

PRE-BID MEETING AGENDA

PROJECT NAME: 2023 CITYWIDE ADA RAMP AND CONCRETE REPAIR PHASE 3

MEETING DATE: February 7, 2023

CITY PROJECT NO.: 202366348

MEETING TIME: 11:00 a.m.

MEETING LOCATION: Teleconference – Phone: (720) 388-6219 / Conference ID: [601 444 132#](tel:601444132) or join via

[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 – Michele Foust
- b. DOTI Project Manager – Derek Miles
- c. DSBO Representative – Celina Martinez
- d. Auditor’s Office/Prevailing Wage – Luis Osorio Jimenez
- e. Treasury – Quintin Hilburn
- f. Prequalification – Krystal Guerra

II. DSBO (Celina Martinez)

- a. Participation – 30% SBE
- 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 SBE Participation** – page BF-13
 - **Letter(s) of Intent** – page BF-14

III. [Auditor’s Office](#) (Luis Osorio Jimenez)

- a. Prevailing Wage Rates – HIGHWAY CONSTRUCTION PROJECTS
- b. Last Section of the Bid Documents Package

IV. [Treasury](#) (Quintin Hilburn)

- a. Instructions to Bidders (Section IB-24) – page BDP-9
- b. [General Tax Information Booklet](#)

V. Risk Management

- a. Insurance coverage requirements for this project (SC-17) – page BDP-47 through BDP-49.
- b. Standard 3 coverages required (*Commercial General Liability, Business Automobile and Workers Compensation*) plus Builder’s Risk or Installation Floater and Contractor’s Pollution Liability.
- 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 #8371593). [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 – BF-16.
- k. **Important Dates:**
 1. **Question Deadline – February 16, 2023 no later than 2:00 p.m.** Must send to doti.procurement@denvergov.org.
 2. **Bids Due – March 9, 2023 by 10:00 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 (Derek Miles)

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.