



# LAMBERT-ST. LOUIS INTERNATIONAL AIRPORT®

*City of St. Louis Airport Authority*

P. O. BOX 10212 • ST. LOUIS, MISSOURI 63145-0212 • U.S.A.

TELEPHONE: (314) 426-8000 • WEB SITE: [www.flystl.com](http://www.flystl.com)

Rhonda Hamm-Niebruegge  
Director



Francis G. Slay  
Mayor  
City of St. Louis

## SECOND ADDENDUM TO THE SFB FOR A, B, C, D, & E CONCOURSES, EAST GATES, CUSTOMS, & B/C CONNECTOR CLEANING SERVICES AT LAMBERT- ST. LOUIS INTERNATIONAL AIRPORT®

November 9, 2010

Dear Prospective Bidders:

This Second Addendum to the Solicitation For Bids for **A, B, C, D, & E Concourses, East Gates, Customs, & B/C Connector Cleaning Services** at Lambert- St. Louis International Airport® dated October 13, 2010 as amended by the First Addendum dated November 4, 2010 (collectively the "SFB") is being issued to do the following:

1. Delete in their entirety Appendix A, Section 5 (entitled "Scope of Work") pages, 7, 12, 13, 15, and 18 and substituting in their place pages 7, 12, 13, 15, and 18 of this Second Addendum attached hereto as **Attachment 1**.
2. Provide answers to questions submitted by Bidders.

**Any conditioned bid, any bid with erasures, alterations, or alternatives, or any bid not accompanied by all of the items identified on the Bidder's Checklist to this SFB may be rejected. The City of St. Louis reserves the right to reject any or all bids, to cancel this SFB, and/or to advertise for new bids.**

**All other terms, conditions, and provisions of the SFB not inconsistent with this Second Addendum are unchanged and remain in full force and effect.**

Sincerely,

  
Gigi Glasper  
Contract Supervisor

## **QUESTIONS AND RESPONSES**

- Q1: What is the square footage of the baggage area?
- R1: The square footage is approximately 975 square feet.
- Q2: What is the square footage of the customs area?
- R2: The square footage of the customs area is approximately 30,680 square feet.
- Q3: During the prebid meeting it was stated that the Alternate Cleaning Schedule for the B and D Concourses and B/C Connector was a one time clean and that any daily maintenance cleaning would be negotiated at that time. Please clarify if the above is correct or give a clearer definition and time frame of "per cleaning"?
- R3: The Bidder, per the requirements of Appendix A, Section 6 of the SFB, is required to submit a rate for a one time cleaning of each of the "Alternate Cleaning Services" areas. If during the course of the Agreement, more frequent cleaning is needed for any of the "Alternate Cleaning Services" areas, the specifics of that work will be requested in writing by the Airport Representative at that time in accordance with Appendix A, Section 7 entitled "Extra Work" of the SFB.
- Q4: In the specifications on page 7 under the Daily 10:00 PM until 6:00 AM it states on #1 Rest-Room cleaning and family assist rooms to be cleaned once per eight hour shift. Then directly below on 1(a) it has the trash removal and stocking every half hour or more frequently if needed. This same language is throughout the specifications on the 10:00 PM until 6:00 AM shift. Will the contractor be held to the thirty minute rotations during the heavy clean on the third shift?
- R4: The Scope of Work for the Daily 10:00 P.M. until 6:00 A.M. - (7 days per week, including Holidays) sections of the Scope of Work have been amended under this Second Addendum. See the attached revised pages (7, 12, 13, 15, & 18) of the Scope of Work under Attachment 1 of this Second Addendum.

Attachment 1

- d. Unblock trash chute and compactor as required.
- 5. Security Check Point Areas, secure side only **(every 2 hours)**
  - a. Empty trash containers.
  - b. Spot clean floors.
  - c. Pick up litter.
- 6. Porcelain Tile Floors **(all concourses)**
  - a. Spot mop spills as needed.
  - b. Clean and/or polish base molding. **(once per eight hour shift)**
- 7. C Concourse Gate Hold Rooms, C-25, C-27, C-28, C-29, and C-30 **(once per eight hour shift)**
  - a. Empty and spot clean all trash containers
  - b. Spot clean walls and metal bright work.
  - c. Spot clean spills and pick up litter from carpet and floors.
- 8. Elevators (car interiors, stairs, and vestibules) **(once per eight hour shift)**
  - a. Clean floors
  - b. damp wipe interior and exterior doors

**Daily: 10:00 P.M. until 6:00 A.M. – (7 days per week, including Holidays)**

- 1. Rest Rooms and Family Assist Rooms **(once per eight hour shift)**
  - a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas.
  - b. Wet mop tile floors with strong germicidal solution **(Special care should be taken to insure no mop build-up around the edges and corners).**

E. APRON LEVEL CLEANING SCHEDULE

**Daily: 6:00 A.M. until 10:00 P.M. (7 days a week, including holidays)**

1. Rest Rooms **(every 2 hours, unless otherwise indicated)**
  - a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas. **(every 2 hours or more frequently if needed)**
  - b. Spot clean wash basins, toilets, and urinals.
  - c. Spot clean walls, metal bright work, and mirrors.
  - d. Pick up litter.
  - e. Spot mop floor.
  - f. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
  - g. Report repair items to Airport Representative.
  - h. Complete Rest Room Inspection Verification Form.
2. Corridor **(every 2 hours, unless otherwise indicated)**
  - a. Empty and spot clean all trash containers.
  - b. Damp wipe water fountain.
  - c. Spot clean walls and metal bright work.
  - d. Spot clean and remove gum from floors.
  - e. Damp mop floor **(as needed but, at least once each eight hour shift)**.
3. Trash Compactor Area **(check every 2 hours)**
  - a. Unblock chute as needed
  - b. Pick up trash as needed.

- c. Remove all empty cardboard boxes to appropriate outdoor recycling container.
4. Elevators (stairs and vestibules) **(once per eight hour shift)**
- a. Clean floors
  - b. damp wipe exterior doors

**Daily: 10:00 P.M. until 6:00 A.M. – (7 days per week)**

1. Rest Rooms **(once per eight hour shift, unless otherwise indicated)**
- a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas.
  - b. Wet mop tile floors with strong germicidal solution (**Special care should be taken to insure no mop build-up around the edges and corners**).
  - c. Clean and disinfect the inside and outside of all toilets and urinals. Clean both sides of toilet seats. Clean sinks and countertops with a non abrasive cleaner containing bleach.
  - d. Clean and disinfect urinal partitions.
  - e. Clean and polish all metal bright work and mirrors.
  - f. Spot wash walls, door facings, wall areas around and under sinks, and towel dispensers.
  - g. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
  - h. Report repair items to Airport Representative.
  - i. Clean and sanitize sanitary napkin containers.
  - j. Remove gummed labels and graffiti from walls and metal surfaces.
  - k. Complete Rest Room Inspection Verification Form.

- c. Dust and spot clean around air conditioning/heating duct at ceiling.
- d. Dust center corridor sign faces and top.
- e. Strip, mop and wax tile floor.

F. BAGGAGE MAKE-UP AREA [BELOW MAIN TERMINAL] CLEANING SCHEDULE

**Daily: 6:00 A.M. until 10:00 P.M. (twice per eight hour shift, unless otherwise indicated)**

- 1. Rest Room and Storage Closet
  - a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas. **(every ½ hour or more frequently if needed)**
  - b. Spot clean wash basins, toilets, seat covers, and urinals.
  - c. Spot clean walls, metal bright work, and mirrors.
  - d. Pick up litter.
  - e. Spot mop floor.
  - f. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
  - g. Report repair items to Airport Representative.
  - h. Complete Rest Room Inspection Verification Form.

**Daily: 10:00 P.M. until 6:00 A.M. (once per eight hour shift, unless otherwise indicated)**

- 1. Rest Rooms and Storage Closets
  - a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas.

**Daily: 10:00 P.M. until 6:00 A.M. (7 days per week, including Holidays)**

1. Rest Rooms (**once per eight hour shift, unless otherwise indicated**)
  - a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas.
  - b. Wet mop tile floors with strong germicidal solution. (**Special care should be taken to insure no mop build-up around the edges and corners**).
  - c. Clean and disinfect the inside and outside of all toilets and urinals. Clean both sides of toilet seats. Clean sinks and countertops with a non abrasive cleaner containing bleach.
  - d. Clean and disinfect urinal partitions.
  - e. Clean and polish all metal bright work and mirrors.
  - f. Spot wash walls, door facings, wall areas around and under sinks, and towel dispensers.
  - g. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
  - h. Report repair items to Airport Representative.
  - i. Clean and sanitize sanitary napkin containers.
  - j. Remove gummed labels and graffiti from walls and metal surfaces.
  - k. Complete Rest Room Inspection Verification Form.
2. Customs Open Area (**once per eight hour shift**)
  - a. Clean tile walls.
  - b. Damp wipe metal pipes and railing.
  - c. Damp wipe inspection station inside and outside.
  - d. Clean inspection tables.





Rhonda Hamm-Niebruegge  
Director

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Francis G. Slay  
Mayor  
City of St. Louis

## **FIRST ADDENDUM TO THE SFB FOR A, B, C, D, & E CONCOURSES, EAST GATES, CUSTOMS, & B/C CONNECTOR CLEANING SERVICES AT LAMBERT- ST. LOUIS INTERNATIONAL AIRPORT®**

November 4, 2010

Dear Prospective Bidders:

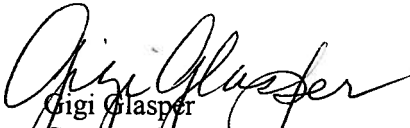
This First Addendum to the Solicitation For Bids for **A, B, C, D, & E Concourses, East Gates, Customs, & B/C Connector Cleaning Services** at Lambert- St. Louis International Airport® dated October 13, 2010 (“SFB”) is being issued to do the following:

1. Delete in its entirety Appendix A, Section 25.A. of the SFB entitled “Performance & Payment Bond” and replace it with the revised Section 25.A. of this First Addendum attached hereto as **Attachment 1**.
2. Delete in its entirety Appendix C of the SFB entitled “Bids For A, B, C, D & E Concourses, East Gates, Customs, & B/C Connector Cleaning Services” and replace it with the revised Appendix C of this First Addendum attached hereto as **Attachment 2**.
3. Delete in its entirety the Proposal To Bond Form of the SFB and replace it with the revised Proposal To Bond Form of this First Addendum attached hereto as **Attachment 3**.
4. Delete entirely page 2 and page 4 of the Scope of Work Exhibits to the SFB and substituting in their place the Scope of Work Exhibits, page 2 and page 4 of this First Addendum attached hereto as **Attachment 4**.
5. Provide Bidders a copy of the current A, B, C, D, & E Concourses, East Gates, Customs, & B/C Connector Cleaning Services Agreement attached hereto as **Attachment 5**.
6. Provide Bidders a copy of the Pre-Bid Meeting Sign In Sheet attached hereto as **Attachment 6**.
7. Provide Bidders a copy of the list of Active Gates attached hereto as **Attachment 7**.
8. Provide answers to questions submitted by Bidders.

**Any conditioned bid, any bid with erasures, alterations, or alternatives, or any bid not accompanied by all of the items identified on the Bidder’s Checklist to this SFB may be rejected. The City of St. Louis reserves the right to reject any or all bids, to cancel this SFB, and/or to advertise for new bids.**

**All other terms, conditions, and provisions of the SFB not inconsistent with this First Addendum are unchanged and remain in full force and effect.**

Sincerely,

  
Gigi Glasper  
Contract Supervisor

## **QUESTIONS AND RESPONSES**

- Q1: Who is responsible for providing paper products, trash can liners, and soap?
- R1: The City will provide those items.
- Q2: On page 5, Scope of work, B. " Contractor acknowledges, stipulates, ... that general carpet services on the Concourses, which include vacuuming, extraction, deep cleaning, and spot removal are not included in the services to be provided under the agreement.", Is this scope of work not included in the current services? Do you have a separate contract with this scope of service?
- R2: As stated in the SFB, the general carpet services as delineated on page 5, Section 5.B. of the SFB are not included under the Agreement. There is a separate contract which covers general Carpet Cleaning Services.
- Q3: If a Bidder is certified as an MBE or a WBE, does the Bidder still have to fulfill the participation requirement for 25% MBE and 5% WBE participation? Can a contractor located outside of Missouri qualify as an MBE or WBE?
- R3: All Bidders are expected to fulfill the 25% MBE and 5% WBE participation goals and /or provide Good Faith Efforts to do so. If a Bidder is certified as an MBE, then the Bidder should still acquire WBE participation and vice versa. Any company that is certified or wishes to be certified as an MBE or WBE must be located locally. Bidders should contact the Airport's DBE Program Office for the specific regulations governing the certification process. See Appendix B, Section 6.D of the SFB.
- Q4: How often is the Living Wage Bulletin revised?
- R4: The Living Wage Bulletin is revised annually on April 1<sup>st</sup>.
- Q5: On Page 25 of the SFB, what is the total Contract Not To Exceed Amount? What is the current contract amount?
- R5: The Contract Not To Exceed Amount is an amount that will be provided by the City after contract award. The current Contract Not To Exceed Amount is shown in the current agreement and a copy of that agreement is included as part of this First Addendum as Attachment 3.

## **QUESTIONS AND RESPONSES**

- Q6: Who has the current contract and for how long?
- R6: ABM Janitorial Services – North Central, Incorporated doing business as ABM Janitorial Services has the current contract which has a 3 year term and ends on March 31, 2011.
- Q7: Does the Airport have a union on site or is it affiliated with a particular union?
- R7: No.
- Q8: Who are the M/WBE partners on the current agreement?
- R8: The current MBE is R & T Janitorial and the current WBE is Top Mop Quality Cleaning.
- Q9: What are E Gates and East Gates?
- A9: E Gates are the gates located in Terminal 2. The East Gates are also located in Terminal 2, but they are in an older part of the terminal. Both sets of gates are designated on the maps which were included as part of the SFB. See page 7 of the Scope of Work Exhibits to the SFB.
- Q10: Why are the square footage totals different on the drawings?
- R10: The correct figure has been verified and revised drawings are included as part of this First Addendum as Attachment 2.
- Q11: For the baggage area below on Terminal 1, where should the Bidder price that item?
- R11: The revised Appendix C, attached hereto as Attachment 1, contains a separate line item for this area.

## QUESTIONS AND RESPONSES

Q12: On page 5 of the SFB, Section 5.D.1 does the “once every ½ hour” apply to all the items listed?

R12: Yes. That instruction applies to all items under number 1, unless otherwise noted. For example, Section 5.D.1 (a) states “every ½ hour or more frequently if needed”.

Q13: What’s the percentage of work done by city employees?

R13: The City employees clean on the unsecure sides of Terminals 1 & 2.

Q14: Can a bidder file an application for certification today?

R14: Yes, however the certification process takes up to 3 months and in order to qualify for use as an M/WBE participant for bidding purposes, a company must be certified at the time that the bid is submitted.

Q15: Can a prime also be certified?

R15: Yes the prime contractor can be certified as an MBE or WBE.

Q16: What if a bidder doesn’t fulfill the 25%/5% goals?

R16: The bidder must then show Good Faith Efforts (GFE) to obtain the goal in accordance with the provisions of the SFB. (See Appendix B, Section 6.I).

Q17: Is there a directory for M/W/DBE businesses?

R17: Yes, the directory is accessible via the Airport’s website ([www.flystl.com](http://www.flystl.com)). The address is also listed in the SFB. (See Appendix B, Section 6.D (2) on page 38 of the SFB)

Q18: Do the contractor’s employees use a time clock on site at the Airport? If so, does the contractor have to provide the time clock?

R18: The workers must clock in and out on a time clock. The time clock is provided by the Contractor.

## **QUESTIONS AND RESPONSES**

Q19: Is there storage space available for the Contractor?

R19: Yes, storage space will be provided by the City. (See Appendix A, Section 22).

Q20: Is a Bid Bond required?

R20: No Bid Bond is required at the time of bid submittal. However, Performance and Payment Bonds are required for the company performing the work under the Agreement. For bidding purposes, the Bidder's surety company must complete the Proposal to Bond form or prepare a letter on the surety's letterhead testifying that it will provide the bonds should the Bidder be awarded the Agreement (See Appendix A, Section 25 of the SFB).

Q21: How do the amounts on the Living Wage Bulletin relate?

R21: The \$3.35 which represents the cost of workers benefits, when added to the unloaded wage rate of \$11.33 adds up to the \$14.68 fully loaded rate.

Q22: Is there a living wage ordinance specifically for janitorial services?

R22: No.

Q23: Is DBE participation required?

R23: No. The participation goals are for MBE and WBE, respectively. (See Appendix B, Section 6.C).

Q24: What kind of certifications does the Airport accept?

R24: Any agency which falls under the unified certification group is acceptable.

Q25: Does the Bidder have to coordinate cleaning services with the Contractor that performs the carpet cleaning services?

R25: As a general rule, no as the majority of the carpet cleaning services are done at night. However, some coordination of cleaning services may become necessary if special and or unexpected circumstances arise.

## **QUESTIONS AND RESPONSES**

Q26: Are the employees being used by ABM and its M/WBE unionized employees?

R26: The employees of ABM Janitorial Services belong to a union as do the employees of R & T Janitorial and Top Mop Quality Cleaning.

Q27: Does the City have slip & trip history for the past 3 years in the terminal areas?

R27: The requested information is unavailable.

Q28: Please identify carpeted square footage and ceramic tile square footage from the drawing received?

R28: This information is unavailable.

Q29: Does square footage information provided include the gate hold areas?

R29: The hold areas and accompanying square footage information shown in the Scope of Work Exhibits are the only hold areas included as part of the Agreement.

Q30: Please provide the number of restroom fixtures to be cleaned.

R30: The City does not have this information. Bidders had an opportunity to inspect the rest rooms during the walkthrough held on October 27, 2010.

Q31: Provide a list of active gates currently being used at the Airport?

R31: Please see Attachment 7 to this First Addendum.

Q32: What are the current passenger traffic numbers each year for the past 3 years?

R32: The total numbers for enplaned passengers for 2007, 2008, and 2009, respectively are 7,715,340, 7,207,890, and 6,443,036.

## **QUESTIONS AND RESPONSES**

Q33: Is the scope of work to be performed in non-active gate areas different than the frequency in specification?

R33: The Scope of Work is exactly as stated in the SFB.

Q34: What is the square footage of the Alcan Ceiling?

R34: That information is unavailable.

Q35: Can bidders submit one year renewable bonds in lieu of the 3 year bonds?

R35: Bidders may submit one year renewable bonds in accordance with the revised Appendix A, Section 25.A. See Attachment 1 to this First Addendum.



Attachment 1

**25. PERFORMANCE & PAYMENT BOND**

- A. At the time of executing of the Agreement, the Contractor shall immediately execute a Performance Bond and a Payment Bond each in the amount of Seven Hundred & Fifty Thousand Dollars (\$750,000) with surety satisfactory to the City conditioned on the full and faithful performance of all terms, covenants, and conditions of the Agreement to be executed. Affirmation by the Surety Company to execute the Performance Bond and the Payment Bond must be executed by Attorney-In-Fact for the surety company before a Notary Public licensed by the State of Missouri. The Payment Bond shall comply with the coverage requirements and conditions of Section 107.170 RSMo. Notwithstanding the previous sentence, the City will allow submittal of a one year renewable bond to meet the requirements of Section 25 of this SFB. The Contractor shall notify the City no later than thirty (30) days prior to the termination, cancellation, or non-extension of the Performance Bond and/or Payment Bond and if the Contractor's Performance Bond and/or Payment Bond is terminated, cancelled, not renewed or extended, the Contractor shall promptly provide the City with a replacement bond(s) in full compliance with this Section 25. Any sum or sums derived from said Performance and Payment Bonds shall be used for the completion of the Agreement and the payment of laborers and material suppliers, as the case may be.

**Attachment 2**

**REVISED**

**CITY OF ST. LOUIS**

**LAMBERT - ST. LOUIS INTERNATIONAL AIRPORT®**

**APPENDIX "C"  
RATES AND CHARGES**

**A, B, C, D, & E CONCOURSES, EAST GATES, CUSTOMS, & B/C CONNECTOR  
CLEANING SERVICES**

**YEAR 1**

"A" Concourse Cleaning Services	\$ _____	Annually
"C" Concourse Cleaning Services	\$ _____	Annually
"E" Concourse Cleaning Services	\$ _____	Annually
East Gates Cleaning Services	\$ _____	Annually
Customs Cleaning Services	\$ _____	Annually
Baggage Area Cleaning Services*	\$ _____	Annually
<b>TOTAL ANNUAL BID</b>	<b>\$ _____</b>	

**BID FOR ALTERNATE CLEANING SERVICES:**

"B" Concourse Cleaning Services	\$ _____	Per Cleaning
"B/C" Connector Cleaning Services	\$ _____	Per Cleaning
"D" Concourse Cleaning Services	\$ _____	Per Cleaning
Alcan Ceiling Cleaning Services	\$ _____	Per Cleaning

\*Baggage Area includes restrooms and storage closets only.

REVISED

CITY OF ST. LOUIS  
LAMBERT - ST. LOUIS INTERNATIONAL AIRPORT®

APPENDIX "C"  
RATES AND CHARGES

A, B, C, D, & E CONCOURSES, EAST GATES, CUSTOMS, & B/C CONNECTOR  
CLEANING SERVICES

YEAR 2

"A" Concourse Cleaning Services	\$ _____	Annually
"C" Concourse Cleaning Services	\$ _____	Annually
"E" Concourse Cleaning Services	\$ _____	Annually
East Gates Cleaning Services	\$ _____	Annually
Customs Cleaning Services	\$ _____	Annually
Baggage Area Cleaning Services*	\$ _____	Annually
<b>TOTAL ANNUAL BID</b>	<b>\$ _____</b>	

**BID FOR ALTERNATE CLEANING SERVICES:**

"B" Concourse Cleaning Services	\$ _____	Per Cleaning
"B/C" Connector Cleaning Services	\$ _____	Per Cleaning
"D" Concourse Cleaning Services	\$ _____	Per Cleaning
Alcan Ceiling Cleaning Services	\$ _____	Per Cleaning

\*Baggage Area includes restrooms and storage closets only.

**REVISED**

**CITY OF ST. LOUIS  
LAMBERT - ST. LOUIS INTERNATIONAL AIRPORT®**

**APPENDIX "C"  
RATES AND CHARGES**

**A, B, C, D, & E CONCOURSES, EAST GATES, CUSTOMS, & B/C CONNECTOR  
CLEANING SERVICES**

**YEAR 3**

"A" Concourse Cleaning Services	\$ _____	Annually
"C" Concourse Cleaning Services	\$ _____	Annually
"E" Concourse Cleaning Services	\$ _____	Annually
East Gates Cleaning Services	\$ _____	Annually
Customs Cleaning Services	\$ _____	Annually
Baggage Area Cleaning Services*	\$ _____	Annually
<b>TOTAL ANNUAL BID</b>	<b>\$ _____</b>	

**BID FOR ALTERNATE CLEANING SERVICES:**

"B" Concourse Cleaning Services	\$ _____	Per Cleaning
"B/C" Connector Cleaning Services	\$ _____	Per Cleaning
"D" Concourse Cleaning Services	\$ _____	Per Cleaning
Alcan Ceiling Cleaning Services	\$ _____	Per Cleaning

\*Baggage Area includes restrooms and storage closets only.

Attachment 3

**PROPOSAL TO BOND**

The authorized representative of [Surety Company Name & Address]:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

licensed in Missouri, as Surety, does hereby state that he/she understands the obligation of the Bidder under the bid(s) presented above and further understands and agrees to perform as surety for the Bidder as required by APPENDIX "A" Technical Specifications, Section 25, PERFORMANCE AND PAYMENT BOND, in the event that the bid(s) of \_\_\_\_\_, the Bidder, is accepted by the City of St. Louis, Missouri.

Signature \_\_\_\_\_

Title \_\_\_\_\_

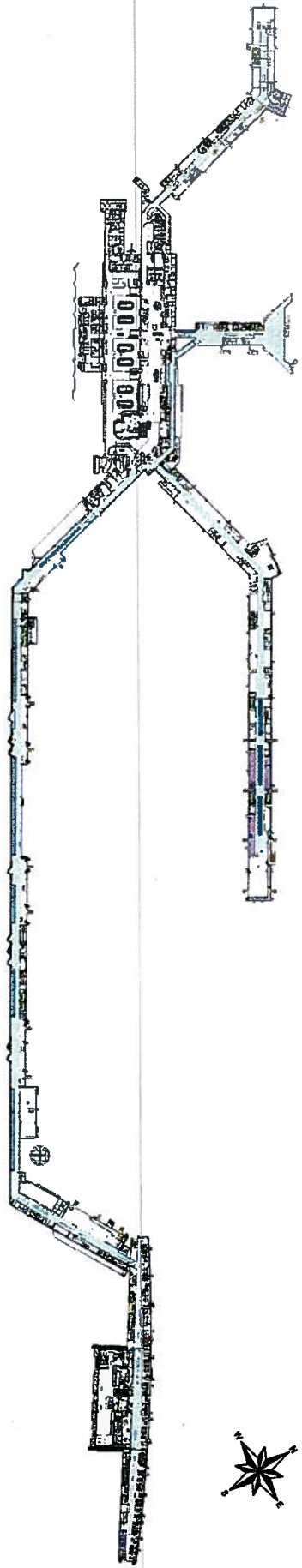
Date \_\_\_\_\_

**PERFORMANCE AND PAYMENT BONDS**

- A. At the time of executing of the Agreement, the Contractor shall immediately execute a Performance Bond and a Payment Bond each in the amount of Seven Hundred & Fifty Dollars (\$750,000) with surety satisfactory to the City conditioned on the full and faithful performance of all terms, covenants, and conditions of the Agreement to be executed. Affirmation by the Surety Company to execute the Performance Bond and the Payment Bond must be executed by Attorney-In-Fact for the surety company before a Notary Public licensed by the State of Missouri. The Payment Bond shall comply with the coverage requirements and conditions of Section 107.170 RSMo. The City will allow submittal of a one year renewable bond to meet the requirements of Section 25 of this SFB. The Contractor shall notify the City no later than thirty (30) days prior to the termination, cancellation, or non-extension of the Performance Bond and/or Payment Bond and if the Contractor's Performance Bond and/or Payment Bond is terminated, cancelled, not renewed or extended, the Contractor shall promptly provide the City with a replacement bond(s) in full compliance with this Section 25. Any sum or sums derived from said Performance and Payment Bonds shall be used for the completion of the Agreement and the payment of laborers and material suppliers, as the case may be.
- B. A copy of the bonds, in a form acceptable to the City, shall be given to the Airport Representative for review and approval before the Contractor performs any work under the Agreement.
- C. Bidder shall submit along with the Bidder's Bid, a completed "Proposal To Bond Form" executed by the Bidder's Surety Company or a Proposal To Bond on the Surety Company's stationary. (See Bidder's Checklist Item 2)

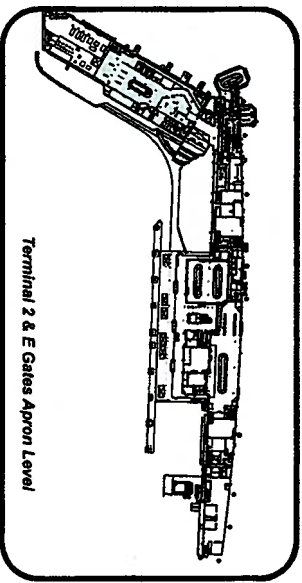
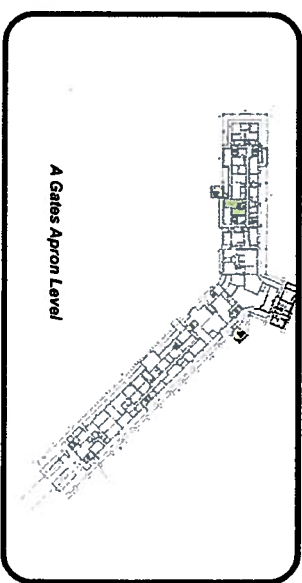


**Attachment 4**



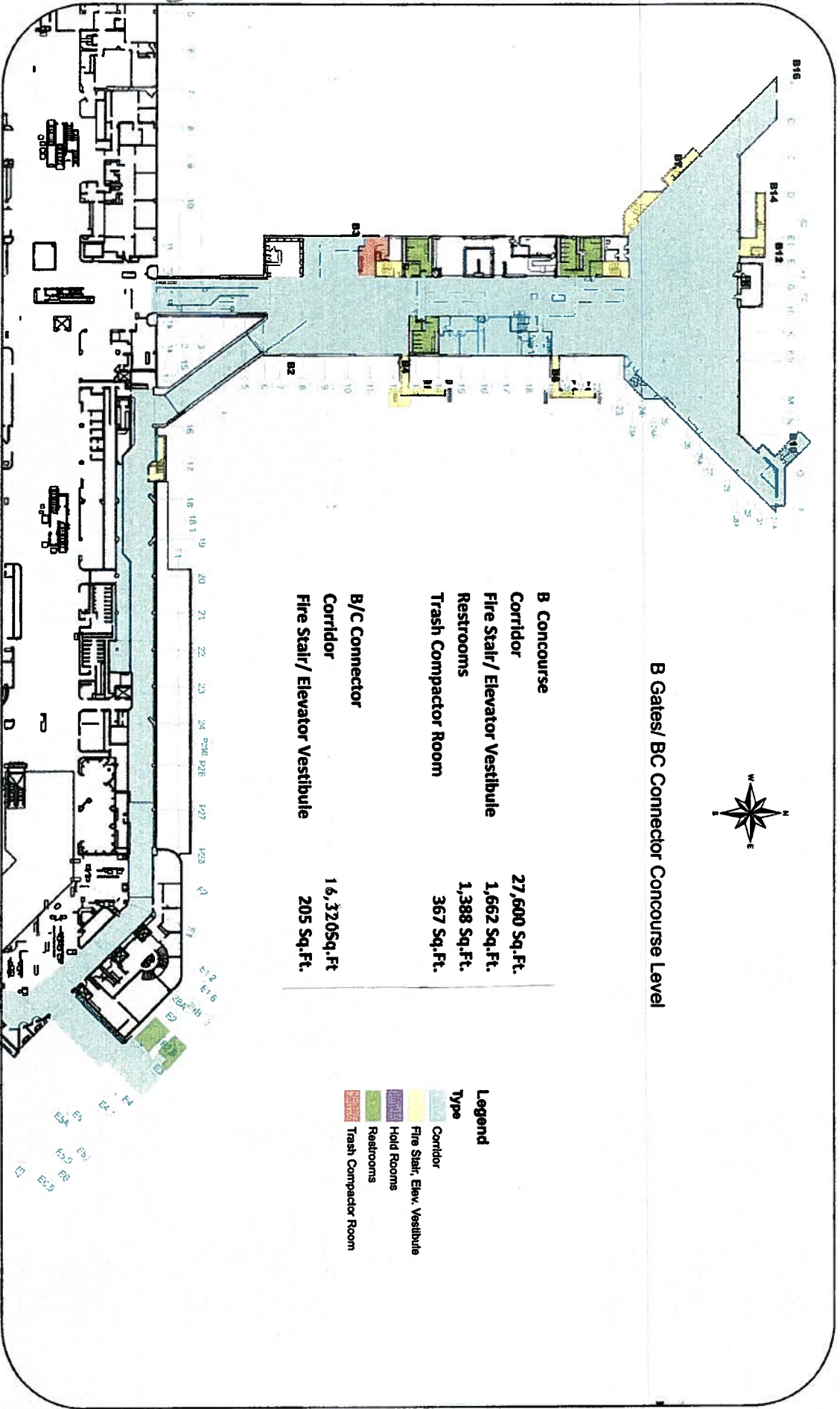
**Terminals and Gates/ Concourse Level**

- Legend**
- Type
- Corridor
  - Fire Stair, Elev. Vestibule
  - Hold Rooms
  - Restrooms
  - Trash Compactor Room



This document is intended for use as a reference only. It is not intended to be used as a contract. The user of this document is responsible for verifying the accuracy of the information contained herein. The user of this document is responsible for providing the necessary information to the provider of this document. The user of this document is responsible for providing the necessary information to the provider of this document.

Prepared By: JVF  
 Date: 9/26/2010  
 For use and Approval By:  
 Date:





**LAMBERT-ST. LOUIS  
INTERNATIONAL AIRPORT**

**Cleaning Exhibit**

8 Gates BC Connector

The information on this drawing was prepared by the Architect, its staff, and its consultants. It is provided as a guide only and is not intended to be used for any other purpose. The user assumes all responsibility for the use of this information. The Architect and its consultants do not warrant the accuracy or completeness of the information. The user should consult with the appropriate authorities for all requirements and regulations. The Architect and its consultants are not responsible for any errors or omissions in this drawing. The user should consult with the appropriate authorities for all requirements and regulations. The Architect and its consultants are not responsible for any errors or omissions in this drawing.

Prepared By:                     

Date:                     

Review and Approval By:                     

Date:

Attachment 5

**CITY OF ST. LOUIS**

**SERVICE AGREEMENT FOR**

**A, B, C, D, AND E, CONCOURSES, EAST GATES,  
CUSTOMS, AND B/C CONNECTOR CLEANING SERVICES AT**

**LAMBERT- ST. LOUIS INTERNATIONAL AIRPORT®**

**CONTRACT NO.:** 57018

**CONTRACT NOT-TO- EXCEED AMOUNT: \$7,259,721.00**

**CONTRACTOR:** ABM Janitorial Services- North Central, Inc.  
d/b/a ABM Janitorial Services  
3130 Gravois Road  
St. Louis, MO 63118

**FEDERAL I.D.** #94-3336249

**Estimated Annual Encumbrances:**

<b>FY 2007-2008</b>	<b>\$587,145.00</b>
<b>FY 2008-2009</b>	<b>\$2,419,591.00</b>
<b>FY 2009-2010</b>	<b>\$2,467,982.00</b>
<b>FY 2010-2011</b>	<b>\$1,785,003.00</b>

**CONTRACT AUTHORIZED BY: ORDINANCE NO. 67483**  
**BUDGET ACCOUNT: 5638**

**LAMBERT-ST. LOUIS INTERNATIONAL AIRPORT®  
ST. LOUIS, MISSOURI**

**CITY OF ST. LOUIS**

**SERVICE AGREEMENT FOR**

**A, B, C, D & E CONCOURSES, EAST GATES, CUSTOMS, & B/C  
CONNECTOR CLEANING SERVICES AT**

**LAMBERT- ST. LOUIS INTERNATIONAL AIRPORT®**

This Agreement, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2008 (the “**Agreement**”), by and between the City of St. Louis, a municipal corporation of the State of Missouri (the “**City**”) and ABM Janitorial Services- North Central, Inc. d/b/a ABM Janitorial Services (the “**Contractor**”).

**WITNESSETH THAT:**

**WHEREAS**, City owns and operates Lambert-St. Louis International Airport® (the “**Airport**”); and

**WHEREAS**, City seeks to contract with the Contractor, for certain services described herein.

**NOW, THEREFORE**, in consideration of the terms, conditions, agreements, hereinafter set forth in APPENDIX “A,” APPENDIX “B,” and APPENDIX “C,” to be made and performed by City, the Contractor hereby promises and agrees that it will faithfully perform all the services called for by this Agreement, in the manner and under the terms, covenant, and conditions hereinafter set forth.

CITY OF ST. LOUIS  
LAMBERT - ST. LOUIS INTERNATIONAL AIRPORT®

APPENDIX "A"

TECHNICAL SPECIFICATIONS

(A, B, C, D & E Concourses, East Gates, Customs, & B/C  
Connector Cleaning Services)

1. DEFINITIONS

The following terms and definitions are used in this Agreement:

- A. "Agreement" means this contract executed between the City of St. Louis and the Contractor for A, B, C, D & E Concourses, East Gates, Customs, & B/C Connector Cleaning Services.
- B. "Airport Representative" means the Airport Facilities Maintenance Manager or his/her designated or authorized representative.
- C. The word "City" means the City of St. Louis, owner and operator of Lambert-St. Louis International Airport® (the "Airport").
- D. The word "Contractor" used herein means ABM Janitorial Services- North Central, Inc. d/b/a ABM Janitorial Services.
- E. The word "days" means consecutive calendar days unless otherwise expressly stated.
- F. The word "Director" as used herein refers to the Director of Airports of the City of St. Louis and to his/her authorized or designated representative.

2. SCOPE OF WORK

- A. The Contractor shall furnish all supervision, labor, equipment, materials, and supplies for the cleaning services contemplated herein in accordance with the cleaning schedules as set out in Sections 5B through 5G below under and subject to the terms, covenants, and conditions of the Agreement. The Airport cleaning areas to be serviced under the Agreement are more fully described in the Exhibits listed below, which are attached hereto and are incorporated herein:  
  
"Scope of Work Exhibits" Scope- 1, Scope- 2, Scope- 3, Scope- 4, Scope- 5, Scope- 6, Scope- 7, Scope- 8, Scope- 9, and Scope- 10. All square footage amounts noted thereon are for reference only, and are inexact. Contractor agrees that these Exhibits may be amended by the Director at any time.
- B. Contractor acknowledges, stipulates, and agrees that general carpet care services on the Concourses, which include vacuuming, extraction, deep cleaning, and spot removal are not

included in the services to be provided under this Agreement.

C. Contractor acknowledges, stipulates, and agrees that during the hours of 6:00a.m. until 10:00p.m., seven (7) days per week, including holidays, the restrooms shall not be closed for cleaning.

D. CONCOURSE LEVEL CLEANING SCHEDULE

I. Daily: 6:00 A.M. until 10:00 P.M. – (7 days per week, including holidays)

1. Rest Rooms and Family Assist Rooms (once every ½ hour, unless otherwise indicated)

- a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas. (every ½ hour or more frequently if needed)
- b. Spot clean wash basins, toilets, and urinals.
- c. Spot clean walls, metal bright work, and mirrors.
- d. Pick up litter.
- e. Spot mop floor.
- f. Restock paper towels, hand soap, and toilet paper. (every ½ hour or more frequently if needed)
- g. Report repair items promptly to Airport Representative.
- h. Complete Rest Room Inspection Verification Form.

2. Center Corridor Area (once per shift unless otherwise indicated)

- a. Empty and spot clean all trash containers (every 2 hours).
- b. Damp wipe water fountain.
- c. Spot clean walls and metal bright work.
- d. Spot clean spills and pick up litter from carpet and floors.
- e. Trim frayed carpet.
- f. Wipe stainless steel railing of speed ramps (twice per eight hour shift).

3. Telephone and Planter Areas (once per shift unless otherwise indicated)



- a. Empty and spot clean trash containers **(every 2 hours)**.
  - b. Damp wipe metal, vinyl, and Formica **(once per eight hour shift)**.
  - c. Spot clean spills and pick up litter from floors and carpet.
  - d. Spot clean walls.
  - e. Pick up litter.
  - f. Trim frayed carpet.
  - g. Wipe railing and sweep behind planters.
4. Housekeeping and Trash Compactor Rooms **(once per eight hour shift unless otherwise indicated)**
- a. Spot clean floors and walls as required.
  - b. Pick up litter.
  - c. Take all empty cardboard boxes to an outside recycling container.
  - d. Unblock trash chute and compactor as required.
5. Security Check Point Areas, secure side only **(every 2 hours)**
- a. Empty trash containers.
  - b. Spot clean floors.
  - c. Pick up litter.
6. Porcelain Tile Floors **(all concourses and mini-mall on D Concourse)**
- a. Spot mop spills **as needed**.
  - b. Clean and/or polish base molding. **(once per eight hour shift)**
7. Smoking Lounges
- a. Empty, damp wipe, and clean all trash cans and cigarette urns. **(every hour or more frequently as needed)**
  - b. Spot clean chairs, tile floors, vinyl walls, windows – inside and out, and door frames **as needed**.

- c. Dust vents (**once per eight hour shift**).
8. C Concourse Gate Hold Rooms, C-25, C-27, C-28, C-29, and C-30 (**once per eight hour shift**)
- a. Empty and spot clean all trash containers
  - b. Spot clean walls and metal bright work.
  - c. Spot clean spills and pick up litter from carpet and floors.
  - d. Trim frayed carpet.
9. D Concourse Gate Hold Rooms, D-12 to D-18, D-20 to D-26, and D-30 (**daily, or more frequently as directed**)
- a. Empty and spot clean all trash containers
  - b. Spot clean walls and metal bright work.
  - c. Spot clean spills and pick up litter from carpet and floors.
  - d. Trim Frayed Carpet.
10. B Concourse Gate Hold Rooms, B-2 to B-4, B-6, B-7, B-10, B-14, and B16 (**daily, or more frequently as directed**)
- a. Empty and spot clean all trash containers.
  - b. Spot clean walls and metal bright work.
  - d. Spot clean spills and pick up litter from carpet and floors.
  - d. Trim Frayed Carpet.
11. Elevators (car interiors, stairs, and vestibules) (**once per eight hour shift**)
- a. Clean floors.
  - b. Damp wipe interior and exterior doors.

II. Daily: 10:00 P.M. until 6:00 A.M. – (7 days per week, including holidays)

1. Rest Rooms and Family Assist Rooms (**once per eight hour shift, unless otherwise indicated**)
- a. Empty all trash and sanitary napkin containers. Remove contents of

designated containers to recycling area, and contents of trash containers to compactor areas.

- b. Wet mop tile floors with strong germicidal solution  
**(Special care should be taken to insure no mop build-up around the edges and corners).**
  - c. Clean and disinfect the inside and outside of all toilets and urinals. Clean both sides of toilet seats. Clean sinks and countertops with a non abrasive cleaner containing bleach.
  - d. Clean and disinfect all urinal partitions.
  - e. Clean and polish all metal bright work including flush valves, pipes and mirrors.
  - f. Spot wash walls, door facings, wall areas around and under sinks, and towel dispensers.
  - g. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
  - h. Report repair items to Airport Representative.
  - i. Remove gummed labels from walls and metal surfaces.
  - j. Remove graffiti from walls and surfaces.
  - k. Clean and sanitize sanitary napkin containers.
  - l. Clean all air vents.
  - m. Damp wipe pipe chase doors and door frames.
  - n. Damp wipe electric eyes for faucets and flush valves, with water only.
  - o. Complete Rest Room Inspection Verification Form.
2. Center Corridor Area **(once per eight hour shift, unless otherwise indicated)**
- a. Damp wipe and polish moving walkways.
  - b. Clean walls, floor, ceiling and air vent at water fountain area.
  - c. Empty trash containers **as required.**
  - d. Trim frayed carpet.

- e. Remove gummed labels from walls and metal surfaces.
  - f. Pick up trash, paper, and litter throughout concourse.
3. Telephone and Planter Areas (**once per eight hour shift**)
- a. Damp mop floors.
  - b. Damp wipe metal, vinyl, and Formica.
  - c. Empty and clean trash cans as needed.
  - d. Trim frayed carpet.
  - e. Clean all air vents and round metal pipes.
  - f. Remove all trash and debris from windowsills and behind planters.
4. Housekeeping and Trash Compactor Rooms (**once per eight hour shift**)
- a. Wash and disinfect walls.
  - b. Wet mop and disinfect floors.
  - c. Wash and disinfect trash chute door – inside and outside.
5. Security Check Point Areas, secure side only (**once per eight hour shift**)
- a. Empty trash containers.
  - b. Damp wipe check point equipment.
6. Porcelain Tile Floors (**once per eight hour shift**)
- a. Wet mop tile floors with a strong germicidal solution  
(**Special care should be taken to insure no mop build-up around the edges and corners**).
  - b. Clean and/or polish base molding.
  - c. Remove gum, labels, and adhesive from all surfaces.
7. Smoking Lounges (**seven each**) (**once per eight hour shift**)
- a. Empty, damp wipe, and clean all cigarette urns and trash cans.
  - b. Clean and sanitize chair seat, backs, and chair legs.

- c. Wet mop tile floor with a strong germicidal solution.  
**(Special care should be taken to insure no mop build-up around the edges and corners).**
- d. Clean ceramic tile, vinyl, and/or Formica and interior and exterior windowsills, window frames, and door frames.
- e. Damp wipe large round air conditioner pipes at window and stainless base molding.
- f. Remove gum, graffiti, labels, and adhesive from all surfaces.
- g. Dust air vents

### III. Weekly

#### 1. Fire Stairwells

- a. Pick up litter.
- b. Sweep stairs and landings.
- c. Spot clean floors and walls as required.
- d. Report any stored items in stairwells to Airport Representative.

#### 2. Rest Rooms and Family Assist Rooms

- a. Clean drain cover and pour germicidal solution into floor drains to seal drain trap.
- b. Machine scrub floors.

#### 3. Smoking Lounges

- a. Remove build-up dirt from corners and edges.
- b. Strip and polish all stainless steel surfaces.
- c. Clean and sanitize interior of all trash cans and cigarette urns.
- d. Clean ceramic tile, vinyl, and/or Formica wall from the floor to the ceiling.
- e. Clean all windowsills, mullions, and door frames to remove smoke residue.

4. Porcelain Tile Floors

Machine scrub tile floors.

5. Carpeted Walls and Horizontal Walls on D Concourse and B/C Concourse Connector (Tunnels)

- a. Vacuum carpeted horizontal surfaces on the D Concourse next to speed ramps up to 8 feet.
- b. Vacuum walls and ceiling of concourse connectors (tunnels) behind the checkpoints.

6. Clean and polish stainless steel base molding.

7. Security Check Points

Machine scrub tile floors.

IV. Bi-weekly

Smoking Lounges

Clean Alcan ceiling and dust lights.

V. Monthly

1. Rest Rooms and Family Assist Rooms

- a. Wash walls and remove mold/mildew from tile grout.
- b. Dust and spot clean all air conditioning/heating and return air vents.
- c. Clean ceilings and dust light fixtures.
- d. Change batteries and deodorant spray cans in automatic dispensing units.

2. Center Corridor Area

- a. Dust and spot clean air conditioning/heating and return air vents.
- b. Damp wipe all doors and frames.
- c. Dust and spot clean around air conditioning/heating duct at ceiling.

- d. Dust center corridor lighting, sign faces and top of fixtures.
- e. Vacuum wall and vertical carpet surfaces up to 8 feet.
- f. Dust top of columns on all concourses.

3. Telephone Areas

Machine scrub tile floors.

4. Fire Stairwells

- a. Damp wipe doors and handrails.
- b. Spot clean walls.
- c. Wet mop stairs and landings.
- d. Remove graffiti from walls and surfaces.

5. Smoking Lounges

Dust top and face of exterior parapet wall of smoking lounges.

6. Expansion Joint

Remove dirt build-up and clean all joint covers.

VI. Quarterly

Center Corridor Areas & Security Check Point

- a. Damp wipe walls up to 8 feet.
- b. Vacuum wall and vertical carpet surfaces to ceiling to include large blue columns in the dome area of C Concourse.
- c. Vacuum carpet and dust the inside of skylights above the speed ramps on C & D Concourses.

VII. Semi-Annually

Center Corridor Areas

- a. Damp wipe walls above 8 feet.
- b. Dust and spot clean ceiling beams on all concourses.

- c. Dust ceilings.
- d. Clean walls above the speed ramps on C Concourse.
- e. Wash overhead air conditioner pipes on all concourses.

E. APRON LEVEL CLEANING SCHEDULE

I. Daily: 6:00 A.M. until 10:00 P.M. (7 days a week, including holidays)

1. Rest Rooms (every 2 hours)

- a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas.
- b. Spot clean wash basins, toilets, and urinals.
- c. Spot clean walls, metal bright work, and mirrors.
- d. Pick up litter.
- e. Spot mop floor.
- f. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
- g. Report repair items to Airport Representative.
- h. Complete Rest Room Inspection Verification Form.

2. Corridor (every 2 hours, unless otherwise indicated)

- a. Empty and spot clean all trash containers.
- b. Damp wipe water fountain.
- c. Spot clean walls and metal bright work.
- d. Spot clean and remove gum from floors.
- e. Damp mop floor (as needed but, at least once each eight hour shift).

3. Trash Compactor Area (check every 2 hours)

- a. Unblock chute as needed



- b. Pick up trash as needed.
- c. Remove all empty cardboard boxes to appropriate outdoor recycling container.

4. Elevators (stairs and vestibules) **(once per eight hour shift)**

- a. Clean floors.
- b. Damp wipe exterior doors.

II. Daily: 10:00 P.M. until 6:00 A.M. – (7 days per week)

1. Rest Rooms **(once per eight hour shift, unless otherwise indicated)**

- a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas.
- b. Wet mop tile floors with strong germicidal solution **(Special care should be taken to insure no mop build-up around the edges and corners)**.
- c. Clean and disinfect the inside and outside of all toilets and urinals. Clean both sides of toilet seats. Clean sinks and countertops with a non abrasive cleaner containing bleach.
- d. Clean and disinfect urinal partitions.
- e. Clean and polish all metal bright work and mirrors.
- f. Spot wash walls, door facings, wall areas around and under sinks, and towel dispensers.
- g. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
- h. Report repair items to Airport Representative.
- i. Clean and sanitize sanitary napkin containers.
- j. Remove gummed labels and graffiti from walls and metal surfaces.
- k. Complete Rest Room Inspection Verification Form.

2. Corridor **(once per eight hour shift)**

- a. Damp mop floors and buff tile floor.
- b. Remove gum.
- c. Clean walls.

- d. Empty and clean trash cans.
- e. Remove gummed labels and graffiti from walls and metal surfaces.

III. Weekly

1. Rest Rooms

- a. Machine scrub and wax floors.
- b. Pour germicidal solution into floor drains to seal drain trap.

2. Trash Compactor Areas

Power wash with cleaner/degreaser and disinfect.

3. Central Corridor

Machine scrub and wax tile floor.

IV. Monthly

1. Rest Rooms

- a. Wash walls and remove mold/mildew from tile grout.
- b. Dust and spot clean air conditioning/heating and return air vents, ceilings and light fixtures.

2. Corridor

- a. Dust and spot clean air conditioning/heating and return air vents.
- b. Damp wipe all doors and frames.
- c. Dust and spot clean around air conditioning/heating duct at ceiling.
- d. Dust center corridor sign faces and top.
- e. Strip, mop and wax tile floor.

F. BAGGAGE MAKE-UP AREA [BELOW MAIN TERMINAL] CLEANING SCHEDULE

I. Daily: 6:00 A.M until 10:00 P.M. (twice per eight hour shift, unless otherwise indicated)

Rest Room and Storage Closet

- a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas.
- b. Spot clean wash basins, toilets, seat covers, and urinals.
- c. Spot clean walls, metal bright work, and mirrors.
- d. Pick up litter.
- e. Spot mop floor.
- f. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
- g. Report repair items to Airport Representative.
- h. Complete Rest Room Inspection Verification Form.

II. Daily: 10:00 P.M. until 6:00 A.M. (**once per eight hour shift**)

Rest Rooms and Storage Closets

- a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas (**every ½ hour or more frequently if needed**).
- b. Wet mop tile floors with strong germicidal solution. (**Special care should be taken to insure no mop build-up around the edges and corners**).
- c. Clean and disinfect the inside and outside of all toilets and urinals. Clean both sides of toilet seats. Clean sinks and countertops with a non abrasive cleaner containing bleach.
- d. Clean and disinfect urinal partitions.
- e. Clean and polish all metal bright work including flush valves, pipes and mirrors.
- f. Spot wash walls, door facings, wall areas around and under sinks, and towel dispensers.
- g. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
- h. Report repair items to Airport Representative.
- i. Remove gummed labels and graffiti from walls and metal surfaces.

- j. Clean and sanitize sanitary napkin containers.
- k. Clean all air vents.

III. Weekly

Rest Rooms and Storage Closet

- a. Pour germicidal solution into floor drain to seal trap.
- b. Machine scrub floors.

IV. Monthly

Rest Rooms and Storage Closet

- a. Wash walls and remove mold/mildew from tile grout.
- b. Dust and spot clean all air conditioning/heating and return air vents, ceiling and light fixtures.

G. CUSTOMS AREA [BELOW EAST GATES] CLEANING SCHEUDLE

I. Daily: 6:00 A.M until 10:00 P.M. (7 days per week, including holidays)

1. Rest Rooms (every 2 hours, unless otherwise indicated)

- a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas.
- b. Spot clean wash basins, toilets, and urinals.
- c. Spot clean walls, metal bright work, and mirrors.
- d. Pick up litter.
- e. Spot mop floor.
- f. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
- g. Report repair items to Airport Representative.
- h. Complete Rest Room Inspection Verification Form.

2. Customs Open Area (once per eight hour shift unless otherwise indicated)

- a. Empty and damp wipe all trash containers (**every 2 hours**).
- b. Damp wipe water fountain.
- c. Spot clean walls and metal bright work.
- d. Spot clean spills and pick up litter from carpet, floors and carousel.
- e. Trim frayed carpet
- f. Spot mop tile floor.
- g. Dust and spot clean inspection stations and tables.
- h. Wipe all metal railings.
- i. Spot clean doors and frames.
- j. Spot clean carousel as needed.

II. Daily: 10:00 P.M. until 6:00 A.M. (7 days per week, including holidays)

1. Rest Rooms (**once per eight hour shift, unless otherwise indicated**)

- a. Empty all trash and sanitary napkin containers. Remove contents of designated containers to recycling area, and contents of trash containers to compactor areas.
- b. Wet mop tile floors with strong germicidal solution.  
**(Special care should be taken to insure no mop build-up around the edges and corners).**
- c. Clean and disinfect the inside and outside of all toilets and urinals. Clean both sides of toilet seats. Clean sinks and countertops with a non abrasive cleaner containing bleach.
- d. Clean and disinfect urinal partitions.
- e. Clean and polish all metal bright work and mirrors.
- f. Spot wash walls, door facings, wall areas around and under sinks, and towel dispensers.
- g. Restock paper towels, hand soap, hand sanitizer, toilet seat covers, and toilet paper.
- h. Report repair items to Airport Representative.

- i. Clean and sanitize sanitary napkin containers.
  - j. Remove gummed labels and graffiti from walls and metal surfaces.
  - l. Complete Rest Room Inspection Verification Form.
2. Customs Open Area (once per eight hour shift)
- a. Clean tile walls.
  - b. Damp wipe metal pipes and railing.
  - c. Damp wipe inspection station inside and outside.
  - d. Clean inspection tables.
  - e. Clean glass partitions on inspection stations.
  - f. Empty all trash containers.
  - g. Clean all window frames, public area only.
  - h. Report repairs to Airport Representative.

### III. Weekly

1. Rest Rooms
  - a. Machine scrub and wax floors.
  - b. Pour germicidal solution into floor drains to seal drain trap.
2. Carousel and Carpeted Walls
  - a. Clean stainless steel and glass on carousel.
  - b. Vacuum carpeted wall in custom area.
3. Tile Floor

Machine scrub tile floor.

### IV. Monthly

1. Rest Rooms

Wash wall and remove mold/mildew from tile grout.

2. Customs Open Area

- a. Dust and spot clean air conditioning/heating and return air vents.
- b. Dust light, sign faces, and top of fixtures.

3. **ALTERNATE CLEANING SCHEDULE/ EXTRA CLEANING WORK**

- A. Alternate Cleaning (Alcan Ceiling Cleaning). The Contractor shall clean the Alcan ceiling in the Main Terminal on concourse and apron levels, B/C connector, C and D concourses, and Customs waiting area as requested in writing by the Airport Representative. This work may or may not be ordered during the course of the Agreement (See APPENDIX A, Section 10B).
- B. Extra Work. Contractor shall provide extra cleaning services when requested in writing by the Airport Representative (“Extra Work”). Extra Work shall be ordered and paid for on the basis of an amount or rate agreed to in writing by the Contractor and the Director on behalf of the City at the time the Extra Work is authorized. (See APPENDIX A, Sections 6H and 10B).

4. **TERM**

The term of this Agreement shall be for a three (3) year period beginning on the Commencement Date specified below and ending thirty six (36) months thereafter, unless otherwise terminated or cancelled as provided for in this Agreement. This Agreement is expressly subject to, and shall not become effective or binding on the City until, fully executed by all signatories of the City. The commencement and expiration dates shall be as follows:

“Commencement Date”: April 1, 2008

“Expiration Date”: March 31, 2011

5. **ADMINISTRATIVE PROCEDURES**

- A. Before work under this Agreement commences, the Contractor will designate, by written notice to the Airport Representative, an experienced, competent and knowledgeable, full-time employee of the Contractor as the Contractor's “**Project Coordinator.**” The Project Coordinator shall be fully authorized to act for the Contractor in all matters covered by this Agreement. The Contractor shall also furnish all supervisory personnel with copies of these specifications and shall make certain that all such personnel understand the provisions thereof.
- B. The Contractor shall make periodic reports and recommendations, as necessary or as required by the Airport Representative, to the Airport Representative with respect to conditions, transactions, situations or circumstances encountered by the Contractor relating to the services to be performed under this Agreement.
- C. The Contractor's performance hereunder shall be in accordance with the highest standard prevailing in the industry. All work shall be executed in the most workmanlike, safe and

substantial manner and everything shall be furnished by Contractor that is necessary to complete and perfect the aforesaid work according to the design and intention, whether particularly specified or not which may be inferred from this Agreement and its specifications. Work which should properly be performed by skilled laborers, shall not be attempted by common laborers.

- D. The Contractor shall ensure that all equipment and temporary offices and trailers used on the job, if any, are conspicuously marked with both the name and telephone number of the Contractor.
- E. Daily site clean-up shall be accomplished by the Contractor. This clean-up shall include the placing of material and equipment in a neat, safe and orderly arrangement. Equipment must never be allowed to block access to existing facilities. Rubbish, debris, rubble, and garbage shall be removed daily by the Contractor.
- F. The Contractor shall furnish and maintain a list of all equipment owned or to be used on the job and shall furnish and have on the job at all times, ample supplies, materials, tools and equipment to properly carry out the work including such tools or equipment as may be necessary to meet emergency requirements. The Airport Representative may inspect the equipment during normal business hours.
- G. Prior to the commencement of any work contemplated under the Agreement, the Contractor shall provide to the Airport Representative for his review and prior written approval a detailed work schedule for all employees that shall indicate a proposed sequence and time schedule of the work to be performed under this Agreement ("**Twelve Month Activity Schedule**," see Appendix A, Section 21). The Twelve Month Activity Schedule shall be consistent with the "**Contractor's Manpower List**" (**Attachment 1** attached hereto), both of which are incorporated herein by this reference, and the Schedule of Quarterly Cleaning and Semi Annual Cleaning, unless otherwise agreed to in writing by the Airport Representative. Any changes to the Contractor's Manpower List, Twelve Month Activity Schedule, or the Schedule of Quarterly Cleaning and Annual Cleaning must be approved by the Airport Representative, in advance, in writing (see Appendix A, Section 21A).
- H. The City subject to and in accordance with the terms, covenants, and conditions of this Agreement shall provide the right of ingress and egress to all areas herein specified. The City will not provide parking for the Contractor's employees.

6. **RULES AND REGULATIONS**

- A. The Contractor warrants, represents, certifies and agrees that the Contractor shall comply with all applicable federal, state, and local governmental laws, codes, ordinances and regulations as well as rules and regulations of the Airport in performing the terms, covenants, and conditions of this Agreement and the work contemplated herein.
- B. The Director shall at all times have full control and direction of all work under this Agreement and his authorized Representative shall at all times have free access to the work



site, as well as the equipment, and shops of the Contractor for the purpose of determining Contractor's compliance with the provisions of this Agreement.

- C. The Airport Representative will determine the amount, classifications, acceptability, and fitness of all work to be done, and will decide all questions which may arise relative to the proper performance of this Agreement, and his decisions shall be final and conclusive, except as provided for in Appendix A, Section 14.
- D. The Contractor shall be responsible for the work of all subcontractors, and all work shall be kept under the Contractor's control. A complete list of all such subcontractors shall be submitted to the Director for the Director's prior written approval. (See APPENDIX B, Section 4).
- E. The Contractor shall not be entitled to any claim for damages or losses whatsoever against the City due to hindrance or delay from any cause whatever in the progress of the work or any portion thereof including, without limitation, loss of profits, incidental, consequential, or special damages. The Airport Representative will grant the Contractor an extension of time for completing this Agreement, sufficient to compensate for such delay, when caused by circumstances beyond the Contractor's control, provided the Airport Representative shall have immediate written notice of the cause of such delay.
- F. The Contractor, at its cost, shall be required to secure all necessary approvals, permits, and licenses required to perform the work contemplated herein and fulfill the terms, covenants, and conditions of this Agreement.
- G. The Contractor warrants, represents and agrees that it was directed to investigate all conditions involved in the execution of the work contemplated herein, has carefully read the specifications, and has informed itself fully of the conditions under which the work is to be performed. No additional compensation will be given to the Contractor who has failed to so inform itself.
- H. Any work not herein specified which may be fairly implied as included in this Agreement, of which the Director shall be the sole and absolute judge, shall be done by the Contractor without extra charge. The Contractor shall do Extra Work that may be ordered by the Director in writing. No claim for Extra Work shall be granted or allowed in favor of the Contractor unless such Extra Work has been ordered in advance by written request of the Director (See Appendix A, Section 3B.). The Contractor shall furnish the Director with itemized bills for all items included under this heading, and such bills may be verified or audited by the City. All bills for Extra Work done in any month, shall be submitted to the Airport Representative, in writing, before the 15<sup>th</sup> day of the following month, and the amounts therein shall be in accordance with the daily time, material, and equipment statements duly approved by the Airport Representative. As proof of costs, the Contractor shall submit copies of itemized invoices received from the Contractor's approved subcontractor(s) which have been reviewed and approved by the Contractor prior to submission to the City. Extra Work may also be paid for on the basis of a fixed amount to be agreed upon by the Contractor and the Director on behalf of the City in writing prior to such Extra Work being performed (see Appendix A, Section 10B).

7.

**PERFORMANCE BOND AND PAYMENT BOND**

- A. At the time of execution of this Agreement, the Contractor shall immediately execute a Performance Bond and a Payment Bond each in the amount of One Million dollars (\$1,000,000.00) with surety satisfactory to the City conditioned on the full and faithful performance of all terms, covenants, and conditions of this Agreement. Affirmation by the Surety Company to execute said bonds must be executed by an Attorney-in-Fact for the surety company before a Notary Public licensed by the State of Missouri. The Payment Bond shall comply with the coverage requirements and conditions of Section 107.170 RSMo. Any sum or sums derived from said Performance Bond and/or Payment Bond shall be used for the completion of this Agreement and the payment of laborers and material suppliers, as the case may be.
- B. A copy of the bonds shall be given to the Airport Representative for review and approval before the Contractor performs any work under this Agreement.

8.

**PRECAUTIONARY MEASURES**

Contractor shall exercise every precaution to prevent injury to persons or damage to property and avoid inconvenience to residents and other users of the properties and Contractor shall without limiting the generality hereof, place such watchmen, erect such barricades and railings, give such warnings, display such lights, signals, or signs and exercise such precautions against fire and take such other precautions as may be necessary, proper or desirable.

9.

**INSPECTIONS**

The Airport Representative may perform periodic inspections of the work as outlined in this Agreement, to determine that services performed meet with required standards and the Contractor will be required to timely and properly make any improvements as requested by the Airport Representative (See Appendix A, Section 6C).

10.

**PAYMENTS**

- A. The Contractor shall submit to the Airport Representative a monthly itemized invoice for A, B, C, D & E Concourses, East Gates, Customs, & B/C Connector Cleaning Services performed herein. The invoices shall state, a) the date the work was performed, and b) the contract number.
- B. Payment for performance of the A, B, C, D & E Concourses, East Gates, Customs, & B/C Connector Cleaning Services shall be made at 1/12 of the Annual Charge setout in Appendix "C". Payment for Alternate Cleaning Services (Alcan Ceiling Cleaning) ordered by the Airport Representative in writing shall be made at the amounts set out in Appendix "C" (see Appendix A, Section 3A). Payment for Extra Work ordered by the Director in writing as provided for in Appendix A, Sections 3B and 6H shall be made at the amounts agreed to in writing by the Director and the Contractor. All payments shall be contingent upon the appropriations of sufficient funds by the City annually.

- C. Nothing in this Agreement shall be construed to create a debt, liability, or obligation on the City for the City to order or request any particular amount of work or services (See Appendix A, Section 17H).
- D. The Contractor represents, covenants, warrants and agrees to submit invoices for the services and work performed pursuant to this Agreement in a timely manner and as provided for in this Agreement. The Contractor hereby acknowledges and agrees that the City shall not be required or obligated to pay any invoice submitted to the City by the Contractor more than six (6) months after the expiration or earlier termination of this Agreement and/or be responsible for any costs or expenses incurred by the Contractor for services or work performed pursuant to this Agreement for which invoices have not been submitted to the City for payment within six (6) months of the expiration or earlier termination of this Agreement.
- E. The total Contract-Not-To-Exceed Amount of this Agreement is Seven Million Two Hundred Fifty Nine Thousand Seven Hundred Twenty One Dollars (\$7,259,721.00).

**11. CLAIMS**

- A. The Contractor shall indemnify and save harmless the City, its Board of Aldermen, Airport Commissioners, officers, employees, representatives and agents from all suits or actions brought against the said City, for or on account of any injuries or damages received or sustained by any party or parties by or from the said Contractor, his officers, employees, representatives, contractors and agents, in the performance of the work herein specified, or in consequence of any negligence in guarding the same, or any defective materials or equipment used, or by or on account of any act or omission of the said Contractor.
- B. The Contractor shall save harmless said City from the payment of any and all claims or demands arising out of any infringement, alleged infringement, or use of any patent or patented device, article, system, arrangement, material or process used by the Contractor or his agents and representatives in the execution of this Agreement.

**12. REPLACEMENT OF PERSONNEL**

Contractor agrees to immediately replace the manager or any employee working under this Agreement should the Airport Director feel and recommend that such should be done for the good of the services being rendered. The Airport Director's decision shall be final and binding.

**13. PROHIBITED ACTS**

Contractor shall not do or permit to be done any act which:

- A. Will invalidate or be in conflict with any insurance policies covering the Airport, or any part thereof, or upon the contents of any building thereon;
- B. Will increase rates of any insurance, extended coverage or rental insurance on the Airport, or any part thereof, or upon the contents of any building thereon;

- C. In the opinion of the Airport Representative, will constitute a hazardous condition, so as to increase risks normally attendant upon the operations enumerated in this Agreement;
- D. May interfere with the effectiveness or accessibility of the drainage or any sewage system, fire protection system, sprinkler system, alarm system, fire hydrants and hoses, if any installed or located or to be installed or located in or on the areas to be maintained; or
- E. Shall constitute a nuisance in or on the Airport or which may result in creation, commission, or maintenance or a nuisance in or on the Airport.

**14. RIGHT OF REVIEW**

Contractor shall have the right to take any decision or direction of the Airport Representative to the Director for his review and decision. The decision of the Director will be final and binding. All requests for review must be timely (within 24 hours) of the Airport Representative's decision in dispute and in writing, and set forth clearly the cause for such request of review. No review will be allowed by the Director which has not first been considered by the Airport Representative. (See Appendix A, Sections 6C & 9).

**15. GOVERNING LAW**

It is understood and agreed by and between the City and Contractor that this Agreement shall be deemed and construed to be entered into and to be performed in the City of St. Louis, State of Missouri, and it is further understood and agreed by and between parties hereto that the law of the State of Missouri, City Charter, and Ordinances, as they may be amended from time to time, shall govern the rights, obligations, duties and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement.

**16. WAIVERS OF LIEN**

Upon completion of work required herein, the Contractor, if requested by the City, shall promptly and timely submit (within 15 days of the City's request) full waivers of lien from every entity involved in the performance of this Agreement. Lien waivers shall be submitted on forms and executed in a manner acceptable to the Airport Representative. Contractor agrees not to permit any mechanics' or materialmen's or any other lien or encumbrance of any kind whatsoever to be foreclosed upon the City's property or any part or parcel thereof, or on the improvements thereon, by reason of any work or labor performed or materials furnished by any mechanic, materialman, contractor, or any other reason.

**17. GENERAL PROVISIONS**

- A. The Contractor is, and at all times hereunder, shall be and remain an independent contractor and nothing herein shall be interpreted to mean that the Contractor or any of its employees or agents is employees or agents of the City.

- B. The Contractor shall coordinate the services performed under this Agreement with the Airport Representative designated by the Airport Director.
- C. This is the entire agreement and no amendment or modification shall be made unless in writing and signed by the parties hereto.
- D. The Contractor shall comply with all federal, state, and local laws and regulations, as well as rules and regulations established by the City of St. Louis, as may be amended from time to time.
- E. The City of St. Louis and the Contractor agree that this Agreement and all contracts entered into under the provisions of this Agreement shall be binding upon the parties hereto and their successors and permitted assigns.
- F. A waiver by either party of the terms, covenants, or conditions hereto to be performed, kept, or observed by the other party shall not be construed as, or operate as, a waiver of any subsequent default or breach of any of the terms, covenants, or conditions of this Agreement. A waiver by either party must be in writing and signed by the party waiving.
- G. The Contractor shall keep and maintain, at a minimum of 3 years after the expiration of this Agreement, such records and reports as are necessary for the City to determine compliance with the obligations of this Agreement. The City reserves the right to investigate, audit, and review, upon reasonable request, such records and documents, in order to determine compliance with this Agreement.
- H. The Contractor acknowledges and agrees and the City hereby reserves the right to solicit bids and award additional or new contracts for any A, B, C, D & E Concourses, East Gates, Customs, & B/C Connector Cleaning Services contemplated herein. In addition, the City hereby reserves and retains the right to furnish material or parts, or perform for itself, any work contemplated herein (see Appendix A, Section 10C).
- I. No alderman, commissioner, director, board member, officer, employee or other agent of the City shall be personally liable under or in connection with this Agreement.
- J. Neither party shall be deemed in violation of this Agreement, if it is prevented from performing any of the obligations hereunder by reason of strikes, boycotts, labor disputes, embargoes, shortage of material, acts of God, acts of a public enemy, acts of a superior governmental authority, weather conditions, riots, rebellion, or sabotage, or any other circumstances for which it is not responsible and which is not within its control.
- K. In the event any term, covenant, condition, or provision, (“**Provision**”) herein contained is held to be invalid by a court of competent jurisdiction, the invalidity of any such Provision shall in no way affect any other Provision, herein contained, provided the invalidity of such Provision does not materially prejudice either party hereto in its respective rights and obligations contained in the valid Provisions of this Agreement.
- L. Time is of the essence in this Agreement. The parties agree that time shall be of the essence

in the performance of each and every obligation and understanding this Agreement.

- M. The parties affirm each has full knowledge of the terms, covenants, conditions, and requirements contained in this Agreement. As such, the terms or provisions of this Agreement shall be fairly construed and the usual rule of construction, if applicable, to the effect that any ambiguities herein should be resolved against the drafting party, shall not be employed, in the interpretation of this Agreement or any amendments, modifications or exhibits thereto.
- N. Unless otherwise expressly provided for herein, when the consent, approval, waiver, release, or certification (“**Approval**”) of either party is required under the terms of this Agreement, such Approval must be in writing and signed by the party making the Approval. Whenever the Approval of the City or the Director of Airports is required, the Approval must be from the City’s Director of Airports or his/her authorized or designated representative.

**18. UNIFORMS**

Contractor, at its costs, shall provide uniforms for all its employees assigned to the Airport. Such uniforms are to bear the company’s name and be approved by the Airport Representative.

**19. BADGING**

- A. The Contractor shall comply with all applicable federal, state and local governmental laws and regulations as well as rules and regulations of the Airport, as may be amended from time to time.
- B. The Contractor at its cost shall supply to and update as needed for the Airport Police Security Operations Bureau, a list of the Contractor’s employees to be issued an Airport Employee Badge.
- C. The Contractor at its cost, if requested by the City, shall provide verification of a five (5) to ten (10) year employee background check of each employee to be issued an Airport Employee Badge.
- D. The Contractor shall, when requested and ordered by the Airport Representative, schedule with the Airport Police Security Operations Bureau to have each employee, to be issued an Airport ID Badge, fingerprinted, for a criminal history check. This process shall be used to issue Airport Identification Badges to all Contractor employees assigned to work with the Security Identification Display Area (“**SIDA**”). The Contractor shall maintain at all times adequate control of said identification badges. All employees issued identification badges will be required to attend the SIDA class offered by the Airport Police. The City shall bear the costs of providing the badges and fingerprinting for the Contractor’s employees working under this Agreement. The Contractor shall bear the costs of all Contractor employees attending the SIDA class. Replacement cost for lost, stolen, or damaged identification badges will be the sole responsibility of the Contractor.
- E. The Contractor shall be responsible for compliance with all Airport Security Regulations,

Airport Security procedures, and TSA 1542 as they may be amended from time to time. Any and all violations by the Contractor or its officers, employees, subcontractors, agents, or representatives pertaining to Airport Security resulting in a fine or penalty to the City or the Contractor, or its officers, employees, agents, or representatives, will be the responsibility of the Contractor. The City shall be timely reimbursed (within ten (10) days of the City's request) for any such fines or penalties imposed on the City.

**20. NOTICE PROVISION**

Except as herein otherwise expressly provided, all notices required to be given to the City hereunder shall be in writing and shall be delivered personally or be sent by certified mail return receipt requested, or overnight courier to

Airport Director  
St. Louis Airport Authority  
P.O. Box 10212  
St. Louis, MO 63145

With a copy to:

Airport Facilities Maintenance Manager  
St. Louis Airport Authority  
P.O. Box 10212  
St. Louis, MO 63145

And a copy to:

Airport Contracts Manager  
St. Louis Airport Authority  
P.O. Box 10212  
St. Louis, MO 63145

All notices, demands, and requests by the City to the Contractor shall be sent to:

Blake Ahrens  
ABM Janitorial Services  
3130 Gravois Avenue  
St. Louis, MO 63118

The City or Contractor may designate in writing from time to time any changes in addresses or any addresses of substitutes or supplementary persons in connection with said notices. The effective date of service of any such notice shall be deemed received at the earlier of actual receipt or the dates such notice is mailed to the Contractor or the Airport Director.

**21. ACTIVITY REPORTS**

Contractor shall timely submit the following activity reports:

- A. Tentative twelve month activity schedule for the twelve month period commencing on the Commencement Date of this Agreement. This activity schedule shall contain a proposed schedule of the Quarterly Cleaning and Semi Annual Cleaning to be carried out in accordance with Section 2 of the Agreement, entitled "Scope of Work," and shall include a Contractor's manpower listing (the "**Schedule of Quarterly and Semi Annual Cleaning**"). The Schedule of Quarterly and Semi Annual Cleaning shall be in a form acceptable to the Airport Representative and shall be submitted to the Airport Contracts Administration Manager for review and approval prior to beginning any work contemplated under this Agreement. Subsequent Schedules of Quarterly and Semi Annual Cleaning shall be submitted at least fifteen (15) days prior to the anniversary of each contract year under this Agreement; and
- B. An "**Annual Summary Activity Report**" summarizing and evidencing that the Quarterly Cleaning and Semi Annual Cleaning were carried out in the preceding contract year by the Contractor in accordance with Section 2 of the Agreement, entitled "Scope of Work." The Annual Summary Activity Report shall be in a form acceptable to the Airport Representative and shall be submitted to the Airport Contracts Administration Manager for review and approval within thirty (30) days after the end of each contract year under this Agreement. The final Annual Summary Activity Report shall be due within fifteen (15) days of the expiration or earlier termination of this Agreement.



**CITY OF ST. LOUIS**  
**LAMBERT – ST. LOUIS INTERNATIONAL AIRPORT**

**APPENDIX “B”**

**GENERAL SPECIFICATIONS**

**(A, B, C, D & E Concourses, East Gates, Customs, & B/C  
Connector Cleaning Services)**

**1. PROTECTION OF PUBLIC**

The Contractor shall, in furnishing services as specified, exercise every precaution to prevent injuries to persons or damage to property and avoid inconvenience to the passengers, customers and other users of the Airport.

**2. INSURANCE AND INDEMNIFICATION**

A. The Contractor, at its expense, at all times during the term hereof, shall cause St. Louis County, the City and its Board of Aldermen, the Airport Commission, officers, agents and employees and the Contractor **to be insured on an occurrence** basis against all claims and demands by third persons for bodily injury (including wrongful death) and property damage arising or alleged to arise out of the activities or omissions of the Contractor, its officers, agents, employees, contractors, subcontractors, licensees, invitees, and independent contractors pursuant to this Agreement under the following types of coverage:

1. Comprehensive General Liability
2. Comprehensive Automobile Liability (any vehicle, including owned, hired, and non-owned)

B. The minimum limits of coverage for the above classes of insurance shall equal a single limit of Two Million Dollars (\$2,000,000.00) comprised of such primary and excess policies of insurance as the Contractor finds it feasible to purchase during the term of this Agreement and shall name the City, and its Board of Alderman, the Airport Commission, officers, employees, and agents (the “**CITY**”, as used in this Section) as an “Additional Insured”. Prior to execution of this Agreement, Contractor shall provide certificates of said insurance to the Airport Representative in form and content satisfactory to the City.

C. Such liability insurance coverage shall also extend to damage, destruction and injury to City owned or leased property and City personnel, and caused by or resulting from work, acts, operations, or omissions of Contractor, its officers, agents, employees, contractors, subcontractors, licensees, invitees, and independent contractors and, contractual liability insurance sufficient to cover Contractor’s indemnity obligations hereunder. The CITY shall have no liability for any premiums charged for such coverage, and the inclusion of the CITY

as an Additional insured is not intended to, and shall not make the CITY a partner or joint venturer with Contractor in its operations hereunder. Each such insurance policy shall provide primary coverage to the CITY when any policy issued to the CITY provides duplicate or similar coverage and in such circumstances, the CITY's policy will be excess over Contractor's policy.

- D. The Contractor shall protect, defend, and hold St. Louis County, City, its Board of Aldermen, the Airport Commission, officers, agents and employees completely harmless from and against all liabilities, losses, suits, claims, judgments, and fines or demands arising by reason of injury or death of any person or damage to any property, including all reasonable costs for investigation and defense thereof (including but not limited to attorneys' fees, court costs, and expert fees), of any nature whatsoever arising out of or incident to this Agreement and/or the use or occupancy of the premises and/or the acts or omissions of Contractor's officers, agents, employees, contractors, subcontractors, licensees, invitees, or independent contractors regardless of where the injury, death, or damage may occur, unless such injury, death or damage is caused by the sole negligence of the City. The Director or his/her designee shall give to Contractor reasonable notice of any such claims or actions. The Contractor shall also use counsel reasonably acceptable to the City Counselor of the City or her/his designee, after consultation with the Director or his/her designee, in carrying out its obligations hereunder. The provisions of this section shall survive the expiration or early termination of this Agreement.
- E. The Contractor shall maintain, at least at the statutory requirement, such insurance in full force and effect to protect the Contractor, its employees, agents and representatives from claims under Workmen's Compensation Acts, claims for damages of personal injury and death, and for damages to property arising in any manner from the negligent or wrongful acts or failures to act by the Contractor, its employees, agents, and representatives in the performance of the service covered by this Agreement.

### 3. CANCELLATION

- A. The City retains the right to cancel this Agreement upon one (1) day written notice to the Contractor, if the Contractor should fail to properly keep any term, covenant or condition of this Agreement; or, if the quality of service should fall below the specified standards; or, if the Contractor should fail to render the amount of service required.
- B. The Contractor shall have the right to cancel this Agreement upon ten (10) days written notice to the City, without penalty, if the City should fail to keep any of the provisions of this Agreement.
- C. Either party shall have the right to cancel this Agreement without cause upon ten (10) days written notice to the other party with no liability to the canceling party and such a cancellation shall be deemed a no fault cancellation.
- D. Notwithstanding anything to the contrary herein, it is expressly understood by the parties hereto that this Agreement shall terminate immediately upon the failure of budgetary appropriations with no resulting liability to the City.

- E. If requested by the City or in the event of cancellation, termination or expiration of this Agreement, all finished or unfinished work products, or supplies, materials, equipment, maps, schedules, etc. provided by, owned, or paid for by the City will be promptly returned to the City by the Contractor within two (2) days of the City's request.

#### 4. ASSIGNMENT AND SUBCONTRACTING

- A. Contractor shall not assign or transfer this Agreement without the prior written approval of the City, as provided for in Ordinance 63687 approved in 1996. At least 90 days prior to any contemplated assignment of this Agreement, Contractor shall submit a written request to the City along with a copy of the proposed assignment agreement. The City reserves the right to refuse such request without cause or justification. No assignment shall be made or shall be effective unless Contractor shall not be in default on any of the other terms, covenants, and conditions herein contained. The party to whom such assignment is made shall expressly assume in writing the terms, covenants, and conditions of this Agreement. The parties to this Agreement understand and agree that the Contractor is and shall remain responsible for the performance of its assigns under this Agreement. No assignment shall be effective as it pertains to City until such time as the City receives a fully executed copy of the approved assignment agreement as provided for above.
- B. Contractor shall not subcontract or transfer any part of the services or work to be performed hereunder without the prior written approval of the Director of Airports. At least 60 days prior to any contemplated subcontracting of service or work, or the transfer of any portion of the services or work to be performed hereunder, Contractor shall submit a written request to the Director of Airports. The City reserves the right to refuse such request without cause or justification. This request must include a copy of the proposed subcontract or agreement. At a minimum, any sub-contract or agreement must require strict compliance with the terms, covenants, and conditions of this Agreement. The Contractor shall furnish all authorize subcontractors or agents a copy of this Agreement. The parties understand and agree that the Contractor is responsible for the performance of its subcontractors under this Agreement. No subcontract or any other agreement shall be effective as it pertains to the City until such time as the City receives a fully executed copy of the approved subcontract or agreement as provided for above.
- C. Any such assignment or transfer or subcontracting of services without the consent of the City, as provided for above, shall constitute default on the part of the Contractor under this Agreement. No action or failure to act on the part of any officer, agent, or employee of the City shall constitute a waiver by the City of this provision.
- D. The City has approved the following M/W/DBE Subcontractors for participation under this Agreement at the percentage participation goals as set out below:

R&T Janitorial	MBE	33%
Top Mop	WBE	11%

**5. AFFIRMATIVE ACTION PROGRAM AND NON-DISCRIMINATION**

- A. Contractor agrees during performance under this Agreement, that discrimination will not be permitted against any employee, worker, or applicant for employment because of race, creed, color, religion, national ancestry or origin.
- B. Contractor agrees during performance under this Agreement, that all printed or circulated solicitations, or other advertisement or publication for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive meaningful consideration for employment without regard to race, creed, color, religion, national origin or ancestry.
- C. Contractor agrees during performance under this Agreement, that should it be determined by the Contractor or City that Contractor will be unable to conform to the approved positive employment program, submitted to determine eligibility under the Fair Employment Division Practices Provisions of the City Code, will notify the Fair Employment Division of the St., Louis Council on Human Relations within ten days as to the steps to be taken by the Contractor to achieve the provisions of this program.
- D. Contractor will permit reasonable access by the City to such persons, reports and records as are necessary for the purpose of ascertaining compliance with fair employment practices.
- E. In the event of the Contractor's non-compliance with the nondiscrimination clauses of this Agreement, or to furnish information or permit records and accounts to be inspected, within twenty days from the date requested, this Agreement may be canceled, terminated, or suspended in whole or part and Contractor may be declared ineligible for further City contracts for a period of one year, by the option of the City; provided further in the event the contract is canceled, terminated, or suspended for failure to comply with fair employment practices, the Contractor shall have no claim for any damages against the City.
- F. Contractor further agrees that these clauses (A through E) on discrimination and equal opportunity practices in all matters of employment and training for employment will be incorporated by Contractor in all contracts or agreements entered into with suppliers of materials or services, contractors and subcontractors and all labor organizations furnishing skilled, unskilled and craft union skilled labor, or who may perform any such labor or services in connection with this Agreement.
- G. Whenever the Contractor is sued or threatened with litigation by a subcontractor vendor, individual, group or association, as a result of compliance with the clauses (A through F) of these provisions relating to fair employment practices, such contractor shall notify the City Counselor in writing of such suit or threatened suit within ten days.
- H. The Contractor must submit evidence from the City's Civil Rights Enforcement Agency (CREA) stating that Contractor has complied with the City's requirements for an affirmative action program as required by the Mayor's Executive Order on Equal Opportunity in Employment. Both CREA Forms should be completed and included with the Bid.

**6. PREVAILING WAGE AND FRINGE BENEFITS**

The Contractor shall pay to all employees and subcontractor's employees not less than the prevailing hourly rate of wages and fringe benefits as determined by the United States Secretary of Labor, or his authorized representative, in accordance with prevailing rates in the locality of the metropolitan St. Louis area pursuant to 41 U.S.C. 351 et seq., as amended except for any person engaged in an executive, administrative or professional capacity. This section is subject to and shall be in accordance with City Ordinance Number 62124.

**7. MINORITY BUSINESS ENTERPRISE AND WOMEN BUSINESS ENTERPRISE (MBE/WBE) PARTICIPATION**

**A. Definitions:**

As used in this requirement, "Minority Business Enterprise" or "MBE" and "Women Business Enterprise" or "WBE" are defined as follows:

1. "Minority Business Enterprise" or "MBE" means a small business concern as defined in Small Business Act, 15 U.S.C., as amended that is 51 percent owned by a minority or, in the case of a corporation, at least 51 percent of the stock or which is owned by one or more individuals who are minorities; and whose management and daily business operations are controlled by one or more individuals who are Asian American, Black American, Hispanic American or Native American; and located in the Metropolitan St. Louis Area.
2. "Women Business Enterprise" or "WBE" means a small business concern as defined in the Small Business Act, 15 U.S.C., as amended that is 51 percent owned by a woman or, in the case of a corporation, at least 51 percent of the stock of which is owned by one or more women; and whose management and daily business operations are controlled by one or more individuals who are women; and located in the Metropolitan St. Louis Area.

**B. Policy:**

It is the policy of the City of St. Louis Airport Authority to ensure the maximum utilization of minority and women's business enterprises in contracting and the provision of goods and services to the City, its departments, agencies and authorized representative and to all entities receiving City funds or City-administered government funds while at the same time maintaining the quality of goods and services provided to the City and its subrecipients through the competitive bidding process. The provisions of this Policy shall apply to all contracts awarded by the City, its departments and agencies and to all recipients of City funds or City-administered government funds and shall be liberally construed for the accomplishments of its policies and purposes.

**C. Goal:**

A goal of 25 % MBE and 5 % WBE utilization has been established in connection with this

Agreement. This goal is based on the original Agreement amount and remains in effect throughout the term of this Agreement. If an award of this Agreement is made and the MBE/WBE participation is less than this Agreement goal, the Contractor shall continue good faith efforts throughout the term of this Agreement to increase MBE/WBE participation and to meet this Agreement goal.

D. Obligation:

The Contractor agrees to take all reasonable steps to ensure that MBEs/WBEs have maximum opportunity to participate in contracts and subcontracts financed by the City of St. Louis Airport Authority provided under this Agreement. The Contractor shall not discriminate on the basis of race, color, national origin, or sex in the award or in the performance of contracts financed by the City of St. Louis Airport Authority.

E. Eligibility:

Contractor should contact the City of St. Louis Airport Authority DBE Program Office to obtain a list of eligible MBEs/WBEs and to determine the eligibility of the MBE/WBE firms it intends to utilize in this Agreement.

F. Counting MBE/WBE Participation Toward Goals:

MBE/WBE participation towards the attainment of the goal will be credited on the basis of the total subcontract prices agreed to between the Contractor and subcontractors for the contract items being sublet as reflected on the MBE/WBE Utilization Plan. **Firms must be certified by the Airport Authority or the St. Louis Development Corporation, prior to bid opening, in order to count towards the City's MBE/WBE goals.**

G. Post Award Compliance:

If the contract is awarded on less than full MBE/WBE goal participation, such award will not relieve the Contractor of the responsibility to continue good faith efforts to maximize participation of MBEs/WBEs during the term of this Agreement.

H. Substitution of MBE/WBE Firms After Award:

1. The Contractor shall conform to the scheduled amount of MBE/WBE participation. When a listed MBE/WBE is unwilling or unable to perform the items of work or supply the goods or services specified in the MBE/WBE Utilization Plan, the Contractor shall immediately notify the City of St. Louis Airport Authority DBE office prior to replacement of the firm.

2. Substitutions of MBE/WBE must be approved in writing by the Director (See Appendix B, Section 4B). Substitutions of MBE/WBE will be allowed only when the MBE/WBE has failed to perform due to a default (material breach) of its subcontract or agreement. Contractor understands, warrants, and agrees that it shall not cancel or terminate its agreement with the MBE/WBE without cause and shall timely forward supporting documentation substantiating the cause of the default or termination to the Director for review.

I. Good Faith Efforts:

When the MBE/WBE goal cannot be met, the Contractor shall document and submit justification utilizing the form titled "Contractor's Good Faith Efforts Report" and provide a statement as to why the goal could not be met.

J. Award Procedure and Documentation:

The Contractor was required to submit with its bid the following information to demonstrate the Contractor's intended participation by MBEs or to demonstrate that good faith efforts have been made to attain the MBE/WBE goal. The information submitted is incorporated herein by this reference and consisted of:

1. The names and addresses of the MBE/WBE firms to be used on contract.
2. A list of bid items of work to be performed by the MBE/WBE.
3. The dollar value of the work to be performed or goods and services provided by the MBE/WBE or the Contractor's Good Faith Efforts Report and a statement as to why the goal could not be met.

K. Record Keeping Requirements:

The Contractor shall keep such records (copies of subcontracts, paid invoices, documentation of correspondence) as are necessary for the City of St. Louis Airport Authority to determine compliance with the MBE/WBE contract obligations. The City of St. Louis Airport Authority reserves the right to investigate, monitor and/or review actions, statements, and documents submitted by any contractor, subcontractor, or MBE/WBE.

L. Reporting Requirement:

The Contractor shall submit quarterly reports on MBE/WBE involvement to the City of St. Louis Airport Authority DBE Office. Actual payments to MBEs/WBEs will be verified. These reports will be required until all MBE/WBE subcontracting activity is complete or the MBE/WBE goal has been achieved.

M. Applicability Of Provisions To MBE/WBE Contractors:

These provisions are applicable to all contractors including MBE/WBE contractors. If the MBE/WBE contractor intends to sublet any portion of this Agreement, the MBE/WBE contractor shall comply with provisions regarding contractor and subcontractor relationships.

**8. RIGHT TO AUDIT CLAUSE**

- A. The Contractor's "records" shall be open to inspection and subject to audit and/or reproduction during normal working hours and kept within the greater St. Louis metropolitan area. A City representative may perform such audits or an outside representative engaged by the City. The City or its designee may conduct such audits or inspections throughout the term this Agreement, and for a period of three years after the early termination or the expiration of this Agreement or longer if required by law.
- B. The Contractor's "records" as referred to in this Agreement shall include any and all information, materials, and data of every kind and character, including without limitation, records, books, papers, documents, subscriptions, recordings, agreements, purchase orders, leases, contracts, communities, arrangements, notes, daily diaries superintendent reports, drawings, receipts, vouchers and memoranda, and any and all other agreements, sources of information and matters that may in City's judgment have any bearing on or pertain to any matters, rights, duties or obligations under or covered by this Agreement. Such records subject to audit shall also include, but not limited to, those records necessary to evaluate and verify direct and indirect costs, (including overhead allocations) as they may apply to costs associated with this Agreement. Such records shall include (hard copy, as well as computer readable data if reasonably available), written policies and procedures; time sheets; payroll registers; cancelled checks; original estimates; estimating work sheets; correspondence; change order files (including documentation covering negotiated settlements); backcharge logs and supporting documentation; general ledger entries detailing cash and trade discounts earned, insurance rebates and dividends; and any other Contractor records which may have a bearing on matters of interest to the City in connection with the Contractor's work for the City (all foregoing hereinafter referred to as "records") to the extent necessary to adequately permit evaluation of:
1. Contractor's compliance with the terms, covenants, conditions, and obligations of this Agreement; or
  2. Compliance with provisions for pricing, change orders, invoices or claims submitted by the Contractor or any of its payees, if any.

**9. LIVING WAGE**

This Agreement is subject to the City's Living Wage Ordinance No. 65597 (the "Ordinance") and the "Regulations" associated therewith, as may be amended from time to time, both of which are incorporated herein by this reference. The Ordinance and Regulations require the following compliance measures, and Contractor hereby warrants, represents, stipulates, and agrees to comply with these measures:

1. **Minimum Compensation:** Contractor hereby agrees to pay an initial hourly wage to



each employee performing services related to this Agreement in an amount no less than the amount stated on the attached Living Wage Bulletin (“Attachment 2” which is incorporated herein). The initial rate shall be adjusted each year no later than April 1, and Contractor hereby agrees to adjust the initial hourly rate to the adjusted rate specified in the Living Wage Bulletin at the time the Living Wage Bulletin is issued.

2. **Notification:** Contractor shall provide the Living Wage Bulletin to all employees together with a “Notice of Coverage”, in English, Spanish, and other languages spoken by a significant number of the Contractor’s employees within thirty (30) days of this Agreement’s execution for existing employees and within thirty (30) days of employment for new employees.
3. **Posting:** Contractor shall post the Living Wage Bulletin, together with a “Notice of Coverage”, in English, Spanish, and other languages spoken by a significant number of the Contractor’s employees, in a prominent place in a communal area of each worksite covered by this Agreement.
4. **Subcontractors** – Contractor hereby agrees to require subcontractors, as defined in the Regulations, to comply with the requirements of the Living Wage Regulations, and hereby agrees to be responsible for the compliance of such subcontractors. Contractor shall include these Living Wage Compliance Provisions in any contract with such Subcontractors.
5. **Term of Compliance** – Contractor hereby agrees to comply with these Living Wage Compliance Provisions and with the Regulations for as long as work related to this Agreement is being performed by Contractor’s employees, and to submit the reports required by the Regulations for each calendar year or portion thereof during which such work is performed.
6. **Reporting:** Contractor shall provide the Annual Reports and attachments required by the Ordinance and Regulations.
7. **Penalties:** Contractor acknowledges and agrees that failure to comply with any provision of the Ordinance and/or Regulations may result in penalties specified in the Ordinance and/or Regulations, which penalties may include, without limitation, suspension or termination of this Agreement, forfeiture and/or repayment of City funds, disbarment, and/or the payment of liquidated damages, as provided in the Ordinance and Regulations.
8. **Acknowledgement:** Contractor acknowledges receipt of a copy of the Ordinance and Regulations.

CITY OF ST. LOUIS  
LAMBERT – ST. LOUIS INTERNATIONAL AIRPORT®

APPENDIX “C”

RATES AND CHARGES

**(A, B, C, D & E Concourses, East Gates, Customs, & B/C  
Connector Cleaning Services)**

The Undersigned, Jeffery Southard, acting on behalf of ABM Janitorial Services, the Contractor, understands all the requirements of the work set out in Appendix “A,” the requirements set out in Appendix “B” and agrees to perform the work contemplated herein for the following amounts subject to and in accordance with the terms, covenants, conditions, and provisions of this Agreement:

YEAR 1

“A” CONCOURSE CLEANING SERVICES	\$319,876.60 ANNUALLY
“B” CONCOURSE CLEANING SERVICES	\$244,252.32 ANNUALLY
“C” CONCOURSE CLEANING SERVICES	\$583,856.99 ANNUALLY
“D” CONCOURSE CLEANING SERVICES	\$319,876.60 ANNUALLY
“E” CONCOURSE CLEANING SERVICES	\$569,060.93 ANNUALLY
EAST GATES CLEANING SERVICES	\$205,500.75 ANNUALLY
CUSTOMS CLEANING SERVICES	\$89,246.04 ANNUALLY
B/C CONNECTOR CLEANING SERVICES	\$16,909.77 ANNUALLY
<b>TOTAL ANNUAL CHARGE</b>	<b>\$2,348,580.00</b>

ALTERNATE CLEANING SERVICES:

ALCAN CEILING CLEANING SERVICES (See Appendix A, Section 3A)	\$23,567.96 PER CLEANING
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BADGING	\$0.00 PER MAN HOUR
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## RATES AND CHARGES

**(A, B, C, D & E Concourses, East Gates, Customs, & B/C  
Connector Cleaning Services)**

### YEAR 2

"A" CONCOURSE CLEANING SERVICES	\$326,274.13 ANNUALLY
"B" CONCOURSE CLEANING SERVICES	\$249,137.37 ANNUALLY
"C" CONCOURSE CLEANING SERVICES	\$595,534.13 ANNUALLY
"D" CONCOURSE CLEANING SERVICES	\$326,274.13 ANNUALLY
"E" CONCOURSE CLEANING SERVICES	\$580,442.15 ANNUALLY
EAST GATES CLEANING SERVICES	\$209,610.77 ANNUALLY
CUSTOMS CLEANING SERVICES	\$91,030.96 ANNUALLY
B/C CONNECTOR CLEANING SERVICES	\$17,247.96 ANNUALLY
<b>TOTAL ANNUAL CHARGE</b>	<b>\$2,395,551.60</b>
 ALTERNATE CLEANING SERVICES:	
ALCAN CEILING CLEANING SERVICES (See Appendix A, Section 3A)	\$24,039.32 PER CLEANING
 BADGING	 \$0.00 PER MAN HOUR

## RATES AND CHARGES

(A, B, C, D & E Concourses, East Gates, Customs, & B/C  
Connector Cleaning Services)

### YEAR 3

"A" CONCOURSE CLEANING SERVICES	\$332,799.61 ANNUALLY	
"B" CONCOURSE CLEANING SERVICES	\$254,120.11 ANNUALLY	
"C" CONCOURSE CLEANING SERVICES	\$607,444.81 ANNUALLY	
"D" CONCOURSE CLEANING SERVICES	\$332,799.61 ANNUALLY	
"E" CONCOURSE CLEANING SERVICES	\$592,051.00 ANNUALLY	
EAST GATES CLEANING SERVICES	\$213,802.98 ANNUALLY	
CUSTOMS CLEANING SERVICES	\$92,851.58 ANNUALLY	
B/C CONNECTOR CLEANING SERVICES	\$17,592.30 ANNUALLY	
<b>TOTAL ANNUAL CHARGE</b>		<b>\$2,443,462.00</b>
ALTERNATE CLEANING SERVICES:		
ALCAN CEILING CLEANING SERVICES (See Appendix A, Section 3A)	\$24,520.11 PER CLEANING	
BADGING	\$0.00 PER MAN HOUR	

IN WITNESS WHEREOF, the parties have hereunto affixed their hands and seals as set forth below:

ABM Janitorial Services- North Central, Inc.  
d/b/a ABM Janitorial Services

Attest:

BY: [Signature]  
Date 1/15/08

BY: [Signature] 1/15/08  
Date

THE CITY OF ST. LOUIS, MISSOURI, OPERATING  
LAMBERT-ST. LOUIS INTERNATIONAL AIRPORT®:

The foregoing Agreement was approved on this 6 day of February, 2008, by the Airport Commission.

BY: [Signature] 2-6-08  
Director of Airports Date

The foregoing Agreement was approved by the Board of Estimate and Apportionment at its meeting on February 20, 2008.

BY: [Signature] 2-20-08  
Secretary Date  
Board of Estimate & Apportionment

APPROVED AS TO FORM BY:

COUNTERSIGNED BY:

[Signature] 2-7-08  
City Counselor Date

[Signature] 2/28/08  
Comptroller Date

ATTESTED TO BY:

[Signature] MAR 5 2008  
Register Date

COMPTROLLER'S OFFICE  
DOCUMENT # 57018



**Attachment 1**

**CONTRACTOR'S MANPOWER LIST**

Each Bidder will provide a list of employees to be used per shift by class, the number of male and female employees per shift, a breakdown of number employees per concourse or combined areas per shift, and staffing to accomplish monthly, quarterly, semi-annual, and alternate cleaning schedule contained in Appendix "A." ANY CHANGES TO THE MANPOWER LIST SUBMITTED BY THE CONTRACTOR MUST BE APPROVED IN ADVANCE BY THE AIRPORT REPRESENTATIVE IN WRITING. Note: During the hours of 6AM until 10PM the restrooms will not be closed for cleaning.

1. Total number of employee's anticipated. 58 including Management Staff  
51 Hourly Employees    7 Managerial Employees

2. Total number of employees per shift by class:

6AM-2PM

a. Male employees 11

b. Female employees 12

c. Supervisors 2 Supervisors    1 Project Manager    1 Account Manager

Comments 1 Supervisor and 1 Project Manager are included in female totals. 1 Supervisor and 1 Account Manager are included in male totals. Account Manager responsible for all 3 shifts.

2PM-10PM

a. Male employees 11

b. Female employees 11

c. Supervisors 1 Supervisor    1 Project Manager

Comments 1 Supervisor is included in female totals.  
1 Project Manager is included in male totals.

10PM-6AM

a. Male employees 7

b. Female employees 6

c. Supervisors 1 Project Manager

Comments The Project Manager is included in male totals.

3. Total number of employees per areas:

	6AM-2PM	2PM-10PM	10PM-6AM
<b>A Concourse</b>	3	3	2
<b>B Concourse</b>	.5	.5	1
<b>B/C Connector</b>	.5	.5	1
<b>C Concourse</b>	5	5	1
<b>D Concourse</b>	2	2	2
<b>E Concourse</b>	4	4	2
<b>East Gates</b>	.25	.25	1
<b>Customs</b>	.25	.25	.33
<b>Apron Level</b>	.25	.25	.33
<b>Baggage Make Up</b>	.25	.25	.33
<b>Main Terminal</b>	0	0	0
<b>Total Per Shift</b>	16	16	11

Comments on combined areas for service:

Employees on the concourses will have overlapping duties. Total number of proposed employees including management staff will be 58. These numbers reflect employees per location per shift. This is a 7 day account and 58 employees are utilized over the 7 day work week. The daily total will be less than 58.





**Attachment 2**

**Living Wage**

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**ST. LOUIS LIVING WAGE ORDINANCE**  
**LIVING WAGE ADJUSTMENT BULLETIN**

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**NOTICE OF ST. LOUIS LIVING WAGE RATES**  
**EFFECTIVE APRIL 1, 2007**

In accordance with Ordinance No. 65597, the St. Louis Living Wage Ordinance (“Ordinance”) and the Regulations associated therewith, the City Compliance Official for the City of St. Louis has determined that the following living wage rates are now in effect for employees of covered contracts:

- 1) Where health benefits as defined in the Ordinance are provided to the employee, the living wage rate is **\$10.73** per hour (130% of the federal poverty level income guideline for a family of three); and
- 2) Where health benefits as defined in the Ordinance are **not** provided to the employee, the living wage rate is **\$13.74** per hour (130% of the federal poverty level income guideline for a family of three, plus fringe benefit rates as defined in the Ordinance).
- 3) Wages required under Chapter 6.20 of the Revised Code of the City of St. Louis: **\$3.01** per hour.

These rates are based upon federal poverty level income guidelines as defined in the Ordinance and these rates are effective as of **April 1, 2007**. These rates will be further adjusted periodically when the federal poverty level income guideline is adjusted by the U.S. Department of Health and Human Services or pursuant to Chapter 6.20 of the Revised Code of the City of St. Louis.

The Ordinance applies to employers who are covered by the Ordinance as defined in the Ordinance, where the contract or grant is entered into or renewed after the effective date of the Ordinance, which is November 3, 2002. A copy of the Ordinance may be viewed online at <http://www.mwdbe.org/livingwage> or obtained from:

City Compliance Official  
DBE Program Office  
11495 Natural Bridge Rd  
Bridgeton, MO 63044  
(314) 551-5000

Dated: February 12, 2007

Attachment 6

ATTENDANCE SHEET

**PREBID MEETING  
 ABCD&E CONCOURSES, EAST GATES, CUSTOMS &  
 B/C CONNECTOR CLEANING SERVICES  
 PROPERTIES CONFERENCE ROOM**

**OCTOBER 27, 2010, 10:00 A.M.**

**(PLEASE PRINT)**

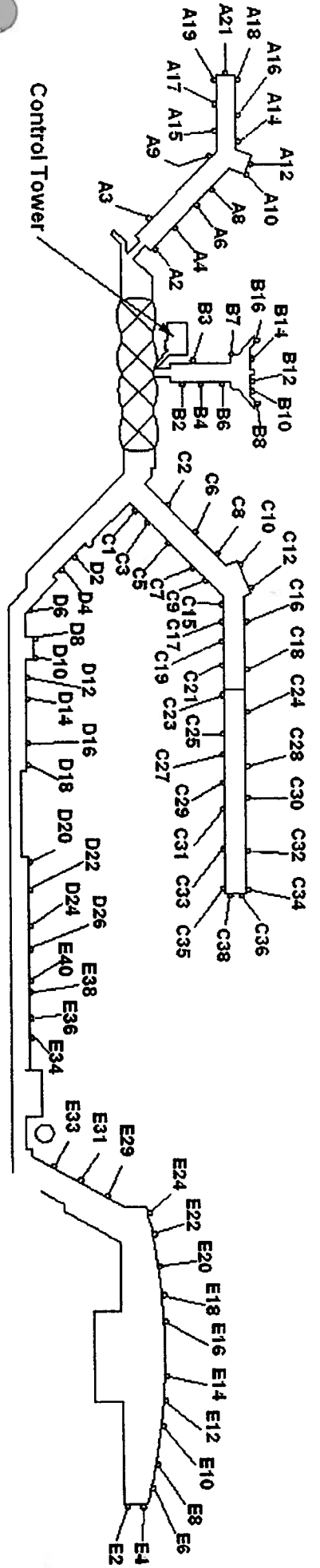
<b>COMPANY</b>	<b>CONTACT PERSON</b>	<b>ADDRESS</b>	<b>PHONE</b>	<b>E-MAIL</b>
SLAA	Gigi Glasper	10701 Lambert Int'l Blvd. St. Louis, MO 63145	314-890-1802	<a href="mailto:gxglasper@flvstl.com">gxglasper@flvstl.com</a>
SLAA	Steve Jacox	" "	314-890-1816	<a href="mailto:shjacox@flvstl.com">shjacox@flvstl.com</a>
SLAA	Brenda M. Bills	" "	314-426-8184	<a href="mailto:bmbills@flvstl.com">bmbills@flvstl.com</a>
Kleen Tech Services	Michael Weaver	7001 Broadway 6-L Denver, CO 80221	866-385-0672	<a href="mailto:bids@K-TServices.com">bids@K-TServices.com</a>
ISS Facility Services	Teresa Marco	42 Worthington Access St. Louis, MO 63043	314-434-5300	<a href="mailto:Teresa.marco@us.issworld.com">Teresa.marco@us.issworld.com</a>
Service Management Systems	Mike Brewer	1735 Charlotte Pike, #10 Nashville, TN 37209	615-399-1839	<a href="mailto:gsharpston@smsclean.com">gsharpston@smsclean.com</a>
UGL	Phil Mohalley	161 N. Clark, Suite 2400 Chicago, IL 60601	312-338-7023	<a href="mailto:pmohalley@ugl-unicco.com">pmohalley@ugl-unicco.com</a>
Members Building Maintenance	Hon Lim	11420 Ferrel Drive, #307 Farmers Branch, TX 75234	816-694-0691	<a href="mailto:memberslim@yahoo.com">memberslim@yahoo.com</a>
Bebley Enterprises	Christopher Williams	12574 Evening Shade Florissant, MO 63033	314-288-6850	<a href="mailto:Cwilliamsron2000@yahoo.com">Cwilliamsron2000@yahoo.com</a>
Aztec Facility Services	Bob Makowski	3137 Irving Blvd, #333 Dallas, TX 75247	214-927-1413	<a href="mailto:bmakowski@aztec1.com">bmakowski@aztec1.com</a>

<b>COMPANY</b>	<b>CONTACT PERSON</b>	<b>ADDRESS</b>	<b>PHONE</b>	<b>E-MAIL</b>
Dynasty Building Enterprises	Pat Crowder	224 N Hwy 67, Suite 229 Florissant, MO 63031	314-387-7483	<a href="mailto:db-enterprise@sbcglobal.net">db-enterprise@sbcglobal.net</a>
Uniserve Facility Services	James Frazier	550 South Hope Street, Suite T200 Los Angeles, CA 90017	213-533-4000	<a href="mailto:jfrazier@uniservecorp.com">jfrazier@uniservecorp.com</a>
Crystal Clear Cleaning Corp.	Vivian Dudley	829 Sprinters Row Drive St. Louis, MO 63034	314-249-3417	<a href="mailto:yfdudley@sbcglobal.net">yfdudley@sbcglobal.net</a>
Service Master, OMS	Henry Citchen	8610 Natural Bridge St. Louis, MO 63121	314-890-0033	
Service Master, OMS	Lynn Vaden	8610 Natural Bridge St. Louis, MO 63121	314-890-0033	<a href="mailto:servicemasteroriginal@yahoo.com">servicemasteroriginal@yahoo.com</a>
Superior Maintenance Co.	Sid Shum	911 Washington Blvd. St. Louis, MO 63101	314-368-6257	<a href="mailto:SID@SMC.CC">SID@SMC.CC</a>
Mers Goodwill	Gaylord Armstead	1727 Locust Street St. Louis, MO 63103	314-982-8848	<a href="mailto:garmstead@mersgoodwill.org">garmstead@mersgoodwill.org</a>
GCA Services Group	Wade Lewis	1350 W. Euclid, Suite 1500 Cleveland, OH 44115	480-907-4783	<a href="mailto:wlewis@gcaservices.com">wlewis@gcaservices.com</a>
GCA Services Group	Brian Lee	1350 W. Euclid, Suite 1500 Cleveland, OH 44115	224-330-5814	<a href="mailto:blee@gcaservices.com">blee@gcaservices.com</a>
Maintenance Unlimited	Elliott Henry	5200 Helen Avenue St. Louis, MO 63136	314-381-8585	<a href="mailto:ehenry@maintunlimited.com">ehenry@maintunlimited.com</a>
Triangle Services	Pam Lupardus	2519 Morrison Road Granite City, IL 62040	646-413-3757	<a href="mailto:plupardus@triangleservices.com">plupardus@triangleservices.com</a>
Budget Janitorial Services	Teneso Harris	1632 Martin Luther King East St. Louis, IL 62205	314-703-3040	<a href="mailto:tharrisbudgetservice@yahoo.com">tharrisbudgetservice@yahoo.com</a>
Regency Enterprise Services	Charles Brown	11116 South Towne Square, Suite 102 St. Louis, MO 63123	314-581-8469	<a href="mailto:Regencyservices1@aol.com">Regencyservices1@aol.com</a>
UGL Unico	Steve Halcoumson	275 Grove Street, Ste 3-200 Aubundale, MA 02966	416-660-8431	<a href="mailto:shalcoumson@ugl-unico.com">shalcoumson@ugl-unico.com</a>
Centaur Bldg. Services	Mike York	4401 Ridgewood Avenue St. Louis, MO 63116	314-752-7770	<a href="mailto:myork@centaurservices.com">myork@centaurservices.com</a>

COMPANY						
Clean Tech Company	Targa Codak	211 S. Jefferson St. Louis, MO 63103	314-584-6627	<a href="mailto:tcokak@cleantechcompany.com">tcokak@cleantechcompany.com</a>		
Archway Building Maintenance, Inc.	Suzanne Eilerman	2728 Gravois Avenue St. Louis, MO 63118	314-664-0848 Ext. 11	<a href="mailto:eilermansuzanne@sbcglobal.net">eilermansuzanne@sbcglobal.net</a>		
ABM Janitorial	Mark Kelly	500 S. Ewing Avenue St. Louis, MO 63103	314-486-7413	<a href="mailto:mkelly@abm.com">mkelly@abm.com</a>		
ABM Janitorial	Mitch Keller	500 S. Ewing Avenue St. Louis, MO 63103	314-568-1319	<a href="mailto:mkeller@abm.com">mkeller@abm.com</a>		
ABM Janitorial	Mike Everhart	165 Technology Drive, Suite 100 Irvine, CA 92618-2420	641-781-0231	<a href="mailto:mike.everhart@abm.com">mike.everhart@abm.com</a>		
Dunns Cleaning	Regina Dunn	1004 Lyonshall Blvd. Swansea, IL 62226	314-504-7447			
Clean Tech	Yates Sanders	211 South Jefferson St. Louis, MO 63103	314-652-2388	<a href="mailto:ysanders@cleantechcompany.com">ysanders@cleantechcompany.com</a>		
Clean Tech	Jason Watson	211 South Jefferson St. Louis, MO 63103	314-652-2388	<a href="mailto:jwatson@wffservices.com">jwatson@wffservices.com</a>		
Professional Business Providers	Nick Fasano	535 Telsler Road Lake Zurich, IL 60047	847-550-9366	<a href="mailto:nfasano@pbpservices.com">nfasano@pbpservices.com</a>		
Clean-Tek Flooring System	Sergio Cuevas	P.O. Box 663 Wildwood, MO 63040	636-236-9980	<a href="mailto:cleantek1@charter.net">cleantek1@charter.net</a>		

Attachment 7

# Lambert-St. Louis International Airport



## GATE SUMMARY BY LOCATION

Concourse "A"		Concourse "B"		Concourse "C"		Concourse "D"		East Terminal	
Gate	Airline	Gate	Airline	Gate	Airline	Gate	Airline	Gate	Airline
2, 3, 4, 6, 8, 10	Delta	2, 3, 4, 6, 7, 8, 10, 12, 14, 16	Vacant	1, 2, 3, 5, 6, 8, 9, 10, 12, 15, 16, 17, 19	American	2, 4, 6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 26	Vacant	2, 22, 24, 40	Vacant
12	Vacant			7	Cape Air			29, 31, 33, 34, 36, 38	East Terminal Agent*
9, 14	Continental			18, 24	AirTran				
15, 16, 17	US Airways			21, 23	Frontier				
18, 19, 21	United			27, 29, 31	Trans States				
				25, 28, 30, 32, 33, 34, 35, 36, 38	Vacant				

"A" Gates Total: 15  
Leased: 14  
Vacant: 1

"B" Gates Total: 10  
Leased: 0  
Vacant: 10

"C" Gates Total: 30  
Leased: 21  
Vacant: 9

"D" Gates Total: 13  
Leased: 0  
Vacant: 13

"E" Gates Total: 19  
Leased: 15  
Vacant: 4

Total Airport Gates: 87  
Total Leased: 50  
Total Vacant: 37