

PRE-BID MEETING AGENDA

PROJECT NAME: MILL LEVY 16A AND MILL LEVY 17A - TRAFFIC SIGNALS CONSTRUCTION

MEETING DATE: October 21, 2021

CITY PROJECT NO.: 202160592

MEETING TIME: 10:00 a.m.

MEETING LOCATION: Teleconference – Phone: (720) 388-6219 / Conference ID: 483-985-014# or [Click here to join the meeting](#)

PROJECT LOCATION: District 9 & 10

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 – Jennifer Clark for Regina Diaz
- b. DOTI Project Manager – Alex Kouprievitch
- c. DSBO Representative – Erin Croke
- d. Auditor’s Office/Prevailing Wage – Matthew Borquez
- e. Treasury – Not in attendance

II. DSBO (Erin Croke)

- a. Participation – **18% MWBE**
- b. Instructions to Bidders (Section IB-26) – page BDP-10 through BDP-12
- c. **Required Forms** to be returned with bid:
 - **1A – List of Proposed Subcontractors, Subconsultants, and/or Suppliers** – page BF-9
 - **Commitment to MWBE Participation** – page BF-13
 - **Letter(s) of Intent** – page BF-14

III. Auditor’s Office (Matthew Borquez)

- a. Prevailing Wage Rates – **Highway Construction Projects (January 1, 2021)**
- b. Last Section of the Bid Documents Package
- c. <https://denverauditor.org/denverlabor/prevailingwage/>

IV. Treasury (Not in Attendance)

- a. Instructions to Bidders (Section IB-24) – page BDP-9
- b. https://www.denvergov.org/files/assets/public/finance/documents/treasury/tax-guides/gnl_tax_info_booklet.pdf

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, Builder’s Risk or Installation Floater and Contractor’s Pollution Liability*)
- c. Insurance requirements are non-negotiable.

VI. Prequalification (Jennifer Clark)

- a. Each bidder must be prequalified in category **1D(1) Traffic Signals, Lighting and ITS** at or above the **\$3,000,000.00 monetary level**.

City and County of Denver Department of Transportation & Infrastructure
Office of the Executive Director
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www.denvergov.org/doti
Phone: 720-865-8630



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- 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 (Jennifer Clark for Regina Diaz)

- a. Bid Package is available on QuestCDN for \$15.00 (eBid #8044540). [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.
- 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 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 – November 2, 2021 no later than 10:00 a.m.** Must send to doti.procurement@denvergov.org.
 - 2. **Bids Due – November 18, 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 (Alex Kouprievitch and Thomas Shaw)

This is the 2019-2021 Traffic Signal Upgrade – Mill Levy 16A & Mill Levy 17A Project. The overall objective of this project is the reconstruction of six (6) traffic signals and installation of one (1) new signal within the City and County of Denver - total seven (7) traffic signals. The locations of these traffic signals are at the following intersections: 1. 14th Ave & Clarkson St. 2. 14th Ave & Washington St. 3. 14th Ave & Pearl St. 4. 13th Ave & Clarkson St. 5. 13th Ave & Corona St. 6. 13th Ave & Downing St. 7. 20th Ave & Downing St (new). In addition to the traffic signal upgrades, there will be improvements made to curb ramps, sidewalk, curb and gutters, curb returns, and damaged sidewalks, and curb and gutter at each intersection for enhanced pedestrian access. Ramp improvements will be constructed to current CCD standards and specifications. In addition, there are existing storm sewer inlets and manholes at the intersections requiring relocation or resetting.

- 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.