

PRE-BID MEETING AGENDA
PROJECT NAME: WESTWOOD-ATHMAR PARK NTMP
TRAFFIC CALMING, BIKE, AND PEDESTRIAN IMPROVEMENTS

MEETING DATE: October 31, 2024

CITY PROJECT NO.: 202475440

MEETING TIME: 2:00 p.m.

MEETING LOCATION: Teleconference – Phone: (720) 388-6219 / Conference ID: 298 808 484# or join via

[Join the meeting now.](#)

PROJECT LOCATION: Districts 3 & 7

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 – Gavin Weis
- c. CDOT Representative – Andrea Hebard and Carl Allison
- d. Auditor’s Office/Prevailing Wage – Hamilton Nunez
- e. Treasury – Nina Andrew

II. CDOT (Andrea Hebard and Carl Allison)

- a. Participation – 8% DBE
- b. Defined DBE Requirements (IB-26), page BDP-10
- c. **Prequalification**
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 [B2G System](#). More information can be found in Section 102.1 in [CDOT’s Standard Specifications for Road and Bridge Construction](#).
- d. **CDOT Forms Due with Bid Submittal** (non-inclusion will result in bid rejection)
 - Bidder's List (CDOT Form 1413)
 - Anticipated DBE Participation Plan (CDOT Form 1414)
 - Anti-Collusion Affidavit (CDOT Form 606)**CDOT Forms Due within 5 Days of Bid Opening** (email to DOTI.Procurement@denvergov.org)
 - Commitment Confirmation (CDOT Form 1415)
 - Good Faith Effort Report (if commitments do not meet goal) (CDOT Form 1416)
 - Contractors Performance Capability Statement (CDOT Form 605)
 - Assignment of Anti-Trust Claims (CDOT Form 621)

III. Auditor’s Office (Hamilton Nunez)

- a. Prevailing Wage Rates – Davis-Bacon Colorado Highway Construction
- b. Last Section of the Bid Documents Package

IV. Treasury (Nina Andrew)

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

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

V. Risk Management (April Hansen)

- a. Insurance coverage requirements for this project (SC-21): page BDP-#43 – BDP-#45.
- b. Standard 3 coverages required (*Commercial General Liability, Business Automobile and Workers Compensation*).
- c. Insurance requirements are non-negotiable.

VI. Contract Administration (Cheryl Booker)

- a. Bid Package is available on [BidNet](#) (reference Solicitation No. 202475440).
- b. After today's meeting, a list of firms that have downloaded the BDP will be posted in BidNet under the Communication tab and titled *Solicitation Document Report*. This same report will also be posted on www.work4denver.com. Please make sure your firms have the correct contact information.
- 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 BidNet 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 Items in the Documents & Items section of the solicitation in BidNet, do not round prices.
- h. Bid Form Submittal Package should be in order when submitted via BidNet.
- i. Masterworks, DOTI's new Project Management system, is required. 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](#).
- j. **Important Dates:**
 - **Question Deadline – November 7, 2024 no later than 10:00 a.m.** Must send to DOTI.Procurement@denvergov.org.
 - **Bids Due – November 21, 2024 by 10:00 a.m. The call-in number and conference ID will be posted to the project page on www.work4denver.com.**
- k. Bids for this project will ONLY be received and accepted via the online electronic bid service through BidNet: <https://www.bidnetdirect.com/colorado/cityandcountyofdenverdoti>.
- l. REMINDER: All communication must be sent to DOTI.Procurement@denvergov.org.

VII. Project Overview (Gavin Weis)

The scope of work for the project includes signing, striping, adjustments to manholes, and installation of vertical separation or deflection elements (rubber speed bumps, tubular markers, rubber curbs, and paved traffic circles).

VIII. 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.