PRE-BID MEETING AGENDA

PROJECT NAME: 2021 CITYWIDE CONCRETE SPOT REPAIR

*As of January 1st, 2020, the Department of Public Works is now the Department of Transportation and Infrastructure.

MEETING DATE: December 29, 2020
CITY PROJECT NO.: 202057112
MEETING TIME: 11:00 a.m.
MEETING LOCATION: Teleconference – Phone: (720) 388-6219 / Conference ID: 604-038-932#
PROJECT LOCATION: Citywide

General information about teleconference: *6 will mute/unmute phone if using the call-in number. Anyone that is not speaking is asked to mute their phone during the meeting to prevent background noise.

I. Introductions
   a. Contract Administrator – Regina Diaz/Katie Ragland
   b. DOTI Project Manager – Amy Strouthopoulos
   c. DSBO Representative – Alexis Nightengale
   d. Auditor’s Office/Prevailing Wage – Michael Brannen
   e. Treasury – Yanina Zhovmiruk

II. DSBO (Alexis Nightengale)
   a. Participation – 30% SBE
   b. 1A - List of Proposed Subcontractors, Subconsultants, and/or Suppliers – page BF-9
   c. Commitment to SBE Participation – page BF-13
   d. Letter of Intent (LOI) due on the day of bid opening – page BF-14
   e. Instructions to Bidders (Section IB-28) – page BDP-11

III. Auditor’s Office (Michael Brannen)
   a. Prevailing Wage Rates – Highway Construction Projects
   b. Last Section of the Bid Documents Package
   c. https://denverauditor.org/denverlabor/prevailingwage/

IV. Treasury (Yanina Zhovmiruk)
   a. Instructions to Bidders (Section IB-24) – page BDP-10

V. Risk Management (April Hansen/Danielle Deeke)
   a. Insurance coverage requirements for this project (SC-17) – page BDP-46 through BDP-48.
   b. Standard 3 coverages required (Commercial General Liability, Business Automobile and Workers Compensation)
   c. Insurance requirements are non-negotiable.

VI. Contract Administration (Regina Diaz/Katie Ragland)
   a. Bid Package is available on QuestCDN for $15.00 (eBid #7444435). Click here to view QuestCDN VBid Bidder Instructions
b. Firms and stakeholders can view the plan holders on QuestCDN by visiting the project page and selecting “View Plan Holders” in the upper left-hand corner. For those interested in being listed on a pre-bid meeting attendance sheet, please email me your name, number, email address and whether you are a prime or sub for this project at pw.procurement@denvergov.org by the end of the day and I will put an attendance sheet together to be posted on www.work4denver.com and sent out via QuestCDN.

c. Verify and use legal name, per Colorado Secretary of State.

d. Confirm registration with the System for Award Management (SAM).

e. Addenda and/or notices will be sent by email notification via QuestCDN and will be posted to www.work4denver.com. Addenda will be published 5 business days prior to bid opening.


g. When completing the Bid Worksheet in QuestCDN, do not round prices.

h. Bid Form Submittal Package should be in order when submitted via Quest.

i. Textura is required; Contract Administration will complete the initial set-up in Textura.

j. Diversity and Inclusiveness in City Solicitations Information Request Form must be completed, signed and returned with bid – BF-16.

k. Important Dates:

   1. Question Deadline – January 7, 2021 no later than 10:00 a.m. Must send to pw.procurement@denvergov.org.

   2. Bids Due – January 21, 2021 by 11:30 a.m. The call-in number and conference ID will be posted to the project page on www.work4denver.com.

l. Bids for this project will ONLY be received and accepted via the online electronic bid service through www.QuestCDN.com.

m. REMINDER: All communication must be sent to pw.procurement@denvergov.org.

VII. Project Overview (Amy Strouthopoulos)

Citywide concrete repairs to curb, gutter, sidewalk, valley gutter, concrete street and alley. Potential work locations are generated from on-going citizen complaints and are not scoped at the time of bidding.

VIII. Q & A - please send any additional questions or those needing a more thorough answer to pw.procurement@denvergov.org so they may be answered in a subsequent addendum.