
- Action Item No. 95-19 First Pennsylvania Resource, LLC (a wholly owned subsidiary of Resources Environmental Solutions, LLC) - Authorization to enter into a Mitigation Credit Supply Agreement to purchase 201 linear feet of stream mitigation credit to offset unavoidable impacts from the Site 9 - McClaren Road Site Development. The total purchase price is \$155,775.00. First Pennsylvania Resource is a sole source provider of stream mitigation credits in Pennsylvania.
- Action Item No. 97-19 CDI Infrastructure, LLC d/b/a LR Kimball - Authorization for the Chief Executive Officer to award and execute a contract in an amount not to exceed \$196,000.00 for design engineering services for project 8G1-19, 2019 Airfield Pavement Rehabilitation Project at Pittsburgh International Airport. The term of the contract shall be for 24 months from notice to proceed.
- Action Item No. 98-19 Gensler + HDR JV - Authorization to approve Amendment No. 1 to contract #4075 to provide Architectural/Engineering Services for the next phase of the Terminal Modernization Plan at Pittsburgh International Airport. This request covers the authorization of the second of five phases of services - schematic design - as well as to provide services for the development of construction documents associated with four early works packages. The total for this second phase is not to exceed \$19,227,754.00. Future funding allocations will be identified and approved through additional contract amendments once those budgeted funds become available. Please note with the implementation of the second phase the total contract is \$34,227,754.00.

Ms. Shapira reported that the committee did not enter into an Executive Session.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of January 18, 2019. The following Action Items were presented:

- Action Item No. 88-19 Republic Airlines, Inc. - Authorization to enter into a lease agreement for Hangars 1 and 2. The term of the agreement will be for five (5) years commencing on April 1, 2019 through March 31, 2024. The total square footage of the lease is 99,625 sq. ft. with Hangar 1 being 47,400 sq. ft. and Hangar 2 being 52,225 sq. ft. Republic Airlines will be using Hangar 1 and 2 to perform maintenance on their aircraft. The total revenue for the five (5) year term is \$1,729,016.00.
- Action Item No. 89-19 Air Methods - Authorization to approve a new lease agreement for Hangars 18, 57, 58, and 59 at the Allegheny County Airport. The rate for Hangar 18 is \$69,000.00 annually and the rate for Hangars 57, 58, and 59 is \$207,405.03 annually. The rates are a 15% increase over the previous year. The term will be from 03/01/2019 to 02/28/2021. The total annual revenue will be \$276,405.03.
- Action Item No. 90-19 Frontier Airlines - Authorization to enter into a Signatory Airline Operating Agreement and Terminal Building Lease (AOATBL) effective February 5, 2019 and terminating on December 31, 2019.
- Action Item No. 91-19 Leigh Fisher - Authorization to enter into a contract to analyze Airport Parking and Ground Transportation services for an amount not to exceed \$164,978.00. The contract term is from March 1, 2019 to February 29, 2020.
- Action Item No. 92-19 International Displays Systems, Inc. (IDS) - Authorization to approve revision #3 to contract #3691 to increase the contract amount by \$138,356.00 from \$277,732.00 to \$416,088.00 for the maintenance and support services for the Multiple User Flight Information Display System (MUFIDS) and INFAX software support at Pittsburgh International Airport. The term of the contract will be from March 1, 2019 to February 28, 2020.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did not enter into Executive session. The committee then adjourned.

Mr. Smith reported that the Finance and Administration Committee met and approved the January 18, 2019 meeting minutes. The following action items were hereby presented:

- Action Item No. 93-19 Allegheny County Airport Authority Charitable Foundation - Ratification of the Chief Executive Officer application for and acceptance of the following grant for the 2018 PIT Terminal Sensory Room Ph. 2: \$75,000 100% PIT ACAACF Grant #19-1 (JDE fund #618) for the 2018 PIT Terminal Sensory Room Ph. 2, project #11844.
- Action Item No. 94-19 DLT Solutions, LLC - Authorization for the Chief Executive Officer to purchase the Primavera Unifier licensing and services for three years for the amount of \$524,514.03. This is for the licensing for the Terminal Modernization Program project management software system.



Upon motion duly made and seconded, the foregoing action item was approved.

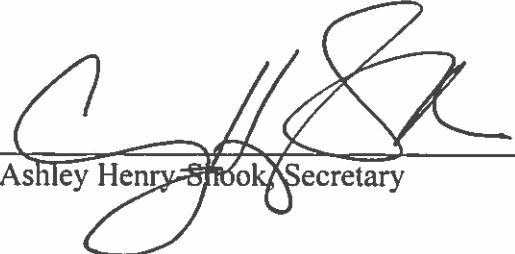
Mr. Smith reported that the committee did enter into Executive Session and no action was taken. The committee then adjourned.

Ms. Cassotis also presented a dashboard of passenger traffic: 1) Total January Passengers were up 2.3% compared to January 2018, this has been the busiest January since 2007; 2) Total January seats were up 1.8% when compared with January 2018; 3) Operations are down 1.4% year-over-year through January 2019 and Air Taxi Operations are down 20.7% year-over-year through January 2019; 4) Pittsburgh International now serves 67 airports non-stop with 173 weekday non-stop departures and 16,452 average weekday non-stop seats. There are now 13 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 26.7 %; B) American 23.8%; C) Delta 17.6%; D) United 15.2% and E) Allegiant, Spirit & Frontier collectively making up 11% of the percentage of passengers.

British Airways will be commencing service to London Heathrow on April 2, 2019. Via Air will be commencing service to Birmingham on April 11, 2019, Memphis on June 26, 2019, and Hartford on July 22, 2019. Allegiant Air will be commencing service to Knoxville on May 17, 2019. Delta will be commencing service to Raleigh/Durham on June 8, 2019.

The Chairman asked for any new or old business. There was no old or new business.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.



Ashley Henry Shook, Secretary

MINUTES OF THE FEBRUARY 20, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
SPECIAL BOARD MEETING

A special meeting of the Board of Directors of the Allegheny County Airport Authority was held at 12:00 p.m. on Wednesday, February 20, 2019 in Conference Room A at Pittsburgh International Airport.

Members in Attendance:

David Minnotte, Chairman – via phone  
Ashley Shook-Henry – via phone  
Matt Smith – via phone  
Rich Stanizzo – via phone  
William Curtis- via phone  
Jan Rea  
Cindy Shapira – via phone  
Lance Chimka – via phone

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Jeff Letwin, Solicitor  
Members of staff, press and public

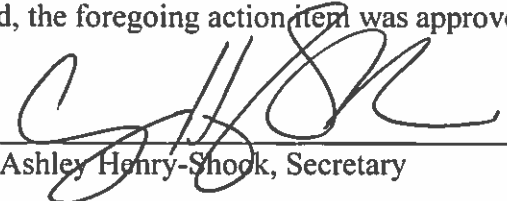
The Chairman called the meeting to order.

The Concept Design for the TMP was presented for approval. This will allow for a more detailed design and for project financials to be refined. This is supported by the Airlines.

The following Action Item was presented:

- Action Item No. 128-19 Concept Design for Pittsburgh International Terminal Modernization Program - Authorization to advance the Concept Design for the Terminal Modernization Program forward into the Schematic Design Phase of the Program.

Upon motion duly made and seconded, the foregoing action item was approved.

  
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Ashley Henry-Shook, Secretary

MINUTES OF THE MARCH 15, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, March 15, 2019 in Conference Room A at Pittsburgh International Airport.

Members in Attendance:

David Minnotte, Chairman  
Ashley Shook-Henry  
Rich Stanizzo  
William Curtis, phone  
Lance Chimka  
Cindy Shapira

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Jeff Letwin, Solicitor  
Mark Nowak, Special Counsel  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of February 15, 2019 and the same were approved without amendment.

The Chairman next asked for Committee reports.

Mr. Stanizzo reported that the Operations and Facilities Committee met and approved the minutes of the February 15, 2019 meeting.

The following Action Items were presented:

- Action Item No. 170-19 Overhead Door Company - Authorization to approve change order #1 to contract #3743 for on-call repairs, parts, and services for Overhead Doors at AGC and PIT. This change order will exercise the final available option year at the same rates and extend the contract through May 31, 2020 for the estimated annual cost of \$111,000.00.
- Action item No. 171-19 Wellington Power Corporation - Authorization to approve change order #3 to contract #3977 for on-call service for roadway and airfield electrical systems. This change order will exercise the first available option year and extend the contract term through May 31, 2020 for the estimated annual cost of \$120,000.00.

- Action Item No. 172-19 Honeywell Building Solutions - Authorization to enter into a sole source agreement for four years and four one-year option periods, for the management and maintenance services of the Honeywell Building Automation System (BAS) Estimated total is \$3,594,380.00.
- Action Item No. 173-19 Krigger & Company - Authorization to approve the purchase of two Jacobsen HR 600 with cab three-deck rotary mowers and road light/beacon kits utilizing the PA State contract #4400020096 for the not to exceed total of \$150,604.00.
- Action Item No. 174-19 Command Security Corporation, Inc. - Authorization to approve change order #2 to contract #3515 for Contract Guard Services at PIT. This change order is to exercise the first of two option years and extend the contract through March 31, 2020. The cost of the extension is \$2,993,890.00 and increases the total contract cost from \$8,068,849.41 to \$11,063,739.41.
- Action Item No. 175-19 Veolia Water North America Operating Services - Authorization to approve contract revision #1 to contract #365800 to increase the contract amount by \$342,913.00 from \$450,000.00 to \$792,913.00 for project number 54G1-19, Service Tunnel Abatement Project at Pittsburgh International Airport. Also, contract revision #1 will exercise the first option year and extend the term of the contract through June 9, 2020.
- Action Item No. 168-19 Hill International, Inc. - Authorization for the Chief Executive Officer to award and execute a contract in an amount not to exceed \$112,894.00 for construction management services for project number 40G1-18, AGC Terminal Interior Renovation Project at the Allegheny County Airport. The term of the contract shall be for 24 months from notice to proceed.
- Action Item No. 169-19 Hill International, Inc. - Authorization for the Chief Executive Officer to award and execute a contract in an amount not to exceed \$119,832.00 for construction management services for project number 39M1-19, Hangar Road Fire Protection System Rehabilitation Project and project number 12M1-19, Industrial Wastewater Pretreatment Plant Rehabilitation Project at Pittsburgh International Airport. The term of the contract shall be for 24 months from notice to proceed.
- Action Item No. 176-19 ms consultants, inc. - Authorization for the Chief Executive Officer to award and execute a contract in an amount not to exceed \$626,354.49 for site-civil design engineering services for project number 7G1-19, Pittsburgh Airport Innovation Campus Site Development Phase 2 at Pittsburgh International Airport. The term of the contract shall be for 36 months from notice to proceed.

Mr. Stanizzo reported that there was an Executive Session and no action was taken. The committee then adjourned.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of February 15, 2019. The following Action Items were presented:

- Action Item No. 167-19 Affiliate Airline Operating Agreement - Authorization to enter into Affiliate Airline Operating Agreements with the affiliate carriers of current and future Airlines operating at Pittsburgh International Airport. The term of the agreements shall be through December 31, 2019 with automatic year-to-year renewals unless terminated by either party with thirty (30) days' notice.
- Action Item No. 186-19 CEO Award - Authorization from the ACAA Board of Directors to grant the Chief Executive Officer the authority to award and execute a contract with the lowest responsible bidder meeting the requirements of bid documents scheduled to be opened March 20, 2019, or to reject bids individually or in their entirety and re-advertise, with the concurrence of the Solicitor should that be necessary, for a Building Manager at the 911 Call Center at 150 Hookstown Grade Road, Building No. 299, Coraopolis, PA 15108.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did enter into Executive session and no action was taken. The committee then adjourned.

Mr. Chimka reported that the Finance and Administration Committee met and approved the February 15, 2019 meeting minutes. The following action items were hereby presented:

- Action Item No. 177-19 Willis Towers Watson of Pennsylvania, Inc. - Authorization to bind property and cyber insurance coverage with AIG and Chubb through the risk managers for the Allegheny County Airport Authority for the period effective April 1, 2019 through March 31, 2020 for an annual amount of \$329,137.00.
- Action Item No. 178-19 Alliant - Authorization from the ACAA Board of Directors to grant the Chief Executive Officer the authority to enter into a contract for brokerage services for the Owner Controlled Insurance Program for the Terminal Modernization Program after legal review. The contract amount is not to exceed \$750,000.00 and the term will be from March 2019 through June 2023.

Upon motion duly made and seconded, the foregoing action item was approved.

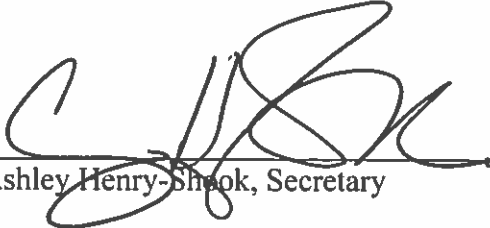
Mr. Smith reported that the committee did enter into Executive Session and no action was taken. The committee then adjourned.

Ms. Cassotis also presented a dashboard of passenger traffic: 1) Total February Passengers were up 0.8% compared to February 2018, this has been the busiest February since 2008; 2) Total February seats were up 0.1% when compared with February 2018; 3) February 2019 year-to-date passengers are 1,290,000 compared with February 2018 year-to-date passengers of 1,270,000 which represents a 1.6% increase; 4) Total February cargo is down 0.7% compared to February 2018; 5) Pittsburgh International now serves 66 airports non-stop with 173 weekday non-stop departures and 16,452 average weekday non-stop seats. There are now 12 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 26.4 %; B) American 24.1%; C) Delta 17.8%; D) United 15.1% and E) Allegiant, Spirit & Frontier collectively making up 11% of the percentage of passengers.

British Airways will be commencing service to London Heathrow on April 2, 2019. Via Air will be commencing service to Birmingham on April 11, 2019, Memphis on June 26, 2019, and Hartford on July 22, 2019. Allegiant will be commencing service to Knoxville on May 17, 2019. Delta will be commencing service to Raleigh/Durham on June 8, 2019.

The Chairman asked for any new or old business. There was no old business. The April board meeting date has changed to April 26, 2019.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.



Ashley Henry-Shook, Secretary

MINUTES OF THE APRIL 26, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, April 26, 2019 in Conference Room A at Pittsburgh International Airport.

Members in Attendance:

David Minnotte, Chairman  
Ashley Shook-Henry  
Rich Stanizzo  
William Curtis  
Matt Smith  
Cindy Shapira, via phone  
Jan Rea, via phone

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Jeff Letwin, Solicitor  
Mark Nowak, Special Counsel  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of April 26, 2019 and the same were approved without amendment.

The Chairman next asked for Committee reports.

Mr. Stanizzo reported that the Operations and Facilities Committee met and approved the minutes of the March 15, 2019 meeting.

The following Action Items were presented:

- Action Item No. 263-19 ISS Facility Services, Inc. - Authorization to approve change order #5 to contract #3511 for custodial services at PIT. This change order extends the contract through June 30, 2019, and covers the operating expenses under the current scope of work and one additional building that is currently occupied by Allegheny County Emergency Services for the county 911 Call Center. Estimated cost for this change order is \$1,996,258.72.
- Action Item No. 264-19 Henron Electrical Resources d/b/a FTBA, LLC - Authorization to approve change order #2 to contract #3946 to perform phase two of five that will continue the testing and inspections on medium and low level electrical

equipment. This change order will utilize PA CoStars Purchasing Program contract #030-010, for the not to exceed cost of \$200,000.00 between April 26, 2019 and December 31, 2019.

- Action Item No. 275-19 GDOT Design - Authorization to approve the purchase of office furniture utilizing the Commonwealth of Pennsylvania Co-Stars Purchasing Program contract #035-081. This phase of the office reconfiguration includes Information Technology, Executive Office, Engineering and Planning, for the total price of \$367,644.00.
- Action Item No. 265-19 Deere & Company - Authorization to approve the purchase of one John Deere 6145R tractor to be utilized by Field Maintenance, utilizing the Commonwealth of Pennsylvania contract #4400020085 for the total price of \$117,019.40.
- Action Item No. 245-19 Ricondo & Associates, Inc. - Authorization to approve contract #3541, revision #2 for the second of two option years for On-Call Planning and Environmental Study Services at Pittsburgh International Airport and Allegheny County Airport, to extend the contract through 04/30/2020 for an additional cost not to exceed \$250,000.00, increasing the contract amount from \$1,425,100.00 to \$1,675,100.00.
- Action Item No. 266-19 Cast & Baker Corporation - Authorization to approve contract revision #2 to contract #4104 to increase the contract amount by \$701,211.40 from \$4,702,395.57 to \$5,403,606.97 for project number 7G5-14, Pittsburgh Airport Innovation Campus Site Development - Phase 1 at Pittsburgh International Airport.
- Action Item No. 267-19 Hill International, Inc. - Authorization for the Chief Executive Officer to award and execute a contract for an amount not to exceed \$153,716.00 for construction management services for project number 7G1-18, Halverson Drive Rehabilitation Project at Pittsburgh International Airport. The term of the contract shall be for 24 months from notice to proceed.
- Action Item No. 268-19 Management Engineering Corporation - Authorization for the Chief Executive Officer to award and execute a contract for an amount not to exceed \$165,000.00 for construction management services for project number 7G2-19, Hangar and Cargo Roads Rehabilitation and Field Maintenance Parking Lot Rehabilitation Project at Pittsburgh International Airport. The term of the contract shall be for 24 months from notice to proceed.
- Action Item No. 269-19 Management Engineering Corporation - Authorization for the Chief Executive Officer to award and execute a contract for an amount not to exceed \$239,075.00 for construction management services for project number 8G1-



19, 2019 Airfield Pavement Rehabilitation Project at Pittsburgh International Airport. The term of the contract shall be for 24 months from notice to proceed.

- Action Item No. 270-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opened on 04/17/2019, or to reject bids individually or in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for project number 47G2-19, Sierra East and West AST (Above Ground Storage Tanks) Rehabilitation Project at Pittsburgh International Airport.
- Action Item No. 271-19 PJ Dick/Hunt - Authorization for the Chief Executive Officer to award and execute a contract for construction management services for the Terminal Projects for the Pittsburgh International Airport Terminal Modernization Program. This request includes preconstruction phase services only in an amount not to exceed \$3,983,448.00. Additional funding for construction phase services will be approved through additional contract amendments as the project advances through design and funding becomes available. The term of the contract shall be for 60 months from notice to proceed.
- Action Item No. 272-19 Turner Construction Company - Authorization for the Chief Executive Officer to award and execute a contract for construction management services for the Landside Projects for the Pittsburgh International Airport Terminal Modernization Program. This request includes preconstruction phase services only in an amount not to exceed \$3,175,636.00. Additional funding for construction phase services will be approved through additional contract amendments as the project advances through design and funding becomes available. The term of the contract shall be for 60 months from notice to proceed.

Mr. Stanizzo reported that the committee did not enter into Executive Session. The committee then adjourned.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of March 15, 2019. The following Action Items were presented:

- Hangar Leases for AGC:
  - Action Item No. 243-19 - Antares Aviation, LLC - Hangar 43B - Term 04/01/2019 to 03/31/2020. Total revenue \$3,984.00.
  - Action Item No. 244-19 Abbey Brook, LLC – Hangar 1D – Term 05/01/2019 to 04/30/2020. Total revenue \$4,236.00
- Action Item No. 246-19 Worldwide Flight Services - Authorization to enter into a lease agreement for 4,000 sq. ft. in the Mail Sort Parking Area at a rate of \$6.00 per

sq. ft. annually. Total annual revenue will be \$24,000.00. The term of the lease will be from 04/01/2019 to 03/31/2020.

- Action Item No. 247-19 Concession Planning International (CPI) Australia Pty Ltd. - Authorization to approve change order #3 to contract #3971 to increase the contract by an amount not to exceed \$148,000.00 for a total amount of \$292,400.00, and to extend the term from April 1, 2019 to December 31, 2019.
- Action Item No. 248-19 Fraport USA - Authorization to enter into a reimbursement agreement to reimburse the Authority for change order #3 to contract #3971 with Concessions Planning International (CPI) Australia PTY Ltd in the amount not to exceed \$148,000.00.
- Action Item No. 274-19 Titan Robotics, Inc. - Authorization to enter into a lease agreement for Hangar 7. The term of the agreement will be for five (5) years commencing on June 1, 2019 through May 31, 2024. The rent for the first year will be \$6.00 per square foot with an escalation of 2.5% each year. The total square footage of Hangar 7 is 33,680 sq. ft. The total revenue for the five (5) year term is \$1,062,198.87.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did not enter into Executive session. The committee then adjourned.

Mr. Smith reported that the Finance and Administration Committee met and approved the March 15, 2019 meeting minutes. The following action items were hereby presented:

- Action Item No. 241-19 PaDOT Grant - Board ratification of the ACAA CEO application for and acceptance of the following PaDOT AGC Airport Grant for the 2018 AGC Vehicle Equipment Replacement 2018: PaDOT <75% AGC Grant #ADP-18-0029 (JDE Fund #476) - \$218,163.00 - AGC Vehicle Equipment Replacement 2018, Project #21803 & #21804.
- Approval of Audit - The Finance Committee recommends the board accept the 2018 annual audit report of the Allegheny County Airport Authority as presented and prepared by the independent audit firm of BKD.
- Action Item No. 273-19 Clark Hill, PLC - Authorization to approve revision #1 to contract #274900 to increase the contract amount by \$400,000.00 from \$2,414,999.70 to \$2,814,999.70. The increase is for the Terminal Modernization Program and Authority legal services. Upon motion duly made and seconded, the foregoing action item was approved.

Mr. Smith reported that the committee did not enter into Executive Session. The committee then adjourned.

Ms. Cassotis presented a dashboard of passenger traffic: 1) Total March Passengers were up 1.6% compared to March 2018. This has been the busiest March since 2007; 2) Total March seats were up 1.0% when compared with March 2018; 3) March 2019 year-to-date passengers are 2,130,000 compared with March 2018 year-to-date passengers of 2,100,000 which represents a 1.6% increase; 4) Total March cargo is down 2.5% compared to March 2018; 5) Pittsburgh International now serves 66 airports non-stop with 182 weekday non-stop departures and 18,138 average weekday non-stop seats. There are now 12 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 26.6%; B) American 23.6%; C) Delta 17.8%; D) United 14.9% and E) Allegiant, Spirit & Frontier collectively making up 11% of the percentage of passengers.

Via Air will be commencing service to, Memphis on June 26, 2019, and Hartford on July 22, 2019. Allegiant will be commencing service to Knoxville on May 17, 2019. Delta will be commencing service to Raleigh/Durham on June 8, 2019.

Ms. Cassotis presented an update on Allegheny County Airport. Total operations are up 10.2% year over year through March 2019. Air Taxi operations are down 18.1% year over year through March 2019. Hangar occupancy through March 2019: T Hangars are at 76%, large hangars are at 96% (1 available), and small hangars are at 36%.

Ms. Cassotis also presented an update on concessions coming to PIT. Eight new stores have opened since December at PIT: Pittsburgh Exchange, Perfectly.Plane.Fun, the Candy Shoppe, Baggallini, The Galleria, Sole Mates, Timeless Travel, and Primanti Brothers. Primanti's opened on March 13, 2019 and the response has been tremendous. This is their first airport location. The Galleria is a Duty Free-Duty Paid store which opened April 1, 2019. Anyone can shop at this store, however, only passengers with international boarding passes can purchase alcohol and tobacco. The AA Admirals Club has been updated and is available to British Airways passengers. There are more stores opening this summer at PIT. Wigle Whiskey will be opening in May on Concourse A. Franktuary will be opening in June on Concourse B to provide grab and go hotdogs, poutine and salads. 7-11 will be opening on baggage level with grab and go and convenience food for passengers and employees alike. Tuleh Ruche will open on the airside core next to TGI Fridays and will offer trendy women's apparel. Melt Shop will open in the food court. Joe the Juice will be opening just off the Center Core at the beginning of Concourse B. This will only be their second US airport location and will provide passengers with quick contemporary healthy options combined with a fun, edgy vibe.

The Chairman asked for any new or old business. There was no old business.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.



Ashley Henry-Shook, Secretary

MINUTES OF THE MAY 17, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, May 17, 2019 in Conference Room A at Pittsburgh International Airport.

Members in Attendance:

David Minnotte, Chairman  
Ashley Shook-Henry  
Rich Stanizzo  
Matt Smith  
Jan Rea

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Jeff Letwin, Solicitor  
Mark Nowak, Special Counsel  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of April 26, 2019 and the same were approved without amendment.

The Chairman next asked for Committee reports.

Mr. Stanizzo reported that the Operations and Facilities Committee met and approved the minutes of the April 26, 2019 meeting.

The following Action Items were presented:

- Action Item No. 328-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer permission to award and execute a four year contract, effective date June 1, 2019, to the lowest responsible bidder meeting the requirements of the bid specification #0581 for cleaning and custodial services. Bids will be opened on May 22, 2019, and may be rejected individually or in their entirety and re-advertised, with the concurrence of the solicitor should that be necessary.
- Action Item No. 329-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer permission to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opened on 06/05/2019, or to reject

bids individually or in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for project nos. 39M1-19, Hangar Road Fire Protection System Rehabilitation and 12M1-19, Industrial Wastewater Pretreatment Plant Rehabilitation Projects at Pittsburgh International Airport.

- Action Item No. 330-19 Golden Triangle Construction Company, Inc. - Authorization to approve contract revision #1 to contract #3847 to increase the contract amount by \$693,916.49 from \$23,869,305.00 to \$24,563,221.49, authorize final payment, release final retainage, and extend the contract by 78 calendar days, which extends the contract completion date from October 4, 2018 to December 31, 2018 for project no. 8G1-16, Replacement of Deicing Pad C Project at Pittsburgh International Airport.
- Action Item No. 331-19 Paslay Management Group (PMG) - Authorization for the Chief Executive officer to award and execute a contract. This contract is for 4 years and 4 months from 05/20/2019 through 09/20/2023 in an amount not to exceed \$1,950,380.00 for the first year. Future funding allocations will be identified and approved through additional contract amendments for years 2 through 4 and 4 months once those budgeted funds become available. This contract is for Executive Program Management Office (EPMO) services for the Terminal Modernization Program (TMP) at Pittsburgh International Airport.

Mr. Stanizzo reported that the committee did not enter into Executive Session. The committee then adjourned.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of April 26, 2019. The following Action Items were presented:

- Action Item No. 332-19 Al Neyer, LLC - Authorization to enter into a ground lease for Site 12.7 on Clifford Ball Drive in Clinton Commerce Park. This site consists of 8.51 buildable acres (370,696 sq. ft.) at \$0.20 per square foot. The total yearly revenue is \$74,139.00. The term of the agreement will be 50 years at rates that vary over the term of the agreement.
- Action Item No. 335-19 Via Airlines - Authorization to enter into a Terminal Building Lease Agreement. The Terminal Building Lease Agreement is for 130 square feet with a term of one (1) year with options to renew. Estimated revenue is \$28,111.20 annually.
- Action Item No. 336-19 Trego-Dugan Aviation - Authorization to enter into a Ground Handling License Agreement for above the wing and below the wing aircraft services for operations at Pittsburgh International Airport. The term of the license will be one (1) year with two (2) one-year options. Ground Handling License Agreements require the payment of 7% of the services provided to non-signatory airlines operating at the airport.

- Action Item No. 337-19 Lynx - Authorization to approve revision #1 to contract #3158 to extend the term for nine (9) months from 05/01/2019 to 01/31/2020 for Hangar 2 at Allegheny County Airport. The rent will be \$5.11 per square foot which is an increase of 5% from 2018. The total square footage of Hangar 2 is 19,935 sq. ft. The total revenue for the nine (9) month term is \$76,400.91.
- Action Item No. 338-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer permission to negotiate and enter into an agreement with the Building Manager at the 911 Call Center at 150 Hookstown Grade Road, Building No. 299, Coraopolis, PA 15108.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did not enter into Executive session. The committee then adjourned.

Mr. Smith reported that the Finance and Administration Committee met and approved the April 26, 2019 meeting minutes. The following action items were hereby presented:

- Approval of Citi Group/PNC – Sr. Manager – Syndicate of Co-Managers.
- Action Item No. 242-19 PaDOT Grant - Board ratification of the ACAA CEO application for and acceptance of the following PaDOT Airport Grant for the 2018-2019 PIT Connector Marketing: PaDOT 70% PIT Grant #MMA-18-0014 - \$175,000.00 - 2018-2019 PIT Connector Marketing.
- Action Item No. 333-19 FAA Grant - Board ratification of the ACAA CEO application for and acceptance of the following FAA PIT Airport Grant for the 2019 PIT ARFF Vehicle Replacement: FAA 75% PIT Grant #XXX-19 (JDE Fund #821) - \$745,260.00 - 2019 PIT ARFF Vehicle Replacement, project #911901.
- Action Item No. 334-19 PFM Financial Advisors, LLC - Authorization to approve revision #3 to contract #3631 to increase the contract amount by \$995,000.00 from \$300,000.00 to \$1,295,000.00 for continued financial advisement. The term of the contract will be extended to April 30, 2023. The term of this requested extension for professional services is for the same period as the anticipated period of the completion of the Terminal Modernization Program.

Mr. Smith reported that the committee did enter into Executive Session. The committee then adjourned.

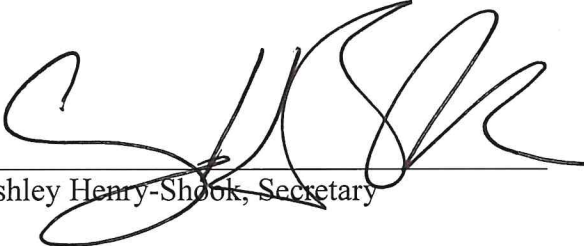
Ms. Cassotis presented a dashboard of passenger traffic: 1) Total April Passengers were up 3.0% compared to April 2018. This has been the busiest April since 2007; 2) Total April seats were up 4.9% when compared with April 2018; 3) April 2019 year-to-date passengers are 2,930,000 compared with April 2018 year-to-date passengers of 2,880,000 which represents a

2.0% increase; 4) Total April cargo is down 0.6% compared to April 2018; 5) Pittsburgh International now serves 66 airports non-stop with 184 weekday non-stop departures and 18,179 average weekday non-stop seats. There are now 12 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 26.5%; B) American 23.3%; C) Delta 18%; D) United 14.8% and E) Allegiant, Spirit & Frontier collectively making up 11% of the percentage of passengers.

Via Air will be commencing service to, Memphis on June 26, 2019, and Hartford on July 22, 2019. Allegiant will be commencing service to Knoxville on May 17, 2019. Delta will be commencing service to Raleigh/Durham on June 8, 2019.

The Chairman asked for any new or old business. There was no old business. New Business was the election of a Vice Chair. Matt Smith was nominated for the position and approved.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.



Ashley Henry-Shook, Secretary



MINUTES OF THE JUNE 21, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, June 21, 2019 in Conference Room A at Pittsburgh International Airport.

Members in Attendance:

David Minnotte, Chairman  
Matt Smith, Vice Chairman  
Ashley Shook-Henry  
Rich Stanizzo  
William Curtis  
Jan Rea  
Lance Chimka

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Jeff Letwin, Solicitor  
Mark Nowak, Special Counsel  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of May 17, 2019 and the same were approved without amendment.

The Balchen/Post Snow Removal Award Honorable mention was presented to the Authority's snow crew for the dedicated efforts in maintaining the airports in a safe and operational status during the 2018-2019 winter season. The award was presented to Jim Moorehead and Kevin Lutz for the snow crew.

Operator of the Year was presented to Eddie Kreuzer at the International Aviation Snow Symposium.

The Chairman next asked for Committee reports.

Mr. Stanizzo reported that the Operations and Facilities Committee met and approved the minutes of the May 17, 2019 meeting.

The following Action Items were presented:

- Action Item No. 404-19 Wellington Power Corporation - Authorization to approve change order #8 to contract #3965 for on-call services for electrical systems - Facilities Maintenance. This change order is for electrical services to be performed for the



following projects: office reconfiguration and a common use ticket counter for the not to exceed cost of \$119,725.80.

- Action Item No. 405-19 Wayne Crouse, Inc. - Authorization to approve change order #8 to contract #3795 for on-call repairs/installation for heating, ventilation, and air conditioning (HVAC) systems to exercise the last option year extending the contract through July 31, 2020. Estimated total cost \$185,000.00.
- Action Item No. 406-19 Musco Sports Lighting - Authorization to approve the purchase of LED lights utilizing the Commonwealth of Pennsylvania Co-Stars Purchasing Program, contract #008-119, for the final phase of the Terminal Ramp Lighting Replacement Project for the not to exceed cost of \$198,600.00.
- Action Item No. 407-19 Honeywell International, Inc. - Authorization to approve change order #1 to contract #4190 for phase two of five for the Fire Control Panel Upgrades in the terminal and outer buildings; and HVAC Controller Upgrades for the not to exceed cost of \$1,023,675.73.
- Action Item No. 408-19 CDM Smith - Authorization to approve contract revision #1 to contract #3612 to exercise the first of two option year contract extensions which will increase the contract amount by \$350,000.00 from \$1,050,000.00 to \$1,400,000.00 and extend the contract until June 30, 2020 for On-call Deicing Action Plan and Deicing Action Plan Field Services at Pittsburgh International Airport.
- Action Item No. 411-19 CEO Award - Authorization for the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opened on July 24, 2019, or to reject bids individually or in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for project no. 7G1-18, Halverson Drive Resurfacing Project at Pittsburgh International Airport.
- Action Item No. 412-19 WSP USA, Inc. - Authorization to award and execute a contract for an amount not to exceed \$375,394.81 for construction management and inspection services for project no. 40G2-18, Upper West Ramp Drainage and Pavement Improvements, and project no. 40G3-18, Terminal Parking Lot Improvements at Allegheny County Airport. The term of the contract will be for 24 months from notice to proceed.

Upon motion duly made and seconded, the foregoing Action Items were approved. Ashley Henry-Shook abstained from Administrative Action #408-19 CDM Smith.

Mr. Stanizzo reported that the committee did enter into Executive Session with no action taken. The committee then adjourned.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of May 17, 2019. The following Action Items were presented:

- Action Item No. 364-19 Air Canada - Authorization to enter into a Signatory Airline Operating Agreement and Terminal Building Lease (AOATBL) effective upon execution and terminating on December 31, 2019.
- AGC Hangar Leases

Action Item No. 365-19 - Seven Sierra Yankee, LLC d/b/a Aerobatic Canard - Hangar 43A - Term 06/15/2019 to 06/14/2020. Total revenue \$4,428.00.

Action Item No. 414-19 - Larry Cunningham - Hangar 43D - Term 07/01/2019 to 06/30/2020. Total revenue \$5,100.00.

- Action Item No. 413-19 Republic Airways, Inc. - Authorization to enter into a reimbursement agreement to reimburse the Authority for repairs to be completed at Hangar 1 and 2 in an amount not to exceed \$550,000.00.
- Action Item No. 419-19 Golden Triangle Construction Company, Inc. - Authorization to enter into a ground lease for a laydown yard in support of Interstate 376 construction project. The request is for 22,500 square feet of land located adjacent to the 911th entrance for a term of one (1) year beginning July 1, 2019 through June 30, 2020. The rental rate will be \$0.25 per square foot. The total annual revenue is \$5,625.00.
- Action Item No. 420-19 Al Neyer, LLC - Authorization to enter into a Development Agreement for approximately 30 buildable acres known as McClaren Business Park (Site 9) at the intersection of Interstate 376 and McClaren Road.
- Action Item No. 409-19 CEO Award - Authorization for the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer permission to negotiate and execute a contract with the selected vendor for website redesign and development services for an amount not to exceed \$200,000.00. The term of the contract shall be for eight (8) months from notice to proceed.
- Action Item No. 415-19 Rolta Advizex - Authorization to enter into an agreement to purchase new electronic storage infrastructure at PIT and AGC for \$299,240.00. This is required to provide a means to move the data center to the new landside terminal as part of the TMP, and to improve ACAA business operational continuity capabilities.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did enter into Executive session with no action taken. The committee then adjourned.

Mr. Smith reported that the Finance and Administration Committee met and approved the May 17, 2019 meeting minutes. The following action items were hereby presented:

- Action Item No. 410-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer the authority to award and execute a contract with the best qualified respondent to RFP 0582 for Government Accounting Standards Board (GASB) Statement Number 87 Implementation. The term will be from July 1, 2019 to March 31, 2020.

Mr. Smith reported that the committee did enter into Executive Session with no action taken. The committee then adjourned.

Ms. Cassotis discussed the change in rating from Moody's for the Authority. The Authority has been upgraded to an A2 Stable.

Ms. Cassotis presented a dashboard of passenger traffic: 1) Total May Passengers were up 4.1% compared to May 2018. This 37<sup>th</sup> consecutive month of growth.; 2) Total May seats were up 4.1% when compared with May 2018; 3) May 2019 year-to-date passengers are 3,810,000 compared with May 2018 year-to-date passengers of 3,720,000 which represents a 2.4% increase; 4) Total May cargo is up 1.0% compared to May 2018; 5) Pittsburgh International now serves 63 airports non-stop with 181 weekday non-stop departures and 17,574 average weekday non-stop seats. There are now 12 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 26.2%; B) American 23.3%; C) Delta 18.2%; D) United 14.9% and E) Allegiant, Spirit & Frontier collectively making up 11% of the percentage of passengers.

The Chairman asked for any new or old business. There was no old business or new business.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.

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Ashley Henry-Shook, Secretary

MINUTES OF THE JULY 19, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, July 19, 2019 in Conference Room A at Pittsburgh International Airport.

Members in Attendance:

David Minnotte, Chairman  
Ashley Shook-Henry  
Rich Stanizzo  
William Curtis  
Cindy Shapira  
Lance Chimka

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Jeff Letwin, Solicitor  
Mark Nowak, Special Counsel  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of June 21, 2019 and the same were approved without amendment.

Congratulations was given to the ACAA Board of Directors on the anniversary of 20 years since its first meeting and each Board member was provided with a plaque in honor of their Board past and anticipated service. The CEO thanked the Board for their commitment and indicated that the Authority could not accomplish what it has without the Board's support.

The Chairman next asked for Committee reports.

Mr. Stanizzo reported that the Operations and Facilities Committee met and approved the minutes of the June 21, 2019 meeting.

The following Action Items were presented:

- Action Item No. 462-19 SES , Inc. - Authorization to purchase one runway high speed and high capacity snow blower from the lowest responsible bidder meeting specification #0588 for the total cost of \$998,780.00.
- Action Item No. 449-19 HDR, Inc. - Authorization for the Chief Executive Officer to award and execute a contract for an amount not to exceed \$724,725.61 for design engineering services for project no. 59G/E1-18, EDS Recapitalization Project at

Pittsburgh International Airport. This is contingent upon receipt of the OTA grant agreement for full reimbursement of all costs by TSA. The term of the contract will be for 24 months from notice to proceed.

- Action Item No. 450-19 Hill International, Inc. - Authorization for the Chief Executive Officer to award and execute a contract for an amount not to exceed \$369,105.00 for construction management services for project no. 59G/E1-18, EDS Recapitalization Project at Pittsburgh International Airport. This is contingent upon receipt of the OTA grant agreement for full reimbursement of all costs by TSA. The term of the contract will be for 24 months from notice to proceed.
- Action Item No. 451-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opened on June 26, 2019, or to reject bids individually, or in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for project no. 59E1-18 (electrical), EDS Recapitalization Project at Pittsburgh International Airport. The Chief Executive Officer award will not be made until the OTA grant agreement with TSA is accepted and executed. This work will upgrade the EDS system to TSA specifications. No ACAA funds will be expended on the construction of this project.
- Action Item No. 452-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opened on June 26, 2019, or to reject bids individually, or in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for project no. 59G1-18 (general), EDS Recapitalization Project at Pittsburgh International Airport. The Chief Executive Officer award will not be made until the OTA grant agreement with TSA is accepted and executed. This work will upgrade the EDS system to TSA specifications. No ACAA funds will be expended on the construction of this project.
- Action Item No. 453-19 GAI Consultants, Inc. - Authorization for the Chief Executive Officer to award and execute a contract for an amount not to exceed \$172,079.11 for design engineering services for project no. 7G4-19, Clinton-Enlow Road Bridge Replacement at Pittsburgh International Airport. The term of the contract will be for 36 months from notice to proceed.
- Action Item No. 454-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opened on July 24, 2019, or to reject bids individually, or

in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for project no. 7G2-19, Hangar and Cargo Roads, and Field Maintenance Parking Lot Rehabilitation at Pittsburgh International Airport.

- Action Item No. 455-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opened on August 7, 2019, or to reject bids individually, or in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for project no. 8G1-19, Airfield Joint and Crack Sealing and Rehabilitation, and project no. 22G1-19, Hangar 1 and 2 Apron Rehabilitation at Pittsburgh International Airport.
- Action Item No. 456-19 Intertek-PSI - Authorization for the Chief Executive Officer to negotiate, award, and execute a contract for Independent Testing Services for the Terminal Projects for the Pittsburgh International Airport Terminal Modernization Program per professional procurement guidelines. The term of the contract shall be for 60 months from notice to proceed.
- Action Item No. 457-19 WSP USA, Inc. - Authorization for the Chief Executive Officer to negotiate, award, and execute a contract for Independent Testing Services for the Multi-Modal Complex Projects for the Pittsburgh International Airport Terminal Modernization Program per professional procurement guidelines. The term of the contract shall be for 60 months from notice to proceed.
- Action Item No. 458-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids tentatively opened on July 17, 2019, or to reject bids individually or in their entirety and re-advertise with the concurrence of the solicitor should that be necessary, for project no. 19TG01, Passenger Boarding Bridge Removal Project at Pittsburgh International Airport.
- Action Item No. 459-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to award and execute a contract for the Owner Controlled Insurance Program (OCIP) to the most qualified firm meeting the requirements set forth by the professional insurance broker as necessary for a comprehensive insurance program covering the construction activities for the Pittsburgh International Airport Terminal Modernization Program.
- Action Item No. 460-19 Gensler + HDR Joint Venture - Authorization for the Chief Executive Officer to approve amendment no. 3. to contract #4075 in the amount of \$16,480,007.00 for the third of five phases of services - design development - for the

Terminal Modernization Program at Pittsburgh International Airport. Additional funding for future phases will be approved through contract amendments as funding becomes available. The total revised contract is for a lump sum value of \$50,873,026.00.

- 464-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to take all necessary actions to submit an application for a loan or grants and submit any application fee or fees.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Mr. Stanizzo reported that the committee not did enter into Executive Session. The committee then adjourned.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of June 21, 2019. The following Action Items were presented:

- Action Item No. 466-19 Purchase Agreement - Authorization for the Chief Executive Officer to negotiate a definitive purchase agreement and close on the purchase of Hangar 63 at the Allegheny County Airport.
- Action Item No. 475-19 Bob Carlton - Authorization to enter into a lease agreement for Hangar 37 at the Allegheny County Airport. The rate for Hangar 37 will be \$878.00 per month. The term of the lease agreement will be from August 1, 2019 through July 31, 2020. The annual revenue will be \$10,536.00.
- Action Item No. 476-19 CAM Investments - Authorization to execute a lease amendment for additional term and increased rent for Building 25 at the Allegheny County Airport. The additional term will be three (3) years with two (2) one-year options. The 2019 rate for Building 25 will be \$6.75 per square foot with a 2% increase annually. The initial term of the lease agreement will be from August 1, 2019 through July 31, 2022. The annual revenue for the first year of the agreement will be \$134,763.75. All other terms will remain the same.
- Action Item No. 467-19 Amadeus Airport IT Americas, Inc. - Authorization for approval of revision #3 to contract #3810 increasing the contract amount by \$223,216.00 from \$366,516.72 to \$589,732.72. The purpose of the revision is for licensing and continued onsite maintenance and support of the common use passenger processing system and the Airport Operational Database (AODB). The extension will cover the period from August 10, 2019 to August 9, 2020.
- Action Item No. 477-19 Solutions 4 Networks - Authorization to enter into an agreement for \$284,270.14 for the purchase and implementation of Cisco networking gear with associated software defined networking to be used for the creation of the second site for the Terminal Modernization Program. This will be used as a backup location for disaster recovery and for outages at the primary site. The term of this

agreement is July 19, 2019 until July 18, 2020, and will be purchased utilizing Co-Stars supplier number 186-009.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did enter into Executive session with no action taken. The committee then adjourned.

Dr. Curtis reported that the Finance and Administration Committee met and approved the June 21, 2019 meeting minutes. The following action items were hereby presented:

- Action Item No. 434-19 Leigh Fisher - Authorization to award and execute a contract for an amount not to exceed \$232,200.00 to prepare a Report of the Airport Consultant for the proposed 2020 Airport Revenue Bonds for the Terminal Modernization Program (TMP). The contract term will be from 06/01/2019 through 06/30/2020.
- Action Item No. 463-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer the authority to negotiate and execute a contract with the best qualified respondent to Request for Proposals (RFP) opening on July 29, 2019 for Professional Audit Services.
- Action Item No. Approval of ACAA Disclosure Policy & Procedures - Issuers of municipal debt are subject to continuing disclosure obligations to keep the public market informed of certain events as they occur. Such events are typically delineated in a continuing disclosure agreement. It is recommended that the Board adopt policies and procedures to ensure compliance with its public reporting obligations. This resolution would approve such procedures as have been recommended by bond counsel. The goal of the attached Policy and Procedures ensures compliance with Federal Securities Laws relating to Disclosure and establishes a framework for such compliance with the contractual obligations with the underwriters of the bonds.
- Action Item No. 433-19 CEO Authorization - Authorization for the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer the right to approve, subject to approval by the Chairperson and applicable Committee Chairperson and, if necessary, the Solicitor, any request for Administrative Actions for the period from July 19, 2019 to September 20, 2019 in the absence of the August Board of Directors meeting, with all said approvals being placed on the Board Agenda for the September 20, 2019 meeting for ratification.

Dr. Curtis reported that the committee did enter into Executive Session with no action taken. The committee then adjourned.



Ms. Cassotis presented a dashboard of passenger traffic: 1) Total June Passengers were up 0.7% compared to June 2018. This 38<sup>th</sup> consecutive month of growth.; 2) Total June seats were down 0.2% when compared with June 2018 due to Boeing 737 MAX grounding; 3) June 2019 year-to-date passengers are 4,710,000 compared with June 2018 year-to-date passengers of 4,610,000 which represents a 2.1% increase; 4) Total June cargo is up 0.7% compared to June 2018; 5) Pittsburgh International now serves 63 airports non-stop with 183 weekday non-stop departures and 18,121 average weekday non-stop seats. There are now 12 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 25.8%; B) American 23.2%; C) Delta 18.4%; D) United 15.2% and E) Allegiant, Spirit & Frontier collectively making up 11% of the percentage of passengers. No new gains reported.

The Chairman asked for any new business. There will be no August 16<sup>th</sup> board meeting and the September 20<sup>th</sup> Board meeting will be held at the Allegheny County Airport in West Mifflin. The Board voted and approved the 2018 Incentive Bonus for Christina A Cassotis 45% of salary in the amount of \$146,000. There was no old business.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.

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Ashley Henry-Shook, Secretary

MINUTES OF THE SEPTEMBER 20, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, September 20, 2019 at the Allegheny County Airport in West Mifflin.

Members in Attendance:

David Minnotte, Chairman  
Matt Smith, Vice Chairman  
Ashley Shook-Henry  
Jan Rea  
Randy Vulakovich

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Jeff Letwin, Solicitor  
Mark Nowak, Special Counsel  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of July 19, 2019 and the same were approved without amendment.

The Chairman introduced the newest board member Randy Vulakovich. Mr. Vulakovich attended Duquesne University and graduated from the Allegheny County Police Academy, later serving the Shaler Township Police Department for 27 years, with roles including sergeant and D.A.R.E officer. Additionally, Mr. Vulakovich has served as chair of the Senate's Veterans Affairs and Emergency Preparedness Committee. Mr. Vulakovich was elected to the Pennsylvania House of Representatives in 2006, 2008, 2010, and in 2012 and was elected to the PA State Senate in a Special Election held in August 2012 and served until January of this year. Dedicated to the success and growth of our region, Mr. Vulakovich has been a supportive partner to the airport and our neighboring military bases and is also a member of the Terminal Modernization Program Advisory Committee.

The Chairman next asked for Committee reports.

Ms. Rea reported that the Operations and Facilities Committee met and approved the minutes of the July 19, 2019 meeting.

The following Action Items were presented:

- Action Item No. 626-19 Schindler Elevator Corp. - Authorization to approve change order #3 to contract #3761 for the maintenance of elevators, escalators, and moving

walkways in the amount of \$206,600.00. This change order provides for the refurbishment of elevators #39 and #40 in the core of the airside terminal.

- Action Item No. 627-19 Cintas Corporation - Authorization to award and execute a purchasing agreement utilizing the U.S. Communities Purchasing Agreement, contract #R-BB-19002, to provide rental uniforms for employees of Facilities Maintenance and Airline Services, for a total cost of \$156,000.00. The term of the contract shall be from October 1, 2019 to September 30, 2022.
- Action Item No. 628-19 Wayne Crouse, Inc. - Authorization to approve change order #9 to contract #3795 for HVAC services in the amount of \$217,800.00. This change order is for the furnishing and replacement of condensing boilers in pump houses #1, #2, and #3.
- Action Item No. 619-19 Petroleum Traders and Reed Oil Company - Authorization to enter into contracts with the lowest responsible bidders meeting specification #0589 for Biodiesel Fuel and Gasoline. The contracts shall remain in effect for a two (2) year period beginning September 1, 2019 through August 31, 2021 with an option to extend at the same Fixed Price Differential per gallon for an additional one (1) year period upon agreement by both parties.
- Action Item No. 638-19 M2P Consulting - Authorization to enter into a professional services agreement for phase 1 project management services related to the ID Badging Transformation for a period of 15 weeks from the notice to proceed, for a total amount not to exceed \$139,683.00.
- Ratification - Ratification of contract #4295 for the PIT microgrid project interconnection study.
- Action Item No. 639-19 Wellington Power Corporation - Authorization for the Chief Executive Officer to award and execute a contract in the amount of \$1,287,761.72 for electrical construction services for project no. 60M2-19, (mechanical), Terminal Energy Plant Boiler Control Replacement at Pittsburgh International Airport. The project will remove and upgrade boiler controls in the energy plant at Pittsburgh International Airport. The contract term will be for 200 calendar days from notice to proceed.
- Action Item No. 640-19 Allegheny Construction Group - Authorization for the Chief Executive Officer to award and execute a contract in the amount of \$599,000.00 for general construction services for project no. 40G1-18, (general), AGC Interior Renovation Project. The project will involve a remodel of the restrooms, construction of a new vestibule, and installation of two (2) new chandeliers at Allegheny County Airport. The contract term will be for 244 calendar days from notice to proceed.

- Action Item No. 641-19 Wellington Power Corporation - Authorization for the Chief Executive Officer to award and execute a contract in the amount of \$172,152.00 for electrical construction services for project no. 40E1-18, (electrical), AGC Interior Renovation Project. The project will involve a remodel of the restrooms, construction of a new vestibule, and installation of two (2) new chandeliers at Allegheny County Airport. The contract term will be for 244 calendar days from notice to proceed.
- Action Item No. 642-19 Hranec Corporation - Authorization for the Chief Executive Officer to award and execute a contract in the amount of \$107,000.00 for mechanical construction services for project no. 40M1-18, (mechanical), AGC Interior Renovation Project. The project will involve a remodel of the restrooms, construction of a new vestibule, and installation of two (2) new chandeliers at Allegheny County Airport. The contract term will be for 244 calendar days from notice to proceed.
- Action Item No. 643-19 Johnson, Mirmiran & Thompson - Authorization for the Chief Executive Officer to award and execute a contract in the amount of \$571,506.17 for engineering design services for project no. 8G1-20, Cargo 3 Expansion Project at Pittsburgh International Airport. The contract term will be for 24 months from notice to proceed.
- Action Item No. 644-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer permission to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opening on 10/17/2019, or to reject bids individually or in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for project no. 7G4-11, Site 9 at McClaren Road Development Project at Pittsburgh International Airport.
- Action Item No. 645-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer permission to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opening on 10/17/2019, or to reject bids individually or in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for project nos. 22M1-19, Hangar 1 & 2 Mechanical Improvements, and 22E1-19, Hangar 1 & 2 Electrical Improvement Projects at Pittsburgh International Airport.
- Action Item No. 646-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors to grant the Chief Executive Officer permission to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opening on 10/09/2019, or to reject bids individually or in their entirety and re-advertise, with the concurrence of the

solicitor should that be necessary, for project no. 7G3-15, Traffic Improvements to Ewing Road at Cherrington Parkway Project at Pittsburgh International Airport.

- Action Item No. 623-19 Gensler+HDR - Authorization to approve contract amendment #5 to contract #4075 to increase the contract amount by \$2,174,000.00 to provide reimbursement for the cost of professional liability insurance.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Rea reported that the committee not did enter into Executive Session. The committee then adjourned.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of July 19, 2019. The following Action Items were presented:

- Action Item No. 618-19 United States of America, PA Air National Guard - Authorization to enter into Supplemental Agreement #2 for contract #794 to extend the term from December 31, 2013 to August 31, 2050 for the PANG marquee.
- Action Item No. 625-19 Rental Cars - Authorization to grant the Chief Executive Officer the authority to negotiate and execute Amendment No. 3 to Rental Car Concession Agreement. The amendment will extend the term of the existing agreement through the date of beneficial occupancy (DBO) of the new multi-modal facility (garage).

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did enter into Executive session with no action taken. The committee then adjourned.

Mr. Smith reported that the Finance and Administration Committee met and approved the July 19, 2019 meeting minutes. The following action items were hereby presented:

- Action Item No. 608-19 Alliant Insurance Services, Inc. - Authorization to approve revision #1 to contract #4177 to increase the contract amount by \$11,500,000.00. This request covers the authorization to bind the Owner's Controlled Insurance Program (OCIP) coverage through Alliant for the initial premium of \$4,754,289.00 as well as the payments of the remaining premiums for the term of the OCIP coverage. The OCIP coverage is for a term of five (5) years with twelve (12) years extended completed operations coverage.

Action Item No. 637-19 PNC Bank, N.A.: [Resolution attached]

- Action Item No. 614-19 Willis Towers Watson of Pennsylvania, Inc. - Authorization to bind Owner's Protective Professional Indemnity (OPPI) coverage with Berkley for

the period effective August 1, 2019 through April 1, 2023, with twelve (12) years of completion coverage for a premium of \$817,820.00 (\$794,000.00 plus 3% tax).

- Action Item No. 615-19 ACAA Charitable Foundation Grant - Board ratification of the ACAA CEO application for and acceptance of the following grant from the ACAA Charitable Foundation for the 2018 PIT Terminal Sensory Room Ph. 2: \$35,000.00 100% PIT ACAACF Grant #19-5 (JDE Fund #6019) for the 2018 PIT Terminal Sensory Room Ph. 2, project #911844.
- Action Item No. 616-19 FAA, PaDOT, and ACAA Charitable Foundation Grants - Board ratification of the ACAA CEO application for, and acceptance of 5 capital grants:
  1. FAA PIT \$2,598,908.00 - 2019 Snow Removal Equipment Replacement;
  2. PaDOT PIT Grant - \$800,000.00 - 2019 Snow Removal Equipment Replacement and 2017 PIT Deicing Pad C Rehab;
  3. FAA AGC Grant \$3,883,724.00 - 2018 Upper West Ramp Pavement/Drainage Rehab;
  4. PaDOT AGC Grant \$215,762.00 - 2018 Upper West Ramp Pavement/Drainage;
  5. ACAACF Grant \$5,000.00 2018 PIT Terminal Sensory Room Ph. 3.
- Action Item No. 624-19 Debt Defeasance:

**WHEREAS**, the Allegheny County Airport Authority (the “Authority”) has issued from time to time (i) its general airport revenue bonds (“Revenue Bonds”) pursuant to the terms of that certain Indenture dated December 1, 1999, as amended and supplemented by six supplemental indentures (as so amended and supplemented, collectively, the “1999 Trust Indenture”), between Wells Fargo Bank, NA, as trustee and the Authority; and

**WHEREAS**, as of October 1, 2019, the Authority’s total outstanding principal on its noncallable Revenue Bonds is \$77,656,075 in the aggregate; and

**WHEREAS**, the Authority has determined that it is in the Authority’s best economic interest to defease for debt service savings all of the outstanding Revenue Bonds (the “Cash Defeasance”) by depositing sufficient monies into an escrow fund (the “Escrow Fund”) held by Wells Fargo Bank, NA, as escrow agent (the “Escrow Agent”) pursuant to an Escrow Agreement (the “Escrow Agreement”) between the Authority and the Escrow Agent; and

**WHEREAS**, the Authority has determined to effectuate the Cash Defeasance by applying the fund reserves and utilizing its operating cash to immediately repay the short-term loan (collectively, the “Cash Defeasance Program”); and



**WHEREAS**, the Board of Directors of the Authority now desires to approve and authorize the necessary acts to effectuate the Cash Defeasance Program.

**NOW, THEREFORE, BE IT RESOLVED** the Board of Directors of the Authority, hereby approves the following:

1. Authorization of the Cash Defeasance and the Cash Defeasance Program. The Authority hereby approves the Cash Defeasance and the Cash Defeasance Program as described in the recitals hereto.

2. Authorization of Documents; Execution of Documents. The Authority hereby authorizes the execution and delivery of the following documents in connection with the Cash Defeasance Program pursuant to this Resolution: the Escrow Agreement and any other documents that may be necessary to effectuate the Cash Defeasance Program.

Each of the Chief Operating Officer and Chief Executive Officer is authorized to execute and deliver any documents to which the Authority is a party in such form and with such terms as determined to be in the best interest of the Authority to accomplish the intent and purpose of this Resolution, with his or her signature thereon to be conclusive evidence of approval, and the Secretary is authorized to attest thereto, subject to approval of the Authority's Bond Counsel and Solicitor.

3. Further Action. The Chairman of the Finance and Administration Committee and Chief Executive Officer, the Secretary, the Chief Finance Officer and the other officers of the Board of Directors of the Authority are authorized to take all further action deemed necessary or appropriate to carry out the intent and purpose of this Resolution including the execution and delivery of such certificates and instruments as the officer executing the same determine are necessary or appropriate.

Adopted: September 20, 2019

- Action Item No. 617-19 ACAA Charitable Foundation - Board ratification of the ACAA CEO application for and acceptance of the following ACAA Charitable Foundation grant for the PIT Aviation Education program. ACAACF 100% Grant #19-4 - \$60,000.00 - PIT Aviation Education program.

Mr. Smith reported that the committee did not enter into Executive Session. The committee then adjourned.

Ms. Cassotis presented a dashboard of passenger traffic: 1) Total July Passengers were down 0.3% compared to July 2018. July traffic was nearly flat year over year.; 2) Total July seats were down 1.9% when compared with July 2018 due to Boeing 737 MAX grounding; 3) Total August Passengers were down 0.7% compared to August 2018. Following a similar trend traffic was down slightly year over year; 4) Total August seats were down 0.9% when compared with August 2018 due to Boeing 737 MAX grounding; 5) August 2019 year-to-date passengers are 6,510,000 compared with August 2018 year-to-date passengers of 6,420,000 which

represents a 1.4% increase; 4) Total August cargo is up 2.1% compared to August 2018; 6) Pittsburgh International now serves 63 airports non-stop with 177 weekday non-stop departures and 17,394 average weekday non-stop seats. There are now 12 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 25.2%; B) American 22.9%; C) Delta 18.7%; D) United 15.3% and E) Allegiant, Spirit & Frontier collectively making up 11% of the percentage of passengers. No new gains reported.

The Chairman asked for any new business. There was no new business. There was no old business.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.



Ashley Henry-Shook, Secretary



MINUTES OF THE OCTOBER 18, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, October 18, 2019 at the Pittsburgh International Airport in Conference Room A.

Members in Attendance:

David Minnotte, Chairman  
Matt Smith, Vice Chairman  
Ashley Shook-Henry  
Lance Chimka  
William Curtis, via phone  
Cindy Shapira  
Jan Rea  
Randy Vulakovich

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Mark Nowak, Special Counsel  
Richard Fitzgerald, County Executive  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of September 20, 2019 and the same were approved without amendment.

The Finance Department was awarded, for the 7<sup>th</sup> straight year, the Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting and represents a significant achievement. This reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting.

The Chairman next asked for Committee reports.

Mr. Stanizzo reported that the Operations and Facilities Committee met and approved the minutes of the September 20, 2019 meeting.

The following Action Items were presented:

- Action Item No. 698-19 Wellington Power Corporation - Authorization to approve change order #5 to contract #3977 for an amount not to exceed \$146,500.00. The scope of work under this change order includes electrical services for the removal of the Passenger Boarding Bridges in support of the Terminal Modernization Program (TMP).

- Action Item No. 699-19 Cryotech Deicing Technology and Nachurs Alpine Solutions, Inc. -Authorization to enter into a contract with each of the suppliers listed, as the lowest responsible bidders meeting specification #0531, for the purchase of runway deicer chemicals. These contracts shall remain in effect for a period from November 1, 2019 through April 30, 2020 with an estimated cost of \$1,515,936.00.
- Action Item No. 700-19 Collective Efforts, LLC - Authorization to approve contract revision #1 to contract #3639 to exercise the first of two option year contract extensions which will increase the contract amount by \$150,000.00 from \$150,000.00 to \$300,000.00 and extend the contract until November 28, 2020 for on-call environmental services at Allegheny County and Pittsburgh International Airports.
- Action Item No. 701-19 Veolia Water North America Operating Services - Authorization to approve contract revision #2 to contract #365800 to increase the contract amount by \$175,000.00 from \$792,913.00 to \$967,913.00 for on-call environmental services at Allegheny County and Pittsburgh International Airports.
- Action Item No. 702-19 Orbital Engineering, Inc. - Authorization for the Chief Executive Officer to award and execute a contract in the amount of \$199,543.00 for engineering design services for project number 55G1-19, Deicing Fluid Storage Tank Project at Pittsburgh International Airport. The contract term will be for 24 months from notice to proceed.
- Action Item No. 703-19 CEO Award - Authorization from the ACAA Board of Directors for the Chief Executive Officer to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opened on 11/20/2019, or to reject bids individually or in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for project number 27G1-17, East Gate at Tower Road Upgrade Project at Pittsburgh International Airport.
- Action Item No. 704-19 Peoples Natural Gas Company, LLC - Authorization for the Chief Executive Officer to enter into a Ground Lease for the Solar Facility associated with the PIT Microgrid Project. The ground lease will begin on the date of execution and shall be for a term of 20 years from the energy services commencement date which is expected to be June 1, 2021. The total yearly revenue will be \$10,000.00.
- Action Item No. 705-19 Peoples Natural Gas Company, LLC - Authorization for the Chief Executive Officer to enter into a Ground Lease for the Energy Plant associated with the PIT Microgrid Project. The ground lease will begin on the date of execution and shall be for a term of 20 years from the energy services commencement date which is expected to be June 1, 2021. The total yearly revenue will be \$10,000.00.

- Action Item No. 706-19 Peoples Natural Gas Company, LLC - Authorization for the Chief Executive Officer to enter into a Energy Services Agreement (ESA) for the PIT Microgrid Project. The ESA will begin on the date of execution and shall be for a term of 20 years from the energy services commencement date which is expected to be June 1, 2021.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Mr. Stanizzo reported that the committee not did enter into Executive Session. The committee then adjourned.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of September 20, 2019. The following Action Items were presented:

- Action Item No. 707-19 Trego-Dugan Aviation - Authorization to enter into a lease agreement for 1,296 square feet in the Ground Service Equipment Building (#1006). The rate for Building #1006 is \$15.00 per square foot per year. The term of the lease agreement will be from October 15, 2019 through October 14, 2020. The annual revenue will be \$19,440.00.
- Action Item No. 708-19 Delta Air Lines Global Services - Authorization to enter into a Ground Handling License Agreement for above the wing and below the wing aircraft services for operations at Pittsburgh International Airport. The term of the license agreement will be for one (1) year with two (2) one year options. Ground Handling License Agreements require the payment of seven percent (7%) of the services provided to non-signatory airlines.
- Action Item No. 709-19 Jett Pro Line Maintenance - Authorization to enter into a license agreement for aircraft maintenance services for operations at Pittsburgh International Airport. The term of the license agreement will be for one (1) year with two (2) one year options. This license agreement requires the payment of seven percent (7%) of the services provided to non-signatory airlines.
- AGC Hanger Leases
  - Action Item No. 710-19 - Jim Dean - Hangar 40F - Term: 11/01/2019 through 10/31/2020 - Total revenue: \$3,000.00;
  - Action Item No. 711-19 - NatKat Aviation Services, LLC - Hangar 20 - Term: 11/01/2019 through 10/31/2020 - Total revenue: \$6,480.00.
- Action Item No. 731-19 Scannell Properties, LLC - Authorization to enter into negotiations for a Development Agreement for approximately 48 acres of the site known as Northfield. The site is located north of International Drive.

- Action Item No. 712-19 CSK Advertising, LLC - Authorization to approve contract revision #1 to contract #4154 to increase the contract for an amount not to exceed \$250,000.00 from \$150,000.00 to \$400,000.00 for the PIT Connector marketing costs and to extend the term of the contract from December 31, 2019 to June 30, 2020.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did enter into Executive session with no action taken. The committee then adjourned.

Mr. Smith reported that the Finance and Administration Committee met and approved the September 20, 2019 meeting minutes. The following action items were hereby presented:

- Action Item No. 713-19 Pa DCED Grant - Board ratification of the ACAA CEO application for, and if offered, acceptance of, the following capital grant for the following project: 2019 PaDCED MTF Grant - \$3,000,000.00 - for the \$8,000,000.00 PIT Cargo Intermodal Freight Transfer Facilities Development Project (Cargo 3 & 4).
- Action Item No. 714-19 Clark Hill, PLC - Authorization to enter into a contract for legal services for the amount of \$300,000.00. The agreement shall be effective from October 18, 2019 and may be terminated upon 30 days written notice.

Mr. Smith reported that the committee did enter into Executive Session. The committee then adjourned.

Ms. Cassotis presented a dashboard of passenger traffic: 1) Total September Passengers were up 1.6% compared to September 2018. ; 2) Total September seats were up 1.1% when compared with September 2018 despite schedule adjustments related to the ongoing Boeing 737 MAX grounding, seat growth was up.; 3) September 2019 year-to-date passengers are 7,300,000 compared with September 2018 year-to-date passengers of 7,200,000 which represents a 1.4% increase; 4) Actual passenger trends continue to exceed forecasted growth; 5) Total September cargo is up 1.1% compared to September 2018, Air Cargo continues its positive trajectory; 6) Pittsburgh International now serves 61 airports non-stop with 180 weekday non-stop departures and 17,552 average weekday non-stop seats. There are now 12 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 25.0%; B) American 23.1%; C) Delta 18.9%; D) United 15.5% and E) Allegiant, Spirit & Frontier collectively making up 11% of the percentage of passengers.

Highlights of published 2019 schedule through October 2019 are:

- (i) Allegiant to begin service to West Palm Beach (November 14, 2019);

(ii) Spirit to begin service to Cancun (February 13, 2020);

The Chairman asked for any new business. There was no new business. There was no old business.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.



Ashley Henry-Shook, Secretary

MINUTES OF THE NOVEMBER 15, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, November 15, 2019 at the Pittsburgh International Airport in Conference Room A.

Members in Attendance:

David Minnotte, Chairman  
Matt Smith, Vice Chairman  
Ashley Shook-Henry  
Rich Stanizzo  
William Curtis  
Jan Rea  
Randy Vulakovich

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Jeff Letwin, Solicitor  
Mark Nowak, Special Counsel  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of October 18, 2019 and the same were approved without amendment.

The Marketing and Communications Department was awarded the ACI-NA Marcom Award for Blue Sky. This is a planned effort to improve the airport's image in the public eye which includes goals, objectives, strategies, and tactics, as well as advertising, publicity (i.e. press releases, conferences, and coverage), customer success stories, events, and other relevant campaign elements and metrics. Public relations programs should contain at least three tactics or components.

The Chairman next asked for Committee reports.

Mr. Stanizzo reported that the Operations and Facilities Committee met and approved the minutes of the October 18, 2019 meeting.

The following Action Items were presented:

- Action Item No. 776-19 Motion Industries and Applied Technologies - Authorization to enter into a contract with, lowest responsible bidders under Specification #0597 for repair parts for baggage conveyor system. This contract shall remain in effect for a

period of one (1) year beginning December 1, 2019 through November 30, 2020, for an estimated annual amount of \$120,000.00.

- Action Item No. 769-19 Aero Specialties, Inc. - Authorization to enter into a sales agreement with the lowest responsible bidder under Specification #0593 for a Passenger Stair Truck in the amount of \$124,285.50.
- Action Item No. 784-19 Pittsburgh 2030 District Challenge - Authorization from the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to approve Pittsburgh International Airport's participation in the Pittsburgh 2030 District Challenge facilitated by the Green Building Alliance. There are no costs or revenue associated with participation in this challenge.
- Action Item No. 796-19 Golden Triangle Construction Company - Authorization to award and execute a contract in the amount of \$3,475,850.00 for Project Number 40G2-18, Upper West Ramp Drainage & Pavement Improvements, and Project Number 40G3-18, Terminal Parking Improvements at the Allegheny County Airport. The contract term will be for 120 calendar days from notice to proceed.
- Action Item No. 797-19 MS Consultants, Inc. - Authorization to approve Contract Revision #1 to Contract #4189 to increase the contract amount by \$227,196.44 from \$626,354.49 to \$853,550.93 for Project Number 7G1-19, Pittsburgh Airport Innovation Campus (PAIC) Site Development - Phase II at Pittsburgh International Airport.
- Action Item No. 792-19 PJ Dick/Hunt - Authorization of contract amendment #1 to contract #4305 to increase the contract by an amount not to exceed \$468,742.88 from \$3,983,448.00 to \$4,452,190.88 to permit reimbursement of professional liability insurance to be obtained outside the original scope of the agreement for Construction Management for the Airside TMP since the OCIP does not provide such coverage as was originally intended and to reimburse for insurance coverage for the Passenger Boarding Bridge project.
- Action Item No. 791-19 Gensler+HDR - Authorization to approve contract amendment #7 to contract #4075 to increase the contract amount by \$357,700.00 from the current contract amount of \$53,171,926.00 to new adjusted total of \$53,529,626.00 to provide studies for fire code, snow, and wind drift structural analysis and electrical load analysis for existing electrical compatibility with TMP.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Mr. Stanizzo reported that the committee not did enter into Executive Session. The committee then adjourned.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of October 18, 2019. The following Action Items were presented:

- AGC Hanger Leases  
Action Item No. 770-19 - Tony Molinaro - Hangar 19- Term; 12/01/2019 through 11/30/2020 - Total Revenue: \$7,200.00;  
Action Item No. 790-19 - Dan Noe - Hangar 1E- Term; 12/1/2019 through 11/30/2020 - Total Revenue: \$4,704.00.
- Action Item No. 764-19 U.S. Customs and Border Protection - Authorization to enter into an On-Airport Lease Agreement for the use of 78,391 square feet of Federal Inspection Services (FIS) space and four (4) designated parking spaces at Pittsburgh International Airport. The term of the agreement shall be for one (1) year with four (4) additional one-year term options.
- Action Item No. 805-19 AL Neyer, LLC - Authorization for the Chief Executive Officer to enter into a ground lease for approximately 8.2 buildable acres known as Northfield at the intersection of International Drive and Halverson Drive. The term of the agreement will be fifty (50) years at a starting rate of \$0.23 per square foot and increasing every five (5) years.
- Action Item No. 806-19 Amazon.com Services, Inc. - Authorization for the Chief Executive Officer to enter into a License Agreement for approximately 4.5 acres of land between the building known as Cargo A and the MP Air Hangar. The primary term of the agreement will be November 5, 2019 through July 31, 2020 with two (2) renewal terms of six (6) month(s) each. The total revenue from this lease will be \$99,750.00.
- Action Item No. 803-19 Ragan Consulting Group - Authorization to enter into a contract for brand journalism services for an amount not to exceed \$200,000.00. This contract will begin on January 1, 2020 and run through December 31, 2020.
- Action Item No. 795-19 Plus Consulting - Authorization for the Chief Executive Officer to enter into a professional service agreement with Plus Consulting for the ACAA Salesforce CRM project implementation for \$129,360.00 for the period of November 2019 through August 2020.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did enter into Executive session with no action taken. The committee then adjourned.



Mr. Smith reported that the Finance and Administration Committee met and approved the October 18, 2019 meeting minutes. The following action items were hereby presented:

- Action Item No. 763-19 Publicity Policy - Authorization to adopt the "Allegheny County Airport Authority Public Statements/Endorsements Policy" which will establish guidelines for use of the name, likeness, and logo of the Authority, Pittsburgh International Airport, and the Allegheny County Airport by employees and service/product providers. This policy will become effective November 15, 2019.
- Action Item No. 768-19 Code of Conduct and Ethics Policy - Authorization to adopt the revised Allegheny County Airport Authority Business Code of Conduct and Ethics Policy regarding required standards of conduct and practices for employees, officers, and directors. This policy is effective November 15, 2019.
- Action Item No. 783-19 Willis of Pennsylvania, Inc. - Authorization for the Chief Executive Officer to bind certain insurance coverages for the Allegheny County Airport Authority, for the period effective November 30, 2019 through November 30, 2020 for a total amount of \$1,064,561.00.
- Resolution Approving Adoption of Master Trust Indenture and First Supplement Indenture:

**RESOLUTION APPROVING ADOPTION OF MASTER TRUST INDENTURE  
AND FIRST SUPPLEMENT INDENTURE**

WHEREAS, THE ALLEGHENY COUNTY AIRPORT AUTHORITY (the "Authority") is a body corporate and politic organized and existing under the laws of the Commonwealth of Pennsylvania pursuant to the Pennsylvania Municipality Authorities Act of 2001, 53 Pa C.S.A. 5601 et seq., as amended and supplemented (the "Act") having its office at Pittsburgh International Airport, Allegheny County, Pennsylvania (the "Airport") and its empowered under the Act to acquire, hold, construct, improve, maintain and operate, own or lease (either as lessor or lessee) airports, and the Authority has the power to borrow money and issue bonds to carry out its purposes and to secure the payment of such bonds and notes by a pledge of any or all revenues of the Authority derived from all or any parts of its properties under an indenture or deed of trust; and

WHEREAS, the Authority has previously authorized the Terminal Modernization Plan ("TMP") consisting of certain capital improvement projects involving the construction of a new landside terminal and other capital improvements to the Airport; and

WHEREAS, in order to complete the TMP, the Authority anticipates the issuance, in the first quarter of 2020, of various series of General Airport Revenue Bonds (with such designation as the Authority may determine), in one or more series, in principal amounts

to be determined (the “TMP Bonds”) pursuant to a Master Trust Indenture (the “Master Indenture(s)”); and

WHEREAS, the Authority expects to obtain one or more purchase proposals for the TMP Bonds (the “2020 Bonds Purchase Contract(s)”), from Citigroup and PNC Capital Markets, as book-running senior underwriting managers, and as representatives of themselves and any such other participating underwriters as the Authority shall select; and

WHEREAS, as a result of the Defeasance Resolution approved by the Authority as its Board meeting of September 20, 2019, the existing outstanding bonds of the Authority will be defeased as of December 18, 2019 and the existing 1999 Trust Indenture including all supplements, will terminate by their respective terms; and

WHEREAS, in order to issue new bonds including, but not limited to, the TMP Bonds the Authority is adopting the Master Indenture to set forth the terms and conditions pursuant to which new bonds will be issued; and

WHEREAS, the Authority is also approving a line of credit with PNC Bank (the “Bank”) pursuant to a Line of Credit Agreement with the Bank to which a First Supplemental Indenture to the Master Indenture is required.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ALLEGHENY COUNTY AIRPORT AUTHORITY AS FOLLOWS:

1. Authorization of Master Indenture and First Supplemental Indenture. The Authority is hereby authorized to enter into the Master Indenture and the First Supplemental Indenture with BNY Mellon (the “Trustee”) substantially in the form presented at this meeting subject to such changes and modifications as the Authority’s Solicitor and Bond Counsel may recommend and the Chairman or Vice Chairman may approve, which approval shall be conclusively evidenced by their execution thereof. The form of the Master Indenture and First Supplemental Indenture presented at this meeting shall be attached to this Resolution and lodged with the official minute of this meeting.

2. Execution and Delivery of Other Documents. The Chairman or Vice Chairman of the Authority is hereby authorized to execute and deliver, in the name of the Authority and on its behalf, the following documents and to approve the final form and substance thereof, and any amendments or supplements thereto before or after the initial execution and delivery thereof, such approvals to be conclusively evidenced by the execution thereof, and the Chief Executive Officer or the Chief Financial Officer are hereby authorized to attest to each of the following documents:

- (i) The Indentures; and

- (ii) Such other documents as the executing officers determine to be reasonable and appropriate to effectuate the intent of the authorizations provided under this Resolution.

Copies of the foregoing documents, together with the other documents relating to the transactions authorized hereby, in final form as executed and delivered by the parties thereto, shall be filed in the official records of the Authority.

3. Binding Effect of Covenants and Agreements. All covenants, obligations and agreements of the Authority set forth in this Resolution and in the documents authorized hereby shall be deemed to be the covenants, obligations and agreements of the Authority to the full extent authorized or permitted by law, and all such covenants, obligations and agreements shall be binding upon the Authority and its successors from time to time and upon any board or body to which any powers or duties affecting the same shall be transferred by or in accordance with law. Except as otherwise provided in this Resolution, all rights, powers and privileges conferred and duties and liabilities imposed upon the Authority or the members thereof by the provisions of this Resolution or the documents authorized hereby shall be exercised or performed by such members, officers or other representatives of the Authority as may be required or permitted by law to exercise or perform the same. No covenant, obligation or agreement herein contained or contained in any documents authorized hereby shall be deemed to be a covenant, obligation or agreement of any member, officer, agent or employee of the Authority in his or her individual capacity or neither the members of the Authority nor any officer executing the Master Indenture or First Supplemental Indenture or other documents authorized by this Resolution shall be liable personally thereunder or be subject to any personal liability or accountability by reason of the execution and delivery thereof.

4. Authorized Representatives of the Authority. The Chief Executive Officer, Chief Financial Officer and Chief Operating Officer of the Authority shall each constitute an Authorized Representative of the Authority for purposes of the Indentures.

5. Further Action. Any director of the Authority, the Chief Executive Officer and the Chief Financial Officer of the Authority is hereby authorized and directed to execute such further documents and do such further things as may be necessary or proper to carry out the intent and purpose of this Resolution or any documents herein authorized.

6. Repeal of Inconsistent Resolutions. All prior resolutions of this Authority or portions thereof which are inconsistent with this Resolution are hereby repealed.

7. Effective Date. This Resolution shall take effect immediately.

Adopted: November 15, 2019.

- Action Item No. 804-19 PNC Bank - Enabling resolution for proceeding with the Authority's PNC Bank line of credit:

**THE ALLEGHENY COUNTY AIRPORT AUTHORITY  
RESOLUTION \_\_\_\_ OF 2019**

WHEREAS, The Allegheny County Airport Authority, a body corporate and politic under the laws of the Commonwealth of Pennsylvania, organized by the County of Allegheny pursuant to the Municipality Authorities Act, approved June 19, 2001, P.L. 287, Act 22, as amended, 53 Pa.C.S. Section 5601 et seq. (the “Authority”), has received a proposal from PNC Bank, National Association (the “Bank”), to provide to the Authority a subordinated revolving draw down credit facility in an amount up to \$200,000,000 evidenced by a series of draw down loans (collectively, the “Loan”) in accordance with and subject to the provisions of the Authority’s new Master Trust Indenture expected to be dated as of December 1, 2019, by and between the Authority and Bank of New York Mellon Trust Company, N.A. as the “Trustee” (the “Master Indenture”), as supplemented by the First Supplemental Trust Indenture (the “First Supplemental Indenture” together with the Master Indenture, the “Indenture”); and pursuant to the terms of a Loan Agreement by and between the Authority and the Bank (the “Loan Agreement”, and together with the Loan and the Series 2019 Subordinate Obligation Notes (hereafter defined), the “Credit Facility Documents”);

WHEREAS, the execution and delivery of the Master Indenture and First Supplemental Indenture were approved and authorized by the Authority Board by separate resolution adopted at a duly convened meeting of the Authority Board on November 15, 2019 .

WHEREAS, the proceeds of the Loan will be used to pay preliminary costs to be incurred by the Authority in connection with the development at the Pittsburgh International Airport in Allegheny County, Pennsylvania (the “Airport”) of: (1) a new approximately 632,000 square-foot-terminal facility that will include airport operations, consolidated airline operations, as well as all passenger and public spaces (such as ticketing, baggage claim, a meet-and-greet area, security checkpoint and retail and concession options), (2) a new Parking & Ground Transportation Center, which will include a new roadway system that will support the new terminal building at the Airport, as well as a six-story parking garage and a dedicated ground transportation center, and (3) related capital projects at the Airport;

WHEREAS, Authority’s obligations under the Credit Facility Documents will be secured by notes to be issued pursuant to the Indenture (the “Series 2019 Subordinate Obligation Notes”), and a lien upon the Net Revenues (as such term is defined in the Master Indenture) that will be subordinate to any priority of payment and priority of security of any outstanding Bonds to be issued pursuant to the Master Indenture and

NOW, THEREFORE, BE IT RESOLVED, that the Authority is hereby authorized to enter into the Credit Facility Documents described in the recitals hereto, with the terms of the Loan, including interest rate, term and principal amount thereof to be set forth therein;

BE IT FURTHER RESOLVED, that the Authority is hereby authorized to enter into the Credit Facility Documents and such other agreements, certificates and related documents as the Chief Executive Officer, the Chief Financial Officer and/or the Chairman of the Authority shall deem necessary or desirable with respect to the transaction contemplated herein;

BE IT FURTHER RESOLVED, that the Authority is hereby authorized to issue its Allegheny County Airport Authority Subordinate Lien Airport Revenue Notes, Series 2019 (Pittsburgh International Airport – Terminal Modernization Project) in one or more series, bearing interest at tax exempt or taxable rates in an aggregate principal amount not to exceed \$200,000,000, pursuant to the Master Indenture and the First Supplemental Indenture, and such Series 2019 Subordinate Obligation Notes shall be issued and delivered to the Bank;

BE IT FURTHER RESOLVED, that the Chief Executive Officer, the Chief Financial Officer and/or the Chairman of the Authority be, and each of them are hereby, authorized to execute and deliver (i) each of the Credit Facility Documents (and any amendments or modifications thereto), the Indenture, the Series 2019 Subordinate Obligation Notes, and any other agreements, documents or instruments necessary or desirable in connection with obtaining the Loan in the name and on behalf of the Authority (which may be attested by the Secretary or any Assistant Secretary or the equivalent thereof of the Authority) or otherwise in the form previously presented to the Authority (with such changes, not inconsistent with the intent of these resolutions as the Chief Executive Officer, Chief Financial Officer and/or Chairman of the Authority, as evidenced by their execution thereof, shall deem necessary or desirable) and (ii) such other agreements and documents as are contemplated by the Credit Facility Documents, including without limitation, officer certificates, any tax compliance certificates, and legal opinions;

BE IT FURTHER RESOLVED, that the Chief Executive Officer, Chief Financial Officer and/or Chairman of the Authority and its Solicitor be, and each of them hereby are, authorized to take all such further actions, to execute and deliver such further instruments and documents in the name and on behalf of the Authority and if necessary or advisable (which may be attested by the Secretary or any Assistant Secretary or the equivalent thereof of the Authority) or otherwise to pay all such expenses as in their judgment shall be necessary or advisable in order to fully carry out the purposes of the foregoing resolutions; and

BE IT FURTHER RESOLVED, that all actions previously taken or that will be taken by any officer or the equivalent thereof, employee or agent of the Authority in connection

with or related to the matters set forth in or reasonably contemplated by the foregoing resolutions be, and each of them hereby is, adopted, ratified, confirmed and approved in all respects as the acts and deeds of the Authority.

IN WITNESS WHEREOF, the Undersigned, Secretary of the Authority, hereby sets her hand this 15th day of November 2019.

- Action Item No. 767-19 Capital and Operating Budgets - Ratification by the Allegheny County Airport Authority Board of Directors of the 2020 Capital and Operating Budgets as presented.
- Action Item No. 765-19 Clark Hill, PLC - Authorization to amend the effective date of the contract which was approved on October 18, 2019 at Approval No. 714-19. The contract will be effective from July 1, 2019 and may be terminated upon 30 days written notice.

Mr. Smith reported that the committee did enter into Executive Session. The committee then adjourned.

Ms. Cassotis presented a dashboard of passenger traffic: 1) Total October Passengers were up 0.4% compared to October 2018; 2) Total October seats were down 0.4% when compared with October 2018 due to schedule adjustments related to the ongoing Boeing 737 MAX grounding; 3) October 2019 year-to-date passengers are 8,170,000 compared with October 2018 year-to-date passengers of 7,070,000 which represents a 1.3% increase; 4) Total October cargo is up 1.6% compared to October 2018, Air Cargo continues its positive trajectory; 5) Pittsburgh International now serves 61 airports non-stop with 176 weekday non-stop departures and 17,748 average weekday non-stop seats. There are now 11 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 24.9%; B) American 23.3%; C) Delta 18.9%; D) United 15.5% and E) Allegiant, Spirit & Frontier collectively making up 11% of the percentage of passengers.

Highlights of published 2019 schedule through November 2019 are that Spirit to begin service to Cancun (February 13, 2020);

The Chairman asked for any new business. There was no new business. There was no old business.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.

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Ashley Henry-Shook, Secretary

MINUTES OF THE DECEMBER 20, 2019  
ALLEGHENY COUNTY AIRPORT AUTHORITY  
BOARD MEETING

A meeting of the Board of Directors of the Allegheny County Airport Authority was held at 11:30 a.m. on Friday, December 20, 2019 at the Pittsburgh International Airport in Conference Room A.

Members in Attendance:

David Minnotte, Chairman  
Matt Smith, Vice Chairman  
Ashley Shook-Henry  
Rich Stanizzo  
William Curtis  
Jan Rea  
Randy Vulakovich  
Cynthia Shapira  
Lance Chimka

Also in Attendance:

Christina A. Cassotis, Chief Executive Officer  
Dale Cottrill, Chief Financial Officer  
Eric Sprys, Chief Commercial Officer  
Jeff Letwin, Solicitor  
Mark Nowak, Special Counsel  
Members of staff, press and public

The Chairman called the meeting to order, and asked for approval of the minutes of the meeting of the Board of Directors of November 15, 2019 and the same were approved without amendment.

Christina Cassotis congratulated two members of our team who received awards and recognitions recently for their innovative and industry-leading work. Samantha Stedford was selected as one of Pittsburgh Magazine's Top 40 under 40 this year for her work on ACAA's groundbreaking sensory room, Presley's Place. Samantha has served the airport in a variety of roles for more than 13 years, and as our Director of Customer Experience she is working to develop and implement new strategies to enhance the passenger experience.

Manager of Air Service Development Kevan Hoffman, was also named a Top 40 under 40 this year, by Airport Business Magazine, for his key role in securing dozens of new routes over the past few years, including the incredibly valuable British Airways flight to London Heathrow.

The Chairman next asked for Committee reports.

Mr. Stanizzo reported that the Operations and Facilities Committee met and approved the minutes of the November 15, 2019 meeting.

The following Action Items were presented:



- Action Item No. 784-19 Henron Electrical Resources d/b/a FTBA, LLC - Authorization for change order #3 to contract #3945 to perform phase three of five that will continue the testing and inspections on medium and low level electrical equipment. This change order will utilize the PA CoStars purchasing program contract #030-010, for an amount not to exceed \$200,000.00 between January 1, 2020 and December 31, 2020.
- Action Item No. 894-19 Veolia Water North American- Central, LLC - Authorization to approve contract revision number 1 to contract number 4012 to exercise the first of three option year contract extensions which will increase the contract amount by \$140,000.00 from \$140,000.00 to \$280,000.00 and extend the contract until December 31, 2020 for the operation and maintenance of the Industrial Wastewater Pre-treatment Plant (IWPP) and Landfill Leachate Treatment Plant (LLTP) at Pittsburgh International Airport.
- Action Item No. 814-19 Michael Baker International, Inc. - Authorization to approve contract revision number 6 to contract number 3693 to revise the scope of their on-call professional engineering services contract, increase the amount of the contract by \$420,000.00 from \$1,662,561.72 to \$2,082,561.72 and to extend the term of the contract through December 31, 2020.
- Action Item No. 842-19 CDM Smith, Inc. - Authorization to approve contract revision number 12 to contract number 1635 to increase the contract amount by \$200,000.00 from \$5,569,773.97 to \$5,769,773.97 for Project Number 19A1-07, Deicing/Storm water Treatment Plant Project at Pittsburgh International Airport. The reason for the revision is to continue operation and maintenance of the WFMC and EFEN storm water retention basins and extend the term of the contract to December 2020.
- Action Item No. 884-19 CEO Award - Authorization from the Allegheny County Airport Authority Board of Directors for the Chief Executive Officer to award and execute a contract with the lowest responsible bidder meeting the requirements of the contract documents for bids opened on December 11, 2019, or to reject bids individually or in their entirety and re-advertise, with the concurrence of the solicitor should that be necessary, for Project Number 21G1-17, East Gate at Tower Road - East/Cargo Gate Access Upgrade at Pittsburgh International Airport.
- Action Item No. 895-19 HDR Engineering, Inc. - Authorization to award and execute a contract with HDR Engineering Inc. in an amount not to exceed \$149,653.11 to provide design engineering services for Project Number 33G1-20, Fire Training Facility/Pump House 1 & 2 Roof Replacement Project at Pittsburgh International Airport. The term of the contract will be for 24 months from notice to proceed.
- Action Item No. 914-19 CDM Smith, Inc. - Authorization to award and execute a contract with CDM Smith, Inc. in an amount not to exceed \$147,960.00 for Project

Number 39M1-20, Fire Protection System Rehabilitation Project, and Project Number 4M1-20 Domestic Water System Rehabilitation Project at the Pittsburgh International Airport. The contract term will be for 24 months from notice to proceed.

- Action Item No. 915-19 CDI/L.R. Kimball - Authorization to award and execute a contract with CDI/L.R. Kimball in an amount not to exceed \$333,000.00 to provide design engineering services for Project Number 8G1-20, Taxiway 'N' Rehabilitation Project at Pittsburgh International Airport. The term of the contract will be for 36 months.
- Action Item No. 913-19 Jacobs Project Management Company - Authorization to approve contract amendment #3 to contract #4057 with Jacobs Project Management Company to increase the contract amount by \$11,684,684.00 from \$12,901,086.00 to \$24,585,770.00 for continued program management services for the next phase of the Terminal Modernization Program.
- Action Item No. 916-19 Gensler+HDR - Authorization to approve contract amendment #8 to contract #4075 with Gensler+HDR to increase the contract amount by \$4,673,212.00 from \$53,529,626.00 to \$58,202,838.00 to provide design services to airline tenant spaces, LEED administration/design to achieve LEED accreditation, redesign of areas changed by Program Criteria Enhancements to address customer experience & stakeholder input, and design services for Preconditioned Air (PCA) upgrades in Concourses C and D.
- Action Item No. 917-19 Airport and Aviation Professionals, Inc. - Authorization to approve contract amendment #3 to contract #3850 with Airport and Aviation Professionals, Inc. to increase the contract by an amount not to exceed \$862,840.00 from \$800,700.00 to \$1,663,540.00 and to extend the contract to December 31, 2020 for continued Airline Technical Representative Services for the Terminal Modernization Program.
- Action Item No. 918-19 Intertek-PSI - Authorization to award and execute a contract with Intertek-PSI for Independent Testing Services for the Pittsburgh International Airport Terminal Modernization Program. The contract amount will be a not to exceed amount of \$8,183,983.00. The term will be for 60 months from Notice to Proceed.

Upon motion duly made and seconded, the foregoing Action Items were approved. Ashley Henry-Shook abstained from Administrative Actions 842-19 and 914-19 for CDM Smith.

Mr. Stanizzo reported that the committee not did enter into Executive Session.

Ms. Shook reported that the Business & Communications Committee met and approved the minutes of the meeting of November 15, 2019. The following Action Items were presented:

- AGC Hanger Leases
  - Action Item No. 958-19 - ay Apt - Hangar 43H - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$4,428.00
  - Richard Blaine - Hangar 42B - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$5,100.00
  - Jeff Bonasso - Hangar 41A - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$4,428.00
  - William Boyle - Hangar 43C - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$3,576.00
  - Mark Frumkin - Hangar 43E - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$5,100.00
  - Mark Hendrych - Hangar 41B - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$3,984.00
  - Elizabeth Holmgren - Hangar 43G - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$3,576.00
  - Jean-Dominique LeGarrec - Hangar 41E - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$3,576.00
  - PAART - Hangar 41D - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$3,276.00
  - Thomas McFadden - Hangar 42D - Term; 01/01/2020 through 12/31/2020 – Total Revenue: \$3,528.00
  - Michael Rooney - Hangar 1F - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$3,936.00
  - Skyhawk 57V, Inc. - Hangar 41F - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$3,528.00
  - Brandon Sommerfield - Hangar 36 - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$4,269.84
  - David Touretzky - Hangar 42C - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$4,488.00
  - Two Squared Aviation, LLC - Hangar 43F - Term; 01/01/2020 through 12/31/2020 - Total Revenue \$3,984.00
  - UPMC d/b/a Stat Medevac- Hangar 10 - Term; 01/01/2020 through 12/31/2020 - Total Revenue: \$69,515.40
- Action Item No. 919-19 Pittsburgh International Travel Cooperative - Authorization to continue participation in the Pittsburgh International Travel Cooperative from January 1, 2020, to December 31, 2020, and to contribute a grant in the amount of \$250,000 as the Authority's financial support of the Cooperative's mission of increasing air service in markets including Germany and the United Kingdom.
- Action Item No. 830-19 Ailevon Pacific Consulting LLC, Mead & Hunt Inc., and Accenture LLP - Authorization to enter into option year two for international and domestic air service consulting services. The term of the contract is extended through December 31, 2020 and the annual amount is reduced to \$295,00.00 from \$332,000.00 across all three firms.

- Action Item No. 841-19 PaDCED Economic Development/ Community Development Initiative Grant - Board ratification of the Allegheny County Airport Chief Executive Officer's application for, and acceptance of, the 2017-2018 PaDCED EDCDI grant (ACAA Contract #4357) for \$2,000,000 in support of air service development initiatives.
- Action Item No. 827-19 LightSpeed Business Consulting Group LLC - Authorization to approve revision #1 to contract #4310 to increase the contract amount by \$180,000.00 from \$93,600.00 to \$273,600.00 for functional and technical support of the Oracle/JD Edwards ERP system utilized by ACAA. The term will be extended from January 1, 2020 through December 31, 2020.
- Action Item No. 840-19 Amadeus Airport IT Americas, Inc. - Authorization in the amount of \$140,399.00 for the purchase of seven passenger self-check Common Use Self Service (CUSS) ticketing kiosks.

Upon motion duly made and seconded, the foregoing Action Items were approved.

Ms. Shook reported that the committee did enter into Executive session with no action taken. The committee then adjourned.

Mr. Smith reported that the Finance and Administration Committee met and approved the November 15, 2019 meeting minutes. The following action items were hereby presented:

- Action Item No. 854-19 PaDCED Grant - Board Ratification of the ACAA CEO application of, if offered, the following PaDCED Grant for the following PIT Project: PaDCED Grant \$425,000.00 for the \$500,000.00 PIT Domestic Water Supply System Rehab, Project #911907
- Action Item No. 855-19 PaDCED Grant - Board Ratification of the ACAA CEO application for, and acceptance of, the following PaDCED Grant for the following PIT Project: PaDCED Grant - \$425,000.00 for the \$500,000.00 PIT Sanitary Sewer System Rehab, Project #12026

Mr. Smith reported that the committee did enter into Executive Session. The committee then adjourned.

Ms. Cassotis presented a dashboard of passenger traffic: 1) Total November Passengers were down 3.2% compared to November 2018 due to a shift in the calendar for the Thanksgiving holiday; 2) Total November seats were down 0.2% when compared with November 2018 due to the ongoing Boeing 737 MAX grounding; 3) November 2019 year-to-date passengers are 8,970,000 compared with November 2018 year-to-date passengers of 8,890,000 which represents a 0.9% increase; 4) Actual passenger trends have greatly exceeded forecasted growth from Master Plan and FAA forecast 5) Total November cargo is up 1.7% compared to November 2018,

increased freight led to overall air cargo growth; 5) Pittsburgh International now serves 60 airports non-stop with 175 weekday non-stop departures and 17,438 average weekday non-stop seats. There are now 11 seasonal destinations from PIT, which are anticipated to increase over time to year-round service. The percentage of passengers by Airlines year-to-date are as follows: A) Southwest 24.9%; B) American 23.3%; C) Delta 18.9%; D) United 15.5% and E) Allegiant, Spirit & Frontier collectively making up 12% of passengers.

Highlights of published 2019 schedule through December 2019 are: 1) Spirit to begin service to Cancun (February 13, 2020); 2) Vacation Express to begin services to Los Cabos (July 5, 2020).

The Chairman asked for any new business. There was no new business. There was no old business.

The Chairman stated there was no need for an Executive Session and the meeting stood adjourned.

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Ashley Henry-Shook, Secretary