

PRE-BID MEETING AGENDA

PROJECT NAME: 2021 CITYWIDE HOT-IN-PLACE RECYCLING AND REPAVING

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

MEETING DATE: January 28, 2021

CITY PROJECT NO.: 202157389

MEETING TIME: 2:00 p.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
- b. DOTI Project Manager – Tyler Mead
- c. DSBO Representative – Alexis Nightengale/Brittany Eroen
- d. Auditor’s Office/Prevailing Wage – Jimenez Osorio
- e. Treasury – Yekaterina Shimkina

II. DSBO (Alexis Nightengale/Brittany Eroen)

- a. Participation – 14% MWBE
- b. 1A - List of Proposed Subcontractors, Subconsultants, and/or Suppliers – page BF-9
- c. Commitment to MWBE 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-26)

III. Auditor’s Office (Jimenez Osorio)

- a. Prevailing Wage Rates – Highway
- b. Last Section of the Bid Documents Package
- c. <https://denverauditor.org/denverlabor/prevailingwage/>

IV. Treasury (Yekaterina Shimkina)

- a. Instructions to Bidders (Section IB-24) – page BDP-10
- b. www.denvergov.org/content/denvergov/en/denver-department-of-finance/our-divisions/treasury-division.html

V. Risk Management (April Hansen)

- a. Insurance coverage requirements for this project (SC-17) – page BDP-47 through BDP-49.
- b. Standard 3 coverages required (*Commercial General Liability, Business Automobile and Workers Compensation*)
- c. Insurance requirements are non-negotiable.



VI. Prequalification (Jennifer Clark)

- a. Each bidder must be prequalified in category **1F(4) Asphalt Pavement Rehabilitation at or above the \$6,000,000.00 monetary level.**
- b. Each bidder must have submitted a prequalification application a minimum of ten (10) calendar days prior to the bid opening date. Applications must be submitted by email to doti.prequal@denvergov.org.
- c. To view the Rules and Regulations and to obtain a prequalification application, please visit www.denvergov.org/prequalification.

VII. Contract Administration (Regina Diaz)

- a. Bid Package is available on QuestCDN for \$15.00 (eBid #7489917). [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 doti.procurement@denvergov.org by the end of the day. Attendance sheet will 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 at least 5 business days prior to bid due date.
- f. Recommend use of Bid Form Checklist – page BF-2.
- g. When completing the Bid Worksheet in QuestCDN, do not round prices.
- h. Bid Form Submittal Package (202157389 BF.pdf) should be **in order** when submitted via Quest. Please make sure you include the entire package with forms completed.
- 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 – February 5, 2021 no later than 10:00 a.m.** Must send to doti.procurement@denvergov.org.
 2. **Bids Due – February 25, 2021 by 12:00 p.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 doti.procurement@denvergov.org.

VIII. Project Overview (Tyler Mead)

Hot-in-place recycling is a treatment that consists of heating and scarifying the surface of an asphalt road, mixing the millings with rejuvenating agent, placing back on the pavement, and then applying a top lift of virgin hot mix asphalt. A specialized piece of equipment is required to perform the work. The work also includes traffic control, striping, and hauling of materials. Goals will likely need to be met by the striping or traffic control subcontractor.

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