PRE-BID MEETING AGENDA
PROJECT NAME: 52ND & EMERSON WATER QUALITY FACILITY PHASE 2 - SCHEDULE A & B

MEETING DATE: June 4, 2024
CITY PROJECT NO.: 202473972 & 202473973
MEETING TIME: 2:00 p.m.
MEETING LOCATION: Teleconference – Phone: (720) 388-6219 / Conference ID: 354 525 141# or join via Microsoft Teams
PROJECT LOCATION: District 9

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 – Jim Cokeley
   c. DSBO Representative – Alisha Elliott
   d. Auditor’s Office/Prevailing Wage – Tyler Borchers
   e. Treasury – Quintin Hilburn
   f. DEDO Workforce – John Fraundorfer
   g. Prequalification – Krystal Guerra
   h. ROW Services – Porames “Joe” Saejiw
   i. DOTI Utilities – Anthony Gambino
   j. DDPHE – Andy Whitty

II. DSBO (Alisha Elliott)
   a. Participation – 14% MWBE for Schedule A & 0% MWBE for Schedule B
   b. Instructions to Bidders (Section IB-26): page BDP-10 – BDP-13
   c. **Required Forms** to be returned with bid for both Schedule A & B:
      • IA – 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 (Tyler Borchers)
   a. Prevailing Wage Rates – HEAVY CONSTRUCTION PROJECTS February 26, 2024
   b. Last Section of the Bid Documents Package

IV. Treasury (Quintin Hilburn)
   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-49.
   b. Standard 3 coverages required *(Commercial General Liability, Business Automobile and Workers Compensation)*
   c. Insurance requirements are non-negotiable.
VI. DEDO Workforce Requirements (John Fraundorfer)
   a. Instructions to Bidders (Bidders IB-28 WORKFORCE REQUIREMENTS): page BDP-13
   b. Compliance with Workforce Requirements Section 10 of the Sample Agreement page BDP-34
   c. Required Forms for Schedule A to be returned with bid:
      • Workforce Commitment Form – page BF-16

VII. ROW Services (Porames “Joe” Saejiw)
    a. Street Occupancy Permits

VIII. DOTI Utilities (Anthony Gambino)
    a. Waste Hauler Requirements

IX. DDPHE (Andy Whitty)
    a. Environmental Requirements

X. Prequalification (Krystal Guerra)
   a. Schedule A: Each bidder must be prequalified in category 1A Heavy Civil or 1C(1) Landscape Improvements at or above the $12,000,000.00 monetary level.
   b. Schedule B does not have prequalification requirements
   c. 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.
   d. To view the Rules and instructions on how to apply, please visit www.denvergov.org/prequalification.

XI. Contract Administration (Micaela Martinez)
   a. Bid Package is available on QuestCDN for $15.00 (eBid #9145594).
      • QuestCDN Plan Download Instructions
      • QuestCDN VBid Bidder Instructions
   b. This project, consisting of construction work (Schedule A) and landscape establishment work (Schedule B), is being procured as one project resulting in two contracts with the same prime contractor. The Prime Contractor MUST bid both the construction work (Schedule A) AND landscape establishment work (Schedule B), resulting in two separate contracts
   c. 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.
   d. Verify and use legal name, per Colorado Secretary of State.
   e. Confirm registration with the System for Award Management (SAM).
   f. Addenda and/or notices will be sent by email notification via QuestCDN at least 5 business days prior to bid due date.
   g. Recommend use of Bid Form Checklist – page BF-2.
   h. When completing the Bid Worksheet in QuestCDN, do not round prices.
   i. Bid Form Submittal Package should be in order when submitted via Quest.
   j. Masterworks, DOTI's new Project Management system, is required. Contract Administration will complete the initial set up of the contract and the Project Manager will invite the awarded Contractor to the project in Masterworks. If needed, instructions will be provided to set up an account in Masterworks after contract execution. For more information about Masterworks for Contractors, please click here.
k. Important Dates:
   - Question Deadline – June 12, 2024 no later than 10:00 a.m. Must send to DOTI.Procurement@denvergov.org.
   - Bids Due – July 9, 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.

XII. Project Overview (Jim Cokeley)
Heron Pond Carpio-Sanguinette Park - Phase 2 is a continuation of Phase 1B that consists of regional water quality, stormwater, and park improvements. Phase 2, Schedule A (202473972) installs the park amenities, vegetation, recreation, and trail connectivity that includes construction of a playground and picnic deck, bicycle pump track, amphitheater, trail paving, and numerous plantings. Phase 2, Schedule B (202473973) provides the 36 months of landscape maintenance of the park after Schedule A achieves Substantial Completion.

XIII. 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.