



PRE-PROPOSAL MEETING AGENDA

PROJECT NAME: CONSTRUCTION MANAGER/GENERAL CONTRACTOR (CM/GC) SERVICES FOR SKYLINE PARK IMPROVEMENTS

MEETING DATE: April 27, 2023

MEETING TIME: 11:00 a.m.

TELECONFERENCE: [Join via Microsoft Teams](#) or by Phone at (720) 388-6219 / Conference ID: 832 303 667#

General information about teleconference: *6 will mute/unmute phone if using the call-in number.

I. Introductions

- a. Contract Administrator – Michele Foust
- b. DOTI Project Manager – Ethan Frey
- c. DSBO Representative – Sara Yacovetta
- d. Auditor's Office/Prevailing Wage – Jay Digiorgio
- e. Treasury – Brittany Verdone-Engle
- f. Prequalification – Krystal Guerra

II. DSBO (Sara Yacovetta)

- a. Participation – 15% MWBE
- b. Section 5, Item M on pages 15-16 of the RFP
- c. Form Required for Phase 1: Commitment to MWBE Participation (Attachment 2)
- d. Required for Phase 2: Equity, Diversity and Inclusion (EDI) Plan

III. [Auditor's Office \(Jay Digiorgio\)](#)

- a. Prevailing Wage Rates – **HEAVY CONSTRUCTION PROJECTS & HIGHWAY CONSTRUCTION PROJECTS**
- b. Found within the Sample Agreement (Attachment 1) of the RFP

IV. [Treasury \(Brittany Verdone-Engle\)](#)

- a. Section 16.0 of the Sample Agreement
- b. www.denvergov.org/content/denvergov/en/denver-department-of-finance/our-divisions/treasury-division.html

V. Risk Management

- a. Insurance coverage requirements – Sample Agreement (Attachment 1): Section 10.2 of the CM/GC Construction Contract and Section 8 of the Preconstruction Services Agreement (Exhibit D of CM/GC Construction Contract)
- b. CM/GC Construction Contract: Standard 3 coverages required plus additional (Commercial General Liability, Business Automobile (with hazardous materials), Workers Compensation, Professional Liability (Errors & Omissions), Builder's Risk or Installation Floater, Contractors Pollution Liability)
- c. Preconstruction Services Agreement: Stand 3 coverages required plus additional (Commercial General Liability, Business Automobile, Worker Compensation, Professional Liability (Errors & Omissions))
- d. Insurance and indemnity requirements are non-negotiable.

City and County of Denver Department of Transportation & Infrastructure
Office of the Executive Director
201 W. Colfax Avenue, Dept. 608 | Denver, CO 80202
www.denvergov.org/doti
Phone: 720-865-8630



VI. Prequalification (Krystal Guerra)

- a. Each contractor must be prequalified in category **1A Heavy Civil at the \$12,000,000.00 monetary level**.
- b. Each contractor must have submitted their prequalification application(s) a minimum of ten (10) calendar days prior to the submittal due date.
- c. Applications must be submitted electronically via [B2Gnow](#).
- d. To view the Rules and instructions on how to apply, please visit www.denvergov.org/prequalification.
- e. Questions? Email doti.prequal@denvergov.org.

VII. RFP Administration (Michele Foust)

- a. RFP is available on [BidNet](#).
- b. After today's meeting, a list of firms that have downloaded the RFQ document will be posted in [BidNet](#) under the *Communication* tab titled **Solicitation Document Report**. Make sure you have the correct contacts listed for you firm. To be on this list, you must download the RFQ to be considered a document holder.
- c. When preparing RFP, 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 posted on BidNet 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 in Tab 1.
 - 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.
- g. **Important Dates:**
 1. **Question Deadline – May 5, 2023, no later than 12:00 p.m. All questions must be sent to doti.procurement@denvergov.org.**
 2. **Submittals Due – May 19, 2023, by 11:00 a.m.**
- h. Submittals for this RFP will ONLY be received and accepted via the online electronic bid service through [BidNet](#).
- i. **REMINDER:** All communication must be sent to doti.procurement@denvergov.org. Any Proposer that contacts any member of the Selection Committee, 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 at the City's sole discretion.

VIII. Project Overview (Ethan Frey)

The City and County of Denver (City) is soliciting qualifications from interested firms to provide Construction Management/General Contractor (CM/GC) services for the planned improvements to Skyline Park "Block 2" between 16th and 17th Streets. The goal of the project is to create a distinctive, safe, accessible public space in the heart of downtown. Primary scopes of work include permanent infrastructure for an ice-skating rink, a water feature, small support buildings, stone paving, landscaping, green infrastructure, utility work, and rehabilitation of the historically significant Lawrence Halprin sculpture.

- ## 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.

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