



DENVER
THE MILE HIGH CITY

Department of Public Works
Finance and Administration

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www.denvergov.org/publicworks

Contractor/Consultant Frequently Asked Questions

Q1. Where can I find the projects that are advertised for bid/proposal?

A1. The publication known as the Daily Journal and our web-site
http://www.denvergov.org/DPW_Contract_Admin under Contractor Resources

Q2. Do I need to be prequalified to do business with the City?

A2: All bidders must be prequalified on CONSTRUCTION projects over \$750,000

Q3. How do I get my company prequalified?

A3. <http://www.denvergov.org/prequalification>

Q4. Who made the short list?

A4. http://www.denvergov.org/DPW_Contract_Admin under Contractor Resources

Q5. Where can I get a copy of the General Contract Conditions?

A5. http://www.denvergov.org/DPW_Contract_Admin under Contractor Resources

Q6. Where can I find the bid summaries and bid tabulations?

A6. http://www.denvergov.org/DPW_Contract_Admin under Contractor Resources

Q7. What are common reasons bidders/proposers are disqualified?

A7. Missing information, missing disclosure, deemed non-responsive by DSBO, etc.

Q8. How do I become a certified Minority or Women Owned Business Enterprise?

A8. You must contact the Office of Economic Development at
www.milehigh.com/business



Protecting the Present & Building the Future

Accountability, Innovation, Empowerment, Performance, Integrity,
Diversity, Teamwork, Respect, Excellence, Safety

Q9. How do I get paid?

A9: Construction Pay Applications must be submitted to the Project Manager in the manner specified by the Project Manager and/or contract that must include the completed pay application with appropriate signatures, the Contractor Certification of Payment and/or partial or final subcontractor lien releases. Consultant invoices must be submitted to the Project Manager for approval that must include the invoice, a completed Contractor Certification of Payment and the progress report.

Q10. What can cause payment to be delayed?

A10.

- Inadequate documentation
- Failure to submit your payroll information to the Auditors prevailing wage
- Contractor certification of payment not attached
- Lien releases not concurrent with payment request
- Accounting/Math Errors

Q11. Should I perform work before a contract, work order, change order are fully executed and delivered to me?

A11. No!

Q12. Can I receive my progress payment electronically?

A12. No, not at this time.

Contractor/Consultant Resources can currently be found on www.denvergov.org/PW_Contract_Admin

- Bid Advertisements
- RFQ/RFP Current
- Bid Summaries
- Bid Tabulations
- Prequalification Requirements
- Denver Area Plan Rooms
- Pay Application
- Contractors Certification of Payment
- General Contract Conditions (The “Orange Book”)
- Manager’s Rules and Regulations
- Link to DSBO M/WBE Directory