



**FIRST ADDENDUM TO THE SFB FOR
CARPET CLEANING SERVICES
AT ST. LOUIS LAMBERT INTERNATIONAL AIRPORT®**

June 4, 2026

Dear Prospective Bidders:

Attached is the First Addendum to the Solicitation For Bids (SFB) for Carpet Cleaning Services at St. Louis Lambert International Airport dated May 12, 2026. This First Addendum is being issued to do the following:

To respond to Bidder's questions.

To provide bidders with a copy of the Pre-Bid Meeting Sign In Sheet, attached hereto and incorporated herein as Attachment 1 of this First Addendum.

To provide bidders with the last 12 months invoices, attached hereto and incorporated herein as Attachment 2 of this First Addendum.

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 Bidder or any other Bidder.

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

For those individuals needing accommodations or alternative formats as required under the Americans with Disabilities Act. Please call (314) 426-8094 with questions regarding these matters. To request language assistance please call (314) 426-8094. Please contact STL three business days in advance to process your request.

Sincerely,

Delia Cummings

Delia Cummings, Contract Supervisor

Carpet Cleaning Services — Pre-Bid Questions and Answers

- Q1. Do the maps provide the square footage of all carpet areas to be cleaned?
If the answer to question 1 is NO, Please provide the approximate square footage for each cleaning area listed in Section 5 (D through I). At minimum, this should include: each vestibule and walk-off carpet area cleaned weekly; the Customs/Federal Inspection Services area cleaned bi-monthly; all hold rooms and corridor areas cleaned monthly; the quarterly areas; and all areas cleaned annually. Accurate square footage is required to properly price both labor and supplies.
- A1. Yes, the Maintenance Area Maps identify the square footages of the carpeted areas to be cleaned.
- Q2. Please provide the total cleanable carpet square footage for the full scope of this contract across all service frequencies.
- A2. See Maintenance Area Maps to calculate total square footage.
- Q3. For the weekly vestibule locations where the bid documents reference 'approximately 2 feet' or 'approximately 20 feet' of walk-off carpet inside the terminal, can the airport provide the actual width of these areas so bidders can calculate the true square footage at each location?
- A3. The walk-off carpet measurements are as follows:
Terminal 1
Exit 3 – 3 carpeted areas surrounding the recessed aluminum mats
Area 1 - 11'5" X 4'2"
Area 2 - 11'5" X 4'2"
Area 3 - 18' X 4" X 6'3"
Exit 4 – 3 carpeted areas surrounding the recessed aluminum mats
Area 1 - 11'5" X 4'2"
Area 2 - 11'5" X 4'2"
Area 3 - 9'7" X 24'6"
Exit 5 – 3 carpeted areas surrounding the recessed aluminum mats
Area 1 - 11'5" X 4'2"
Area 2 - 11'5" X 4'2"
Area 3 - 9'8" X 24'6"
Exit 6 – 3 carpeted areas surrounding the recessed aluminum mats
Area 1 - 11'5" X 4'2"
Area 2 - 11'5" X 4'2"
Area 3 - 9'7" X 24'6"
Terminal 2

Exit 1 – the carpeted area measures 17'4" X 15'6"

Exit 2 - the carpeted area measures 17'4" X 15'6"

Exit 3 - the carpeted area measures 17'4" X 15'6"

Exit 10 - the carpeted area measures 26' X 6'

Exit 11 - the carpeted area measures 8'8" X 14'

Exit 12 - the carpeted area measures 26' X 14"

Exit 14 - the carpeted area measures 14'2" X 8'9"

Q4. For each recessed aluminum mat location listed in Section 5.D, how many individual mat sections or grilles are present? Knowing the total mat area at each location is needed to price the weekly cleaning and the seasonal replacement service accurately.

A4. Terminal 1

Exit 1 - 2 individual recessed aluminum mats. Size of each individual mat: 3'10" X 6'8"

Exit 2 - 4 individual recessed aluminum mats. Size of each individual mat: 22.5" X 72"

Exit 3 - 12 individual recessed aluminum mats. Size of each individual mat: 22.5" X 72"

Exit 4 - 12 individual recessed aluminum mats. Size of each individual mat: 22.5" X 72"

Exit 5 - 12 individual recessed aluminum mats. Size of each individual mat: 22.5" X 72"

Exit 6 - 12 individual recessed aluminum mats. Size of each individual mat: 22.5" X 72"

Terminal 2

Exit 16 – 2 individual recessed aluminum mats. Size of each individual mat: 10' X 5'

Q5. Section 5.J states that mats are removed and replaced with clean replacement mats each spring. Does the airport own and store the replacement mats, or is the contractor required to furnish them?

A5. The Airport owns and stores the replacement mats.

Q6. For the seasonal mat deep cleaning and power washing described in Section 5.J, is a water connection available at or near the storage location, or will the contractor need to bring self-contained water equipment?

A6. A water connection is available near the storage location.

Q7. Section 5.L.1 requires a low moisture cleaning process that is mill or fiber manufacturer approved. Does the airport have a preferred or pre-approved list of specific methods, or will the contractor propose a method for written approval after award?

A7. Contractor to propose a cleaning method after contract award.

Q8. Section 5.L.2 requires dry cleaning methods only for the Airport Operations Center due to its raised floor system. Are there any other locations in the scope where similar restrictions apply?

A8. No.

- Q9. Are there any machine width or height restrictions that would limit what carpet cleaning equipment can be brought through doorways, corridors, or elevators at any of the cleaning locations?
- A9. The locations identified in the Scope of Work have standard size and height doorways, corridors and passenger service elevators.
- Q10. Section 5.L.4 requires a cleaning method that will maintain color brilliance throughout the month and must be pre-approved in writing. Is there a current approved method on file that the airport can share as a reference, or is this determined after award?
- A10. Contractor to propose a cleaning method after contract award.
- Q11. What is the protocol when a flight delay extends past the start of the scheduled cleaning window? Is the contractor expected to wait, reschedule that location, or proceed in available areas while the gate is in use?
- A11. Bidder to determine appropriate protocol.
- Q12. Section 5.E requires that all equipment be removed and carpet must be dry at least one hour before the first international arrival. How much advance notice will the contractor typically receive about the first international arrival time?
- A12. The Airport Representative will review the international flight schedule with the contractor after contract award.
- Q13. The annual cleaning locations in Section 5.I include areas with different scheduling windows (daytime, evening, overnight, and weekend). Are these all intended to be completed within a single annual visit, or can the contractor schedule them across multiple visits throughout the year?
- A13. The contractor should schedule multiple visits throughout the Contract Year to accomplish the annual cleanings. Annual cleanings must be scheduled and coordinated in advance with the Airport Representative.
- Q14. Approximately how many employees would a contractor working this scope typically need to badge? A general range would help bidders plan for the badging costs described in Section 21.E.
- A14. All employees performing work under the Agreement must be issued, and must maintain, an unexpired Airport ID Badge. (See Section 21.A of the SFB.)
- Q15. Section 21.J requires a Customs Seal on the airport ID badge for employees working in the Customs area. What is the typical timeline for obtaining a Customs Seal after the initial airport badge is issued, and is there a separate cost?
- A15. Assuming no background irregularities, the current lead time for Customs Seal approval is approximately 15 business days.
As of this Addendum, there are no specific fees or costs associated with requesting a Customs Seal.

The \$35.00 Status Change badge fee will apply if the Customs Seal is approved after the initial badge has been issued.

A Customs Seal can be issued with the initial (“new”) badge, as long as all appropriate paper work has been filed and approvals have been given.

Badging fees are subject to change throughout the term of the agreement.

Fees for requesting Customs Seals are subject to change throughout the term of the agreement.

Q16. Section 9.O requires employees to clock in and out using their airport-issued badge at the exterior Building Maintenance location. Where is this location relative to Terminal 1 and Terminal 2?

A16. Building Maintenance is approximately 600 feet west of Terminal 1. It is within walking distance of Terminal 1.

Building Maintenance is approximately one mile (5,000 feet) west of Terminal 2.

Q17. Section 5.G lists City/Vacant Airline Hold Rooms as the monthly cleaning areas. How is vacancy determined? If a previously vacant hold room becomes active with an airline, is it removed from scope and, if so, how is the contract price adjusted?

A17. The Airport Representative will notify the contractor of any changes to hold room cleaning responsibilities.

The contractor will only be paid for work performed. If a hold room is removed from the scope of work, the contractor will not be paid for that hold room.

Conversely, if a hold room is added to the scope of work, the contractor will be provided with the total square footage amount of the added hold room, and shall invoice the City at the square foot rate listed in Appendix D.

Q18. For hold rooms that contain gate seating, how many seats are typically present in each room? Section 5.N requires all furniture to be moved and returned, so this affects time estimates per location.

A18. The number of seat groups in each hold room varies by gate.

Q19. Are all monthly hold rooms on the A and C Concourses accessible through the same security checkpoint, or does each concourse require a separate checkpoint crossing?

A19. The A Concourse hold rooms are only accessible through the A Security Checkpoint bypass door.

The C Concourse hold rooms and the D Concourse (former food court to Door D-2077) are only accessible through the C Security Checkpoint bypass door.

Q20. The Airport Office Building 4th Floor Hallways appear in both the quarterly scope (Section 5.H) and the annual scope (Section 5.I.4). Can the airport clarify what is included in each service frequency for this location?

A20. The hallways of the Airport Office Building, 4th Floor are cleaned quarterly.

The offices of the Airport Office Building, 4th Floor are cleaned annually.

The Airport Authority anticipates the contractor would combine one of the quarterly cleanings of the hallways with the annual cleaning of the offices.

See Maintenance Area Maps for additional information.

- Q21. Section 5.A lists gum removal as a required task. Is gum removal expected on every scheduled visit, or only when gum is observed? Section 5.O.5 states a penalty applies per location for not removing gum, so understanding the expectation at each visit type is important.
- A21. Gum must be removed during every scheduled visit.
- Q22. Section 5.K allows the airport to request additional carpet cleaning on an as-needed basis at the rates in Appendix D. Is there historical data on the frequency of these additional service requests that would help bidders set a reasonable rate?
- A22. Historical data is not available.
- Q23. Section 5.L.11 prohibits chemicals containing optical brighteners or chlorinated solvents. Are there other chemical restrictions in place at the airport beyond what is listed in the bid documents?
- A23. Contractor shall submit a list of proposed chemicals to the Airport Authority after contract award.
- Q24. Does the airport require or prefer that cleaning chemicals carry a specific certification such as the Carpet and Rug Institute's Seal of Approval, or is any chemical acceptable provided it follows the manufacturer and CRI guidelines referenced in Section 5.B?
- A24. Any chemical is acceptable provided it follows manufacturer and The Carpet and Rug Institute's guidelines.
Contractor shall submit a list of proposed chemicals to the Airport Authority after contract award.
- Q25. Section 20.A states that a storage and staging area may be assigned subject to availability. Is storage space currently available for this contract, and if so, approximately what size?
Storage is currently available on the B Concourse. The area is approximately 45 square feet. The storage location and availability are subject to change throughout the term of the agreement.
- Q26. Is there access to a utility sink, floor drain, or water fill station at or near the designated staging area for filling equipment tanks and disposing of wastewater?
- A26. The contractor will be able to fill up equipment and dispose of waste water in the various custodial closets located throughout the Terminals and Concourses.
The contractor is not permitted to stage its equipment inside these custodial closets.

- Q27. Section 26 references the prevailing wage rate for the St. Louis metropolitan area. What is the current prevailing wage rate and applicable fringe benefit rate for carpet cleaning technicians under this contract?
- A27. Bidders are responsible for determining applicable wage requirements.
- Q28. The Living Wage Bulletin sets a rate of \$17.08 per hour with health benefits or \$22.63 per hour without. Can the airport confirm whether the prevailing wage rate meets or exceeds the living wage requirement, and which rate governs if there is a conflict?
- A28. Bidders are responsible for determining applicable wage requirements.
- Q29. What benefits are required in the prevailing wage?
- A29. Bidders are responsible for determining applicable benefit requirements.
- Q30. Are the employees currently working under a Union Collective Bargaining Agreement? If yes, please provide Union contact information.
- A30. The current employees are not represented by a union.
- Q31. Section 23 requires both a Performance Bond and a Payment Bond, each in the amount of \$375,000. Are one-year renewable bonds acceptable to meet this requirement, as referenced in Section 23.A?
- A31. Yes, one-year renewable bonds are acceptable.
- Q32. What is the current annual contract price? Please provide copies of invoices for the past 12 months.
- A32. The total amount for Contract Year 3 is \$414,741.85. See Attachment for invoices.
- Q33. Who is the current contractor and how long have they provided carpet cleaning services at the airport?
- A33. The current contractor is Hatfield Cleaning Services, LLC. Hatfield Cleaning Services, LLC has been providing carpet cleaning services to the Airport Authority since November 1, 2023.
- Q34. Are there seats or other furniture in the Terminal 1 and Terminal 2 exit vestibule areas? If the answer is yes, is the contractor expected to move the seats or other furniture before cleaning the walk off carpet in the exit vestibule areas?
- A34. Yes, seat groups are located in the exit vestibule areas listed below.
To ensure the walk off carpet is thoroughly cleaned, the contractor is required to move the seat groups before cleaning the walk off carpet in the exit vestibule areas, and return the seat groups to their original locations prior to leaving the area.
- Terminal 1 - Exit 2
 - Terminal 1 - Exit 3
 - Terminal 1 - Exit 4
 - Terminal 1 - Exit 5
 - Terminal 1 - Exit 6

Terminal 2 – Exit 1

Terminal 2 – Exit 2

Terminal 2 – Exit 3

Terminal 2 – Exit 11

Terminal 2 – Exit 14

Q35. Is this a lump sum contract?

A35. No. The contractor will only be paid for the work performed at the rates outlined in Appendix C. If an area was not cleaned, the contractor will not be paid for that area. (See Appendix A, Section 12.G.)

Q36. Is cimex encapsulation cleaning an approved low moisture method of the carpet cleaning?

A36. No, cimex encapsulation cleaning is not an approved low moisture method of carpet cleaning.

Attachment 1

Pre-Bid Zoom Meeting
Carpet Cleaning Services
May 26, 2026
1:00 p.m. Local Time

SIGN IN SHEET

<u>Name</u>	<u>Company</u>	<u>Email</u>
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Airport Staff		
Delia Cummings	Properties Division	dfcummings@flystl.com
Elizabeth Smart	Airport Director's Office	N/A