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GOVERNMENT OF GUAM  
**DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES**  
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**LEO G. CASIL**  
ACTING DIRECTOR

**REQUEST FOR INTEREST**  
**RFI/DPHSS 2018 - 001**

The [Department of Public Health and Social Services](#) is soliciting interested bidders to provide proposals for [Marijuana Tracking System Seed to Sale](#).

The information, data, comments, or reactions obtained may be used as research for a future solicitation. This RFI does not constitute an Invitation for Bid, Request for Proposal, or Informal Request for Bid or Proposal and is not to be construed as a commitment by The Department of Public Health and Social Services.

Proposals can be mailed or submitted to the Department of Public Health and Social Services, Attn: Chief Public Health Officer, Dededo Public Health Room 53, 520 West Santa Monica Avenue, Dededo Guam 96929 or via email at [rfidphss.2018001@dphss.guam.gov](mailto:rfidphss.2018001@dphss.guam.gov).

Deadline for submission for proposals under this solicitation is on June 29, 2018. Information regarding RFI can be downloaded and viewed on the Department of Public Health website, <https://www.dphss.guam.gov> or contact Darlene N. Taitano, Program Coordinator at 635-0006 or 635-4422 for more information.

/s/ **LEO G. CASIL**  
Acting Director

**DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES  
REQUEST FOR INTEREST NO 2018-001**

**RFI Issue Date: June 11, 2018**

**Number of Pages: 5**

**Proposal Due Date: June 29, 2018 5:00 p.m.**

**ISSUING AGENCY INFORMATION**

Department of Public Health and Social Services  
Leo G. Casil, Acting Director  
123 Chalan Kareta, Mangilao Guam 96913-6304

**Administrative Services/Single Point of Contact**

Darlene N. Taitano  
Department of Public Health and Social Services  
Dededo Facility Rm. 53  
520 West Santa Monica Avenue  
Dededo, Guam 96929  
Phone: (671)635-0006 or 4422 / Fax: (671) 635-7493  
E-Mail: [rfidphss.2018001@dphss.guam.gov](mailto:rfidphss.2018001@dphss.guam.gov)

**INSTRUCTIONS TO OFFERORS**

**Proposal mailed or submitted:**

Attn: Chief Public Health Officer  
Department of Public Health and Social  
Services  
Dededo Facility Rm. 53  
520 West Santa Monica Avenue  
Dededo, Guam 96929

Or

E-Mail: [rfidphss.2018001@dphss.guam.gov](mailto:rfidphss.2018001@dphss.guam.gov)

**Mark Face of Envelope/Package or Email**

**RFI Number:** RFI/DPHSS 2018-001

**RFI Title:**  
Marijuana Tracking System Seed to Sale

### 1.01 Purpose of the RFI

The **Department of Public Health and Social Services** is soliciting interested bidders to provide proposals for an **Electronic Marijuana Seed to Sale Tracking System**.

The information, data, comments, or reactions obtained may be used as research for a future solicitation. This RFI does not constitute an Invitation for Bid, Request for Proposal, or Informal Request for Bid or Proposal and is not to be construed as a commitment by The Department of Public Health and Social Services.

The Department of Public Health and Social Services will review all responses received. If the Department of Public Health and Social Services decides to issue a solicitation for commodities or services, the procurement will be conducted in accordance with the Government of Guam Procurement laws, rules and guidelines. (5 GCA Government of Guam Operations Ch. 5 Guam Procurement Law)

### 1.02 Contact and Response Information

Please submit responses to the Chief Public Health Officer by the deadline specified in the RFI advertisement. Please reference the Solicitation Number and Title. You may submit your response in person, by mail, or by email at:

Address: Department of Public Health and Social Services  
Attn: Chief Public Health Officer  
Dededo Public Health Rm 53  
520 West Santa Monica Avenue  
Dededo, Guam 96929

Email: [rfdphss.2018001@dphss.guam.gov](mailto:rfdphss.2018001@dphss.guam.gov)

### 1.03 Questions and Requests for Clarification

Please submit any questions or requests for clarifications about this RFI in writing to the Chief Public Health Officer by the deadline for submission via email at [rfdphss.2018001@dphss.guam.gov](mailto:rfdphss.2018001@dphss.guam.gov)

### 1.04 Notice Provided – Department of Public Health & Social Services Website

This RFI and any related amendment and notices will be posted on the Department of Public Health and Social Services website at: <https://www.dphss.guam.gov>

### 1.05 Respondents Responsible for All Preparation Costs

Respondents are responsible for all costs associated with the preparation, submittal, and presentation of their response to this RFI.

## **1.06 Disclosure of Information and Compliance with The Government of Guam Open Records Laws**

All information submitted become the property of the Government of Guam and may be returned only at the Government of Guam option. All information is subject to the Government of Guam Open Records Laws. Records are closed or confidential only if specifically stated in law.

Respondents may make a written request to hold confidential any trade secrets and other proprietary data contained in its response. Respondent must clearly identify the material considered confidential and explain why the material is confidential.

If the Government of Guam receives a request for public information, the procurement officer, in consultation with the Office of the Attorney General, shall determine whether the information is an exception to the Government of Guam Records Laws, and the information shall be processed accordingly.

## **2.01 Goal and Background Information**

The **Department of Public Health and Social Services (DPHSS), Chief Public Health Office**, is requesting information to obtain a **Marijuana Seed to Sale Tracking System for the Medical Marijuana Program**.

The following background information is intended to help respondents understand the needs of the Department. **Public Law 33-220, also known as Joaquin (KC) Concepcion II Compassionate Cannabis Use Act of 2013, legalized the medicinal use of marijuana on Guam. The accompanying rules and regulations for the Act were recently adopted with the passage of Public Law 34-80 on February 9, 2018. The Department of Public Health and Social Services has been tasked to oversee the Medical Marijuana Program on Guam. As part of the rules and regulations, the Medical Marijuana Program is required to have a marijuana seed to sale tracking system which will allow the Department to electronically track the inventory of medical cannabis, prepared medical cannabis and medical cannabis products through each stage of processing, from seed to point of sale, disposal, and destruction. The electronic tracking system must be able to allow real time, 24-hour access to the tracking system and inventory records of all licensed medical cannabis businesses.**

## **2.02 Information Requesting**

The Department of Public Health and Social Service is requesting information for a **Marijuana Seed to Sale Tracking System** which will allow the ability:

1. To allow real time, 24-hour access to all medical cannabis business' tracking system and inventory needs.
2. To electronically track the inventory of medical cannabis, prepared medical cannabis, and medical cannabis products through each stage of processing, from seed to point of sale, disposal and destruction of all licensed medical cannabis businesses.

REQUEST FOR INTEREST: Marijuana Tracking System Seed to Sale  
DPHSS 2018-001

3. To allow practitioners to have online access to the secure database
4. To do patient registrations and maintain a secure database.
5. To print patient written certifications and registry identification cards.
6. For cultivators, manufacturers, dispensaries and laboratories to go into the system and upload all required information from their facilities using their own computers.
7. For dispensaries to go into the system to verify patients are certified to obtain marijuana.
8. For labs to load test results.
9. For collaborating agencies to go into the system from their facilities.

The vendor for the marijuana tracking system will:

1. Train end users, administrator, technical support and vendor-tiered support on how to use the tracking system and trouble shoot.
2. Maintain the tracking system

### **3.01 Response Preparation Instructions**

Respondents are asked to provide a response in the following format:

#### **A. Introduction**

Please provide:

1. Contact name, phone number, and email
2. Business name, address, and phone number

#### **B. Technical Response**

Respondents are asked to provide the following information:

1. Description of the Electronic Marijuana Seed to Sale Tracking System
2. Necessary equipment
3. Functionality
4. Maintenance schedule
5. Consumables
6. Estimated schedule / timeframe
7. Vendor recommendations

#### **C. Cost Estimate**

Respondents are asked to provide estimated costs to help the Department of Public Health and Social Services understand acquisition and on-going costs.

Any cost estimates requested are for budgeting purposes only. Responders will not be held to price estimates provided as part of the RFI should The Department of Public Health and Social Services later decide to issue a competitive solicitation.

#### **D. Enclosures**

Respondents are asked to provide the following documentation list:

1. Detailed Specifications
2. Product Literature
3. Servicing Dealers
4. Price Lists