



**SEVENTH ADDENDUM TO THE SFB FOR
OPERATION AND MAINTENANCE OF AIRPORT BAGGAGE HANDLING SYSTEM
SERVICES**

January 23, 2026

Dear Prospective Bidders:

Attached is the Seventh Addendum to the Solicitation For Bids for Operation and Maintenance of Airport Baggage Handling System Services at St. Louis Lambert International Airport dated October 8, 2025. This Seventh Addendum is being issued to do the following:

- a. Respond with final information to the bidder's remaining questions.
- b. Replace the entirety of Appendix, A, Section 5.D Scope of Work of the SFB, and replace it with the new Appendix A, Section 5.D Scope of Work attached hereto and incorporated herein as Attachment 1 of this Seventh Addendum.
- c. Extend the due date of the bids. All bids are now due on February 3, 2026, 10:00 AM, Central Time.

The City of St. Louis Airport Authority ("Authority") reserves the right to reject any and all Bids, to advertise for new Bids, to cancel this SFB, and/or proceed to have the services performed otherwise. The submission of a bid by a bidder shall not in any way commit the City of St. Louis or the Authority to enter into an Agreement with that Proposer or any other Proposer.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Gin Nelson".

Gin Nelson

Contract Compliance Officer

Questions and Responses

- Q1. Is there a prevailing wage requirement for this contract, or should vendors base employee salaries on the St. Louis living wage?
- R1. Bidders are responsible for determining applicable wage requirements.
- Q2. Page 59 – Section 27: Prevailing Wage and Fringe Benefits - The bid document references *Prevailing Wage Rates*; however, it does not specify the job labor classifications applicable to this contract. Can the Airport please confirm which labor classifications should be used for this scope of work (e.g., Shift Technician, Controls Technician, Electrician, etc.)?
- R2. Bidders are responsible for determining applicable labor classifications.
- Q3. Page 59 – Section 27: Prevailing Wage and Fringe Benefits - Can the Airport please provide the current prevailing wage schedule or wage rates currently in force for the applicable classifications under this contract?
- R3. Bidders are responsible for determining applicable labor classifications and wage requirements.
- Q4. Under Appendix A, 6. Required Staffing - Item 27 (Page 59-60): Please clarify the following:
- a. Please confirm if the Electrician position is required to meet Prevailing Wages & Fringe Benefits for Electrician (Inside Wireman) or any other occupational title) in accordance with Missouri Division of Labor Standards Annual Wage Order for St. Louis County?
 - b. Please confirm that the Controls Technician position is required to meet Prevailing Wages & Fringe Benefits for Operating Engineer or any other occupational title in accordance with Missouri Division of Labor Standards Annual Wage Order for St. Louis County?
 - c. Please confirm that the Shift Technician, General Maintenance Technician and Control Room Operator positions is required to meet Prevailing Wages & Fringe Benefits for Laborer or any other occupational title in accordance with Missouri Division of Labor Standards Annual Wage Order for St. Louis County?
- R4. Bidders are responsible for determining applicable labor classifications and wage requirements.

Q5. Can you provide the current prevailing wage rates for the job classifications requested?

R5. No.

Q6. Will the city provide the wage classifications of the current workers providing services to the city?

R6. No.

Q7. The included staffing schedule shows line items for 31 personnel, but when calculating the total hours shown (with line items not showing days off) the total full time equivalent equals 61.8 employees. How many employees is STL actually requesting?

R7. Exhibit H entitled Staffing & Scheduled Hours provides job functions and the days and timeframes those job functions should be onsite performing BHS-related responsibilities. Bidders are responsible for determining Full Time Equivalents (FTEs) based on the requirements outlined in Exhibit H.

Q8. Section 6. Required Staffing, page 36 - Please clarify the minimum required staffing level acceptable to the Airport?

R8. See Exhibit H entitled Staffing & Scheduled Hours for minimum required staffing levels.

Q9. Section 6. Required Staffing, page 37 - Can the Airport clarify if there are any required number of staff members per functional category?

R9. See Exhibit H entitled Staffing & Scheduled Hours for minimum required staffing per functional category.

Q10. Can job description be provided for the Electrician and Controls positions?

R10. No.

Q11. How many times on average per year has emergency contingency labor been called in?

R11. Contingency labor is called in approximately ten times per year.

- Q12. When called in, what number of staff has been requested?
- R12. The number of emergency contingency labor needed for baggage contingency events varies based on the severity of the baggage contingency event.
- Q13. Of those calls, how many times has the incumbent contractor not been in compliance with the request?
- R13. Zero; the incumbent has always complied with this request.
- Q14. The SFB states that the vendor's site manager must maintain and keep all Airport BHS PLC and Server Licenses current. Please provide a listing of those licenses and what the annual license fee is for each license. (SFB page 104)
- R14. The Airport Authority does not maintain this information.
- Q15. Does STL have any airport fees that Contractors should account for?
- R15. All fees are identified in the Solicitation for Bid.
- Q16. Please clarify which if any local county and/or state licenses are required to perform this scope of work at STL?
- R16. Any required licenses are identified in the Solicitation for Bid.
- Q17. What are the requirements for ramp vehicle permitting? Are there any associated costs?
- R17. The Successful Bidder must have a Certificate of Insurance on file with Airport Security Operations in the amounts specified in Appendix B, Section 1 entitled Insurance of the Solicitation for Bid.

Vehicles must display proper logos (signage) on both sides of the vehicle. Painted signs or professionally designed magnetic signs are the only forms of signage that are authorized. Lettering on signage must be 3 inches or larger. Vehicles must be equipped with an amber beacon, temporarily or permanently mounted to the top of the vehicle.

Drivers must have and maintain a non-expired driver's license, attend the in-person Non-Movement Driving Training Class, and take associated computed-based trainings, and be issued and maintain an Airport ID Badge with a Yellow Stripe.

Q18. Are any specialty licenses or certifications required for the contract?

R18. All licenses and certification requirements are identified in the Solicitation for Bid.

Q19. Please confirm what space will be available to the contractor. Will it be available prior to the start date?

R19. Space will be provided to the Successful Bidder. The space will not be available prior to the start date.

Q20. Please confirm that shop space and parts storage spaces will be provided to the awarded contractor

R20. Space will be provided to the Successful Bidder.

Q21. Will STL enforce any penalties for a vendor staffing shortages? If so, how much per role?

R21. Penalties will be enforced pursuant to Appendix A, Section 31 entitled Failure to Perform.

Q22. How and how much will a vendor be penalized for not achieving the minimum expected service measurements for: baggage throughput, BHS availability, sortation accuracy, tracking accuracy, jam clearing response times? (page SFB 33-35)

R22. Penalties will be enforced pursuant to Appendix A, Section 31 entitled Failure to Perform.

Q23. Is there consideration to push back the proposed contract start date of Jan 1st?

- R23. The Commencement and Expiration dates listed in Appendix A, Section 9 entitled Term were estimated dates. Definite Commencement and Expiration dates will be determined once bids have been received.

Appendix A, Section 5.D

D. Spare Parts / Stock / Inventory

1. Bidder shall maintain a stock room for spare parts, consumables and other equipment;
2. Bidder shall validate spare part stock levels as follows:
 - a. Weekly - Cycle counts of critical spares to be reconciled against Computerized Maintenance Management System (CMMS);
 - b. Quarterly - Full inventory counts to be reconciled against CMMS balances.
3. Bidder shall coordinate with Airport in the restocking of spare parts and consumables inventories;
4. Bidder shall manage and maintain the inventory of spare parts in coordination with Materials Management and the Airport Representative.
5. The Bidder is responsible for documenting all spare parts usage on a daily basis and requesting replenishment, in accordance with the City's procurement process, in a timely manner to ensure an adequate inventory of spare parts is maintained.
6. Bidder shall maintain a directory of local 3rd party distributors for expediting parts. This list must be provided to the Airport Representative upon request and updated, as requested, throughout the Term of the Agreement.
7. Bidder shall maintain inventoried parts emergency kits in each control room area with items deemed as critical to BHS operations (PE's, Encoders, etc.).
 - a. Bidder shall determine what parts will be maintain in the emergency kits.
8. The City will provide an allowance of four hundred thousand dollars (\$400,000.00) for the purchase of replacement parts to maintain the spare parts inventory, which will be made available for each Contract Year of the Agreement (see Section 13 entitled "Payments").

- a. \$200,000.00 for spare parts with a unit cost of \$0.01 to \$999.99. Bidder is responsible for purchasing and paying for all spare parts needed in the event all funds allotted for this unit cost range are exhausted.
 - b. \$200,000.00 for spare parts with a unit cost of \$1,000.00 to \$4,999.99. Bidder is responsible for purchasing and paying for all spare parts needed in the event all funds allotted for this unit cost range are exhausted.
 - c. Spare parts with a unit cost of \$5,000.00 or higher must be approved by the Airport Representative in advance, and will be paid for out of the agreement.
9. Bidder is not permitted to mark-up parts invoices.
10. Bidder is permitted to apply freight or shipping charges to parts invoices. Freight and/or shipping charges must be clearly identified on each invoice. If a freight or shipping charge is not clearly identified as such, the Airport will not approve payment of that charge.
11. Bidder is not permitted to mark-up freight or shipping charges.
12. The City will provide an allowance of five thousand dollars (\$5,000.00) for the purchase of oil to replace the oil in one third of the motors each Contract Year. Bidder is responsible for purchasing and paying for any oil needed in the event all funds allocated for oil replacement are exhausted.