PRE-BID MEETING AGENDA

PROJECT NAME: 2021 STREET MAINTENANCE CONTRACT MILL & OVERLAY

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

MEETING DATE: February 25, 2021
CITY PROJECT NO.: 202157824
MEETING TIME: 9:00 a.m.
MEETING: Teleconference – Phone: (720) 388-6219 / Conference ID: 483 985 014# or via Teams (Link)
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 – Isabelle Oldani
   b. DOTI Project Manager – Norman Shaw
   c. DSBO Representative – Alexis Nightengale
   d. Auditor’s Office/Prevailing Wage – Michael Brannen
   e. Treasury – Sheila Swan

II. DSBO (Alexis Nightengale)
   a. Participation – 15% MWBE
   b. Required Forms: 1A – List of Proposed Subcontractors, Subconsultants, and/or Suppliers; Commitment to MWBE Participation; and Letter of Intent.
   c. Instructions to Bidders (Section IB-26)

III. Auditor’s Office (Michael Brannen)
   b. Last Section of the Bid Documents Package
   c. https://denverauditor.org/denverlabor/prevailingwage/

IV. Treasury (Sheila Swan)
   a. Instructions to Bidders (Section IB-24)

V. Risk Management (April Hansen/Danielle Deeke)
   a. Insurance coverage requirements for this project (SC-17)
   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(1) Asphalt 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 (Isabelle Oldani)

a. Bid Package is available on QuestCDN for $15.00 (eBid #7575392). 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 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 at least 5 business days prior to bid due date.
g. When completing the Bid Worksheet in QuestCDN, do not round prices.
h. Bid Form Submittal Package (202157824 – BF.pdf) must include BF-1 through BF-19 and should be in order when submitted via QuestCDN.
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 – March 10, 2021 no later than 10:00 a.m.. Must send to doti.procurement@denvergov.org.
   2. Bids Due – March 25, 2021 by 11:00 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 doti.procurement@denvergov.org.

VIII. Project Overview (Norman Shaw)
Mill & overlay of arterial and collector streets within the City and County of Denver. Work will include traffic control, signing and striping and possible bike lane installation.

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.