

May 20, 2025

2026 Professional Services Category On-Call Contracts

Pre-Submittal Meeting



Agenda

- Purpose and Use
- Brief History
- 2026 Contracts
- Submittal Requirements
- Evaluation Criteria
- Schedule
- Questions



Contract Purpose and Use


- Establish and maintain a pool of qualified on-call consultants
- Support DOTI's capital projects, as well as other Mayoral initiatives
- Support the economy and our small business partners, and provide jobs
- Enhance Denver's vibrancy for our community and our visitors



Category On-Call Contracts History

- Originally created in 2020, expiring in January 2026
- Single procurement that covered a wide range of planning and engineering scopes
- Separate MWBE goal for each category
- Resulted in contracts with firms of various sizes



By the Numbers	# of Categories	# of Firms	% Capacity Used	\$ of Task Orders
	13	48	>60%	\$100M

!!!

For details on the Current Category Contract holders, visit Do Business with DOTI



www.denvergov.org/dobusinesswithdoti



2026 Professional Services Category Contracts

- 14 categories
- Scopes and capacities revised to align with predicted needs over the next 3 to 5 years
- Contracts will be for 3 years, opportunity to extend to 5 years total
- Opportunity to propose on multiple categories simultaneously, but not required

Category Name and Number	Anticipated Total Category Capacity	MWBE Goal (%)
Civil/Roadway Design - Cat. 1	\$24,000,000	16%
Bridge Design - Cat. 2	\$18,000,000	17%
Bridge Inspection and Asset Management - Cat. 3	\$3,000,000	--
Multimodal Design - Cat. 4	\$21,000,000	18%
Multimodal & Transportation Planning - Cat. 5	\$10,000,000	20%
Transit Planning & Design - Cat. 6	\$8,750,000	15%
Traffic Engineering - Cat. 7	\$16,500,000	18%
Data Collection - Cat. 8	\$4,500,000	20%
Utility Engineering - Cat. 9	\$4,000,000	18%
Green Infrastructure & Landscape Arch. - Cat. 10	\$4,000,000	30%
Strategic Communication & Public Engagement - Cat. 11	\$4,000,000	25%
Sanitary Design - Revised! Cat. 12	\$10,000,000	16%
Program and Project Management - Cat. 13	\$30,000,000	24%
Stormwater & Open Channel - NEW! Cat. 14.	\$15,000,000	16%

Submittal Requirements

Package #1 General Requirements

Letter of Transmittal
Cover Letter
Affirmative Statement
Certificate of Good Standing
Sample Agreement Review

Package #2 DSBO Requirements

MWBE Required Forms:

- Commitment to MWBE Participation
- DSBO Program Requirements Handbook – Signature Statement
- MWBE Utilization Plan*

*Utilization Plan required for EACH applicable category

Package #3 Prime Firm Information

Commitment to and understanding of Denver values, processes, and goals

Commitment to quality and responsiveness with respect to:

- Managing cost escalations, clearances, sustainability, and stakeholder acceptance
- Cost estimating
- Schedules & deadlines
- Quality control
- Value engineering
- Managing scope creep

Package #4 Category Specific Information

Organizational chart
Team relationships
Success on similar projects
Qualifications & experience
Approach to category of projects
Key personnel data

Submit one file for each category that you are proposing on only!

Evaluation Criteria

Criteria #	Criteria Description	Points
1.	MWBE Forms: Commitment to MWBE Participation, DSBO Program Requirements Handbook – Signature Statement, and MWBE Utilization Plan	Responsive/ Nonresponsive
2.	Qualifications/experience of firm in the category listed in the RFQ	20
3.	Examples of relevant projects completed by the firm/team within this category, highlighting innovation where applicable	25
4.	Qualifications/experience of key personnel in the category listed in the RFQ and similar projects	15
5.	Demonstrated understanding of the values, processes, and goals of the City and County of Denver	10
6.	Demonstrated commitment to delivering high-quality results	15
7.	Proposed organizational structure and approach to staffing assignments for future task orders	10
8.	Effectiveness and clarity of communication throughout the proposal	5



Proposed Schedule

Upcoming Key Dates

Questions Deadline: June 3, 2025, at 10:00 am MDT

Proposal Deadline: June 24, 2025, at 10:00 am MDT

Anticipated Notice to All Firms: August 2025

Anticipated NTP for Services: January 2026

Anticipated Debriefs for Firms (As Requested):
Jan/Feb 2026



Communication & Questions

Moving Forward



Questions must be submitted to:
Doti.procurement@denvergov.org

Due Date: June 3, 2025, at 10:00 am MDT



Questions?

