PRE-SUBMITTAL MEETING AGENDA

PROJECT NAME:
ON-CALL CONSTRUCTION SERVICES - BRIDGE AND STRUCTURAL PROJECT DELIVERY (LARGE)
SOLICITATION NO. 202368279

MEETING DATE: September 20, 2023
MEETING TIME: 10:00 a.m.
MEETING TELECONFERENCE: Join via Microsoft Teams or by Phone at (720) 388-6219 / Conference ID: 353 579 52#
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 – Cheryl Booker
   b. DOTI Project Manager – Lisa M. Hilt
   c. DSBO Representative – Sara Yacovetta
   d. DEDO Representative – Derrick Watson
   e. Auditor’s Office/Prevailing Wage – Lizeth Nunez

II. DSBO (Sara Yacovetta)
   a. Participation – 12% MWBE
   b. Section 3.G (p.6) and Section 6 (p.14) of the RFQ
   c. To be returned with submittal in Tab 7:
      a. MWBE Equity, Diversity, and Inclusion Plan (MWBE EDI Plan) and/or documentation of a good faith effort (GFE) – Failure to submit an EDI plan will deem the contractor non-responsive.
      b. Commitment to MWBE participation (Attachment #1)

III. Workforce Development (Derrick Watson)
   a. Section 3.M of the RFQ
   b. Requirements are provided as Exhibit F of the Sample Agreement (Attachment 3) – page 81 of the RFQ

IV. Auditor’s Office (Lizeth Nunez)
   a. Prevailing Wage Rates – Highway Construction Projects (February 24, 2023)
   b. Exhibit E of the Sample Agreement (Attachment 3) – page 71 of the RFQ
   c. Section 3.L of the RFQ

V. Treasury
   a. General Tax Information Booklet

VI. Risk Management
   a. Insurance coverage requirements – Section #SC-28 of the Sample Agreement
b. An affirmation statement indicating willingness to strictly comply with the Insurance and Indemnification requirements set forth in the Sample Agreement must be included in Tab 1 – Letter of Transmittal, which is outlined in Section 5, page 10 of the RFQ.

c. Standard 3 coverages required plus additional (Commercial General Liability, Workers Compensation, Business Auto, Pollution Liability, Builders’ Risk)

d. Insurance and indemnity requirements are non-negotiable.

VII. Prequalification (Krystal Guerra)
a. Each bidder must be prequalified in category 1G(1) Major Bridge Work at or above the $9,000,000.00 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. For questions, please reach out to doti.prequal@denvergov.org.

VIII. RFQ Administration (Cheryl Booker)
a. RFQ is available on BidNet (Solicitation No. 202368279)
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 your firm. To be on this list, you must download the RFQ to be considered a document holder.
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 BidNet at least 5 business days prior to submittal due date.
f. Important Dates:
   1. Question Deadline – September 27, 2023 no later than 3:00 p.m. All questions must be sent to doti.procurement@denvergov.org.
   2. Submittals Due – October 18, 2023 by 10:00 a.m.
g. Submittals for this RFQ will ONLY be received and accepted via the online electronic bid service through BidNet.
h. 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 RFQ 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.

IX. Project Overview (Lisa M. Hilt)
The City and County of Denver Department of Transportation and Infrastructure is seeking general contractors to provide On-Call construction services as needed for construction work on bridges, culverts, and/or miscellaneous structures that facilitate vehicular and pedestrian traffic as well as electrical elements that facilitate lighting in these areas. The City anticipates awarding multiple contracts to multiple general contractors. The Agreement for On-Call Construction Services (Agreement) will have a three-year term and will have a contract capacity of $25,000,000.00. Projects will be initiated by issuing Work Orders under the Agreement.

X. 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.