



ST. LOUIS LAMBERT  
INTERNATIONAL AIRPORT™

1144800

**CITY OF ST. LOUIS**  
**SERVICE AGREEMENT FOR**  
**GROUND MAINTENANCE, TREE REMOVAL, AND AREA CLEAN UP SERVICES**  
**ST. LOUIS LAMBERT INTERNATIONAL AIRPORT™**

**CONTRACT NO.: 73047**

**CONTRACT NOT-TO-EXCEED AMOUNT: \$600,000.00**

**CONTRACTOR:** Green Seasons Landscaping  
12685 Dorsett Road  
Maryland Heights, Missouri 63043

**FEDERAL I.D. #45 - 4472810**

**ESTIMATED ANNUAL ENCUMBRANCES:**

|                |                     |
|----------------|---------------------|
| <b>FY 2018</b> | <b>\$ 30,000.00</b> |
| <b>FY 2019</b> | <b>\$200,000.00</b> |
| <b>FY 2020</b> | <b>\$200,000.00</b> |
| <b>FY 2021</b> | <b>\$170,000.00</b> |

**CONTRACT AUTHORIZED BY:** **ORDINANCE NO. 70540**  
**BUDGET ACCOUNT: 5638**

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

**CITY OF ST. LOUIS**  
**SERVICE AGREEMENT FOR**  
**GROUND MAINTENANCE, TREE REMOVAL, AND AREA CLEAN UP SERVICES**  
**ST. LOUIS LAMBERT INTERNATIONAL AIRPORT**

This Agreement, made and entered into this 30<sup>th</sup> day of May, 2018 ("**Agreement**"), by and between the City of St. Louis, a municipal corporation of the State of Missouri (the "**City**") and Green Seasons Landscaping ("**Contractor**").

**WITNESSETH THAT:**

**WHEREAS**, City owns and operates St. Louis Lambert International Airport (the "**Airport**"); and

**WHEREAS**, City seeks to contract with the Contractor for Ground Maintenance, Tree Removal, and Area Clean Up Services as more fully described herein.

**NOW, THEREFORE**, in consideration of the payments, terms, conditions, agreements, hereinafter set forth, 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.

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

**APPENDIX "A"**

**TECHNICAL SPECIFICATIONS  
(GROUND MAINTENANCE, TREE REMOVAL, AND AREA CLEAN UP SERVICES)**

**1. DEFINITIONS**

The following terms and definitions are used in this solicitation:

- A. **"Agreement"** means this Agreement between The City of St. Louis and Green Seasons Landscaping
- B. **"Airport"** means the property owned by The City at St. Louis Lambert International Airport.
- C. **"Airport Representative"** means the Airport Planning and Development Executive or his/her authorized or designated representative.
- D. **"City"** means The City of St. Louis, owner and operator of St. Louis Lambert International Airport.
- E. **"Commencement Date"** means the date the term of this Agreement begins which is June 1, 2018 as provided for in Appendix A, Section 5.
- F. **"Contractor"** means Green Seasons Landscaping
- G. **"days"** means consecutive calendar days unless otherwise expressly stated.
- H. **"Director"** means the Director of Airports of The City of St. Louis or his/her authorized representatives or designated representative.
- I. **"Expiration Date"** means the date the term of this Agreement ends which is on May 31, 2021 as provided for in Appendix A, Section 5.
- J. **"Extras"** means additional service work or modifications, additions, or extras ordered in writing by the Director, as more fully described in Appendix A, Section 4 entitled "Extra Work."
- K. **"Holiday"** means New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, and Christmas Day.

- L. **“Major Equipment”** means power operated equipment, the rental price of which will be based on the prevailing schedule of the Associated Equipment Dealers.
- M. **“Provision”** means the terms, covenants, conditions, warranties, or provisions of this Agreement.

## 2. **SCOPE OF WORK**

### A. **Ground Maintenance and Area Clean Up**

1. The Contractor shall furnish, as ordered and requested in writing by the Airport Representative, all supplies, materials, tools, equipment, labor and supervision necessary to mow and trim all grass as well as to properly remove and dispose of all garbage, debris and trash, including without limitation, tire rims and tires on land currently owned or acquired by the City during the term of this Agreement. See Appendix C and Appendix D.
2. The property on which Ground Maintenance and Area Clean-up Services will be performed consists of **“vacant acreage”**, approximately 500 acres of land, more-or-less, some non-continuous.

**NOTE:** The maps (see **Exhibit C**) show the general lay out of the areas in which the Contractor can expect to provide the Ground Maintenance & Area Clean-up Services as ordered and requested by the City. The specific locations will be designated in writing by the Airport Representative periodically throughout the term of this Agreement. See Appendix A, Section 29.

3. Lawn areas must be maintained at a minimum height of three (3) inches and not to exceed (10) inches. A general clean-up of trash and other debris will be performed as necessary.
4. The Contractor will collect, haul and properly dispose of all garbage, debris, and trash on land owned by the City, in accordance with all applicable federal, state and local laws and regulations as requested and designated by the Airport Representative in writing.
5. The Contractor will collect, haul and properly dispose of abandoned vehicle tires and rims on land owned by the City. The Contractor will perform these services, to those tires with rims in addition to those without rims, as requested and designated by the Airport Representative in writing, in accordance with all applicable federal, state, and local laws and regulations. See Appendix D.

B. Tree Removal

Subject to and in accordance with the Provisions of this Agreement, the Contractor will perform the following Tree Cutting & Removal Services as requested and ordered in writing by the Airport Representative (see Appendix D):

1. The Contractor will furnish all supervision, labor, supplies, tools, materials, equipment and services necessary to cut and remove various trees and stumps located on property owned by the City.
2. The Contractor will furnish all supervision, labor, supplies, tools, materials, equipment, and services necessary to remove underbrush and foliage, located on property owned by the City, utilizing no less than a two man crew.
3. Contractor agrees that there are no promises, expectations, or guarantees regarding the amount of work or services to be ordered by the City from the Contractor under this Agreement. (See Appendix A, Sections 10.M & 27.G)
4. Contractor agrees that all work to be performed under this Agreement will be performed during daylight hours and that no work or services will be performed under this Agreement on Sunday, except in matters of an emergency or urgent necessity. Contractor agrees that the Airport Representative will determine whether such emergency or necessity exists. Contractor must respond and arrive on scene within six (6) hours of the Airport Representative's call.
5. Contractor agrees that all tree cutting, removal, and disposal work under this Agreement will be done in accordance with the recognized standards employed by the National Arborist Association, the American National Standard Institute, and the International Society of Arboriculture.
6. Contractor is responsible for all coordination of activities with the utility companies.
7. Contractor will abide by all federal, state, and local health and safety standards and indemnify the Airport of all liability arising from failure to meet such standards.
8. All stumps and exposed roots will be removed by the Contractor at least eight (8) inches below ground level unless otherwise directed in writing by the Airport Representative.

**NOTE:** The maps (see **Exhibit C**) show the general layout of the areas in which the Contractor can expect to provide the tree cutting and removal services as ordered and requested by the City. The specific

locations will be designated in writing by the Airport Representative periodically throughout the term of this Agreement. See Appendix A, Section 29.

C. Percentage of Work

Contractor will perform not less than forty percent (40%) of the work or service under this Agreement with its own employees.

3. **SCHEDULE FOR GROUND MAINTENANCE SERVICES**

A. For planning purposes, the Contractor shall follow the schedule listed below:

1. All ground maintenance work under this Agreement will be performed during daylight hours as ordered and directed in writing by the Airport Representative.
2. No ground maintenance work or labor will be performed under this Agreement **on Sunday**, except in matters of emergency or urgent necessity arising in connection therewith; and, the Airport Representative will, at his or her sole discretion, determine whether such emergency or necessity exists.
3. During the Month(s) of:
  - a. March: acreage cut as ordered and directed in writing by the Airport Representative
  - b. April through September: acreage cut on a three week rotating basis; or as directed in writing by the Airport Representative.
  - c. October: acreage cut as ordered and directed in writing by the Airport Representative.
4. Airport Representative may order and direct, in writing, Contractor to do additional cuttings as needed.
5. Within three (3) days of receipt of written notice or direction from the City, Contractor must commence the requested cutting service.
6. Debris and trash clean up and removal will be required as ordered and directed in writing by the Airport Representative. See Appendix A, Sections 2.A (4) & 2.A (5).

7. Keep proper vegetation established and maintained for erosion control near and at the basin area, stream channel, and on the banks as directed by Airport Representative. Immediately clean up any spills which may occur and notify the Airport Representative in writing. By the 20<sup>th</sup> day of each month, the Contractor shall provide to the Airport Representative a monthly schedule, in a form acceptable to the City and which must be approved in writing by the City.

#### 4. **EXTRA WORK**

- A. At the written request and direction of the Director, additional Ground Maintenance, Tree Removal, and Area Clean Up Services work or modifications, additions, or extras ("Extras") may be required. The fee or charge for Extras will be agreed upon up front in writing on a case-by-case basis as described in this Section and in Appendix A, Section 9.A of this Agreement. For all work conducted under this Agreement, the total amount to be paid to the Contractor must not exceed the total Contract Not-To-Exceed Amount of this Agreement. (See Appendix A, Section 9.D).
- B. Any work not specified under this Agreement which may be fairly implied as included in this Agreement, of which the Director will be the sole and absolute judge, will be done by the Contractor without extra charge. The Contractor will do all Extras that may be requested or ordered in writing by the Director. No claim for Extras will be allowed in favor of the Contractor unless such Extras have been ordered in advance by written request of the Director. The Contractor will 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 Extras done in any month, will be submitted to the Director, in writing, before the 15<sup>th</sup> day of the following month, and the amounts therein must be in accordance with the daily time, material, and equipment statements approved by the Director. As proof of costs, the Contractor must submit copies of itemized invoices received from the Contractor's approved subcontractor(s) which have been previously reviewed and approved by the Contractor. Extras will be paid for on the basis of a fixed amount or rate or charge or any combination thereof to be agreed upon and approved by the Contractor and the Director in writing prior to such Extras being performed. (See Appendix A, Section 9.A).

#### 5. **TERM**

The term of this Agreement will be for three (3) years beginning on the Commencement Date specified below and ending thirty-six (36) months thereafter unless terminated or cancelled as provided for in Appendix B, Section 2. This Agreement is expressly subject to, and will not become effective or binding on the City until, fully executed by all signatories of the City. The commencement and expiration dates are as follows:

**“Commencement Date”:** June 1, 2018 **“Expiration Date”:** May 31, 2021

**6. 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 will be fully authorized to act for the Contractor in all matters covered by this Agreement. The Contractor will also furnish all supervisory personnel with copies of these specifications and will make certain that all such personnel understand the Provisions thereof.
- B. When necessary, or as requested by the Airport Representative, the Contractor will make periodic reports and recommendations to the Airport Representative concerning conditions, transactions, situations or circumstances encountered by the Contractor relating to the services to be performed under this Agreement.
- C. The Contractor's performance under this Agreement must meet the highest standards of care, skill, and diligence provided by professionals who perform services similar to the services contemplated by this Agreement. All work will be executed in the most workmanlike and safe manner and everything will 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, will not be attempted by common laborers.
- D. The Contractor will ensure that all equipment and temporary offices and trailers used on the job are conspicuously marked with both the name and telephone number of the Contractor, if applicable.
- E. The Contractor must clean up the work site each day. This clean-up must include placing material, tools, and equipment in a neat, safe, and orderly arrangement. Equipment must never block access to existing facilities. Rubbish, debris, rubble, and garbage must be properly removed daily and disposed of by the Contractor in accordance with all applicable local, state, and federal laws and regulations. The City and its officers, agents, representatives, or employees are not responsible or liable for, in any way whatsoever, for any hazardous condition created by, arising out of, or incidental to the Ground Maintenance, Tree Removal, and Area Clean Up Services performed by the Contractor or its officers, employees, contractors, representatives, or agents under this Agreement. See Appendix B, Section 1.



- F. The Contractor will furnish, and have on the job at all times, sufficient equipment to properly and safely carry out the work under this Agreement including such tool or equipment as may be necessary to meet emergency requirements.
- G. The Contractor will furnish to the Airport Representative a listing of all Employees (including subcontractor's employees) performing services under this Agreement. See also Appendix B, Section 3. The Contractor will maintain and update this listing throughout the term of this Agreement. The Contractor will be present at the work site continuously during working hours throughout the progress of the work, either in person, or through his Project Coordinator or supervisory personnel to receive directions or furnish information. Any instructions or directions given to the Project Coordinator or supervisory personnel of the Contractor will be considered the same as given to the Contractor in person.
- H. Contractor, at its cost, will secure all applicable permits and licenses and approvals required or necessary to fulfill the Provisions of this Agreement.
- I. The Contractor will attend a pre-performance conference prior to commencement of any work under this Agreement. Said conference will be after the date of Agreement execution, and prior to start of the work.
- J. The work to be performed under this Agreement is on an active Airport. Therefore, prior to the start of any work under this Agreement, the Contractor will provide the Airport Representative with a work schedule which will indicate a proposed sequence and time schedule of the work to be accomplished for the Airport Representative's prior written approval. See Appendix A, Section 2.
- K. In case of an emergency, the Airport Representative will have authority to order the Contractor to immediately terminate work and clear the area of personnel and equipment. The Contractor will immediately comply to such an order with all possible speed.
- L. 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 will be final, except as provided for in Appendix A, Section 13.
- M. The City reserves the right to solicit bids and award contracts to other contractors for any modifications or additions to the Ground Maintenance, Tree Removal, and Area Clean Up Services. The City reserves the right to furnish components, parts, supplies, and materials at its discretion or to perform the work under this Agreement. See Appendix A, Sections 9.B. and 23.G.

7. **RULES AND REGULATIONS**

- A. The Contractor will comply with all applicable rules and regulations including, resolutions, plans, operating directives, Airport certification manual, and directives promulgated or established by the Airport Authority, the Airport Commission, the Director, or the City, as amended in performing the work or services contemplated herein or the Provisions of this Agreement. The Contractor will comply with all statutes, laws, ordinances, orders, judgments, decrees, permits, regulations, environmental plans and programs, environmental permits, directions, and requirements of the City, as amended in addition to those from federal, state, city, local and other governmental authorities, now or hereafter applicable, in performing the Provisions of this Agreement and the work or services contemplated herein.
- B. The Contractor will be responsible for compliance with all Airport Security Regulations, Airport Security procedures, and TSA 1500, as amended. Any and all violations by the Contractor or its officers, employees, subcontractors, independent contractors, 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. City will be reimbursed within ten (10) days of the City's request, for any such fines or penalties imposed on the City.
- C. The Contractor will be responsible for the work of all subcontractors and agents, and all work must be kept under the Contractor's control. A complete list of all such subcontractors will be submitted to the Airport Representative for his/her prior written approval. See Appendix B, Section 3.
- D. The Contractor will not be entitled to any claim for damages or losses whatsoever against the City or its officers, employees, agents, representatives, 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, and actual, consequential, special, or incidental damages.

8. **REPAIR OF DAMAGE**

The Contractor will promptly report any property of the City or third parties damaged by Contractor's operations or employees. The Contractor will make no repairs or replacements to City property without the prior written approval of the Airport Director.

9. **PAYMENTS**

- A. The Contractor shall submit an invoice and supporting documentation to the Airport each month for services completed in the immediately preceding month. Invoices will be submitted to the Airport Accounting Department at:



AirportAccountsPayable@flystl.com (preferred)

or

St. Louis Lambert International Airport

Accounts Payable

P. O. Box 10036

St. Louis, MO 63145

Contact Phone Number: (314) 426-1303

1. The invoice must include:
  - a. Contract number;
  - b. Ordinance number;
  - c. Service(s) performed;
  - d. Date service was performed;
  - e. Monthly amount owed by the City;
  - f. Subcontractor invoice(s);

For Extras authorized in writing by the Director, the Contractor will invoice the City at the rates, charges, and amounts as authorized in writing by the Director as set out in Section 4. All payments are contingent upon the appropriations of sufficient funds by the City annually.

- B. Nothing in this Agreement will be construed or interpreted to create a debt, liability, or obligation of any kind whatsoever on the City for the City to order or request any particular amount of work or services. See also Appendix A, Sections 6.M. and 23.G.
- C. The Contractor will submit invoices for the services and work performed pursuant to this Agreement in a timely manner and as provided for in the Agreement. The City will 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 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.
- D. The total Contract Not-To Exceed Amount of this Agreement is Six Hundred Thousand Dollars (\$600,000.00).

**10. NOTICE OF LOSS OR CLAIMS**

- A. The Contractor will indemnify, defend, and save harmless the City, its officers, employees, and agents from all suits or actions, or losses brought against or suffered by the City, its officers, employees or agents, for or on account of any injuries or damages received or sustained by any party or parties by or from the Contractor, his employees, representative, or agents, in the performance of the work under this Agreement, 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 Contractor.
- B. The Contractor will indemnify, defend, and save harmless the City, its officers, employees, representatives, and agents from the payment of any and all claims, demands, damages, or costs arising out of any infringement, or alleged infringement of intellectual property rights including, without limitation, the use of any patent or patented device, article, system, arrangement, material or process used by the Contractor or its officers, employees, representative, or agent in the execution of this Agreement.
- C. The Contractor shall provide written notification to the Director of all suits or action or losses arising out of this Agreement within seven (7) days of service or demand.

**11. REPLACEMENT OF PERSONNEL**

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

**12. PROHIBITED ACTS**

- A. Contractor will not do or permit to be done any act which:
  - 1. Will invalidate or be in conflict with any insurance policies covering the Airport or the City, or any part thereof, or upon the contents of any building thereon;
  - 2. Will increase rates of any insurance, extended coverage or rental insurance on the Airport or the City, or any part thereof, or upon the contents of any building thereon;

3. Will constitute, in the opinion of the Airport Representative, a hazardous condition, so as to increase risks normally attendant upon the operations enumerated in this Agreement;
  4. Will constitute a nuisance in or on the Airport or which may result in creation, commission, or maintenance of a nuisance in or on the Airport; or;
  5. May interfere with the effectiveness or accessibility of the drainage of any sewage system, fire protection system, sprinkler system, alarm system, fire hydrants and hoses if any, installed or located in or on the Airport.
- B. If by reason of the Contractor's failure to comply with the Provisions of this section, any fire insurance, extended coverage or rental insurance rate on the Airport, or any part thereof, or upon the contents of any building thereon will be at any time higher than it otherwise would be, then the Contractor will on demand, pay the City the increase in the cost of insurance premiums paid or payable by the Airport which was charged because of such violation by the Contractor. For the purpose of this section, "Airport" includes all structures or improvements located thereon.

**13. RIGHT OF REVIEW**

Contractor may request that the Director review any decision or direction of the Airport Representative. The decision of the Director will be final and binding. All requests for review must be in writing and within twenty-four (24) hours of the Airport Representative's decision in dispute, and must 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, Section 6.L.

**14. GOVERNING LAW AND FORUM SELECTION**

This Agreement will be entered into in the State of Missouri, and Missouri law, the City's charter and ordinances, as amended, will govern this Agreement. Any cause of action, claim, suit, demand, or other case or controversy arising from or related to this Agreement must be brought only in a federal or state court in The City of St. Louis, Missouri. Contractor and the City consent to the jurisdiction and venue of such courts. The Provisions of this section survive the expiration or early termination of this Agreement.

15. **WAIVERS OF LIEN**

Upon completion of work under this Agreement, and if requested by the City, the Contractor will submit within five (5) business days of the City's request full waivers of lien from every entity involved in the performance of this Agreement. Lien waivers must be submitted on forms and executed in a manner acceptable to the Airport Representative. Contractor will not permit any mechanics' or materialmen's liens or any other lien or encumbrance to be attached or 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.

16. **FACILITIES PROVIDED BY THE AIRPORT**

City will provide the right of ingress and egress to all areas necessary for the Contractor to perform the work and services under this Agreement.

17. **PRECAUTIONARY MEASURES**

Contractor will exercise every precaution to prevent injury to persons or damage to property and avoid inconvenience to the City's travelers, licensees, and invitees, or airlines operating at the Airport, or other users of the Airport. Contractor will 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, or electrocution, and take such other precautions as may be necessary, proper or desirable.

18. **STORAGE AND STAGING AREA**

- A. The Airport Representative will assign storage and transfer area ("**Transfer Area**") in writing (if applicable). If assigned, the Transfer Area will be used for storage of the Contractor's equipment and property, and will be maintained by the Contractor at its cost and to the City's standards as provided for in this Agreement. Assignment of the Transfer Area will be based on availability of space.
- B. The Contractor will be responsible for the security of its equipment and will maintain and improve the Transfer Area as directed by the Airport Representative. The City (including its officers, employees, agents or representatives) will not be responsible or liable for any vandalism, theft, casualty, loss, or damages of any kind whatsoever to the Contractor's equipment, containers, compactors, parts, tools, or supplies, or other personal property.

- C. City will provide the right of ingress and egress to all areas required in the performance of the Contractor's services.

19. **BADGING**

- A. The Contractor will comply with all applicable federal, state, and local governmental laws and regulations and Airport rules and regulations as amended. See Appendix A, Section 7.A.
- B. The Contractor at its cost will supply to and update as needed for the Airport Police Security Operations Unit, 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, will 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 will, when directed by the Airport Representative, schedule its employees to be issued an Airport ID Badge and fingerprinted for a criminal history record check by the Airport Police Security Operations Bureau. This process will be used to issue Airport Identification Badges to all Contractor employees assigned to work within the Security Identification Display Area ("SIDA"). The Contractor will maintain at all times adequate control of identification badges. All employees issued identification badges will be required to attend the SIDA class offered by the Airport Police. The Contractor will bear the cost of providing badges for the Contractor's employees working under this Agreement. The cost for initial badging is \$40.00 for the badge and \$40.00 for fingerprinting (one time), a total cost of \$80.00. This includes fees for SIDA Class, a mandatory Security Threat Assessment, and enrollment in FBI Rap back, a program that allows for continuous vetting for enumerated crimes under a fingerprint based system. Badges must be renewed yearly. **The cost of badge renewal is \$10.00.** Replacement cost for lost badges is \$50.00 for the first badge, \$75.00 for the second badge, and \$100.00 for a third badge. No fourth badge will be issued.
- E. The Contractor will be responsible for compliance with all Airport Security Regulations, Airport Security procedures, and TSA 1542 as amended. 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. Contractor will reimburse the City be reimbursed within ten (10) days of the City's request, for any such fines or penalties imposed on the City. See Appendix A, Section 7.B.

- F. Due to the amount of time needed to complete the badging process, it is recommended that the Contractor begin the process at least thirty (30) days prior to July 1<sup>st</sup> of each year that this Agreement is in effect.

**20. UNIFORMS**

Contractor, at its costs, will 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 in writing.

**21. PERFORMANCE & PAYMENT BOND**

- A. At or prior to the execution of this Agreement, the Contractor shall immediately execute a Performance Bond and a Payment Bond, each in the amount of One Hundred Thousand Dollars (\$100,000.00) with surety satisfactory to the City conditioned on the full and faithful performance of all Provisions of this 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 licensed Notary Public. The Payment Bond must comply with the coverage requirements and conditions of Section 107.170 RSMo. The City will allow submittal of one year renewable bonds to meet the requirements of this Section 21. The Contractor will notify the City no later than thirty (30) days prior to the termination, cancellation, or non-extension of the Performance Bond or Payment Bond and if the Contractor's Performance Bond or Payment Bond are terminated, cancelled, not renewed or extended, the Contractor shall promptly provide the City with a replacement bond(s) in full compliance with this Section 21. Any sum or sums derived from said Performance or Payment Bonds will be used for the completion of this Agreement and the payment of laborers and material suppliers, as the case may be.
- B. Copies of the Performance Bond and the Payment Bond, in a form acceptable to the City, must be given to the Airport Representative for approval before the work of this Agreement begins.

**22. MISSOURI UNAUTHORIZED ALIENS LAW**

As a condition precedent for the award of this Agreement and prior to performing any work or services under this Agreement, the Contractor, shall, pursuant to the applicable provisions of Sections 285.525 through 285.555 of the Revised Statutes of Missouri 2000, as amended (the "**Missouri Unauthorized Aliens Law**"), by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with this Agreement. The Contractor shall also affirm in the affidavit that it does not knowingly employ any person



who is an unauthorized alien in connection with this Agreement pursuant to the Missouri Unauthorized Aliens Law. A copy of an affidavit in a form acceptable to the City is attached hereto as **Exhibit A**. Contractor's failure to comply at all times with the Missouri Unauthorized Aliens Law or the Provisions of this Agreement related to the Missouri Unauthorized Aliens Law may result in the termination of this Agreement by the City and other remedies available to the City at law or in equity. In addition, the State of Missouri may impose penalties or remedies for violations of the Missouri Unauthorized Aliens Law as set forth therein. The Contractor shall promptly and timely deliver to the City a fully executed original of the Affidavit (see Exhibit C) including any required documentation in accordance with the Missouri Unauthorized Aliens Law prior to performing any work under this Agreement.

**23. GENERAL PROVISIONS**

- A. The Contractor is and at all times, will be and remain an independent contractor and nothing under this Agreement will be interpreted or construed to mean that the Contractor or any of its employees or agents is an employee or agent of the City.
- B. The Contractor will coordinate the services performed under this Agreement with the Airport Representative.
- C. This Agreement will be the entire agreement and no amendment or modification will be made (except as expressly provided for under this Agreement) unless in writing and signed by the parties hereto.
- D. The City of St. Louis and the Contractor will agree that this Agreement and all contracts entered into under the Provisions of this Agreement will be binding upon the parties hereto and their successors and permitted assigns.
- E. A waiver by either party of the Provisions hereto to be performed by the other party will not be construed as or operate as, a waiver of any subsequent default or breach of any of the Provisions of this Agreement. Any waiver by either party must be in writing and signed by the party waiving.
- F. The Contractor will keep and maintain such records and reports as are necessary for the City to determine compliance with the obligations of this Agreement. Such records must be maintained by the Contractor for at least three (3) years after the expiration or termination of this Agreement. The City reserves the right to investigate, audit, and review, upon written request, such records and documents, to determine compliance with this Agreement. See Appendix B, Section 6.
- G. The City retains the right to receive bids and award contracts on any modifications, deletions, or additions to this Agreement. In addition, the City



retains the right to furnish materials or supplies at its discretion, or perform for itself, any work under this Agreement. (See Appendix A, Sections 6.M and 9.B).

- H. No alderman, commissioner, director, board member, officer, employee or other agent of the City will be personally liable under or in connection with the Agreement.
- I. Neither party will be in violation of this Agreement, if it is prevented from performing any of the obligations 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, riots, rebellion, or sabotage, or any other circumstances for which it is not responsible and which is not within its control. See Appendix A, Section 23K.
- J. If any Provision of this Agreement is held to be invalid by a court of competent jurisdiction, the invalidity of any such Provision will in no way affect any other Provision, 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.
- K. The parties agree that time will be of the essence in the performance of each and every obligation and understanding of this Agreement.
- L. 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.

## **24. PREVAILING WAGE AND FRINGE BENEFITS**

- A. The Contractor will pay to employees and subcontractors' employees not less than the prevailing hourly rate and fringe benefits listed below as determined by the United States Secretary of Labor, or his/her authorized representative, in accordance with prevailing rates in 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 is in accordance with City Ordinance No. 62124.

|       |                             |         |
|-------|-----------------------------|---------|
| 11210 | Laborer, Ground Maintenance | \$13.26 |
| 11270 | Tractor Operator            | \$16.43 |
| 11260 | Pruner                      | \$11.65 |
| 11330 | Trail Maintenance Worker    | \$13.26 |
| 31361 | Truck Driver, Light         | \$16.94 |

|       |                                           |         |
|-------|-------------------------------------------|---------|
| 99730 | Refuse Collector                          | \$16.61 |
| 08160 | Forestry/Logging Heavy Equipment Operator | \$21.85 |

The above wage determinations are current as of January 2, 2018 for all classifications except Forestry/Logging Heavy Equipment Operator. See, WD 15-5075 (Rev.-7). The wage determination for Heavy Equipment Operator is also current as of January 2, 2018. See, WD 15-5075 (Rev.-37).

- B. The minimum prevailing fringe benefits which the Contractor must provide to the above classifications of employees is **\$4.27**. Pursuant to City of St. Louis Revised Code Chapter 6.20.010, fringe benefits may be provided in the form of cash payment or fringe benefits including:
1. medical or hospital care,
  2. pensions on retirement or death,
  3. compensation for injuries or illnesses from occupational activity,
  4. insurance to provide any of the foregoing,
  5. unemployment benefits,
  6. life insurance,
  7. disability and sickness insurance,
  8. accident insurance,
  9. vacation and holiday pay,
  10. costs of apprenticeship or similar programs, and
  11. other bona fide fringe benefits to be provided by the service contractor **and not otherwise required by federal, state, or local law.**
- C. Contractor shall keep full and accurate records identifying the names and classifications of every service employee employed by them in the performance of this Agreement, together with an accurate record of the number of hours worked by each employee and the actual wages and fringe benefits paid therefor. Said records must be open to inspection by the Comptroller of the City or his/her authorized representative at any reasonable time and as often as may be necessary and such records must not be destroyed or removed from their customary location for the period of one (1) year following the completion of the work under this Agreement."

25. **MEDIA INQUIRIES / ADVERTISING**

- A. If contacted by any media or other third party ("**Media**") about this Agreement or the services or work performed by the Contractor under this Agreement ("**Airport Project**"), the Contractor will refer the Media to the Airport's Public Relations Manager. This includes, without limitation, trade publications.
- B. Any printed articles, press releases, web articles, social media communications or case studies about an Airport Project must be approved in writing by the Airport's Public Relations Manager prior to being made public by the Contractor. Contractor will have no right to use the trademarks, symbols, logos, trade names or the name of the City or the Airport, either directly or indirectly, in connection with any production, promotional service, publication or advertising without the prior written consent of the Airport's Public Relations Manager.
- C. Contractor will treat all knowledge of the City's intentions, operations or procedures, and business as confidential and at no time divulge such information without the prior written consent of the Director, unless otherwise required by a court order or subpoena. Contractor will timely inform the City of any such order or subpoena prior to releasing said confidential information.
- D. Advertisements discussing an Airport Project must be approved by the Airport's Public Relations Manager in writing prior to publication or must include a prominent disclaimer that neither the City nor the Airport necessarily endorses the Contractor's work.
- E. Any quotes or testimonials from City or Airport staff may not be used unless pre-approved in writing by the Airport's Public Relations Manager.
- F. Photos taken by Contractor of Airport Projects must be pre-approved in writing by the Airport's Public Relations Manager. Contractor acknowledges and understands that some photos may contain security-sensitive information and publication may violate federal laws or regulations or Airport security rules or procedures.
- G. The Airport's Public Relations office must be given at least three (3) business days notice to review request and materials. The Airport's Public Relations office coordinates media, web, postings, printed materials, advertisements and other public communication about Airport Projects. Public Relations main number is: 314-426-8125.

**26. CUSTOMER SERVICE**

Contractor, on behalf of itself and all subcontractors, acknowledges that customer service to the traveling public is a primary concern for the City and that customer service is the shared responsibility of all employees and service providers at the Airport, no matter their role or function. Contractor agrees that all of its employees performing service at the Airport pursuant to this Agreement will:

- A. Demonstrate excellent customer service at all times when in contact with users of the Airport.
- B. Act in a courteous and helpful manner at all times with travelers, fellow employees, and all other users of the Airport, including but not limited to, appropriate greetings and assistance to travelers, if and when applicable.
- C. Help ensure that travelers have a positive Airport experience and at all times, behave in a businesslike and professional manner while on Airport property.
- D. Refrain from using foul or inappropriate language in public areas; smile and use a pleasant tone of voice when conversing with travelers and all other Airport users; be actively working while on duty and refrain from gathering and "chatting" in groups while on duty, unless necessary; refrain from the use of non-business cell phones while on duty; refrain from napping or sleeping in public areas.
- E. Not utilize public seating, boarding areas, gate areas or lounge areas within the terminals and concourses. The above areas are intended for use by the traveling public and not as rest or lounge facilities for Contractor's employees.

**27. INSPECTIONS**

- A. The Airport Representative will at all times have free access to the work, as well as the equipment, and shops of the Contractor to determine Contractor's compliance with the Provisions of this Agreement. The Airport Representative may perform periodic inspections of the work as outlined in this Agreement, to determine that services performed by the Contractor meet with required standards and the Contractor will be required to timely and promptly make any improvements as required by the Airport Representative at no additional charge to the City. See Appendix A, Sections 2 & 6.

**28. FAILURE TO PERFORM**

- A. If the Airport Representative determines at his/her sole discretion that the quality or quantity of any work required to be performed under this Agreement is unacceptable or that the Contractor has failed or refused to perform the work, the

City may take reasonable and necessary actions to perform the work or remedy the Contractor's failed or under performance(s). See Appendix A, Sections 6.C and 6.L.

- B. All reasonable costs or expenses incurred by the City will be promptly and timely paid or reimbursed by the Contractor as provided for herein. The City may deduct such costs, plus 15 % for administrative costs, from any payments due to the Contractor under this Agreement or the City may invoice the Contractor for such costs which will be due within thirty (30) days of the City's written request.
- C. **The work, if necessary, and any other actions taken by the City pursuant to this subsection may only be performed after first providing at least five (5) working days' notice to Contractor of such failure to comply.** Subsequent to receipt of notice that the City will perform the work or remedy the breach or default, the Contractor must not undertake further performance of such work without the specific prior authorization from the Airport Representative.
- D. During the five (5) days' notice the Contractor may demonstrate to the City why no such alleged failure is present or to timely remedy such alleged failure. However, the City's right to perform such work will not arise, if such failure cannot be reasonably cured within five (5) working days and the Contractor promptly and with due diligence takes prompt and appropriate corrective action and diligently pursues until the failure is corrected to the City's reasonable satisfaction.

## 29. MAPS

Maps of the approximate areas to be maintained under this Agreement are attached as **Exhibit C** and incorporated herein.

- A. The Airport Representative may at any time (and without the consent of the Contractor) make alterations in the line, grade, form, or dimensions of the maps herein contemplated either before or after commencement of the work hereunder, and if such alterations diminish the quantity of the work to be done hereunder, they will not constitute a claim for damages or loss of any kind or nature whatsoever against the City including without limitation, loss of profits, actual, consequential, incidental, or special damages. Contractor acknowledges and agrees that all work ordered by the City and performed by the Contractor under this Agreement will be paid by the City as provided for in Appendix A, Section 9.
- B. No change, variation or deviation from the Maps or specifications will be made except by prior written order of the Airport Representative.

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

**APPENDIX "B"**

**GENERAL SPECIFICATIONS  
(GROUND MAINTENANCE, TREE REMOVAL, AND AREA CLEAN UP SERVICES)**

**1. INSURANCE AND INDEMNIFICATION**

- A. The Contractor, at its expense, at all times during the term hereof, will cause St. Louis County, the City and its Board of Aldermen, the Airport Commission, and their respective 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, representatives, and independent contractors pursuant to this Agreement under the following types of coverage:
1. Comprehensive General Liability;
  2. Comprehensive Automobile Liability (any vehicles, including owned, hired and non-owned).
- B. **The minimum limits of coverage for the above classes of insurance must 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 will cause St. Louis County, the City and its Board of Aldermen, the Airport Commission, and their respective officers, agents and employees (the "CITY" as used in this Section) by endorsement as an "Additional Insured". Prior to execution of this Agreement, Contractor will provide certificates of insurance and all endorsements required pursuant to this Agreement to the Airport Representative in form and content satisfactory to the City. In addition, the Contractor will also mail or fax a copy of the Certificate of Insurance and all required endorsements to:
- St. Louis Airport Police Department  
P.O. Box 10212, Lambert Station  
St. Louis, Missouri 63145  
Attn: Sharon Wilson, Bureau of Security Operations  
Phone: 314-426-8002  
Fax: 314-890-1325
- C. Such liability insurance coverage must 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, representatives, and independent contractors and, contractual liability insurance sufficient to cover Contractor's indemnity obligations. The CITY will 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 does not make the CITY a partner or joint venturer with Contractor in its operations in this Agreement. Each such insurance policy must, by endorsement, 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 will protect, defend, and hold St. Louis County, the City and its Board of Aldermen, the Airport Commission, and their respective 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 the use or occupancy of the City's premises and 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 and to the extent such injury, death or damage is caused by the negligence of the City. The Director or his/her designee will give to Contractor reasonable notice of any such claims or actions. The Contractor will also use counsel reasonably acceptable to the City Counselor of the City or his/her designee, after consultation with the Director or his/her designee, in carrying out its obligations under this Agreement. The Provisions of this section survive the expiration or early termination of this Agreement.
- E. The Contractor will maintain Workers' Compensation and Employers Liability Insurance at least at the statutory requirement and in accordance with Missouri laws and regulations. Contractor will require that all of its subcontractors or licensees similarly provide such coverage. The City, its officers, employees, or agents will not be liable or responsible for any claims or actions occasioned by Contractor's failure to comply with the Provisions of this subsection. The indemnification Provisions of this Agreement apply to this subsection. It is expressly agreed that the employees of the Contractor are not employees of the City for any purpose, and that employees of the City are not employees of the Contractor.

## **2. CANCELLATION**

- A. The City retains the right to cancel this Agreement immediately upon written notice to Contractor, if:



1. Contractor fails to properly keep any Provision of this Agreement; or,
  2. The quality of service falls below the specified standards as determined by the City; or,
  3. Contractor fails or refuses to render the amount of service required.
- B. Contractor has the right to cancel this Agreement if:
1. The City fails to keep, perform, or observe any material Provision of this Agreement for a period of ninety (90) days after written notice by Contractor specifying the material breach by the City;
    - a. Failure to keep, perform, or observe any material Provision of this Agreement will not give rise to Contractor's right to terminate this Agreement if the material breach can be cured but cannot, with due diligence, be cured within ninety (90) days, if the City institutes corrective action within ninety (90) days and diligently pursued until the material breach is corrected.
- C. Contractor retains the right to cancel this Agreement without cause upon one hundred twenty (120) days' written notice to the City. There will be no liability to Contractor and such a cancellation will be a no-fault cancellation.
- D. The City retains the right to cancel this Agreement without cause upon thirty (30) days' written notice to Contractor. There will be no liability to the City and such a cancellation will be a no-fault cancellation.
- E. Notwithstanding anything to the contrary, it is expressly understood by the parties that this Agreement will terminate immediately upon the failure of budgetary appropriations with no resulting liability to the City.
- F. Upon cancellation, termination, or the expiration of this Agreement, or if requested in writing by the Airport Representative, all tools, parts, equipment, supplies, materials, maps, plans and specifications, manuals, schedules, records, files, logs, work product, or property paid for, supplied or owned by the City will be returned to the City by Contractor within one (1) business day.

### 3. **ASSIGNMENT AND SUBCONTRACTING**

- A. Contractor will 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 ninety (90) days prior to any contemplated assignment of this Agreement, Contractor will submit a written request to the City along with a copy of the proposed assignment agreement. The City reserves the right to refuse without

cause or justification, such requests. No assignment will be made or will be effective unless Contractor is not in default on any of the Provisions under this Agreement. The party to whom such assignment is made will expressly assume in writing the Provisions of this Agreement. The parties to this Agreement understand and agree that the Contractor is and will remain responsible for the performance of its assigns under this Agreement. No assignment will be effective as it pertains to the City until such time as the City receives a fully executed copy of the approved assignment agreement as provided for above.

- B. Contractor will not subcontract or transfer any part of the services or work to be performed under this Agreement without the prior written approval of the Director of Airports. At least sixty (60) days prior to any contemplated subcontracting of service or work or the transfer of any part of the services or work to be performed under this Agreement, Contractor will submit a written request to the Director of Airports. This request must include a copy of the proposed subcontract or agreement. The City reserves the right to refuse without cause or justification, such requests. At a minimum, any sub-contractor agreement must expressly require strict compliance with the Provisions of this Agreement. The Contractor will furnish all authorized subcontractors or agents a copy of this Agreement. The parties understand and agree that the Contractor is responsible for the performance of its subcontractors or agents under this Agreement. No subcontract or any other agreement will 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, will 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 will constitute a waiver by the City of this provision.
- D. The City has approved the following M/W/DBE contractors for participation under this Agreement at the percentage participation goals as set out below:

|                                   |            |            |
|-----------------------------------|------------|------------|
| <b>Green Season's Landscaping</b> | <b>MBE</b> | <b>95%</b> |
|-----------------------------------|------------|------------|

#### **4. 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, sex, age, disability, 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, sex, age, disability, 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 (10) 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. If the Contractor fails to comply with the nondiscrimination clauses of this Agreement, or fails to furnish information or permit records and accounts to be inspected, within twenty (20) days from the date requested, the Airport may cancel, terminate, or suspend this Agreement, in whole or part. Further, the Airport may declare the Contractor ineligible for further City contracts for a period of one year, at the City's option. If the contract is canceled, terminated, or suspended for failure to comply with fair employment practices, the Contractor will have no claim for any damages against the City.
- F. Contractor further agrees that Section 4.A through 4.E 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. If the Contractor is sued or threatened with litigation by a subcontractor, vendor, individual, group or association, as a result of compliance with Sections 4. A through 4. E such contractor will notify the City Counselor in writing of such suit or threatened suit within ten (10) 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.
- I. Contractor will comply with all applicable nondiscriminatory requirements that may be imposed pursuant to the Federal Aviation Act of 1958, as amended; Title VI of the Civil Rights Act of 1964, as amended; 49 C.F.R. Parts 21, 23, and 26, and state and local laws.

5. **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 minority business enterprise as defined in the Mayor's Executive Order #28, as amended.
2. **"Women Business Enterprise" or "WBE"** means a women's business enterprise as defined the Mayor's Executive Order #28, as amended.

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 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 will 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. **Please note: Contractors certified as either an MBE or WBE must still fill both goals. In addition, Contractors certified as both an MBE and a WBE can only fulfill either the MBE goal or the WBE goal, not both goals.**

D. Obligation:

1. The Contractor will 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 will 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.

2. A current Directory of M/W/BE certified firms is available online at [www.flystl.com/bdd](http://www.flystl.com/bdd).

E. Eligibility:

Contractor should access the online directory 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 goals 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 prior to the bid opening in order to be used to fulfill the participation 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 will 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 will immediately notify the contracting department and City of St. Louis Airport Authority Business Diversity Development (BDD) office prior to replacement of the firm.
2. Substitutions of MBE/WBE must be approved in writing by the Director. See Appendix B, Section 3.B. 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 will 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:

1. When the M/WBE goals cannot be met, the Contractor must document and submit justification utilizing the Contractor's **"Good Faith Efforts Report Form"** and provide a statement as to why the goals could not be met. The quality and intensity of the Contractor's good faith efforts will be evaluated by the City. The contractor must demonstrate the good faith efforts taken to meet the M/WBE goals, including but not limited to the following:
  - a. Efforts made to select portions of the work proposed to be performed by M/WBEs in order to increase the likelihood of achieving the stated goal, including, where appropriate, but not limited to, breaking down contracts into economically feasible units to facilitate M/WBE participation. Selection of portions of work are required to at least equal the goal for M/WBE utilization specified in this contract.
  - b. Written notification at least fourteen (14) days prior to the opening of bids, soliciting individual M/WBEs interested in participation in the contract as a subcontractor, regular dealer, manufacturer, consultant, or service agency and for what specific items or type of work.
  - c. Written notification to disadvantaged economic development assistance agencies and organizations which provide assistance in recruitment and placement of M/WBEs, of the type of work, supplies, or services being considered for M/WBEs on this contract.
  - d. Efforts made to negotiate with M/WBEs for specific items of work including evidence on:
    - i. The names, addresses, telephone numbers of M/WBEs who were contacted, the dates of initial contact and whether initial solicitations of interest were followed up by contacting the M/WBEs to determine with certainty whether the M/WBE is interested. Personal or phone contacts are expected.
    - ii. A description of the information provided the M/WBEs regarding the plans and specifications and estimated quantities for portions of the work to be performed.
    - iii. A statement of why additional agreements with M/WBEs were not reached, and
    - iv. Documentation of each M/WBE contacted but rejected and the reasons for the rejection.



- e. Absence of any agreements between the Contractor and the M/WBE in which M/WBE promises not to provide subcontracting quotations to other bidders.
  - f. Efforts made to assist the M/WBEs that need assistance in obtaining bonding, insurance, or lines of credit required by the contractor.
  - g. Documentation that qualified M/WBEs are not available, or not interested.
  - h. Attendance at any meeting scheduled by the user department, or the SLDC to encourage better contractor-subcontractor relationships, forthcoming M/WBE utilization opportunities (i.e. pre-bid, workshops, seminars), etc.
  - i. Advertisement, in general circulation media, trade association publications, disadvantaged-focused media, of interest in utilizing M/WBEs and area of interest.
  - j. Efforts to effectively use the services of available disadvantaged community organizations; disadvantaged contractor's groups; local, state and federal disadvantaged business assistance offices; and other organizations that provide assistance in recruitment and placement of M/WBEs.
2. Examples of actions not acceptable as reasons for failure to meet the M/WBE goal.
- a. M/WBE unable to provide performance or payment bonds or both.
  - b. Rejection of reasonable bid based on price.
  - c. M/WBE would not agree to perform items of work at the unit bid price.
  - d. Union versus nonunion status.
  - e. Contractor normally would perform all or most of the work of the contract.
  - f. Solicitation by mail only.

- g. Restricting to only those general group of items which may be listed in bids under such headings "Items Subcontractible to M/WBE firms."
  - 3. The demonstration of good faith efforts by the contractor must prove the Contractor actively and aggressively sought out M/WBEs to participate in the project.
  - 4. The information provided will be evaluated to determine if the low bidder is responsive. All the information provided must be accurate and complete in every detail. The apparent low bidder's attainment of the M/WBE goal or demonstration of good faith effort will assist in determining the award of the contract.
- J. 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 review actions, statements, and documents submitted by any contractor, subcontractor, or MBE/WBE.
- K. Reporting Requirement:

The Contractor shall submit monthly reports on MBE/WBE involvement to the City of St. Louis Airport Authority Business Diversity Development Office via the BDD online reporting system. Actual payments to MBEs/WBEs will be verified. The Contractor shall ensure its subcontractors are also submitting monthly reports on MBE/WBE participation via the BDD online reporting System.

  - 1. Liquidated Damages. The Contractor agrees that the Contractor or its subcontractor('s)s' failure to comply with the MBE/WBE reporting requirements could result in an administrative or financial burden or both to the City. Therefore, the Contractor agrees that the Director, on behalf of the City, may elect to implement liquidated damages after written notice to the Contractor for failure to report. The stated liquidated damages in this sub-section are cumulative over the term of this Agreement and are in addition to any other remedies City may have under this Agreement or at law or in equity:
    - a. The first failure to report violation will result in a warning letter;

- b. The second failure to report violation will require Contractor to pay liquidated damages to the City not to exceed \$25.00 for each week past due;
  - c. For the third failure to report violation will require Contractor to pay liquidated damages to the City not to exceed \$50.00 for each week past due; and
  - d. For the fourth failure to report violation will require Contractor to pay liquidated damages to the City not to exceed \$75.00 for each week past due.
- 1. Payment of Liquidated Damages. All liquidated damages will be deducted by the City's next payment schedule. In the case there is no future payment(s), the Contractor will make the liquidated damage payment to the City within thirty (30) days' written notice of the violation.
  - 2. Notice. For any failure to report a violation specified in this section with associated liquidated damages, the City will provide written notice, including liquidated damages due and payable to the City.
- L. 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.

## 6. **RIGHT TO AUDIT CLAUSE**

- A. The Contractor's "**records**" must be open to inspection and subject to audit and 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 of 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 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 also include, but are 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 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 Provisions of this Agreement or the performance of the services contemplated herein; or
2. Compliance with provisions for pricing, change orders, invoices or claims submitted by the Contractor or any of its payees or subcontractors, if any.

#### **7. CIVIL RIGHTS GENERAL PROVISIONS**

- A. The Contractor agrees that it will comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person will, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.
- B. The provisions bind the Contractor and sub tier contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

#### **8. CIVIL RIGHTS AND NON-DISCRIMINATION PROVISIONS**

- A. During the performance of this Agreement, the Contractor, for itself, its assignees, and successors in interest agrees as follows:
  1. **Compliance with Regulations:** The Contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts And Authorities, as they may be amended, which are incorporated by reference and made a part of this Agreement.

2. **Non-discrimination:** The Contractor, with regard to the work performed by it during this Agreement, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when this Agreement covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.
4. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts And Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** If a Contractor fails to comply with this Section, the City will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
  - a. Withholding payments to the Contractor under this Agreement until the contractor complies; and
  - b. Cancelling, terminating, or suspending this Agreement, in whole or in part.
6. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for

noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

- B. During the performance of this Agreement, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:
1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
  2. 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
  3. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
  4. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
  5. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
  6. Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
  7. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);



8. Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
9. The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
10. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
11. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); or
12. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.)

9. **FEDERAL FAIR LABOR STANDARDS ACT PROVISION**

- A. All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR Sect. 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.
- B. The Contractor has full responsibility to monitor compliance to the referenced statute or regulation. The contractor must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

**10. OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970**

All Contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Section 1910 with the same force and effect as if given in full text. Contractor must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Contractor retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

**11. SEISMIC SAFETY**

When applicable, the Contractor agrees to ensure that all work performed under this Agreement, including work performed by its subcontractor(s), conforms to a building code standard that provides a level of seismic safety and substantially equivalent to standards established by the National Earthquake Hazards Reduction Program (“NEHRP”). Local building codes that model their code after the current version of the International Building Code meet the NEHRP equivalency level for seismic safety.

**12. DISTRACTED DRIVING**

The City encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decreases accidents caused by distracted drivers, including policies that ban text messaging. The Contractor must include the substance of this section in all sub contracts that involve driving a motor vehicle in performance of the work associated with this Agreement.

**13. CLEAN AIR AND WATER POLLUTION CONTROL**

Contractor agrees to comply with all applicable standards, Executive Orders, and regulations issued pursuant to the Clean Air Act (42 U.S.C. Sec. 740-7671q) and the Federal Water Pollution Act, as amended (33 U.S.C. Sec. 1251-1387). The Contractor will report any violation to the City immediately upon discovery. The City assumes responsibility for notifying the Environmental Protection Agency and the Federal Aviation Administration.

**14. LIVING WAGE**

- A. Living Wage Compliance Provisions: Any work ordered by the City under this Agreement is subject to the St. Louis Living Wage Ordinance Number 65597 (the

“**Ordinance**”) and the “**Regulations**” associated therewith, as amended, both of which are incorporated herein by this reference. The Ordinance and Regulations require the following compliance measures, and Contractor agrees to strictly comply with these measures beginning on the Commencement Date of this Agreement:

1. **Minimum Compensation:** Contractor 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 (See **Exhibit B**). The initial rate will be adjusted each year no later than April 1, and Contractor 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 must provide the Living Wage Bulletin together with the “Notice of Coverage” to all employees in English, Spanish, and any other languages spoken by a significant number of the Contractor’s employees within thirty (30) days of the effective date of this Agreement for existing employees and within thirty (30) days of employment for new employees.
3. **Posting:** Contractor must post the Living Wage Bulletin, together with a “Notice of Coverage”, in English, Spanish, and any 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 agrees to require Subcontractors, as defined in the Regulations, to comply with the requirements of the Living Wage Regulations, and agrees to be responsible for the compliance of such Subcontractors. Contractor must include these Living Wage Compliance Provisions in any contract with such Subcontractors.
5. **Term of Compliance:** Beginning on the effective date of this Agreement, Contractor 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 or Regulations may result in penalties specified in the Ordinance and Regulations, which penalties

may include, without limitation, suspension or termination of this Agreement, forfeiture or repayment of City funds, disbarment, and the payment of liquidated damages, as provided in the Ordinance and Regulations.

8. **Acknowledgements:** Contractor acknowledges receipt of a copy of the Ordinance and Regulations.

**15. NOTICE PROVISION**

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

Rhonda Hamm-Niebruegge  
Airport Director  
St. Louis Airport Authority  
P.O. Box 10212  
St. Louis, MO 63145

With a copy to:

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

And a copy to:

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

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

Todd Dudley  
Green Seasons Landscaping  
12685 Dorsett Road  
Maryland Heights, Missouri 63043

The City or Contractor may designate in writing any changes in addresses or any addresses of substitutes or supplementary persons in connection with notices. The effective date of service of any such notice is the date of actual receipt by Contractor or the Airport Director.

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

**APPENDIX "C"  
RATES FOR GROUND MAINTENANCE, TREE REMOVAL,  
AND AREA CLEAN UP SERVICES**

*Years 1 Through 3*

|                                                             | Rate Per Acre  |
|-------------------------------------------------------------|----------------|
| Rate for Vacant Acreage – Mow & Trim Services <i>Year 1</i> | <u>\$24.50</u> |
| Rate for Vacant Acreage – Mow & Trim Services <i>Year 2</i> | <u>\$24.50</u> |
| Rate for Vacant Acreage – Mow & Trim Services <i>Year 3</i> | <u>\$24.50</u> |

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

**GROUND MAINTENANCE, TREE REMOVAL, AND AREA CLEAN UP SERVICES**

**APPENDIX D - ADDITIONAL WORK**

**Years 1 Through 3**

|                                                     |                               |
|-----------------------------------------------------|-------------------------------|
| TREE REMOVAL (Trees 13" in circumference & under)   | \$ <u>37.00</u> per cir. inch |
| TREE REMOVAL (Trees over 13" in circumference)      | \$ <u>37.00</u> per cir. inch |
| STUMP REMOVAL (Stumps 13" in circumference & under) | \$ <u>6.00</u> per cir. inch  |
| STUMP REMOVAL (Stumps over 13" in circumference)    | \$ <u>6.00</u> per cir. inch  |
| CHIPPING                                            | \$ <u>30.50</u> per hour      |
| HEAVY DUTY SKID LOADER, WITH OPERATOR               | \$ <u>93.75</u> per hour      |
| DUMP TRUCK HAULING                                  | \$ <u>42.00</u> per hour      |
| REMOVAL OF TRASH, JUNK & DEBRIS                     | \$ <u>31.00</u> per cu yd     |
| HAND REMOVAL OF TRASH, JUNK & DEBRIS                | \$ <u>25.00</u> per man hour  |
| BID FOR BOBCAT & OPERATOR                           | \$ <u>47.00</u> per man hour  |
| CAR TIRE WITHOUT RIM<br>(approximately 500 tires)   | \$ <u>6.00</u> per tire       |
| CAR TIRE WITH RIM<br>(approximately 100 tires)      | \$ <u>8.00</u> per tire       |
| CAR RIM<br>(approximately 100 tires)                | \$ <u>6.00</u> per tire       |
| TRUCK TIRE WITHOUT RIM<br>(approximately 100 tires) | \$ <u>8.00</u> per tire       |
| TRUCK TIRE WITH RIM<br>(approximately 100 tires)    | \$ <u>9.00</u> per tire       |
| TRUCK RIM<br>(approximately 100 tires)              | \$ <u>7.00</u> per tire       |



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

GREEN SEASONS LANDSCAPING

BY:

[Signature]  
Date 5/18/18

ATTEST:

BY:

[Signature]  
Date 4-18-18



DILLON CORSEN  
My Commission Expires  
December 19, 2021  
St. Louis County  
Commission #17176670

THE CITY OF ST. LOUIS, MISSOURI, OWNER AND OPERATOR OF  
ST. LOUIS LAMBERT INTERNATIONAL AIRPORT:

The foregoing Agreement was approved on this 2<sup>nd</sup> day of May, 2018,  
by the Airport Commission.

BY:

[Signature]  
Director of Airports Date 5/1/18

The foregoing Agreement was approved by the Board of Estimate and Apportionment at its  
meeting on May 16th, 2018.

BY:

[Signature]  
Secretary Date 5/16/18  
Board of Estimate & Apportionment

APPROVED AS TO FORM BY:

[Signature]  
City Counselor Date 5/17/18

COUNTERSIGNED BY:

[Signature]  
Comptroller 68 Date 5/29/18

ATTESTED TO BY:

[Signature]  
Register Date 5-30-18

COMPTROLLER'S OFFICE  
DOCUMENT # 73047

**Exhibit A**  
**Affidavit**  
**(Missouri Unauthorized Aliens Law)**

Confidential  
garvinm@stlouis-mo.gov  
2020-01-16 13:35:21 +0000

STATE OF Missouri )  
 )SS.  
COUNTY OF Saint Louis )

**AFFIDAVIT**

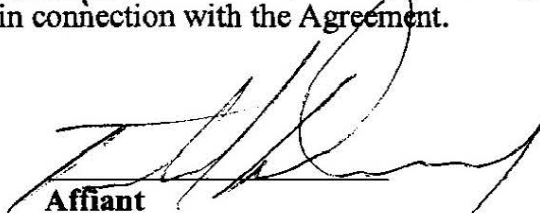
Before me, the undersigned Notary Public, personally appeared TODD DUDLEY (Name of Affiant) who, by me being duly sworn, deposed as follows:

My name is TODD DUDLEY (Name of Affiant), I am of sound mind, capable of making this Affidavit, and personally acquainted with the facts herein stated:

I am the Owner (Position/Title) of Green Seasons Landscaping (Contractor).

I have the legal authority to make the following assertions:

1. Green Seasons Landscaping (Contractor) is currently enrolled in and actively participates in a federal work authorization program with respect to the employees working in connection with St. Louis International Airport Ground Maintenance, tree removal and area clean-up Services (the "Agreement"), as required pursuant to Sections 285.525 through 285.555 of the Revised Statutes of Missouri 2000, as amended.
2. Pursuant to Sections 285.525 through 285.555 of the Revised Statutes of Missouri 2000, as amended, GREEN SEASONS LANDSCAPE (Contractor) does not knowingly employ any person who is an unauthorized alien in connection with the Agreement.

  
Affiant

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal this 5 day of February, 2018.



RACHAEL R. WHEELER  
My Commission Expires  
November 20, 2018  
St. Louis County  
Commission #14962889

  
Notary Public

My Commission Expires: 11/20/2018

**Exhibit B**

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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, 2018**

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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 **\$12.99** 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 **\$17.40** 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: **\$4.41** 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, 2018**. 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 [www.stlouis-mo.gov/government/city-laws/ordinances/ordinance.cfm?ord=65597](http://www.stlouis-mo.gov/government/city-laws/ordinances/ordinance.cfm?ord=65597) or obtained from:

City Compliance Official  
c/o St. Louis Airport Authority  
St. Louis, Missouri  
(314) 426-8111

**Exhibit C**  
**Maps**

Confidential  
garvinm@stlouis-mo.gov  
2020-01-16 13:35:21 +0000

|                                                          |  |                            |  |                                                                                                                                                                                                                                                                                                                                                                                          |  |
|----------------------------------------------------------|--|----------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>STL</b><br>ST. LOUIS LAMBERT<br>INTERNATIONAL AIRPORT |  | <b>Grounds Maintenance</b> |  | <p>This document and its contents are controlled by the St. Louis Lambert International Airport. The information contained on this document has been compiled from multiple sources, and is provided without any warranty of accuracy or completeness. It is the responsibility of the user to verify the information and to ensure its use is appropriate for the intended purpose.</p> |  |
| Prepared By: _____                                       |  | Date: 11/28/2017           |  | Coordinate System:<br>North American Datum 1983 Survey Feet                                                                                                                                                                                                                                                                                                                              |  |
| Reviewed and Approved By: _____                          |  | Date: _____                |  | Drawing Name: _____                                                                                                                                                                                                                                                                                                                                                                      |  |
| _____                                                    |  | Date: _____                |  | _____                                                                                                                                                                                                                                                                                                                                                                                    |  |

