PRE-PROPOSAL MEETING AGENDA

PROJECT NAME: COLORADO CONVENTION CENTER DRY PIPE CM/GC

MEETING DATE: April 10, 2024
MEETING TIME: 3:00 p.m.
MEETING: Join via Microsoft Teams or by Phone at (720) 388-6219 / Conference ID: 307 364 060#
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 – Tricia Ortega
   b. DOTI Project Manager – Hannah Hagener
   c. DSBO Representative – Alisha Elliott
   d. Auditor’s Office/Prevailing Wage – Jasmine Madlock
   e. Treasury – Michael Makowski
   f. Risk Management
   g. Prequalification – Krystal Guerra

II. DSBO (Tonne Elliott)
   a. Participation – 12% MWBE
   b. Section 6 on page 11 of the RFP
   c. DSBO Proposal Requirements:
      a. Phase 1: Commitment to MWBE Participation (Attachment 2)
      b. Phase 2: Draft EDI Plan (outlined in Phase 2 Section 1)

III. Auditor’s Office (Jasmine Madlock)
   b. Exhibit F of Sample Construction Agreement of the RFP (Attachment 1)

IV. Treasury (Michael Makowski)
   a. Section 16.1 of the Sample Agreement

V. Risk Management
   a. Insurance coverage requirements – Section 10.2 of the Construction Sample Agreement (Attachment 1)
   b. Standard 3 coverages are required: Commercial General Liability, Business Automobile, Workers Compensation; plus Professional Liability (Errors & Omissions), Builder’s Risk or Installation Floater, and Contractor’s Pollution Liability Including Errors and Omissions.
   c. Insurance and indemnity requirements are non-negotiable.
VI. Prequalification (Krystal Guerra)
   a. Each bidder must be prequalified in category 2B General Building Occupied 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.

VII. RFP Administration (Tricia Ortega)
   a. RFP is available on BidNet (Solicitation # 202472572). Click here to view RFP documents on BidNet.
   b. Firms and stakeholders can view the plan holders on BidNet by visiting the project page and selecting “Document Request List”. For those interested in being listed on a pre-proposal 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 post on www.work4denver.com and sent out via BidNet.
   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 by email notification via BidNet at least 5 business days prior to proposal due date.
   f. Important Dates:
      1. Question Deadline – April 18, 2024, no later than 3:00 p.m. All questions must be sent to doti.procurement@denvergov.org.
      2. Phase 1 Submittals Due – April 26, 2024, by 3:00 p.m.
   g. Phase 1 proposals for this RFP will ONLY be received and accepted via the online electronic bid service through BidNet.
   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.

VIII. Project Overview (Hannah Hagener)
The City and County of Denver (City) is soliciting qualifications from interested firms to provide Construction Management/General Contractor (CM/GC) services at the Colorado Convention Center (CCC), located at 700 14th St, Denver, CO. The goal of the project is to replace the existing Fire Suppression Dry Pipe System with like-for like new system, while maintaining operation of the facility throughout construction.

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.