

# Agenda



## **DENVER INTERNATIONAL AIRPORT Pre-Proposal Conference**

**On-Call Professional Design Services – DEN Real Estate  
Contract No. 201737179**

**Tuesday, November 14, 2017 10:00 AM  
DEN Press Room  
8500 Pena Blvd  
Jeppesen Main Terminal  
Denver, CO 80249**

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Contract Admin:	LaQuisha Shaw, 303-342-2204
Project Mgr:	Kate Iverson, 303-342-2660
DSBO:	Ginabeth Pearson 303-342-2141
Safety:	Mary Connors, 303-342-2135
Insurance:	Kate Tremblay, 303-342-2152
Airport Security:	Alisha Lopez, 303-342-4344

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- I. Opening Remarks and Introductions – Everyone Please Sign In
- II. Welcome - Darryl M. Jones, DEN Real Estate
- III. Procurement Process by Contract Administrator
- IV. Division of Small Business Opportunity (DSBO) Presentation
- V. Safety and Insurance Presentation
- VI. Airport Security Presentation
- VII. Project Overview by Project Manager
- VIII. Questions and Answers
- IX. Closing Remarks
  - Written questions are due to [Contract.Procurement@flydenver.com](mailto:Contract.Procurement@flydenver.com) by **November 27, 2017 at 2:00 PM** (please reference contract number and contract name)
  - Sealed Proposals are due by **December 7, 2017 at 2:00 PM** at the Airport Office Building
  - Planholders List and Pre-Proposal Attendance will be available on our Contract Procurement website <http://business.flydenver.com>
- X. Adjourn