

## PRE-SUBMITTAL MEETING AGENDA

### Construction Manager/General Contractor (CM/GC) Services for Broadway Station at I-25 Multimodal & Safety Improvements Project, Phase 2

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MEETING DATE: February 18, 2021

MEETING TIME: 9:00 a.m.

TELECONFERENCE: [Join via Microsoft Teams](#) or by Phone at (720) 388-6219 / Conference ID: 483-985-014#

PROJECT LOCATION:

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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 – Mike Harmer
- c. Auditor’s Office/Prevailing Wage – Matt Borquez
- d. Treasury – N/A

#### II. DBE Goal and Required Forms (Dani Abbott on behalf of Jennifer Clark)

- a. Participation – 0% DBE Goal for Preconstruction. A DBE participation goal will be set in the future for all construction packages based on scope and size.
- b. Three required forms due with proposals: Anti-Collusion Affidavit, Assignment of Antitrust Claims, and Affidavit of Small Business Participation

#### III. Auditor’s Office (Matt Borquez)

- a. Prevailing Wage Rates – Davis-Bacon Rates
- b. Exhibit F of the Sample Agreement in the RFP

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

- a. Section 16 of the Sample Agreement
- b. Note that Denver’s tax rate increased January 1, 2021 to 4.81%.
- c. CCD Treasury Division Business Tax information is available online [here](#).

#### V. Risk Management (April Hansen/Danielle Deeke)

- a. Insurance coverage requirements – Section # of the Sample Agreement
- b. Standard 3 coverages required plus additional (Commercial General Liability, Business Automobile, Workers Compensation, Professional Liability (Errors & Omissions))
- c. Insurance and indemnity requirements are non-negotiable.

#### VI. Prequalification (Dani Abbott on behalf of Jennifer Clark)

- a. Each bidder must be prequalified in category **1A Heavy Civil at the \$50,000,000.00 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 by email to [doti.prequal@denvergov.org](mailto:doti.prequal@denvergov.org).
- c. To view the Rules and Regulations and to obtain a prequalification application, please visit [www.denvergov.org/prequalification](http://www.denvergov.org/prequalification).

**VII. RFP Administration (Dani Abbott on behalf of Jennifer Clark)**

- a. RFP is available on QuestCDN for \$15.00 (eBid 7539433). [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” in the upper left-hand corner. For those interested in being listed on a pre-submittal 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 post 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 \(SAM\)](#); registration is free.
- e. Addenda and/or notices will be sent by email notification via QuestCDN at least 5 business days prior to submittal due date.
- f. **Diversity and Inclusiveness in City Solicitations Information Request Form** must be completed [online](#), and a copy is to be returned with the RFP response.
  - Please provide this agenda to the person who will be responsible for the completion of the Diversity and Inclusiveness survey.
  - Ensure the email address input for the City contact is [doti.procurement@denvergov.org](mailto:doti.procurement@denvergov.org).
- g. **Important Dates:**
  1. **Question Deadline – Tuesday, March 2 no later than 10:00 a.m. All questions must be sent to [doti.procurement@denvergov.org](mailto:doti.procurement@denvergov.org).**
  2. **Proposals Due – Tuesday, March 23, 2021 by 11:00 a.m.**
- h. Submittals for this RFP will ONLY be received and accepted via the online electronic bid service through [www.QuestCDN.com](http://www.QuestCDN.com). Consultants must be on the plan holders list through QuestCDN for proposals to be accepted. Please reach out to Quest if there are questions.
- i. **REMINDER:** All communication must be sent to [doti.procurement@denvergov.org](mailto:doti.procurement@denvergov.org). Any Proposer that contacts any member of the Selection Committee, or anyone on the project team other than the designated contact, from the date of issuance of the RFP and prior to the completion of the selection process may be disqualified from further participation in the selection process, at the City’s sole discretion.

**VIII. Project Overview (Mike Harmer)**

The City’s Broadway Station at I-25 Multimodal & Safety Improvement Project is located at the Broadway and Interstate 25 Interchange in Denver, Colorado. This project modifies the S. Broadway/I-25 interchange through the construction of a new southbound Interstate 25 on-ramp and through the reconstruction or construction of the local street network in the vicinity of the interchange. These local streets include Broadway, Lincoln, Kentucky, Ohio Bannock and Kentucky.

Other elements of the project include the construction of paved parking at the RTD I-25/ Broadway Station, installation of new or modified traffic signals, installation of new street lighting and storm sewer system and other utility improvements.

- IX. Q & A** - please send any additional questions or those needing a more thorough answer to [doti.procurement@denvergov.org](mailto:doti.procurement@denvergov.org) so they may be answered in a subsequent addendum.