PRE-BID MEETING AGENDA

PROJECT NAME: PASSENGER AMENITY PROGRAM – MONTBELLO BUS STOP IMPROVEMENTS

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

MEETING DATE: June 15, 2021
CITY PROJECT NO.: 202158956
MEETING TIME: 9:00 a.m.
MEETING: Teleconference – Phone: (720) 388-6219 / Conference ID: 483 985 014# or via Teams (Link)
PROJECT LOCATION: District 8 and 11

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 – Todd Johnson
   c. CDOT Representative – Patricia Bowling
   d. Auditor’s Office/Prevailing Wage – Matthew Borquez
   e. Treasury – William Hafner

II. CDOT (Patricia Bowling)
   a. Participation – 15% DBE
   b. Defined Pool DBE Requirements (IB-26), page BDP-10
   c. Forms due at Bid Opening: Form 1413: Bidder's List, Form 1414: Anticipated DBE Participation Plan, Form 606: Anti-Collusion Affidavit.
   d. Forms due within 5 days after Bid Opening: Form 1415: Commitment Confirmation, Form 1416: Good Faith Effort Report (if applicable), Form 605: Contractors Performance Capability Statement, Form 621: Assignment of Anti-Trust Claims. Please email to DOTI.Procurement@denvergov.org

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

IV. Treasury (William Hafner)
   a. Instructions to Bidders (Section IB-24)

V. Risk Management (April Hansen/Danielle Deeke)
   a. Insurance coverage requirements for this project (SC-21)
   b. Standard 3 coverages required (Commercial General Liability, Business Automobile and Workers Compensation).
   c. Insurance requirements are non-negotiable.
VI. Contract Administration (Isabelle Oldani)
   a. Bid Package is available on QuestCDN for $15.00 (eBid #7863926). 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 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-9.
   k. Important Dates:
      1. Question Deadline – June 23, 2021 no later than 10:00 a.m. Must send to doti.procurement@denvergov.org.
      2. Bids Due – July 8, 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.

VII. Project Overview (Todd Johnson)
This project involves improving concrete passenger bus waiting areas in the Montbello neighborhood at 21 locations. The type of work includes concrete forming and flatwork, asphalt patching, traffic control, and landscaping.

VIII. 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.