



PRE-SUBMITTAL MEETING AGENDA

Construction Manager/General Contractor (CM/GC) Services for Denver Fire Station 40 New Build Solicitation NO. 202369321

MEETING DATE: October 5, 2023

MEETING TIME: 2:00 p.m.

TELECONFERENCE: [Join Via Microsoft Teams](#) or by Phone at (720) 388-6219 / Conference ID: 152 438 008#

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 – Micaela Martinez for Cindy Ackerman
- b. DOTI Project Manager – Hannah Hagener
- c. DSBO – Rakim Slaughter
- d. DEDO – Ken Arellano
- e. Auditor’s Office/Prevailing Wage – Jasmine Madlock
- f. Treasury – Nina Andrew
- g. Risk – (TBD)
- h. Pre-Qualification – Krystal Guerra

II. DSBO – Division of Small Business Opportunity (Rakim Slaughter)

- a. Participation – 20% MWBE
- b. Form Required for Phase 1: Commitment to MWBE Participation (Attachment 2)
- c. Required for Phase 2: Equity, Diversity, and Inclusion (EDI) Plan

III. DEDO – Denver Economic Development & Opportunity (Ken Arellano)

- a. Workforce Development Program (page 15 of the RFP)
- b. Phase 2 Shortlisted firms only – Workforce Plan

IV. Auditor’s Office (Jasmine Madlock)

- a. Prevailing Wage Rates – Building Construction, Heavy Construction, and Highway Construction
- b. Found within the Sample Agreement (Exhibit F)

V. Treasury (Not in Attendance)

- a. Section 16 of the Sample Agreement
- b. CCD Treasury Division Business Tax information is available online [here](#).

VI. Risk Management (TBD)

- a. Insurance coverage requirements – Section 8.0 of the Sample Agreement
- b. Standard 3 coverages required (Commercial General Liability, Business Automobile, Workers Compensation, plus additional Professional Liability, Excess Umbrella and Builder’s Risk)
- c. Insurance and indemnity requirements are non-negotiable.

VII. Prequalification (Krystal Guerra)

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



- a. Each Contractor must be prequalified in category **2A General Building – Unoccupied at the \$15,000,000.00 monetary level**
- b. Each Contractor must have submitted a prequalification application a minimum of ten (10) calendar days prior to the bid opening date. Applications must be submitted via [B2Gnow](#).
- c. To view the Rules and information on how to apply, please visit our website at www.denvergov.org/prequalification.

RFP Administration (Cindy Ackerman)

- d. RFP is available on [BidNet](#) (Solicitation No. 202369321)
- e. After today's meeting a list of firms that have downloaded the RFP 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 RFP to be considered a document holder.
- f. Verify and use legal name, per [Colorado Secretary of State](#).
- g. Confirm registration with the [System for Award Management \(SAM\)](#); registration is free.
- h. Addenda and/or communication will be posted via BidNet at least 5 business days prior to proposal due date. Please reference the Addendum Tab and the Communication Tab via BidNet for any updated information.
- i. **Important Dates:**
 1. **Question Deadline – October 12, 2023, no later than 3:00 p.m. All questions must be sent to doti.procurement@denvergov.org.**
 2. **Proposals Due – October 24, 2023, by 2:00 p.m.**
- j. Proposals for this RFP will ONLY be received and accepted via the online electronic bid service through [BidNet](#). Please contact BidNet if you are having any technical issues uploading your proposal prior to deadline at 1-800-835-4603 or email them at support@bidnet.com.

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 in the selection process, at the City's sole discretion.

VIII. Project Overview (Hannah Hagener)

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 new build of Denver Fire Station 40, located at 56th Avenue and Telluride Street. The goal of the project is to reduce fire response time in the Northeast Denver community. Primary scopes of work include apparatus bay, living quarters, decontamination area, technology communication systems, traffic signal, communication tower, landscaping, and water quality.

- 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.