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June 13, 2025

Invitation for Bid  
GSA-044-25

**AMENDMENT #1**

Janitorial Services for the Guam and CHamoru Educational Facility  
(Guam Museum)

- 1) Amend and replace pages 40 to 41 with the attached "**Revised Pages 40 to 41**" dated 6/13/2025.

All others remain unchanged.

Andriana Quitugua  
Acting Chief Procurement Officer

Please Print  
**ACKNOWLEDGMENT COPY**  
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Email To: [gsaprocurement@gsadoa.guam.gov](mailto:gsaprocurement@gsadoa.guam.gov)

ITEM NO.	DESCRIPTION	QTY	UOM	UNIT COST	TOTAL
1.0	Janitorial Services as per the following specifications	12	MOS	\$	\$

#### **SPECIFICATIONS:**

##### **Scope of Work**

Four (4) times a week (Monday through Saturday) for the Department of CHamoru Affairs (DCA), Guam CHamoru and Educational Facility, also known as the Guam Museum, located at 193 Chalan Santo Papa Juan Pablo Dos, Hagåtña, Guam 96910. The dates will be coordinated by DCA with the successful bidder.

##### **Work Schedule/Billing Information and Service Provider Responsibilities:**

Bidder shall provide janitorial services, debris removal services, materials, supplies, toiletries, and equipment necessary for the scope of services. Total square footage of interior cleaning area is approximately ±27,758 square feet and approximately 2.75 acres of exterior park property.

Bidder must be prompt and commence cleaning service no early than 7:00 a.m. and end service on or before 5:00 p.m. After 5:00 p.m., the Guam Museum will be closed and cleaning services will not be allowed thereby rendering the work day as a **NO SHOW** with the exception of services to be provided on an as needed basis for events outside of the scope of hours.

##### **Standards and Health Safety:**

Environmentally friendly products to be used where possible. The cleanliness, tidiness and sanitary standards of the facility is to be maintained at all times. A checklist is to be used and maintained in a location accessible to DCA/Guam Museum staff.

##### **1<sup>st</sup> FLOOR – Approximately 17,413± Square Feet**

Vestibule (An enclosed entrance)

Visitor Services

Changing Exhibit

Permanent Exhibit (1<sup>st</sup> Floor) – Carpeted

Lobby, Retail, Café and Multi-Purpose Room

Theater (Auditorium) Lobby, Fixed Seating, and Stage – Carpeted

Dressing Room

Stairs, Landings and Hand Railings

##### **2<sup>nd</sup> FLOOR – Approximately 10,345± Square Feet**

Elevator and Vestibule

Atrium (Covered Outdoor Space)

Queuing Room and Orientation Theater – Carpeted

Exhibit – 2<sup>nd</sup> Floor – Carpeted

Library Research Curatorial

Visible Storage and Communications Room

Administration Office, President's Office, Administrator's Office & Board Room

##### **Security Standards:**

The Awarded Bidder is required to be escorted at all times while performing janitorial services in the following areas:

1. 2<sup>nd</sup> Floor – Library Research Curatorial
2. 3<sup>rd</sup> Floor – Restroom (Collections Room)

#### **BIDDING ON/REMARKS**

**Frequency of Services:**

- *Daily* – Sweep, mop, vacuum non-carpeted floors and carpeted floors.
- *Daily* – Mop floors with germicidal detergent to remove calcium and hard water build-up stains, dust, dry soil, and other surface debris. Spot clean carpeted areas.
- *Daily* – Clean and disinfect all touch points including but not limited to knobs, push plates, panic bars, railings, elevator buttons, access control key pads, etc.
- *Daily* – Empty all waste receptacles and other trash containers within the service area(s). Line all receptacles with plastic liners and replace when full, soiled, or torn.
- *Daily* – Clean interior and exterior glass windows, doors, door jambs, kick plates, and walls to remove stains, spots, streaks and graffiti.
- *Quarterly* – Vacuum and spot clean theater seats.
- *Semi-Annually* – Shampoo carpeted surfaces.
- *Semi-Annually* – Strip, scrub, and wax tile surfaces and hard surfaces.

**Restrooms**

Lobby and Theater – 1<sup>st</sup> Floor

Administration – 2<sup>nd</sup> Floor

Collections Room – 3<sup>rd</sup> Floor

**Frequency of Services:**

- *Daily* – Deep clean and sanitize all commodes and urinals. Remove calcium and hard water build-up stains.
- Install commercial-grade wall-mounted automatic air freshener dispensers in nine (9) restrooms. Replenish/replace air fresheners when necessary.
- *Daily* – Clean and sanitize restroom floors. Sweep and damp mop with a germicidal solution.
- *Daily* – Clean and sanitize sinks and countertops and clean restroom mirrors. Remove calcium and hard water build-up stains.
- *Daily* – Spot clean stall walls and doors, report inappropriate graffiti to the agency's administration office.
- *Daily* – Empty trash and reline with appropriate size trash bag.
- *Daily* – Clean/disinfect dispensers. Replenish all dispensers (Toilet seat liners, toilet tissue, paper towel, hand soap, hand sanitizer, etc.)
- *Daily* – Ensures all drainages in restrooms are free and clear (includes sinks and urinals).
- *Monthly* – Scrub and flush restroom floors with cleaning agent and mop and/or vacuum dry; replenish/replace air freshener cartridges/containers.

**Exterior of Facility and Skinner Plaza Park**

- *Daily* – Collection of all trash and debris to include green waste, food waste materials, and fallen dead fronds in and around receptacles and the exterior of the facility. Line all receptacles with trash bag lines and replace when full or torn. Dispose and haul all trash and debris to respective dumping site away from the facility.