

## ADDENDUM NO. 2

**Kansas City Area Transportation Authority  
1350 E. 17<sup>th</sup> Street  
Kansas City, Missouri 64108**

**Property Management/Maintenance and Preservation for  
Several KCATA Transit Properties  
Request for Proposals #18-7047-36**

**Issue Date: July 13, 2018**

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This Addendum is hereby made a part of the Request for Proposals and Project Documents to the same extent as if it was originally included therein and is intended to modify and/or interpret the RFP documents by additions, deletions, clarifications or corrections. The Contractor shall acknowledge in the proposal the receipt of this Addendum.

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### **SECTION II SCOPE OF WORK**

1. Please provide a list/description of services we need to price at 74<sup>th</sup> Terrace & Broadway and 75<sup>th</sup> & Prospect Transit Center? The original RFP stated, “passenger amenities care and trash removal” for those locations, but Addendum 1, 5. (A) states, “the cleaning of shelters and emptying the trashcans located near the facilities are not part of this proposal...”, which we understand to be passenger amenities care.

- **Scope**
- Coverage:
- The Contractor shall perform the following specified services throughout the entire premises, including but not limited to all sidewalks, plaza area, lavatories, passageways, service and utility areas, mechanical rooms, and fence lines.
- Quality:
- The intent of this specification is that the Contractor will provide cleaning services customarily provided in a first-class office building.
- Supervision:
- Contractor shall perform monthly inspection of the property to check cleanliness.
- Personnel:

- Contractor shall employ, on the premises, only persons skilled in the work assigned to them. Contractor shall promptly furnish substitute qualified persons for any employees that, in the opinion of the owner, are unsatisfactory. All Contractor personnel shall be bonded, and Contractor shall pay all wages, payroll taxes and insurance required by union contracts, if any. Employees of the cleaning service are the only ones to be allowed in the building.
- Uniforms:
- All Contractor personnel shall be properly uniformed and display identification of the Contractor at all times.
- Contractor shall furnish proper cleaning materials, implements, machinery, and supplies. The Contractor shall provide a separate line item on all invoices for material cost, and provide receipts of purchase for these costs.
- Storage:
- Owner shall provide Contractor with space on the premises for storage of cleaning materials, (hazardous materials NOT permitted per manager's scope of work), implements, and machinery.
- Security:
- While cleaning the building, Contractor's personnel will not admit anyone into the building.
- Emergencies:
- The Contractor will be expected to respond when necessary to bonafide emergencies (leaks, stoppage, damage, etc.) and report them to KCATA management as soon as possible.
- **Services**
- Each Scheduled Cleaning
  - *Floors and Tile*
    - Floors will be swept, clean and wet mopped, using a germicidal detergent approved by the owner. The floors will then be mopped dry and all watermarks and stains wiped from walls and metal surfaces. Floors to be buffed one time per week on first scheduled cleaning.
  - *Metal Fixtures*

- Wash and polish all mirrors, powder shelved, bright work (excluding exposed piping below wash basins), towel dispensers, hand dryers, receptacles, and any other metal accessories. Contractor shall use only non-abrasive, non-acidic material to avoid damage to metal fixtures.
- *Ceramic Fixtures*
- Scour, wash and disinfect all basins, including faucet handles, bowls and urinals with owner approved germicidal detergent solution, including walls near urinals, special care must be taken to clean areas such as the underside of toilet bowl rings and urinals to prevent buildup of calcium and iron oxide deposits. Wash both sides of toilet seats with germicidal solution and wipe dry. Toilet seats are to be left in an upright position. Pour water down all floor drains.
- *Janitors Closets and Storage Rooms*
- These areas are to be kept in a neat, clean and orderly condition at all times.
- *Trash Removal*
- Contractor will remove trash from all building and grounds, including fence line each visit.
  - Weekly
  - *Sidewalk Areas*
- Powers wash all spots and stains as needed on the sidewalk area.
  - *General*
- It is the intention of the specification to keep lavatories thoroughly clean and not to use disinfectant to mask odors. All waste paper and sanitary napkin receptacles are to be thoroughly cleaned and new liners installed. Fill toilet tissue holders, seat covers containers, soap dispensers and sanitary napkin vending dispensers, and maintain the operation of the same keeping the entire property clean and litter free.
- Quarterly
- *Light fixtures and Ceiling Grills*
- Remove light lenses and ceiling grills where possible. Wash thoroughly, dry, and replace.

- Semi Annual Deep Detail Cleaning
- Begin cleaning walls from top down and emphasis cleaning the corners top and bottom. Do extra scrubbing and cleaning on all ceramic fixtures inside and out, with disinfectant and germicidal detergent.
- Take special care to polish and make all fixtures presentable.
- Wash and polish mirrors.
- Janitor closet and storage rooms are to be included in detail cleaning.
- All floors are to be machine scrubbed and mopped.
- Scrub and clean all doors inside and out.
- Wash all waste paper cans and sanitary napkin receptacles, inside and out.
- See that all soap dispensers are emptied, washed out and refilled.
- Notify KCATA Plant Management Department each time the detail cleaning process is completed.

2. Please clarify if there are limitations to the level of snow to be removed per location.

**Limitations** – an event means the removal of 1 inch or more of snow.

Snow & Ice Removal:

- a. The contractor shall perform the following services, including to but not limited to, all concrete areas, driveways, plaza areas, parking areas, and sidewalks.
- b. The contractor will provide snow and ice removal services customarily provided at retail parking lots. The parking lots will be swept one time annually to remove salt and debris due to snow removal services.
- c. The contractor shall be expected to respond when necessary to emergency situations. It is the contractor's responsibility in the event of snow and icy conditions to check the property and maintain safe operating conditions during hours of operation.
- d. The contractor shall treat the sidewalks and walking paths with ice melt to prevent slipping and/or falling hazards.

- e. KCATA reserves the right to request additional Snow and Ice removal services at various ATA locations throughout the Metropolitan area during the inclement weather season.

3. Please provide parking lot size locations for all the sites.

- **75th & Prospect (Turnaround)**

- **Location:** This facility is located at 7446 Prospect Ave., Kansas City, Missouri.
- **Size:** 0.350 Acres
- **Vehicle Parking Capacity:** None

- **75<sup>th</sup> & TROOST (MAX Turnaround Facility)**

- **Location:** This facility is located at 7443 Troost Ave., Kansas City, Missouri.
- **Size:** 0.443 Acres
- **Vehicle Parking Capacity:** None

- **BLUE RIDGE PARK & RIDE (Commuter Lot)**

- **Location:** The Park and Ride Commuter Lot is located at the intersection of Blue Ridge Boulevard and Federal Highway I-70, Independence, Missouri.
- **Size:** 2.458 Acres
- **Vehicle Parking Capacity:** 102

- **RED BRIDGE PARK & RIDE (Commuter Lot)**

- **Location:** This Park and Ride Lot is located at the intersection of Highway 71 and Red Bridge in Independence, Missouri.
- **Size:** 2.975 Acres
- **Vehicle Parking Capacity:** 195

- **74<sup>th</sup> TERRACE & BROADWAY (Park & Ride; Restroom & Layover)**

- **Location:** This Lot is located at the intersection of 74<sup>th</sup> Terrace and Broadway in Kansas City, Missouri.
- **Size:** 0.557 Acres
- **Vehicle Parking Capacity:** 47

○ **BOARDWALK PARK AND RIDE (Park & Ride)**

- **Location:** This lot is located approximately ½ mile from Barry Road on North Boardwalk on the left side of the street, diagonal from the Wal-Mart Supercenter in Kansas City, Missouri.
- **Size:** 1.828 Acres
- **Vehicle Parking Capacity:** 50

○ **39<sup>th</sup> & TROOST TRANSIT CENTER**

▪ **METRO CHILDCARE LEARNING CENTER**

- **Location:** This facility is located at 3829 Troost Ave., Kansas City, Missouri.
- **Size:** 0.337 Acres
- **Vehicle Parking Capacity:** None

○ **47<sup>th</sup> & STATE AVENUE (MIDTOWN KCK METROCENTER)**

- **Location:** This is a transit center transfer facility with parking, passenger amenities and a municipal office building with transit/transportation meeting facility. It is located in the parking lot of the Indian Springs Mall at 47th & State Avenue in Kansas City, Kansas.
- **Size:** 3.73 Acres
- **Vehicle Parking Capacity:** 80
- **Bus Capacity:** Up to 12 buses

○ **7<sup>th</sup> & MINNESOTA AVENUE (DOWNTOWN KCK METROCENTER)**

- **Location:** This is a transit center transfer facility with passenger amenities. It is located on the southeast corner of 7th Street and Minnesota Ave. in downtown Kansas City, Kansas.
- **Size:** 0.49 Acres
- **Vehicle Parking Capacity:** 0
- **Bus Capacity:** Up to 8 buses

4. The location with the day care service is currently closed, please clarify what type of services are needed at this time.

The following services are to be completed at the Metro Childcare Learning Center:

○ **Services**

- Quarterly Cleaning
- *Floors and Tile*
  - Floors will be swept, clean and wet mopped, using a germicidal detergent approved by the owner. The floors will then be mopped dry and all watermarks and stains wiped from walls and metal surfaces. Floors to be buffed one time per week on first scheduled cleaning.
    - *Metal Fixtures*
  - Wash and polish all mirrors, powder shelved, bright work (excluding exposed piping below wash basins), towel dispensers, hand dryers, receptacles, and any other metal accessories. Contractor shall use only non-abrasive, non-acidic material to avoid damage to metal fixtures.
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- Light fixtures and Ceiling Grills - Remove light lenses and ceiling grills where possible. Wash thoroughly, dry, and replace.

5. During the walk-through there was confusion on what locations would be included in the RFP. Please provide an exact list of locations to be serviced.

1. 39<sup>th</sup> & Troost
2. Boardwalk Square
3. 3<sup>rd</sup> & Grand
4. Blue Ridge Crossing
5. Red Bridge Park & Ride
6. 75<sup>th</sup> & Troost
7. 74<sup>th</sup> Terrace & Broadway
8. 75<sup>th</sup> & Prospect
9. 3-Trails (9449 Blue Ridge) Transit Center
10. 7<sup>th</sup> & Minnesota, KCKs
11. 47<sup>th</sup> & State Ave, KCKs
12. 32 ConneX Stations, KCKs
13. 99<sup>th</sup> & State Ave (Village West), KCKs