

PRE-BID MEETING AGENDA

PROJECT NAME: 2022 CITYWIDE ADA RAMP AND CONCRETE REPAIR PHASE 3

MEETING DATE: August 30, 2022

CITY PROJECT NO.: 202264320

MEETING TIME: 1:00 p.m.

MEETING LOCATION: Teleconference – Phone: (720) 388-6219 / Conference ID: 360 732 642 # or join via [Microsoft Teams](#)

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 – Michele Foust
- b. DOTI Project Manager – Immanuel Windhorst
- c. DSBO Representative – Samantha Meza
- d. Auditor’s Office/Prevailing Wage – TBD
- e. Prequalification – Krystal Guerra

II. DSBO (Samantha Meza)

- a. Participation – 30% SBE Defined Pool
- 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](#)

- a. Instructions to Bidders (Section IB-24) – pages BDP-9 – BDP-10.

V. Risk Management

- a. Insurance coverage requirements for this project (SC-17) – pages BDP-47 - BDP-48.
- b. Standard 3 coverages required (*Commercial General Liability, Business Automobile and Workers Compensation*) plus Builder’s Risk/ Installation Floater.
- 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.

VII. Contract Administration (Michele Foust)

- a. Bid Package is available on QuestCDN for \$15.00 (eBid #8271017). [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 on BF-16.
- k. **Important Dates:**
 - 1. **Question Deadline – September 7, 2022 no later than 2:00 p.m.**. Must send to doti.procurement@denvergov.org.
 - 2. **Bids Due – September 22, 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 (Immanuel 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.