

## PRE-PROPOSAL MEETING AGENDA

### PROJECT NAME: RED ROCKS INTEGRATED CONTRACT

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MEETING DATE: September 25, 2024

MEETING TIME: 11:00 a.m.

TELECONFERENCE: [Join via Microsoft Teams](#) or by Phone at (720) 388-6219 / Conference ID: 473 390 827#

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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 – Kyle Casinelli
- c. DSBO Representative – Aki Chouhdry
- d. Auditor’s Office/Prevailing Wage
- e. Treasury – Yanina Zhovmiruk
- f. Risk Management
- g. Prequalification – Krystal Guerra

#### II. DSBO (Aki Chouhdry)

- a. Participation – 14% MWBE
- b. Section 5 on page 15 of the RFP
- c. Requirements: Phase 1 - Commitment to MWBE Participation (Attachment 2); Phase 2 - EDI Plan

#### III. [Auditor’s Office](#)

- a. Prevailing Wage Rates – Building Construction Projects (dated 7/17/2024), Highway Construction Projects (dated 7/17/2024)
- b. Exhibit U of the Sample Agreement (Attachment 1)

#### IV. [Treasury \(Yanina Zhovmiruk\)](#)

- a. [www.denvergov.org/content/denvergov/en/denver-department-of-finance/our-divisions/treasury-division.html](http://www.denvergov.org/content/denvergov/en/denver-department-of-finance/our-divisions/treasury-division.html)

#### V. Risk Management

- a. Insurance coverage requirements – Section 4.5.3 of the Sample Agreement
- b. Standard 3 coverages required: Commercial General Liability, Business Automobile, Workers Compensation; plus additional coverages: Professional Liability (Errors & Omissions), Builder’s Risk or Installation Floater.
- c. Insurance and indemnity requirements are non-negotiable.

#### VI. Prequalification (Krystal Guerra)

- a. Each bidder must be prequalified in category **2B General Building – Occupied Buildings at or above the 25,000,000.00 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](http://www.denvergov.org/prequalification).

## VII. RFP Administration (Tricia Ortega)

- a. RFP is available on Bidnet. [www.bidnetdirect.com/cityandcountyofdenverdoti](http://www.bidnetdirect.com/cityandcountyofdenverdoti)
- 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](mailto:doti.procurement@denvergov.org) by the end of the day and I will put an attendance sheet together to post on [www.work4denver.com](http://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 – October 11, 2024, no later than 11:00 a.m. All questions must be sent to [doti.procurement@denvergov.org](mailto:doti.procurement@denvergov.org).**
  - 2. **Phase 1 Proposals Due – October 22, 2024, by 11:00 a.m.**
- g. Phase 1 Proposals 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](mailto: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 (Kyle Casinelli)

The general scope of this Integrated Contract is to align both the design and construction improvements for Denver Arts and Venues (DAV) through one consistent workflow. The goal is to reduce duplicate work, replicated unforeseen conditions, and funnel communications and coordination through one (1) Program Management team. The single program management team will provide maximum benefit and risk mitigation to the City, including the safety of users accessing this campus over the next several years. It is in the best interest of the City to align site access, safety controls, and overlapping design solutions within the campus in the most effective manner.

- Due to the time sensitive and critical operational schedule of this campus around Concert season, improvements to the RRA campus must be efficient, well-planned, and coordinated.
- Due to the short timeframe of construction installation during off seasons, proactive planning, early material procurement, and long-lead time collaboration is critical.
- Due to the limited access points for construction crews, equipment, large vehicles, and the general public, a single entity is needed to manage logistics of operations, deliveries, construction, subcontractors, and public access points.
- Due to the incredible opportunity that design solutions offer within the progressive RRA campus – as a world-renowned venue and destination – a full suite of design solutions should be considered at the campuswide impact/benefit scale when any improvements are being considered.
- Due to the duration of project implementation (design + construction), multi-year planning of coordinated campus projects results in the most efficient and holistic campus wide strategic approach.

City and County of Denver Department of Transportation & Infrastructure

Office of the Executive Director

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[www.denvergov.org/doti](http://www.denvergov.org/doti)

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- IX. Q & A - please send any additional questions or those needing a more thorough answer to [doti.procurement@denvergov.org](mailto:doti.procurement@denvergov.org) so they may be answered in a subsequent addendum.

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