

PRE-BID MEETING AGENDA

PROJECT NAME: W. KENTUCKY AVE. & S. IRVING ST. - PARK AND INTERSECTION IMPROVEMENTS

MEETING DATE: April 19, 2022

CITY PROJECT NO.: 202262600

MEETING TIME: 10:00 a.m.

MEETING LOCATION: Teleconference – Phone: (720) 388-6219 / Conference ID: 483 985 014# or [Join Microsoft Teams Meeting](#)

PROJECT LOCATION: District 3

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 – Michele Foust
- b. DOTI Project Manager – Sam Pavone
- c. DSBO Representative – Erin Croke
- d. Auditor’s Office/Prevailing Wage – TBD
- e. Prequalification – Krystal Guerra

II. DSBO (Erin Croke)

- a. Participation – 19% 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](#) (TBD)

- a. Prevailing Wage Rates – HIGHWAY CONSTRUCTION PROJECTS
- b. Last Section of the Bid Documents Package

IV. [Treasury](#) (Not in Attendance)

- a. Instructions to Bidders (Section IB-24) – page BDP-9

V. Risk Management (Not in Attendance)

- 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*) **plus** Builder’s Risk and Contractor’s Pollution Liability.
- c. Insurance requirements are non-negotiable.



VI. Prequalification (Krystal Guerra)

- a. Each bidder must be prequalified in category **1A Heavy Civil at or above the \$3,000,000.00 monetary level OR 1F(3) Concrete Sidewalk, Curb, Gutter and ADA Ramps at or above the \$3,000,000.00 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 electronically via [B2Gnow](#).
- c. To view the Rules and instructions on how to apply, please visit www.denvergov.org/prequalification.

VII. Contract Administration (Michele Foust)

- a. Bid Package is available on QuestCDN for \$15.00 (eBid #8164286). [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”. 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. Link - page BF-16.
- k. **Important Dates:**
 1. **Question Deadline – April 28, 2022 no later than 10:00 a.m.** Must send to doti.procurement@denvergov.org.
 2. **Bids Due – May 17, 2022 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 (Sam Pavone)

The W Kentucky Ave & S Irving St Park and Intersection Improvements project will construct a new Denver Park at the northeast corner of the intersection. These improvements will include shaded bench structures, a decorative wall, small basketball court, concrete skate features, landscaping and irrigation improvements and other concrete flatwork. Within the ROW at the intersection, the City will be constructing new curb and gutter bump outs that will contain flow through green infrastructure improvements with decorative landscaping and irrigation improvements.

- 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.