PRE-BID MEETING AGENDA

PROJECT NAME: SRTS - MCAULIFFE INTERNATIONAL SCHOOL

MEETING DATE: June 2, 2022
CITY PROJECT NO.: 202263209
MEETING TIME: 10:00 a.m.
MEETING: Call in to 720-388-6219 / Conference ID: 483 985 014# or join via Microsoft Teams
PROJECT LOCATION: District 8

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
   b. DOTI Project Manager – Brenden Paradies
   c. CDOT Representative – TBD
   d. Auditor’s Office/Prevailing Wage – Matthew Borquez
   e. Treasury – Not in Attendance

II. CDOT (TBD)
   a. Participation – 12% DBE
   b. Defined Pool DBE Requirements (IB-26), page BDP-10

CDOT Forms Due with Bid Submittal (non-inclusion will result in bid rejection)
   • Bidder's List (CDOT Form 1413)
   • Anticipated DBE Participation Plan (CDOT Form 1414)
   • Anti-Collusion Affidavit (CDOT Form 606)

CDOT Forms Due within 5 Days of Bid Opening (email to doti.procurement@denvergov.org)
   • Commitment Confirmation (CDOT Form 1415)
   • Good Faith Effort Report (if commitments do not meet goal) (CDOT Form 1416)
   • Contractors Performance Capability Statement (CDOT Form 605)
   • Assignment of Anti-Trust Claims (CDOT Form 621)

III. Auditor’s Office (Matthew Borquez)
   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 (April Hansen/Danielle Deeke)
   a. Insurance coverage requirements for this project (SC-21) – page BDP-43
   b. Standard 3 coverages required (Commercial General Liability, Business Automobile and Workers’ Compensation) plus Builder’s Risk or Installation Floater.
   c. Insurance requirements are non-negotiable.
   d. CDOT must be listed on the insurance certificate as well.
VI. Prequalification (Krystal Guerra)
   a. Each bidder must be prequalified in category **1A Heavy Civil OR 1F(3) Concrete Sidewalk, Curb, Gutter and ADA Ramps** at or above the **$1,500,000.00 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](http://www.denvergov.org/prequalification).
   d. Questions? Email [doti.prequal@denvergov.org](mailto:doti.prequal@denvergov.org).

VII. Contract Administration (Jennifer Clark)
   a. Bid Package is available on QuestCDN for $15.00 ([eBid #8202435](#)). [User Resources for QuestCDN](#) are available online.
   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](mailto: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](http://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 QuestCDN.
   i. Textura required; Contract Administration will complete the initial set-up in Textura.
   j. **Diversity and Inclusiveness in City Solicitations Information Request Form** must be completed online and a copy is to be returned with bid – BF-10.
   k. Important Dates:
      1. **Question Deadline** – June 14, 2022 no later than 10:00 a.m. Must send questions to [doti.procurement@denvergov.org](mailto:doti.procurement@denvergov.org).
      2. **Bids Due** – June 30, 2022 by 11:00 a.m. The call-in number and conference ID are posted to the project page on [www.work4denver.com](http://www.work4denver.com).
   l. Bid for this project will ONLY be received and accepted via the online electronic bid service through [www.QuestCDN.com](http://www.QuestCDN.com).
   m. REMINDER: All communication must be sent to [doti.procurement@denvergov.org](mailto:doti.procurement@denvergov.org).

VIII. Project Overview (Brenden Paradies)
The goal of the Denver Safe Routes to School (SRTS) Infrastructure and programmatic project is to facilitate more walking to and from McAuliffe International School by improving the safety and comfort of the pedestrian. The infrastructure improvements will provide approximately one-half mile of sidewalk, 42 ADA-compliant curb ramps, dedicated crosswalk striping, two pedestrian safety islands, and enhanced signage and lighting for pedestrians. The crossing improvements will be at East 23rd Avenue and Kearney Street including two pedestrian safety islands, painted crosswalks, and enhanced lighting. The proposed treatments will greatly improve walking connectivity and safety for children walking to and from school from the surrounding neighborhood.
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.