

## PRE-SUBMITTAL MEETING AGENDA

### PROJECT NAME: BUCHTEL AND COLORADO MULTIMODAL IMPROVEMENTS

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MEETING DATE: January 24, 2024

MEETING TIME: 11:00 a.m.

MEETING: [Join via Microsoft Teams](#) or by Phone at (720) 388-6219 / Conference ID: 722 209 278#

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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 – Tricia Ortega
- b. DOTI Project Manager – Sam Beneck
- c. DSBO Representative – Sam Meza
- d. Auditor’s Office/Prevailing Wage – Jay Digiorgio
- e. Treasury – Marie Koza
- f. Risk Management – April Hansen

#### II. DSBO (Sam Meza)

- a. Participation – 0% DBE for Preconstruction, DBE goal for Construction is yet to be determined

**CDOT Form Due with Submittal** (non-inclusion will result in bid rejection)

- Anticipated DBE Participation Plan (CDOT Form 1414)

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

- a. Prevailing Wage Rates – Davis-Bacon Colorado Highway Construction (dated July 2023)
- b. Exhibit F of Construction Sample Agreement (**Attachment 1**)

#### IV. [Treasury](#) (Marie Koza)

- a. Section 1.6.2 of the Construction Sample Agreement
- b. [www.denvergov.org/content/denvergov/en/denver-department-of-finance/our-divisions/treasury-division.html](http://www.denvergov.org/content/denvergov/en/denver-department-of-finance/our-divisions/treasury-division.html)

#### V. Risk Management (April Hansen)

- a. Insurance coverage requirements – Section 8.0 of the Preconstruction Sample Agreement and Section 10.3 of the Construction Sample Agreement (Attachment 1)
- b. Standard 3 coverages required (Commercial General Liability, Business Automobile, Workers Compensation), plus additional coverages (Professional Liability (Errors & Omissions), Builder’s Risk, Contractor’s Pollution Liability)
- c. Insurance and indemnity requirements are non-negotiable.

#### VI. Prequalification

- a. Bidders must be prequalified in accordance with the Colorado Department of Transportation (CDOT) CCR 601-10 Bid Rules for the bid proposal amount offered by the Bidder in response to this Invitation for Bids. Applications for prequalification by CDOT must be submitted through the CDOT

City and County of Denver Department of Transportation & Infrastructure

Office of the Executive Director

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Phone: 720-865-8630



[B2G System](#). More information can be found in Section 102.1 in [CDOT's Standard Specifications for Road and Bridge Construction](#).

**VII. RFP Administration (Tricia Ortega)**

- a. RFP is available on BidNet.
- b. 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 you firm. To be on this list, you must download the RFP 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 – February 9, 2024, no later than 11:00 a.m. All questions must be sent to [doti.procurement@denvergov.org](mailto:doti.procurement@denvergov.org).**
  2. **Phase 1 Submittals Due – February 21, 2024, by 11:00 a.m.**
- g. Submittals for this RFP will ONLY be received and accepted via the online electronic bid service through [BidNet](#). Consultants must be on the plan holders list through BidNet for proposals to be accepted. Please reach out to BidNet if there are questions.
- h. **CDOT Forms Due with Phase 1 Submittal** (non-inclusion will result in bid rejection)
  - Anti-Collusion Affidavit (CDOT Form 606)
  - Assignment of Antitrust Claims (CDOT Form 621)
  - Affidavit of Small Business Participation (CDOT Form)
- i. **REMINDER:** All communication must be sent to [doti.procurement@denvergov.org](mailto: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 (Sam Beneck)**

The City is soliciting proposals from qualified contractors to provide CM/GC services for the Buchtel and Colorado Multimodal Improvements. This project includes improvements to Buchtel Boulevard South, East Colorado Center Drive, and Evans Avenue between the University of Denver Campus and RTD Colorado Station. The improvements would increase safety for pedestrians, cyclists and those with assistive devices to move actively along and across the streets and to access shops, jobs, schools, jobs, transit stops. Traffic Signal replacements or improvements are also included at the following locations: Buchtel/Colorado, Buchtel/University, St. Paul/Buchtel, University and Evans, Colorado Center and Evans.

- 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.