PRE-BID MEETING AGENDA
PROJECT NAME: MOBILITY CHOICE NETWORK 38TH ST AND BLAKE ST MOBILITY HUB

MEETING DATE: October 24, 2022
CITY PROJECT NO.: 202264989
MEETING TIME: 1:00 p.m.
MEETING LOCATION: Teleconference – Phone: (720) 388-6219, Conference ID: 351-352-964# or Join Microsoft Teams Meeting
PROJECT LOCATION: Blake St between 36th & 38th St

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 – Todd Johnson
   c. CDOT Representative – Andrea Hebard
   d. DSBO Representative – Sara Yacovetta
   e. Auditor’s Office/Prevailing Wage – Matthew Borquez on behalf of Jasmine Madlock

II. CDOT (Andrea Hebard) & DSBO (Sara Yacovetta)
   a. Participation – 5% DBE
   b. Defined Pool DBE Requirements (IB-26) – page BDP-10 through BDP-11
   c. Forms due at Bid Opening:
      - Form 1413: Bidder's List – BF-11
      - Form 1414: Anticipated DBE Participation Plan – BF-12
      - Form 606: Anti-Collusion Affidavit – BF-18
   d. Forms due within 5 days after Bid Opening to be emailed to DOTI.Procurement@denvergov.org:
      - Form 1415: Commitment Confirmation – BF-13
      - Form 1416: Good Faith Effort Report (if applicable) – BF-15
      - Form 605: Contractors Performance Capability Statement – BF-17
      - Form 621: Assignment of Anti-Trust Claims – BF-19

III. Auditor’s Office (Matthew Borquez)
   a. Prevailing Wage Rates – Davis-Bacon Colorado Highway Construction (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-21): page BDP-44 through BDP-46.
   b. Standard 3 coverages required (Commercial General Liability, Business Automobile and Workers Compensation). In addition, coverage for Builders’ Risk/Installation Floater and Contractor’s Pollution Liability must also be provided.
   c. Insurance requirements are non-negotiable.
VI. Contract Administration (Katie Ragland)
   a. Bid Package is available on QuestCDN for $15.00 (eBid #8310882).
      - 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-10.
   k. Important Dates:
      - Question Deadline – November 2, 2022 no later than 3:00 p.m. Must send to DOTI.Procurement@denvergov.org.
      - Bids Due – November 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.

VII. Project Overview (Todd Johnson)
This project includes materials, labor, and equipment necessary to construct a mobility hub within the City and County of Denver's Right-of-Way (ROW) at 38th St and Blake St. Items of construction include erosion control, signage, striping, furnishings and installation, and traffic control.

VIII. 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.