MINUTES OF THE APRIL 22, 2022
THE ALLEGHENY COUNTY AIRPORT AUTHORITY
BOARD MEETING

A meeting of the Board of Directors of The Allegheny County Airport Authority was held at 11:00 a.m. on Friday, April 22, 2022, at the Pittsburgh International Airport.

Members in Attendance in person:
David Minnotte, Chairman
Ashley Henry-Shook
Randy Vulakovich
Tom McIntyre
Lance Chimka
Matt Smith

Via WebEx:
Cindy Shapira

Also, in Attendance:
Christina A. Cassotis, Chief Executive Officer
Eric Sprys, Executive Vice President and Chief Financial Officer
Jeffrey W. 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 March 18, 2022.

Christina A. Cassotis presented the GFOA Award to the Finance Department. This award recognizes the Achievement for Excellence in Financial Reporting. This is the 11th time the Finance team has been awarded this Certificate. The GFOA is the highest form of recognition in governmental accounting and financial reporting. In receiving this latest award, our Finance team continues to be recognized for meeting high standards of operational excellence and for demonstrating a spirit of full disclosure in the Comprehensive Annual Financial Report for the 2020 fiscal year.

The Chairman called on Mr. Vulakovich who reported that the Operations and Facilities Committee met and approved the minutes of the March 18, 2022 meeting. The following Action Items were presented:

- Action Item No. 271-22 Ennis Flint, Inc. – Authorization is requested to enter into an agreement with Ennis Flint, Inc. for an amount not to exceed $179,671.25. The term of this agreement will be from May 1, 2022 through May 31, 2023, with four (4) additional one (1) year options at the discretion of ACAA. This agreement is for airfield and roadway marking paint specification #0671.

- Action Item No. 262-22 XeLearn. LLC - Authorization is requested to enter into an agreement with XeLearn, LLC for an amount not to exceed $120,000. The term of this agreement will be from June 1, 2022 through May 31, 2023. This agreement is for the continued licensing of the Learning Management System (LMS) for the Allegheny County Airport Authority. XeLearn, LLC is the current LMS for PIT and AGC.

- Action Item No. 264-22 CEO Authorization - Authorization is requested for the Chief Executive Officer to award and execute a contract with the lowest responsive and responsible bidder meeting the requirements of the contract documents for bids opened on April 13, 2022, 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 53M1-22, Mechanical, Child Care Facility at Pittsburgh International Airport.

- Action Item No. 265-22 CEO Authorization - Authorization is requested 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 April 13, 2022, 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 53PFP1-22, Plumbing/Fire Protection, Child Care Facility at Pittsburgh International Airport.

- Action Item No. 266-22 CEO Authorization - Authorization is requested 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 April 13, 2022, 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 53E1-22, Electrical, Child Care Facility at Pittsburgh International Airport.

- Action Item No. 267-22 CEO Authorization - Authorization is requested 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 April 13, 2022, 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 53G1-22, General, Child Care Facility at Pittsburgh International Airport.

- Action Item No. 272-22 CSD Engineers, LLC - Authorization is requested to enter into an agreement with CSD Engineers, LLC for an amount not to exceed $462,546.21. The term of this agreement will be for 36 months from the notice to proceed. This agreement is for design engineering services for Project Number 45E1-22, Hangar Switchgear Replacement Project at Pittsburgh International Airport.

- Action Item No. 273-22 Golden Triangle Construction Company, Inc. - Authorization is requested to approve Change Order #1 to Contract #4863 with Golden Triangle Construction Company, Inc. This change order will increase the contract amount by $653,535.80 from $3,270,081.00 to $3,923,616.80, and will extend the contract term through May 22, 2022. This change order is necessary to provide additional drainage

improvements for Project Number 8G1-21, Airfield and Drainage Improvements at Pittsburgh International Airport.

- Action Item No. 274-22 Wellington Power Corporation - Authorization is requested to enter into an agreement with Wellington Power Corporation for bids opened on March 30, 2022 for an amount not to exceed $2,949,000.00 for the base bid. The agreement term is 594 calendar days from the notice to proceed. This agreement is for electrical construction services for Project Number 36E1-21, Cargo Building 4 Intermodal Freight Transfer Facilities Development at Pittsburgh International Airport.

- Action Item No. 1275-22 Independence Excavating, Inc - Authorization is requested to enter into an agreement with Independence Excavating, Inc. for bids opened on March 30, 2022 for an amount not to exceed $1,254,900.00 for the base bid. The agreement term is 594 calendar days from the notice to proceed. This agreement is for plumbing and fire protection construction services for Project Number 36P1-21 and Project Number 36FP1-21, Cargo Building 4 Intermodal Freight Transfer Facilities Development at Pittsburgh International Airport.

- Action Item No. 276-22 Massaro Corporation - Authorization is requested to enter into an agreement with Massaro Corporation for bids opened on March 30, 2022 for an amount not to exceed $12,996,000.00 for the base bid. The agreement term is 594 calendar days from the notice to proceed. This agreement is for general building construction services for Project Number 36G1A-21, Cargo Building 4 Intermodal Freight Transfer Facilities Development at Pittsburgh International Airport.

- Action Item No. 277-22 Cast & Baker Corporation - Authorization is requested to enter into an agreement with Cast & Baker Corporation for bids opened on March 30, 2022 for an amount not to exceed $24,486,839.20 for the base bid. The agreement term is 594 calendar days from the notice to proceed. This agreement is for general construction services for Project Number 36G1-21, Cargo Building 4 Intermodal Freight Transfer Facilities Development at Pittsburgh International Airport.

- Action Item No. 278-22 SSM Industries, Inc. - Authorization is requested to enter into an agreement with SSM Industries Inc. for bids opened on March 30, 2022 for an amount not to exceed $2,366,000.00 for the base bid. The agreement term is 594 calendar days from the notice to proceed. This agreement is for mechanical construction services for Project Number 36M1-21, Cargo Building 4 Intermodal Freight Transfer Facilities Development at Pittsburgh International Airport.

- Action Item No. 279-22 Stantec Architectural and Engineering, LLC - Authorization is requested to enter into an agreement with Stantec Architectural and Engineering, LLC for an amount not to exceed $194,350.00. The term of this agreement will be for 24 months from the notice to proceed. This agreement is for design engineering services for Project Number 40G2-22, AGC Terminal Roof Replacement Project at the Allegheny County Airport.

- Action Item No. 258-22 PJ Dick Hunt - Authorization is requested to approve Amendment #9 to Contract #4305 with PJ Dick|Hunt. This amendment will increase the contract amount by $1,657,548.00 from $29,044,598.57 to $30,702,146.57. This amendment is necessary to fund various Construction Management activities.

- Action Item No. 268-22 Gensler+HDR - Authorization is requested to approve Amendment #27 to Contract #4075 with Gensler+HDR. This amendment will increase the contract amount by $572,052.00 from $95,452,059.64 to $96,024,111.64. This amendment is necessary to fund various design tasks for the new Terminal.

- Action Item No. 269-22 Jacobs Project Management Company - Authorization is requested to approve Amendment #9 to Contract #4057 with Jacobs Project Management Company. This amendment will increase the contract amount by $1,762,201.15 from $42,070,557.00 to $43,832,758.15. This amendment is necessary to fund various program management activities for the Terminal Modernization Program (TMP).

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

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

The Chairman called on Ms. Shook who reported that the Business & Communications Committee and approved the minutes of the meeting of March 18, 2022. The following Action Items were presented:

- Action Item No. 263-22 JCDecaux Airport, Inc. - Authorization is requested to execute amendment #9 to contract #3579 with JCDecaux Airport, Inc. This amendment will increase the revenue share to 52.5% and extend the contract term by 18 months through December 31, 2023. The agreement provides JCDecaux the right to sell advertising at approved locations in the airport.

- Action Item No. 238-22 Greater Pittsburgh Convention & Visitors Bureau, Inc. - Authorization is requested to re-enter into an agreement with the Greater Pittsburgh Convention & Visitors Bureau, Inc. for an amount not to exceed $200,000.00. The term of this agreement will be from January 1, 2022 to December 31, 2022. This agreement is for funding to support the 2022 Travel Cooperative with VisitPittsburgh.

- Action Item No. 256-22 Brij Image and Information, Inc. - Authorization is requested to approve a new statement of work (SOW) with Brij Image and Information Inc for an amount not to exceed $247,455.00. The term of this SOW will be from May 1, 2022 to April 30, 2023. This SOW is for phase 2 of the

improvements to the Capital Asset Management (CAM) module of the JD Edwards system. This falls under MSA #4594 signed December 9, 2020.

- Action Item No. 250-22 Lynx FBO Pittsburgh, LLC d/b/a Atlantic Aviation - Authorization is requested to approve Revision Request #3 to Contract #3158 with Lynx FBO Pittsburgh, LLC d/b/a Atlantic Aviation. This Revision Request will increase the Authority's annual revenue by $2,192.85 from $105,854.85 to $108,047.70 and will extend the contract term through April 30, 2023. This change is necessary to extend the lease of Hangar 2 at AGC for twelve (12) months.

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 Chairman called on Matt Smith who reported that the Finance and Administration Committee met and approved the March 18, 2022 meeting minutes. The following action items were hereby presented:

- Action Item No. 296-22 Consultants Collective - Authorization is requested to enter into an agreement with Consultants Collective for an amount not to exceed $133,000.00 The term of this agreement will be from May 1, 2022 to October 31, 2022. This agreement is for interim communication services.

- Action Item. No. 2021 Annual Comprehensive Financial Report - Approval is requested for accepting the annual audit for 2021 as issued by Plante & Moran, PLLC.

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

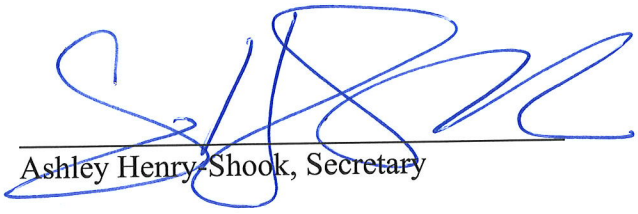
Mr. Smith reported that the Committee did not enter into Executive Session.

Ms. Cassotis presented the March 2022 air service dashboard. She indicated that traffic is at 81% of pre-pandemic levels while total capacity is at 83% of pre-pandemic levels. Passengers in the month of March 2022 totaled 674,100, an 87.7% increase when compared with March 2021, which had 359,100 total passengers. Total year to date passengers for March 2022 is 1,624,200 which is a 101.1% increase compared to March 2021 which was 807,800. Scheduled seats were up 68% year over year.

Ms. Cassotis reported the four airlines with the highest percentage of passengers were: American Airlines 26.2%, Southwest 25.8%, Delta 17.2%, and United 12.4%. Spirit, Allegiant, JetBlue and Alaska collectively make up 15%. For March 2022, air cargo was 20.3 million pounds which is a 7.8% increase from March 2021 which had 18.8 million pounds. Total year-to-date cargo for March 2022 was 56.0 which is a 12.8% increase when compared to March 2021 which was 49.7. Ms. Cassotis reported that FedEx, UPS and Amazon continue to transport the bulk of cargo volume at PIT, representing over 95% of all cargo carried at the airport in March, for a total of 19.3 million pounds.

Ms. Cassotis presented the Allegheny County Airport Business Dashboard update for the 1st quarter of 2022. She reported that AGC had 12,485 operations (arrivals and departures), nearly identical to the numbers AGC saw in the first quarter of last year and that air taxi traffic increased 5.3% in the 1st quarter as business travel returns. Ms. Cassotis stated that AGC is focused on the future and 100% hangar occupancy is expected in 2022. AGC is also focused on attracting new tenants and continuing growth in operations.

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



Ashley Henry Shook, Secretary