PRE-BID MEETING AGENDA
PROJECT NAME: 2022 CITYWIDE ADA RAMP AND CONCRETE REPAIR PHASE 4

MEETING DATE: August 23, 2022
CITY PROJECT NO.: 202264319
MEETING TIME: 1:00 p.m.
MEETING LOCATION: Teleconference – Phone: (720) 388-6219, Conference ID: 336-523-378# or Join Microsoft Teams Meeting
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 – Katie Ragland
   b. DOTI Project Manager – Manny Windhorst
   c. DSBO Representative
   d. Auditor’s Office/Prevailing Wage – Natalie Fraunfelter
   e. Prequalification – Krystal Guerra

II. DSBO
   a. Participation – 30% SBE
   b. Instructions to Bidders (Section IB-28): page BDP-11
   c. Forms to be returned with bid:
      • 1A – List of Proposed Subcontractors, Subconsultants, and/or Suppliers – page BF-9
      • Commitment to SBE Participation – page BF-13
      • Letter(s) of Intent – page BF-14

III. Auditor’s Office (Natalie Fraunfelter)
   a. Prevailing Wage Rates – Highway Construction Projects (February 25, 2022)
   b. Last Section of the Bid Documents Package

IV. Treasury
   a. Instructions to Bidders (Section IB-24): page BDP-9 through BDP-10
   b. General Tax Information Booklet

V. Risk Management (April Hansen)
   a. Insurance coverage requirements for this project (SC-17): page BDP-47 through BDP-48.
   b. Standard 3 coverages required (Commercial General Liability, Business Automobile and Workers Compensation). In addition, coverage for Builders’ Risk/Installation Floater must also be provided.
   c. Insurance requirements are non-negotiable.

VI. Prequalification (Krystal Guerra)
   a. Each bidder must be prequalified in category 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. For questions, please reach out to DOTI.Prequal@denvergov.org.
VII. **Contract Administration (Katie Ragland)**

   a. Bid Package is available on QuestCDN for $15.00 (eBid #8271016).
      
      - **QuestCDN Plan Download Instructions**
      - **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.
   
   
   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:**
      
      - **Question Deadline** – August 31, 2022 no later than 3:00 p.m. Must send to DOTI.Procurement@denvergov.org.
      
      - **Bids Due** – September 15, 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 (Manny Windhorst)**

Removal and replacement of deficient concrete curbs, gutters, sidewalk panels, valley gutters, concrete streets, and alley pavement. Also includes asphalt pavement and landscaping/irrigation restoration.

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.