

PRE-BID MEETING AGENDA
PROJECT NAME: 2024 CITYWIDE CONCRETE PANEL REPLACEMENT

MEETING DATE: February 13, 2024

CITY PROJECT NO.: 202472433

MEETING TIME: 2:00 p.m.

MEETING LOCATION: Teleconference – Phone: (720) 388-6219 / Conference ID: 714 089 289# or join via [Microsoft Teams](#)

PROJECT LOCATION: District 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 – Micaela Martinez
- b. DOTI Project Manager – Derek Miles
- c. DSBO Representative – Alisha Elliott
- d. Auditor’s Office/Prevailing Wage – Jasmine Madlock
- e. Treasury – TBD
- f. Prequalification – Krystal Guerra

II. DSBO (Alisha Elliott)

- a. Participation – 30% SBE
- b. Instructions to Bidders (Section IB-26): page BDP-10

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

- a. Prevailing Wage Rates – HIGHWAY CONSTRUCTION PROJECTS January 9, 2024
- b. Last Section of the Bid Documents Package

IV. [Treasury](#) (TBD)

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

V. Risk Management (April Hansen)

- 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*)
- c. Insurance requirements are non-negotiable.

VI. Prequalification (Krystal Guerra)

- Each bidder must be prequalified in category **1F(2) Concrete Roadway Paving at or above the \$1,500,000.00 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.



VII. Contract Administration (Micaela Martinez)

- a. Bid Package is available on QuestCDN for \$15.00 (eBid #8942476).
 - [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 by the end of the day and I will put an attendance sheet together to be posted on 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. **Important Dates:**
 - **Question Deadline – February 21, 2024 no later than 3:00 p.m..** Must send to DOTI.Procurement@denvergov.org.
 - **Bids Due – March 12, 2024 by 11:00 a.m. The call-in number and conference ID will be posted to the project page on www.work4denver.com.**
- l. Bids for this project will ONLY be received and accepted via the online electronic bid service through www.QuestCDN.com.
- m. REMINDER: All communication must be sent to DOTI.Procurement@denvergov.org.

VIII. Project Overview (Derek Miles)

Panel replacement and remediation throughout the city where concrete failures have occurred. Curb ramps, curbs and gutters will be replaced as necessary.

- 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.