

PRE-PROPOSAL MEETING AGENDA

PROJECT NAME: CONSTRUCTION MANAGER/GENERAL CONTRACTOR (CM/GC) SERVICES FOR CIVIC CENTER NEXT 100, PHASE 1

MEETING DATE: October 31, 2023

MEETING TIME: 11:00 a.m.

TELECONFERENCE: [Join via Microsoft Teams](#) or by Phone at (720) 388-6219 / Conference ID: 885 010 025#

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 – Michele Foust
- b. DOTI Project Manager – Ethan Frey
- c. DSBO Representative – Rakim Slaughter
- d. DEDO Representative – Gloria Owusu
- e. Auditor’s Office/Prevailing Wage – Lizeth Nunez
- f. Treasury – Nina Andrew
- g. Prequalification – Krystal Guerra

II. DSBO – Division of Small Business Opportunity (Rakim Slaughter)

- a. Participation – 15% MWBE
- b. Section 5, Item L on page 10 and Section 8 on page 15 of the RFP
- c. Form Required for Phase 1: Commitment to MWBE Participation (Attachment 2)
- d. Required for Phase 2 (Shortlisted firms only): Equity, Diversity, and Inclusion (EDI) Plan, page 20 of the RFP

III. DEDO – Denver Economic Development & Opportunity (Gloria Owusu)

- a. Workforce Development Program – Section 5, Item M on page 10 of the RFP
- b. Required for Phase 2 (Shortlisted firms only): Workforce Plan, page 22 of the RFP

IV. [Auditor’s Office](#) (Lizeth Nunez)

- a. Prevailing Wage Rates – Heavy Construction Projects and Highway Construction Projects
- b. Section 5, Item J on page 10 of the RFP and Exhibit F of the Construction Sample Agreement

V. [Treasury](#) (Nina Andrew)

- a. Sections 16.1 of the Sample Agreement
- b. www.denvergov.org/content/denvergov/en/denver-department-of-finance/our-divisions/treasury-division.html

VI. Risk Management

- a. Insurance coverage requirements – Section 10.2 of the CM/GC Construction Sample Agreement (Attachment 1) and Section 8 of the Preconstruction Services Agreement (Exhibit D of the CM/GC Construction Sample Agreement)
- b. CM/GC Construction Agreement: Standard 3 coverages required plus additional (Commercial General Liability, Business Automobile, Workers Compensation, Professional Liability (Errors &



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Omissions), Builder's Risk or Installation Floater, and Contractor's Pollution Liability including Errors and Omissions)

- c. Preconstruction Services Agreement: Standard 3 coverages required plus additional (Commercial General Liability, Business Automobile, Workers Compensation, and Professional Liability (Errors & Omissions)
- d. Insurance and indemnity requirements are non-negotiable.

VII. Prequalification (Krystal Guerra)

- a. Each bidder must be prequalified in category **2A General Building Unoccupied Building at or above the \$12,000,000.00 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.

VIII. RFP Administration (Michele Foust)

- a. RFP is available on [BidNet](#). **Solicitation #202369427**
- 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 via BidNet at least 5 business days prior to submittal due date.
- f. **Important Dates:**
 - 1. **Question Deadline – November 10, 2023, no later than 2:00 p.m. All questions must be sent to doti.procurement@denvergov.org.**
 - 2. **Submittals Due – November 30, 2023, by 2:00 p.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. **REMINDER:** All communication must be sent to 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.

IX. Project Overview (Ethan Frey)

The City and County of Denver (City) is soliciting qualifications from interested firms to provide Construction Management/General Contractor (CM/GC) services for the planned improvements to Civic Center Park, located between Colfax Ave. and 14th Ave, and Bannock St. and Broadway in Denver. Primary scopes include preconstruction services; historic restoration of the Greek Theater; improvements to the theater's stage, seating, lighting, and audio-visual systems; landscape and hardscape improvements through the Central Promenade and the South Plaza.

- X. **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.