



**Lourdes A. Leon Guerrero**  
Governor  
**Joshua F. Tenorio**  
Lieutenant Governor

DEPARTMENT OF ADMINISTRATION  
(DIPATTAMENTON ATMENESTRASION)  
**GENERAL SERVICES AGENCY**  
(Ufisinan Direktot)  
Post Office Box 884 \* Hagåtña, Guam 96932  
TEL: (671) 475-1101/1250 \* FAX: (671) 477-6788



**Edward M. Birn**  
Director  
**Edith Pangelinan**  
Deputy Director

February 05, 2019

**INVITATION FOR BID: GSA-005-19**  
*ISLAND WIDE RESTROOM ATTENDANTS AND MAINTENANCE SERVICES  
FOR DEPT. OF PARKS AND RECREATION*

**Question received from Guam Cleaning Master dated 01/22/19.**

**Question 1:** Under E General Grounds Cleaning by Attendant Section E. within 100' radius of up to edge of maintained/moved area is free and clear of debris. Does the debris is specifically plastics bottle, glass bottles, and metal cans? Is household appliances and green waste included?

**Response:** For the purposes of the subject IFB GSA-005-19, "debris" shall include all green waste, white goods (household appliances), paper, plastic and glass bottles, metal cans, and other general waste.

**Question 2:** Under J Service Hours What is official Gov't. of Guam calendar "Holidays" within the twelve months contract period?

**Response:** Government of Guam Holidays for 2019 are as follows (subject to change by Public Law or Executive Order):

- Jan. 1, 2019 - New Years Days
- Jan. 21, 2019 – Martin Luther King Jr. Day
- Mar. 4, 2019 – Guam History & Chamorro Heritage Day
- May 27, 2019 – Memorial Day
- July 4, 2019 – Independence Day
- July 22, 2019 – Liberation Day
- Sep. 2, 2019 – Labor Day
- Nov. 1, 2019 – All Souls' Day
- Nov. 11, 2019 – Veterans Day
- Nov. 28, 2019 – Thanksgiving Day
- Dec. 9, 2019 – Santa Marian Kamalen Day
- Dec. 25, 2019 – Christmas Day

**Question 3:**

If DPR is not responsible for any repair or replace parts materials and supplies such as VANDALISM. What is DPR definition to MINOR vs. MAJOR repair? With the understanding contractor is responsible to MINOR REPAIRS for routine or preventive maintenance repair or replacement such as burnt out light bulbs, leaky faucet valves, drain pipes, flush valve fixtures and repainting walls.

**Response:** Bidder shall be responsible for all repairs (minor or major) in which the cost of such repair or restoration by the bidder is \$1,000.00 or less (labor & materials). For repairs exceeding \$1,000.00, bidder shall notify DPR; provide a cost proposal; and DPR shall source the repair work via established procurement processes.

**Question 4:** Maintenance Room

Does DPR have historical data, when the septic tanks were pumped out per each location?

**Response:** Three restroom facilities utilize a septic tank system. These facilities include Chinese Par, Tepungan (Fish Eye) Park and Paseo de Susana (Statue of Liberty) Park. No data on septic drainage is available.

**Question 5:**

Who are the awarded contractors within past 5 years performing the island wide maintenance services? Please provide previous awards and abstract?

**Response:** See attached copy of GSA-067-13 abstract. Award made to Lucky Kids Lawn Care

**Question received from JJ Global dated 01/23/19**

**Question 1:**

Who was prior contract awarded too?

**Response:** The prior emergency services (2 – month period) was awarded to Guam Cleaning Masters. The previous contract was awarded to Lucky Kids.

**Question 2:**

What was the amount of the previous contract and length of contract?

**Response:** See attached copy of GSA-067-13 abstract. Length of contract term: One (1) year with an option to renew on a year to year basis for four (4) additional years upon availability of funds.

**Question 3:**

What are the days of operations for Chinese Park? There is no days of the week specified on the bid document.

**Response:** Days and hours of service for Chinese Park provided in Page 36 of 36, Item No. 3 in the subject IFB GSA-005-18.

**Question received from Flame Tree Freedom Center dated 01/23/19**

**Question 1:**

Must an attendant be present on site at each location during operating hours considering required hourly checks and travel requirements.

**Response:** The scope of work requires that the bidder service the facility "hourly". DPR will not dictate the manner or method in which this criteria is performed by the service provider.

**Question 2:**

Please provide the current records detailing the quantities and costs for the expendable supplies (toilet tissue, liquid soap, paper towels, and trash liners) usage by location facility for the last two years.

**Response:** DPR does not maintain cost data on service provider's consumables, supplies, repair costs, etc.

**Question 3:**

Please provide the current and work order maintenance records history of each location facility for the last two years.

**Response:** No data is available relative to work order maintenance records for the subject facilities.

**Question 4:**

Please identify locations/facilities that are using septic tanks and service history for each location.

**Response:** Three (3) restroom facilities utilize a septic tank system. These facilities include Chinese Park, Tepungan (Fish Eye) Park and Paseo De Susana (Statute of Liberty) Park. No data on septic drainage is available.

**Question 5:**

In the specification section there is a reference to "Minor Repairs"

a. What is the threshold for classifying work as minor repairs? Is there a labor (man hours) and materials total costs?

**Response:** Bidder shall be responsible for all repairs (minor or major) in which the cost of such repair or restoration by the bidder is \$1,000.00 or less (labor & materials). For repairs exceeding \$1,000.00, bidder shall notify DPR; provide a cost proposal; and DPR shall source the repair work via established procurement processes.

**Question received from JJ Global dated 01/28/19**

**Question 1:**

**Ref:** page 35 of 40, II.D. Maintenance of Restrooms. “The cost of any and all required repairs, parts, materials, supplies and or replacement of fixtures shall be borne solely by the bidder.... DPR shall ensure that all restroom fixtures and equipment are in operable condition prior to the start of the subject contract.”

Due to wear and tear of these fixtures, the replacement fixtures of should be limited to one (1) time replacement. Bid specifications should be amended to indicate the replacement of fixtures to a one-time limitation at bidder’s expense. Bidders should not be responsible for replacing fixtures at all times. Please indicate on the bid documents the limited number of times the bidders are required to replace broken/damage fixtures.

Please consider the following suggested provision to be incorporated as part of bid specifications:

Upon award of contract, a joint inspection by awarded bidder and DPR shall be made to ensure that all fixtures are all operational and functioning order, likewise, to determine each fixtures extent of life. A fixture maybe operational and functional at time of inspection but may be in its extended lifetime or about to break. The joint inspection should identify such and bidders should not be responsible to replace them at inception of contract.

**Response: Ref: Page 35 of 40, II.D. Maintenance of Restroom.**

*a. DPR stated repeatedly that upon the issuance of a PO (Purchase order) and NTP (Notice to Proceed) the subject services, that DPR and the Contractor would conduct a joint inspection of each facility. Any item found to be inoperable would be noted and excluded from the Contractor’s maintenance repair requirement, until such time as the repairs are made by DPR. Upon completion of the repairs for all excluded items, a re-inspection will be conducted and the items will be included thereafter.*

*b. The cost of any and all required repairs, parts, etc., will not be amended. This provision was included to ensure that the down time for any repairs, etc., be minimal as the alternative of having the Government procure the repair would impose significant downtime on the facility. As a result, prospective offerors should consider the cost of such repairs and condition of existing equipment and appurtenances in their allover budget.*

**Question 2:**

Page 36 of 40 II.G. Disposal of Debris Resulting from Contract:

If the bidder is prohibited from using the trash bins located at the parks to dispose all trash and debris collected at the park, is the agency going to add a line item on bid schedule for the cost of trash bin rental and tipping fees? Or, DPR should allow bidders to have access to the trash bins located at the parks since the trash are collected from the site.

**Response: Ref: Page 36 of 40, II.G. Disposal of Debris Resulting from Contract:**

*Contractor will not be permitted to dispose of debris resulting from this contract at DPR parks or other facilities. Contractor must dispose of the subject debris off-site and at the Contractor's expense. Offerors should consider the cost of such debris disposal (tipping fee, etc.) in their overall budget.*

**Question 3:**

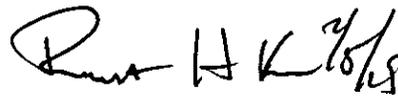
Page 36 of 40, II.H. Maintenance of Restroom Wall Structure: "Bidder shall ensure that all graffiti or similar markings found on the exterior wall surfaces are immediately reported and painted. All cost associated with this requirement shall be borne solely by the Contractor."

JJ Global understand that part of the scope of work is to police the bathroom premises during its operational hours. However, it is a known fact that vandalism or people who does graffiti on walls or surfaces, especially the exterior walls, are done at night or after hours or when no one is policing the premises. Therefore, Bidders should not be responsible to paint the wall surfaces for graffiti or similar markings when bidders' have no control on such situations.

If DPR wants the awarded contractor to paint the wall structure, a separate compensation or line item should be made to cover the cost of labor and materials with identification of the maximum number of times the bidder is required to re-paint graffiti on walls.

**Response: Ref: Page 36 of 40, II.H. Maintenance of Restroom Wall Structure:**

*Refer to response provided in Item 1(b) above.*



CLAUDIA S. ACFALLE  
Chief Procurement Officer

Please Print ACKNOWLEDGEMENT COPY (Re-fax to GSA)
Received By: _____
Date: _____
Company Name: _____
Fax to: 475-1727 or 472-4217
E-mail to: <a href="mailto:gsaprocurement@gsadoa.guam.gov">gsaprocurement@gsadoa.guam.gov</a>



NAMES OF PERSONS PRESENT AT THE BID OPENING AND WHOM THEY REPRESENT.

(It is not necessary to fill in this portion if date is recorded elsewhere.)

MICHAEL R CUMY

JESS Tejpaha Lucky Kids Lawn Care  
GEMMA CONLEN K. Cleaning Services  
\* NOTHING FOLLOWS.

bpr 687-3513

727-6029  
888-7871

Handwritten signatures and initials on lined paper, including a large diagonal line across the page.

ADMINISTRATIVE STATEMENT (Where applicable)