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**TRANSMITTAL SHEET**

**TO:** Prospective Bidder  
**FROM:** Materials Management Hospital Administrator  
**DATE:** April 28, 2026  
**SUBJECT:** GMHA RFP 005-2026 Environmental Services  
Amendment No. 3  
**PAGES:** 11 including cover sheet

**NOTES:**

An acknowledgement via a return email would be appreciated as soon as possible.

**DATE / VENDOR ACKNOWLEDGEMENT**

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# GUAM MEMORIAL HOSPITAL AUTHORITY

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April 28, 2026

**AMENDMENT #3  
FOR  
GMHA RFP 005-2026  
ENVIRONMENTAL SERVICES**

Amendment is being issued to respond to clarifications received from Vet-Blue LLC in Partnership with Guam Cleaning Masters (Received April 7, 2026).

## **1. Facility-Specifications and Workload Data**

The solicitation outlines a comprehensive scope of services across two facilities (GMH in Tamuning and SNF in Barrigada) but lacks specific quantitative data required to accurately size the workforce and equipment needs. We request the following clarifications to ensure our staffing models are precise.

1.1 Could the Government please provide the total cleanable square footage for both the Guam Memorial Hospital (GMH) and the Skilled Nursing Facility (SNF), broken down by floor types (e.g., VCT, carpet, terrazzo, concrete) and risk classifications (e.g., high-risk clinical, general patient areas, administrative)?

**RESPONSE:** Approximately 321,351 square feet at GMH (1<sup>st</sup> to 4<sup>th</sup> floor) and 26,665 square feet at SNF (1<sup>st</sup> and 2<sup>nd</sup> floor). The flooring throughout GMH and SNF are vinyl composite tiles, except for the restroom areas which are made with porcelain mosaic tiles.

1.2 What is the average daily census or occupancy rate for both facilities?

**RESPONSE:** GMH and SNF have an average daily census of 145 patients and residents.

1.3 Could the Government provide historical data on the average number of daily discharges and transfers that require terminal cleaning?

**RESPONSE:** The following data is available for March 2026:

Admitted Patients- 771

Discharges- 2,845

Outpatients- 836

Emergency Room- 1,412

1.4 What is the average monthly volume (in pounds) of soiled linen processed, and what are the established Par Levels for clean linen distribution across the various departments?

**RESPONSE:** Soiled linen in March 2026 totaled 42,407.9 pounds. Par levels for clean linen distribution will be provided to the awarded Environmental Services (ES) contractor.

1.5 Could the Government provide the current frequency schedule for routine cleaning, high dusting, floor care (stripping/waxing), and window cleaning?

**RESPONSE:**

Routine daily tasks include high-low dusting; wet/dry mopping; removal of trash from waste receptacles and transferring them to the waste compactors; replenishment of consumable supplies (paper towels, toilet tissues, hand soap and hand sanitizers) in all clinical and non-clinical areas; interior window cleaning; and sanitizing of all clinical areas and non-clinical work spaces. These daily tasks include the cleaning of restrooms, elevators, stairwells, lobbies, waiting areas, hallways, etc.

Terminal Cleaning (Discharge/Transfer) requires thorough, deep cleaning of the rooms that have been vacated by discharged/transferred patients/residents as well as wall washing and detailed sanitizing of all surfaces to prepare the rooms for incoming patients.

The stripping and waxing of all clinical and non-clinical areas shall be scheduled throughout the calendar year, with a minimum of semi-annual stripping and waxing of each unit, and at least quarterly for the kitchen areas at both GMH and SNF.

## **2. Incumbent Workforce and Staffing**

Section 1.3(K) (Right of First Refusal of Employment) indicates that the selected Offeror must provide affected GMHA Environmental Services personnel the right of first refusal for employment. To accurately plan our transition and management structure, we require additional details regarding the current workforce.

2.1 Could the Government provide the current number of Full-Time Equivalent (FTE) Environmental Services employees currently working at GMH and SNF?

**RESPONSE:** The Environmental Services department has a total of 49 full-time employees.

2.2 Will the Government provide a seniority list or a breakdown of the current incumbent's staff by labor category (e.g. Housekeeper I, Housekeeper II, ES Technician) prior to the proposal submission deadline, or will this only be provided to the awardee?

**RESPONSE:**

GMH and SNF collectively have the following staff:

Acting Chief of Environmental Services – 1

Hospital Environmental Services Supervisor - 2

Hospital Environmental Services Technician II - 3

Hospital Environmental Services Technician I - 39

Housekeeper - 4

2.3 Are the current incumbent employees represented by a collective bargaining agreement or union? If so, could a copy of the agreement be provided?

**RESPONSE:** No

### **3. Equipment and Supplies**

The RFP states that the Offeror must furnish all management, supervision, trained personnel, equipment, and supplies. We seek clarification on the current inventory and required systems to ensure a seamless transition.

3.1 Will the Government provide a list of the current Government-owned Environmental Services equipment (e.g., floor scrubbers, burnishers, vacuums, linen carts) that will be available for the Contractor's use, or is the Contractor expected to procure 100% new equipment for this contract?

**RESPONSE:** GMHA has equipment (e.g., floor scrubbers, mops, wet/dry vacuums, trash carts, linen carts, etc.) available for the contractor's use. However, it will be the awarded contractor's responsibility to procure additional or replacement equipment it deems necessary to fulfill the scope of services under this contract.

3.2 Does the Government currently utilize a specific computerized maintenance management system (CMMS) or quality control software for tracking cleaning logs, room turnovers, and inspections, or should the Contractor propose and provide their own system?

**RESPONSE:** GMHA currently does not have a CMMS and all reports are prepared manually. It will be the awarded contractor's responsibility to provide their own system.

3.3 Are there specific brands or types of hospital-grade EPA-registered disinfectants currently mandated by the GMHA Infection Control Committee, or may the Contractor propose their preferred chemicals subject to post-award approval?

**RESPONSE:** Selected Offeror will submit a list of disinfectants to be approved by GMHA.

#### 4. Proposal Submission and Formatting

There are minor discrepancies in the submission instructions that require clarification to ensure our proposal is deemed responsive.

4.1 The Cover Page states that Offerors must submit "one (1) original and four (4) copies" of the proposal, while Page 26 (Sealed RFP Solicitation Instructions, Item 4) states "one (1) original and three (3) copies." Could the Government please clarify the exact number of copies required?

**RESPONSE:** Page 26 (Sealed RFP Solicitation Instructions, Item 4) is hereby amended to read one (1) original and four (4) copies.

4.2 The RFP mentions that electronic proposals are accepted, provided original affidavits are mailed by the closing date. If submitting electronically, what is the preferred format (e.g., single PDF) and to which email address or portal should the electronic submission be sent?

**RESPONSE:** While GMHA prefers offerors to provide their submission in a single PDF, we recognize that may not be possible depending on the size of their total submission packet. Therefore, GMHA will consider the offeror's submission of separate PDF documents, provided each file is adequately labeled. In addition, offerors must submit their PDF documents via email to [materials.mgmt@gmha.org](mailto:materials.mgmt@gmha.org).

4.3 Is there a maximum page limit for the proposal narrative or any specific formatting requirements (e.g., font size, margins) that Offerors must adhere to?

**RESPONSE:** No maximum page limit or formatting requirement, except that the submitted file(s) must include headers for ease of review.

**5. Contract Type and Pricing**

We seek final confirmation regarding the exclusion of pricing data from the initial technical proposal submission.

5.1 Item 47 states this is a "Fixed price with price adjustment" contract and that price proposals will be solicited after the selection of the highest-ranked offeror. Can the Government confirm that absolutely no pricing information, labor rates, or cost data should be included in the initial proposal submission due on April 20, 2026?

**RESPONSE:** Pricing information, labor rates, and cost data should not be included in the offeror's submitted proposal. However, the offeror shall submit the required Declaration Re Compliance with U.S. Department of Labor (DOL) Wage Determination as part of their proposal submission.

5.2 Will the Government provide a standardized pricing template or CLIN (Contract Line-Item Number) structure to the highest-ranked offeror during the negotiation phase to ensure an "apples-to-apples" cost comparison?

**RESPONSE:** GMHA will provide a pricing template to the highest-ranked offeror during the negotiation phase.

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**Vet-Blue LLC in Partnership with Guam Cleaning Masters (Received April 7, and 22, 2026)**

1. What is the total square footage of the areas of responsibility for each facility?

**RESPONSE:** Approximately 321,351 square feet for GMH (1<sup>st</sup> to 4<sup>th</sup> floor) and 26,665 square feet for SNF (1<sup>st</sup> and 2<sup>nd</sup> floor).

2. What is the total square footage of floors that would require stripping and waxing?

**RESPONSE:** All areas are subject to stripping and waxing, but the actual stripping and waxing of each area must be scheduled with the units to ensure continuity of operations and so that patient care is not affected.

3. What is the square footage of the carpeted areas in each facility?

**RESPONSE:** There are only small number of carpeted areas, inclusive of the welcome rug located at the main entrance of GMH, as well as area rugs for a couple administrative offices.

4. How many patient rooms are there and what is the daily turnover of these rooms?

**RESPONSE:** GMHA - 156 / SNF - 30; 5%-10% of patient rooms are turned over daily.

5. What are the hours needed for staff in the surgical area and operating suits, for example, is the need 24/7?

**RESPONSE:** Operating Suites require staffing from 6am-9pm Weekdays and 6am-3pm on Weekends and Holidays; Staff are needed for Labor and Delivery 24/7.

6. Is "lock-in" staffing required for operating areas, or may staff be rotated based on operational demand?

**RESPONSE:** Staff may be rotated as required.

7. How many public restrooms are present across all facilities?

**RESPONSE:** GMHA – 14; SNF – 4

8. What is the daily volume of patients and visitors?

**RESPONSE:** GMH and SNF have an average daily census of 145 patients and residents.

9. What are the specific requirements related to pest control monitoring and reporting?

**RESPONSE:** GMHA has an existing contract for pest control services, which is scheduled on a weekly basis or more frequently if needed. The awarded ES contractor will assist the retained ES personnel with the monitoring of the pest control services, and include this monitoring as part of its weekly production report.

10. Where is the facility currently contracted for laundry service located?

**RESPONSE:** The current contracted laundry facility is located in Harmon. However, this may or may not change based on successful procurement of laundry services.

11. Are there centralized drop-off points per facility, or is the contractor responsible for department level pickup and delivery?

**RESPONSE:** The current laundry services contractor is responsible for picking up soiled linen and delivering clean linen from designated areas in each facility. The successful ES contractor's staff will be responsible for picking up soiled linen and delivering clean linen to the units within GMH and SNF.

12. Will the laundry be folded and inventory by the laundry contractor or will this be the responsibility of the environmental contractor

**RESPONSE:** Linen are delivered folded, but it will be the ES contractor's responsibility to confirm inventory.

13. Is the contractor responsible for providing the vehicle for transportation of laundry?

**RESPONSE:** The laundry services contractor is responsible for picking up and delivering linen with their company vehicle.

14. Will the hospital be providing any equipment for the performance of this contract?

**RESPONSE:** The awarded contractor may use existing Environmental Services equipment. However, it will be the awarded contractor's responsibility to procure

additional or replacement equipment it deems necessary to fulfill the scope of services under this contract.

15. Will there be provided be provided a centralized area for inventory in each facility?

**RESPONSE:** Yes.

16. Will the contractor be responsible for its laundry, or can they use the current laundry provider?

**RESPONSE:** The ES contractor may use the current laundry provider at this time.

17. What are the current types of toilet paper, paper towels, and hand soap used?

**RESPONSE:** Type of toilet paper, paper towels, and hand soap is to be recommended by the selected offeror and approved by GMHA.

18. Will office space be provided for the contract?

**RESPONSE:** The awarded contractor will utilize the existing Environmental Services office, along with the minimal ES staff who will be retained by GMHA.

19. Will locker space for the employees be provided?

**RESPONSE:** The awarded contractor will utilize the existing lockers at the Environmental Services office, along with the minimal ES staff who will be retained by GMHA.

20. Are there any specific sanitation, regulatory, or compliance requirements for food service areas?

**RESPONSE:** The selected offeror will be responsible for the daily sweeping, mopping, and trash out of the food service area.

21. In the event of emergencies or outbreaks requiring surge staffing, will contract modifications or equitable adjustments be permitted?

**RESPONSE:** Yes, they must be agreed upon in writing with management.

22. What is the period of performance for this contract, and will there be any options for renewal?

**RESPONSE:** Section 1.4 Contract Term of the RFP is hereby amended to reflect the following: The initial performance period for this contract is for one (1) year, with the option to renew the contract for subsequent one (1) year terms of service, subject to the availability of funds. Contract renewals are subject to thirty (30) calendar days' notice from GMHA and changes that may be deemed necessary at the time of the renewal period or any time during any term of the contract are subject to mutual written agreement.

23. To clarify is the contractor responsible for all supplies and materials to include paper products and hand soap or is there any that will be supplied by the hospital considering there is a current contract of supplies for the hospital?

**RESPONSE:** Contractor is responsible for all supplies and materials to include but not limited to toilet tissue, hand towels, hand soap, sanitizing machine refills, etc.

24. In the event of contract award, will the successful contractor have the option to transition or retain existing hospital personnel currently assigned to these services?

**RESPONSE:** Yes, the awarded contractor will work with GMHA to allow existing staff the right of first refusal or transition.

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**Question Received from JJ Global Services on April 22, 2026:**

1. How often should the inactive wing be cleaned per week?

**Response:** Relative to the SNF B-Wing, it should be cleaned at least once a week while not in use. However, B-Wing should be cleaned daily when in use for patient care.

Please acknowledge receipt of this amendment by signing and sending back to Materials Management by email to [materials.mgmt@gmha.org](mailto:materials.mgmt@gmha.org).

If you have any questions, please feel free to address your letter to Joleen M. Aguon, MD by email to the [materials.mgmt@gmha.org](mailto:materials.mgmt@gmha.org).

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Pangelinan', with a long horizontal flourish extending to the right.

DOLORES PANGELINAN  
Hospital Materials Management Department

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PRINT NAME

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SIGNATURE

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DATE