



Mayors' Council of Guam

Konsehelen Mahel Guahan

February 12, 2026

Questions & Concerns
INVITATION FOR BID NO. MCOG-26-002
Automated Management System for Residential Verifications

The following questions/concerns were received by Data Management Resources, LLC on February 3, 2026.

1. Can MCOG please provide a sample set of all existing residential data for each available format (i.e. Excel, Word, Google Docs, etc.)?

Response: See Attachment B as part of the bid packet.

2. Will all the legacy data be provided in an Excel file with the same column names?

Response: Each village will provide its respective data as an individual file.

a. Will there be a single file or multiple files for each municipality?

Response: Multiple files.

3. Do all villages utilize the same format or require the same information for residency verification?

Response: See question & answer for #1.

a. If varying, is there a minimum standard for data elements to be collected across all villages (e.g. First Name, Last Name, Date of Birth), and if so, please list the minimum data elements.

Response: See question & answer for #1.

4. Please provide a sample of the existing verification request form(s) used by MCOG.

Response: MCOG does not provide verification of residency; this service is handled by the individual districts.

5. Please clarify, what is the term for the optional renewal years. Page 3 of 44 of the IFB states, "For a Period of One (1) with the option to renew for (2) additional years on a year to year basis upon the availability of funds." Page 43 of 44 in the IFB indicates "One Year with the option to renew for three years."

Response: See Amendment #3.

6. The IFB specifications for Item 1.0 indicate requirements that appear to be one-time only requirements. Please confirm or clarify if each of the following applies to the first year only, or if each also applies to subsequent optional renewal years:

a. Data Migration

b. Training

c. Documentation

Response: All applies to the first year.





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7. Initial deployment tasks will be required for Year 1. However, initial deployment is not applicable to subsequent optional renewal years. We respectfully request that MCOG modify the Bid Form to allow for separate renewal pricing for Year 2 renewal, Year 3 renewal, and Year 4 renewal (if applicable).

Response: See Amendment #3.

8. For purposes of Bid Guarantee calculation, please clarify if the Bid Guarantee should be based on the required initial term only (Year 1).

Response: Bid guarantee must represent 15% of the total bid amount for the price extension indicated for the first year.

The following questions/concerns were received by 1-A GuamWEBZ on February 11, 2026.

1. In regards to the bid guarantee of 15%, shall it be based on the total cost only for the First year, or based on the grand total costs of all Three years?

Response: Bid guarantee must represent 15% of the total bid amount for the price extension indicated for the first year.

2. The IFB mentions "in duplicate" regarding the bid submission. Does this mean 1 Original and 1 Copy? Or, does "in duplicate" mean something else?

Response: One original and one copy are required for the submission.

***** NOTHING ELSE FOLLOWS *****

JOYJEAN R. ARCEO
Executive Director

