

**PRE-BID MEETING AGENDA**  
**PROJECT NAME: 2023 WMD PIPE REHABILITATION, PHASE 2**

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MEETING DATE: July 18, 2023  
CITY PROJECT NO.: 202368760  
MEETING TIME: 11:00 a.m.

MEETING LOCATION: Teleconference – Phone: (720) 388-6219 / Conference ID: 188 931 551# # or join via Microsoft Teams [Click here to join the meeting](#)

PROJECT LOCATION: District Citywide

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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 – Cheryl Booker
- b. DOTI Project Manager – Paula Stokes
- c. DSBO Representative – Natalie Stefka
- d. Auditor’s Office/Prevailing Wage – Jasmine Madlock
- e. Treasury – Gregory Masi
- f. Prequalification – Krystal Guerra

**II. DSBO (Natalie Stefka)**

- a. Participation – 10% MWBE
- b. Instructions to Bidders (Section IB-26): page BDP-10 – BDP-12
- c. **Required Forms** to be returned with bid:
  - **1A – List of Proposed Subcontractors, Subconsultants, and/or Suppliers** – page BF-9
  - **Commitment to MWBE Participation** – page BF-13
  - **Letter(s) of Intent** – page BF-14

**III. [Auditor’s Office](#) (Jasmine Madlock)**

- a. Prevailing Wage Rates – Heavy Construction Projects
- b. Last Section of the Bid Documents Package

**IV. [Treasury](#) (Gregory Masi)**

- a. Instructions to Bidders (Section IB-24) – page BDP-9 – BDP-10
- b. [General Tax Information Booklet](#)

**V. Risk Management**

- a. Insurance coverage requirements for this project (SC-17): page BDP-47 – BDP-48.
- b. Standard 3 coverages required (*Commercial General Liability, Business Automobile and Workers Compensation*) plus Contractor’s Pollution Liability.
- c. Insurance requirements are non-negotiable.

**VI. Prequalification (Krystal Guerra)**

- Each bidder must be prequalified in category **1E(2) Sewer Rehabilitation 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](#).

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](http://www.denvergov.org/doti)  
Phone: 720-865-8630



- c. To view the Rules and instructions on how to apply, please visit [www.denvergov.org/prequalification](http://www.denvergov.org/prequalification).

**VII. Contract Administration (Cheryl Booker)**

- a. Bid Package is available on QuestCDN for \$15.00 (eBid #8567497).
  - [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](mailto: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](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 \(SAM\)](#).
- 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 once NTP has been issued.
- j. [Diversity and Inclusiveness in City Solicitations Information Request Form](#) must be completed, signed and returned with bid: BF-16.
  - In the second field on the form, please be sure to enter [DOTI.Procurement@denvergov.org](mailto:DOTI.Procurement@denvergov.org) to ensure we receive a copy of the completed form.

Enter Email Address of City and County of Denver contact person facilitating this solicitation Required

DOTI.Procurement@denvergov.org

- k. **Important Dates:**
  - **Question Deadline – July 25, 2023 no later than 3:00 p.m.** Must send to [DOTI.Procurement@denvergov.org](mailto:DOTI.Procurement@denvergov.org).
  - **Bids Due – August 17, 2023 by 11:00 a.m. The call-in number and conference ID will be posted to the project page on [www.work4denver.com](http://www.work4denver.com).**
- l. Bids for this project will ONLY be received and accepted via the online electronic bid service through [www.QuestCDN.com](http://www.QuestCDN.com).
- m. REMINDER: All communication must be sent to [DOTI.Procurement@denvergov.org](mailto:DOTI.Procurement@denvergov.org).

**VIII. Project Overview (Paula Stokes)**

Rehabilitate approximately 38,000 linear feet of deteriorated sewer pipes in the City and County of Denver using approved Cured-in-Place-Pipe (CIPP) and/or Fold-and-Form methods. The majority of pipes to be lined in this project are in the Harvey Park and College View/South Platte neighborhoods, with minor work Citywide.

- 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.

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