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**DEPARTMENT OF  
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DIPATTAMENTON ATMENESTRASION  
GENERAL SERVICES AGENCY DIVISION  
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LOURDES A. LEON GUERRERO  
Governor (Maga'hôga)  
JOSHUA F. TENORIO  
Lt. Governor (Sigundo Maga'lâhi)

September 9, 2024

Invitation for Bid  
GSA-032-24

**AMENDMENT #1**  
Ground Maintenance Services

- 1) Amend page 2 of 41 and page 3 of 41.

**From:**

**Bid Opening:** This bid shall be submitted in duplicate and sealed to the issuing office above no later than **Time: 10:00am, Date: 09/13/2024** and shall be publicly opened. Bid submitted after the time and date specified above shall be rejected. See attached General Terms and Conditions, and Sealed Bid Solicitation for details.

**To now read:**

**Bid Opening:** This bid shall be submitted in duplicate and sealed to the issuing office above no later than **Time: 10:00am, Date: 09/26/2024** and shall be publicly opened. Bid submitted after the time and date specified above shall be rejected. See attached General Terms and Conditions, and Sealed Bid Solicitation for details.

- 2) Amend and replace pages 35 to 37 with attached "**Revised pages 35 to 37**" dated 9/9/2024.

All others remain unchanged.

Andriana Quitugua  
Acting Chief Procurement Officer

Please Print  
Acknowledgement Copy (email to GSA)  
Received By: \_\_\_\_\_  
Date: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
**Email to: [gsaprocurement@gsadoa.guam.gov](mailto:gsaprocurement@gsadoa.guam.gov)**

ITEM NO.	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENSION
1	Grounds Maintenance for Barrigada Readiness Center	12	Mos.	\$ _____	\$ _____
2	Ground Maintenance for 27-Acre Property, Barrigada	12	Mos.	\$ _____	\$ _____
3	Ground Maintenance for Fort Juan Muna, Harmon	12	Mos.	\$ _____	\$ _____

**ITEM NOS.: 1, 2, & 3 SPECIFICATIONS:**

**Bidding On / Remarks**

**Background:**

Bidder shall provide services necessary to ensure that ground maintenance is performed at the Barrigada Army Readiness Center, 27 Acre property, and Fort Juan Muna in a manner that will maintain healthy grass, trees, shrubs, and plants and present a clean, neat, and professional appearance.

\_\_\_\_\_

The following services will consist of mowing improved and unimproved grounds, edging sidewalks and driveways, trimming on and around trees herbicide around structures, removing debris/police grounds, and repairing damaged lawn areas, and performing pest and identification controls.

\_\_\_\_\_

Bidder shall at all times maintain an adequate workforce for the uninterrupted performance of all tasks defined within this specification. When hiring personnel, the bidder shall keep in mind that the stability and continuity of the work of the workforce is essential. Telecommuting is not authorized.

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Bidder shall provide all personnel, equipment, tools, materials, supervision, and quality control necessary to perform Grounds Maintenance Services as defined in this specification.

\_\_\_\_\_

**Frequency of Services to Be Performed:**

Bidder shall be required to perform required services of a minimum of one (1) time per month.

\_\_\_\_\_

**Emergency and Special Event Services:**

Bidder shall perform emergency or special event grounds maintenance in areas covered by this contract *six (6) times per year*. Upon notification of an emergency by the Government, the bidder shall respond and initiate emergency or special event services to be performed.

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**Scheduling of Services:**

Bidder shall be required to perform required services of a minimum of one (1) time per month. The Government will provide a schedule to the bidder of dates to perform services. For weekend drills, names and other identifying information of personnel is required to be submitted and personnel must obtain clearance from DMA Physical Security Section in order to be allowed onto the Guam Army National Guard. Scheduled services for grounds maintenance requires minimum of 72 hours' notice to ensure the proper notification is provided to the Guam Army National Guard and its patrons. Scheduling is at the discretion of Department of Military Affairs and will be coordinated directly with the awarded bidder.

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**Utilities:**

Power and water utilities in the facility may be available for the bidders use in the performance of this contract. The bidder shall use best conservation practices when utilizing power and water. The bidder shall operate under conditions that preclude the waste of utilities, which include turning off the water faucets or valves after using the required amount. Use of utilities shall only be used during scheduled service periods and for official purposes only.

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**DESCRIPTION OF SERVICES**

**Mowing of Improved and Unimproved Grounds:**

Grass shall be mowed on improved, semi-improved and unimproved grounds. Vegetation in these areas shall be removed when necessary.

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**Edging:**

Sidewalks, driveways, curbs and other concrete or asphalt edges located in the improved grounds areas shall be edged at least every other mowing. Edging shall include removal of vegetation from cracks in sidewalks, driveways, and curbs within .5 inch of the edged surface and to a depth of 2.0 inches.

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**Trimming:**

Grass and weeds shall be trimmed around trees, shrubs, buildings, fence lines (12ft in and 12ft out), utility poles/power lines, posts, fire hydrants, parking lot bumper blocks, boulders, and other fixed obstacles. Trimming height shall match surrounding area grass heights.

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Government shall be notified when trimming/pruning around utility poles/power lines is required. Shrubs, small trees, and other plants. They shall be pruned as required to maintain their natural growth characteristics. Shrubs and small trees shall be trimmed/pruned to enhance the beauty and health of the plant. Hedges shall be maintained to their natural shape.

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**Remove Debris/Police Grounds:**

Bidder shall perform general litter patrol in all areas. Responsibilities shall include, but not be limited to, the removal and disposal of all green waste, natural debris, (tree limbs, dry bush, rodent habitats, dead animals, etc.) and man-made debris. All vines on fencing requires removal. Dispose of all debris at an off-base location in accordance with existing local, state, and federal regulations.

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**Repair Damaged Areas:**

Areas damaged by bidder’s vehicles, erosion, drought or insect/diseases shall be seeded, sprigged or sodded to meet the standards of surrounding areas at the bidder’s expense. Lawn areas will be repaired to match the surrounding area. Damage to trees and shrubs from trimming shall be repaired by the bidder. If a plant, sod, grass, trees shall die or become unhealthy due to damage, the bidder will be responsible for replacing the damaged plant, sod, grass, tree with the same size and type. The replacement shall occur within 15 days of noticed damage.

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**Appropriate Signage:**

Bidder shall provide appropriate signage to advise and/or caution patrons of cleaning, maintenance, landscaping, etc. activities. All appropriate signage shall be in accordance with all local and federal laws, regulations and/or statutes.

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**Health and Safety Regulation:**

Bidder shall comply with all local and federal regulations to minimize risks and protect employees, visitor and the general public from potential hazards.

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Any equipment utilized in sink hole or other surrounding areas must be used in accordance with manufactures safety guidelines and in compliance with all local and federal regulations. Shall any type of lubricant or hazardous material leak, the leak must be contained and reported to DMA immediately.

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**Bidder Uniform:**

Bidder shall ensure that each respective personnel are wearing at the minimum, uniform shirts with the company name / logo in the front and/or back for easy identification. Bidders personnel shall possess their company badge / identification at all times during scheduled service periods.

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**Quality Assurance (QA):**

The Government shall evaluate the bidder's performance under this contract in accordance with the Quality Assurance Surveillance Plan (QASP). This plan is primarily focused on what the Government must do to ensure that the bidder has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and acceptable quality level(s).

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**Awarded Bidder to Indemnify Government of Guam:**

The Bidder shall be responsible for any and all damage(s) and/or liability while performing the work and hold the Department of Military Affairs (DMA) and the Government of Guam harmless and free from any and all liability and claims.

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**Payment:**

Invoices for payment of services rendered shall be submitted no later than five (5) calendar day at the end of the preceding month and shall be accompanied by monthly report for all services completed and rendered.

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**Curing Period for Non-Performance:**

Bidder shall cure any and all defects noted by DMA within five (5) calendar days after receipt of notice by DMA.

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These bid specifications were prepared by Department of Military Affairs and approved by Kathleen A. Peredo, Quartermaster.