

# Request for Information



State of Alaska  
Department of Health  
Division of Public Health

**RFI Number: 1626-015**  
**Date Issued: October 23, 2026**

## JANITORIAL SERVICES FOR PUBLIC HEALTH LAB AND STATE MEDICAL EXAMINER'S OFFICE

### **Introduction:**

The Department of Health, specifically the Division of Public Health, is issuing a Request for Information (RFI) regarding comprehensive janitorial services for two vital facilities: the Public Health Laboratory and the State Medical Examiner's Office, both located in Anchorage, Alaska. These facilities are pivotal in safeguarding public health and safety, underscoring the necessity for consistent, high-quality cleaning services. Ensuring these facilities are maintained in pristine and hygienic conditions is essential for the operators to carry out their critical work effectively. The janitorial services will play a fundamental role in upholding the cleanliness and professionalism of these environments, enabling staff to perform their duties without distraction or concern over sanitation. Interested parties must show their experiences providing janitorial services in healthcare, laboratory, or forensic environments; and, experience demonstrating compliance with training requirements for Occupational Safety and Health Administration (OSHA), Health Insurance Portability and Accountability Act (HIPAA), and Centers for Disease Control and Prevention (CDC) cleaning standards for medical and laboratory facilities.

Contractors are required to skillfully navigate through high-security, restricted areas, a task that necessitates proper security clearances and strict cleanliness standards. Traditionally, janitorial services have often been outsourced to third-party providers; however, the responsibility for overseeing these essential services now falls under the vigilant supervision of in-house operations.

Ensuring impeccable sanitation goes beyond mere routine maintenance; it is a foundational pillar that supports the integrity and safety of laboratory operations. Any shortcomings in janitorial services could lead to grave repercussions, such as contamination incidents, breaches of regulatory standards, and serious threats to public health. Thus, the commitment to maintaining an environment of exceptional cleanliness is paramount, serving not only to protect the facilities but also to uphold the highest standards of safety and compliance within the workplace.

**Scope of Work/Deliverables:**

The contractor will be responsible for the completion of janitorial services as outlined in the below Deliverables. Services to be performed nightly between 6:00 PM and 5:00 AM, Monday, Wednesday, and Friday, except State holidays (see web site: <https://doa.alaska.gov/calendar/>). Janitorial Services are required at the joint State Public Health Laboratory and State Medical Examiner's Office located at 5455 Dr. MLK Jr Ave, Anchorage, AK 99507.

**Deliverables****ITEM - A - SERVICE TO PERFORM THREE (3) TIMES PER WEEK:**

Perform three (3) times per week on Monday, Wednesday, & Friday between 6:00PM and 5:00 AM  
Restrooms and Locker Rooms:

1. Empty wastebaskets: collect all designated wastepaper and trash in contractor furnished plastic trash bags and dispose of this in State provided dumpster.
2. Clean all mirrors to remove all streaks.
3. Clean and disinfect all sinks and counter tops, toilets, urinals, and showers, including removal of mineral and calcium deposits (contractor will provide plastic can liners for wastebaskets, trash receptacles, and restroom trash and napkin receptacles (waxed lined bags)).
4. Clean and polish all bright work (chrome fixtures and trim)
5. Clean floors with disinfecting chemicals to remove all spots and black marks.
6. Replenish supplies provided by the State of Alaska such as toilet paper, paper towels, soap, deodorizers, and disposable toilet seat covers.

**Corridors and Hallways:**

1. Empty wastebaskets: collect all designated wastepaper and trash in contractor furnished plastic trash bags and dispose of this in state provided dumpster. Place all cardboard in cardboard recycle bin.
2. Clean hard surface and tile floors removing all spots and black heel marks. (A cleaning solution such as 409 may be needed to assist in removing black marks).
3. Vacuum all carpets and entry rugs.

**ITEM - B - SERVICE TO PERFORM TWO (2) TIMES PER WEEK:**

Perform two (2) times per week on Monday or Wednesday and Friday between 6:00PM and 5:00AM  
Lobby, Common Areas and General Office Areas:

1. Empty wastebaskets. Collect all designated wastepaper and trash in contractor furnished plastic trash bags and dispose of in state provided dumpster.
2. Clean hard surface and tile floors removing all spots and black heel marks, other than those found in bathrooms (A cleaning solution such as 409 may be needed to assist in removing black marks).
3. Vacuum all carpets and entry rugs, The State shall furnish, and the contractor shall maintain pedestrian entryway rugs.

4. Dust all visible surfaces including furniture, fixtures, counters, and equipment to a height of six (6) feet with a treated cloth, which will pick up dust particles and eliminate static electricity.
5. Remove all finger- marks and smudges from all surfaces including work surfaces, counter, tabletops, walls doors and floors.
6. Clean, disinfect and polish all convenience sinks, sink countertop(s) and drinking fountains, including removal of mineral and calcium deposits.
7. Report any items observed out of the ordinary on a nightly basis to the Laboratory Designee such as broken light bulbs, doors, windows, appliances, and fixtures, etc. and any non-functioning outlets.

Biosafety Level 2 Areas (Rooms & Corridors 155. 193. 195. 208 - 227. 229 - 235. 263 - 265):

1. Empty all non-biohazard (gray or color other than red) wastebaskets. Collect all designated wastepaper and trash in contractor furnished plastic trash bags and dispose of this in state provided dumpster.
2. Clean hard surface and tile floors removing all spots and black heel marks, other than those found in bathrooms (A cleaning solution such as 409 may be needed to assist in removing black marks)
3. Clean and disinfect hand-washing sinks and sink countertops located by doors {208, 216, 218 and 226} and with paper towels the State provides stock paper towel dispensers located adjacent to hand-washing sinks as needed.
4. The contractor will not clean rooms 196,197 and 198 along with the hallway marked 199

PCR Suite (Rooms 193 and 195):

1. The device used to mop the floors in the rooms listed above is to be of a discard type tool or one that is sanitized each time these rooms are cleaned, and directional flow is to be strictly maintained.

Building Exterior

1. Inspect all sidewalks and parking areas and around dumpsters, collecting and removing all trash and other discarded material.
2. Empty and clean ashtrays and empty wastebaskets located in the front and rear smoking areas.

ME Examining Area Room 136

1. Empty wastebaskets, collect all designated wastepaper and trash in contractor furnished plastic trash bags and dispose of in state provided dumpster. Place all cardboard in cardboard recycle bin.
2. Clean hard surface and tile floors removing all spots and black heel marks. (A cleaning solution such as 409 may be needed to assist in removing black marks)
3. Dust all visible surfaces including furniture, fixtures, counters, and equipment to a height of six (6) feet with a treated cloth, which will pick up dust particles and eliminate static electricity.
4. Remove all fingermarks and smudges from all surfaces including work surfaces, counter, tabletops, walls, doors, and floors.

**ITEM – C – SERVICES TO BE PERFORMED TWO (2) TIMES PER YEAR:**

1. The Contractor shall supply the Laboratory designee a written schedule with dates when individual duties will be accomplished.
2. Dust or vacuum window coverings such as drapes, curtains, blinds, overhead pipes or molding, etc. that must be reached by ladder (over 6 feet high).
3. Dust or vacuum air ventilation intakes located on ceiling, walls, or floors.
4. Wash all wastebaskets (or more frequently if unsanitary or malodorous).
5. Wash walls / doors where wall covering permits.
6. Clean and wax all paneling. Remove all wax from tile floors by mopping or scrubbing with a synthetic detergent and re-wax with a type recommended by floor tile manufacturers. When wax is dry, machine buff floors to smooth sheen.
7. Clean and wax all cabinetry in rooms 104, 125, 181, 186 and alcove 203.
8. Vacuum the floor along the sides and fronts of all under-counter and full-size refrigerators and freezers.
9. Wash exterior window, a list of windows will be provided.

**ITEM – D – SERVICES TO BE PERFORMED TWO (2) TIMES PER YEAR:**

1. Shampoo carpets and entry rugs. Apply static control treatment to carpeting that is not anti-static bonded by the manufacturer.
2. Machine scrub all ceramic tile floors and clean grouting.
3. Remove spots and stains from carpets, rugs, and tile.
4. Remove all foreign matter (gum, smudges, etc.) from floors and furniture.

**ITEM – E – SERVICES TO BE PERFORMED TWO (2) TIMES PER YEAR:**

1. Clean and machine buff all vinyl and tile floors with lamb's wool buffing pads or 3M "Scotch-Brite" white pads or equivalent to restore luster of flooring.
  - a. Biosafety Level 2 suites consisting of rooms / alcoves 208 through 227, corridors 228A, 237, 238, 239, alcove 203, Rooms 150, 157, 187, 258, and room 269. Biosafety Level 2 rooms 193 and 195.
2. Corridor 146, locker rooms 134, 135, and 136. Front lobby 102, restrooms 111, 112, 127, and 128, training room 229, prep room 230, and media prep suite rooms 232, through 235, including 234. Shipping suites 263 through 265, locker room 262, restrooms 189, 190, 191, 259, 260, and 261.
3. Scrub the rubber floor mats in room 232 with disinfectant.
4. Remove all fingermarks and smudges from doors, walls and woodwork located in the areas listed under section entitled: "Area included in the contract."
5. Vacuum fabric furniture located in common areas, conference, and break areas.
6. Damp wipe all dispensers, toilet room walls and partitions leaving no streaks.
7. Buff hard surface floors in front lobby 102, restrooms 111, 112, 127 and 128.

**ITEM – F – SERVICES TO BE PERFORMED TWO (2) TIMES PER YEAR:**

All duties shall be performed in the areas listed under section entitled: "Area included in the contract."

1. Wash all vinyl cove baseboard covers where accessible removing all marks. Clean all edges and comers where cove base and floor meet.
2. Damp wipe all accessible (top and sides) heat convactor surfaces leaving no streaks.

**Budget:**

Department of Health, Division of Public Health, estimates a budget of \$215,000.00 for this contract.

**Contract Term:**

The initial contract will be for one (1) year term starting from the date of award, with two (2), one (1) year optional renewal options to be executed at the sole discretion of the State. The total terms, if the renewals are executed, will be three (3) years.

**Mandatory Requirements:**

- The contractor must have at least two (2) years within the last three (3) years providing janitorial services in healthcare, laboratories, or forensic environments.
- The contractor must have two (2) years of experience in compliance with OSHA, HIPAA, and CDC cleaning standards for medical and laboratory facilities.

**Response Information:**

Interested vendors should submit responses to the following:

1. Provide the vendor's complete company name, address, telephone number, and email address for the primary contact person regarding its RFI response.
2. Please provide a description of how vendor meets or exceeds the mandatory requirements. If not,
3. A statement confirming that the vendor anticipates being able to provide the project deliverables within budget. If not, why?
4. Provide a brief summary of any concerns regarding the project as described.

Interested parties must submit their responses in writing via email by **12:00 PM AKST Wednesday, November 6, 2025**, addressed to the following person:

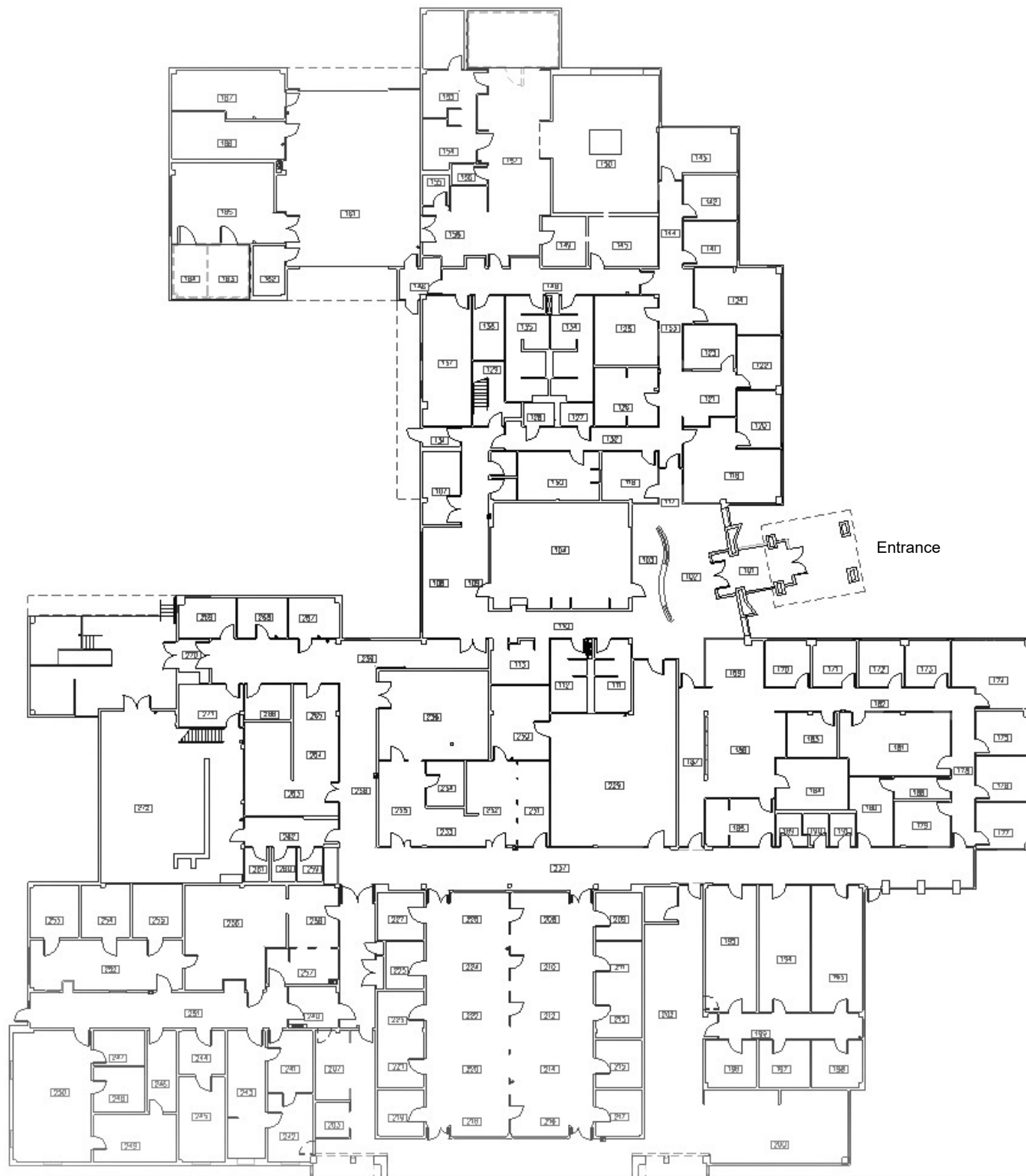
Dorothy Tauaese-Puletapuai  
Procurement Specialist  
Department of Health/Departmental Support Services

Email: [doh.procurement.proposals@alaska.gov](mailto:doh.procurement.proposals@alaska.gov) cc'ing: [Dorothy.V.Tauaese-Puletapuai@alaska.gov](mailto:Dorothy.V.Tauaese-Puletapuai@alaska.gov)

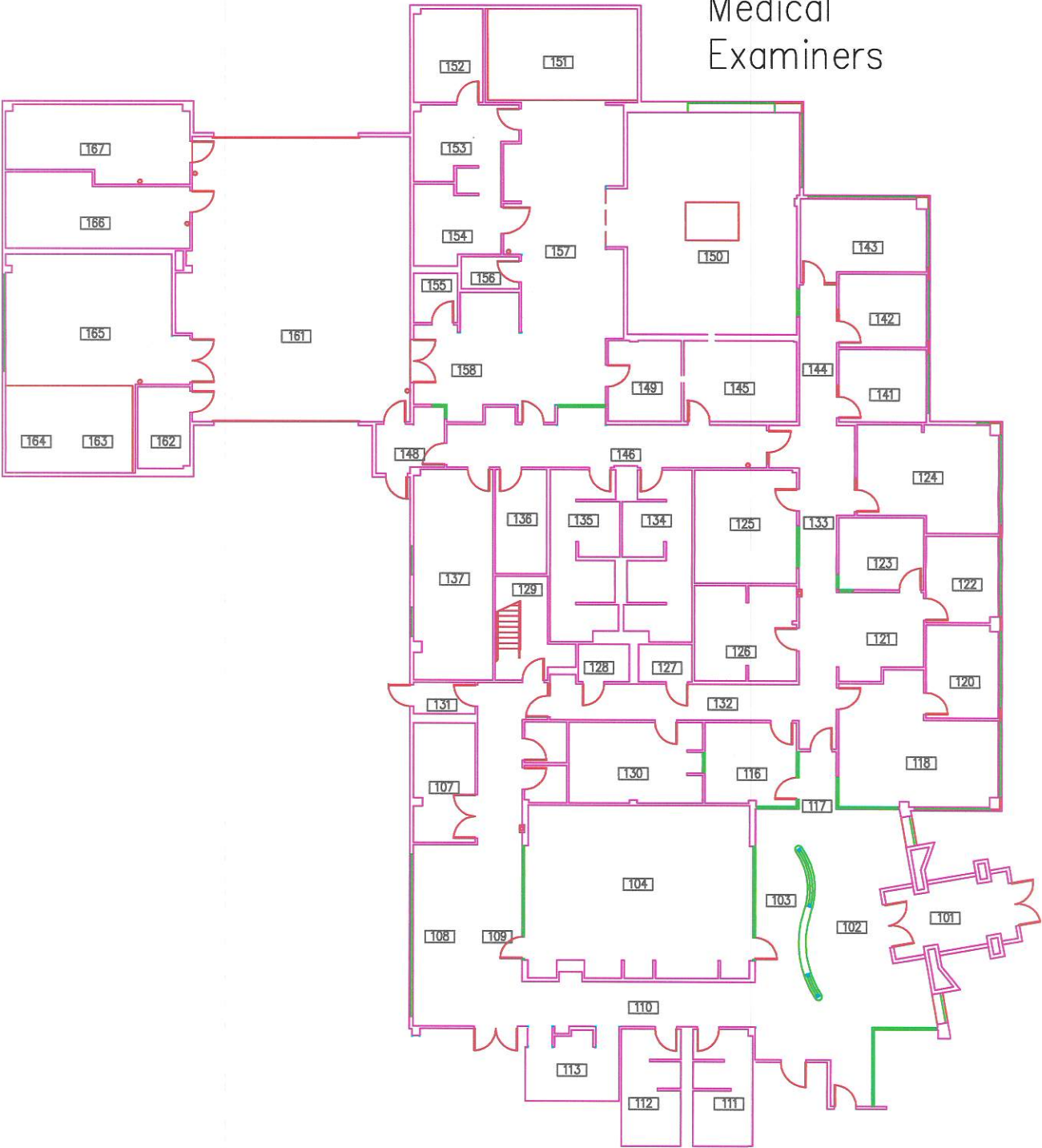
Responses in Microsoft format are preferred, with attachments submitted in pdf, Microsoft Word, Adobe, Microsoft Excel or PowerPoint file. Please ensure the response includes the vendor's company name and correct contract information (email) for the individual(s) who should be notified if DOH releases a solicitation or seeks an alternative procurement method related to the services described in this RFI.

**Important Notice:**

This RFI does not extend any rights to prospective vendors or obligate the state to conduct a solicitation or purchase any goods or services. Nor will the State be financially responsible for any costs associated with the preparation of any response for the requested information. This RFI is issued for the sole purpose of obtaining information as described in this notice. However, the information obtained from this request may be used to prepare a purchase, contract, or solicitation in the future. RFI responses shall remain confidential and not subject to public disclosure unless potential award(s) are made from a resulting solicitation, in which case responses will become part of the procurement record.



Medical  
Examiners



## APPENDIX 1 – PPE and Emergency Equipment Location

