



Denver Arts & Venues Vendor Open House September 25, 2023



Agenda

9:40 am - Welcome by Michael Yu, Financial Manager

9:45 am – Opening Remarks

Ginger White-Brunetti, Executive Director
Denver Arts & Venues

9:50 am - Doing Business with Denver

Sol Ybarra, Business Outreach Coordinator

10:00 am – Division of Small Business Opportunity

Adrina Gibson, Director,
Division of Small Business Opportunity

10:30 am – Denver Arts & Venues Overview

Michael Yu, Financial Manager

10:40 am – Cultural Affairs

Brooke Dilling, Manager, Cultural Programs

10:45 am – Public Art

- Michael Chavez, Manager, Public Art & Collections

10:50 am – Capital & Sustainability Planning

Jon Graham, Manager, Capital & Sustainability Planning

10:55 am - Links, Conclusion & Networking



GINGER WHITE EXECUTIVE DIRECTOR DENVER ARTS & VENUES



TODAY'S GOALS

- Help the Business Community learn more about DAV and our diverse needs.
- Increase DAV's utilization of small, minority and women-owned businesses
- Enhance Denver's economic vitality
- Support DAV and Denver's equity, diversity and inclusion goals.
- Connect businesses with DAV contractors who may have sub-contracting needs.





Doing Business with the City and County of Denver

HOW TO DO BUSINESS WITH THE CITY AND COUNTY OF DENVER

Presented by the Department of General Services



First THURSDAY of the month

9:00am to 10:30am

REGISTER ON [EVENTBRITE](#)

Thursday, October 5, 2023

- 1 Be ready
- 2 Research
- 3 Make an action plan
- 4 Build relationships
- 5 Bid

What are Goods and Services?

- Electrical parts and supplies
- Electronic recycling services
- Industrial supplies
- Uniform rentals and purchases
- Inmate clothing
- Safety footwear and eyewear
- Barricades and traffic controls
- Network support and maintenance
- Mailing services
- Security Cameras
- Lawn and turf equipment and parts
- Outdoor signage
- Athletic field marking paint
- Trees
- Fiber optics
- Bike racks
- Light poles
- Hirschmann switches
- HVAC
- Pest control
- Plumbing services
- Metal recycling
- Janitorial
- Window washing
- Building trades
- Elevator maintenance
- Vehicles
- Uniforms
- Body armor
- Media equipment
- Fertilizers
- Pesticides
- Irrigation parts
- Golf course equipment and supplies
- City-wide Fleet: Including purchases of new replacement parts, various services, and new vehicles for all City agencies
- Repair services and equipment for all city owned buildings
- Printing & Mailing Services
- Food Services
- Sweeper Parts
- Blade Edges and Teeth and Rotor Mill Teeth
- **And everything in between....**

On-Call Contracts for Single Trades

Appliance Repair	HVAC Repair and Maintenance	Portable Toilet Rentals
Asphalt and Paving Repair	Kitchen Hood Vent Cleaning	Roofing Repair and Maintenance
Automatic, Overhead and Standard Door repair and maintenance	Lamp Collection and Recycling	Sand Trap Maintenance
Concrete and Flatwork Repair and Maintenance	Laptop Data Wiping Services	Smart City - Professional Services Intelligent Transportation Systems
Electrical Repair and Maintenance	Metal Recycling	Steam Repair and Maintenance
Elevator Inspections	Moving Services	Translation Language Services
Elevator Repair and Maintenance	Painting services	Welding Services
Emergency Restoration services	Pipeline Repair and Maintenance	Window Washing
E-Waste Recycling	Plumbing Repair and Maintenance	

Professional Services:

Every agency/department can procure the professional service(s) they need- they are the subject matter expert. Some professional services, such as architects, accountants, engineers, doctors, lawyers, and teachers require the practitioner to hold professional degrees or licenses and possess specific skills.

- Architectural Firms
- Engineering Firms
- Information Technology (IT)
- Legal and Hearing Officers
- Marketing
- Staff Augmentation
- Consulting



PROCUREMENT METHODS

- **PROCUREMENT CARD**(P card) - \$0-\$2,000 per purchase
 - No reoccurring charges
 - **Amazon Business** – do you have an Amazon store?
- **OPEN MARKET**– estimated purchase is \$10,000 or less
 - (1) One quote
- **INFORMAL PROCEDURE** – purchase estimated value is greater than \$10,000 and less than \$50,000
 - (3) Three quotes are required
- **FORMAL PROCEDURE**- purchase estimated value is \$50,000+
 - Request for Proposal (RFP)
 - Invitation for Bid (IFB)



Purchasing Division – www.denvergov.org/purchasing

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WEEKLY SOLICITATIONS UPDATES

Communications Database – Sign up to receive Current and Upcoming Opportunities

Visit www.denvergov.org/purchasing

News and Events



Newsletter and Notices

February 2022

Purchasing Presentations

City Events

To receive information on **upcoming opportunities** please complete the [Purchasing communication form](#).

Purchasing sends out biweekly notices and updates on current bids and solicitations, upcoming opportunities, City meetings and events, and will also include community resources for businesses.



Where do I find Solicitations?



YOU must be signed into your Bidnet Direct account to access and download all solicitation information and documents

City and County of Denver General Services Purchasing Bid Opportunities

City and County of Denver General Services Purchasing's Open and Closed Solicitations are posted below. Please [register](#) or [login](#) to see details of all open opportunities.

In the spirit of continuous improvement City and County of Denver General Services Purchasing utilizes the Rocky Mountain E-Purchasing System and welcomes your participation and cooperation.

Please note that solicitations issued prior to September 07, 2016 can be found here: <http://legacy.rockymountainbidsystem.com>

Open Solicitations		Closed Solicitations	
15 Open Solicitations		Order By	Published Date (Newest first) ▾
29516A2023	Intel NUC12WSKi3 Mini PC - 12th GEN / i3 / WiFi / NVMe	Published	09/15/2023
	Colorado	Closing	10/03/2023
10920A-2023	Citywide Trash Removal Services	Published	09/14/2023
	Colorado	Closing	10/04/2023
11149	Perkins Tippers with Parts and Components Considerations	Published	09/13/2023
	Colorado	Closing	09/26/2023
0157A-2023	Service of Legal Process	Published	09/11/2023
	Colorado	Closing	10/11/2023
29515A2023	NEC Display Monitors	Published	09/05/2023
	Colorado	Closing	09/20/2023
29433	Olive & Finch DPAC Design	Published	09/01/2023
	Colorado	Closing	09/19/2023
29508	9-1-1 Classroom A/V Upgrades	Published	08/31/2023
	Colorado	Closing	10/03/2023



[The Rocky Mountain E-Purchasing System](#) (BidNet®) is an online notification system that is being utilized by multiple governmental entities. Participating entities post their bids, quotes, proposals, addendums, and awards on this one centralized system. www.bidnetdirect.com/colorado

- [Vendor registration](#) is FREE; however, vendors may elect to receive automatic e-mail notification of all open solicitations matching their vendor profile for an annual fee.
- If a vendor does not select the upgraded option, it is the responsibility of the vendor to monitor the website regularly in order to be aware of business opportunities and review changes or addendums to bids, quotes, and proposals.
- Vendors who upgrade to receive email notifications, will receive opportunities matching their business goods/services provided automatically.
- Bidnet: [Vendor Registration Tutorial](#)
- Bidnet: [Electronic Bid Submission User Guide](#)
- Bidnet: [Vendor Tips: Using Filters to Search Bids](#)
- BidNet Master Class: [Learn How To Do Business with Agencies that Utilize BidNet Direct"](#)

bidnet direct
powered by mdf commerce

[Support Small](#)[Shop Local](#)[Curated Categories](#)[Meet The Business Owners](#)[Learn More](#)

Department

[◀ Sports & Outdoors](#)[◀ Home & Kitchen](#)[◀ Health, Household & Baby](#)

SHOP LOCAL SMALL BUSINESSES

EXPLORE BY REGION

Find small businesses throughout Amazon's store.

This badge identifies products from US-based small business brands. It's designed to help customers who want to support small businesses while also enjoying the convenience and security of shopping in Amazon's store. We follow Gartner's definition of small business, which includes businesses that employ fewer than 100 people and have less than \$50 million in annual revenues.



Questions?

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www.denvergov.org/purchasing

DIVISION OF SMALL BUSINESS OPPORTUNITY (DSBO)

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DIVISION OVERVIEW



DENVER
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Mission

Our mission is to be the bridge that promotes and improves the participation and engagement of small businesses through the creation and implementation of programs, thereby achieving an equitable Denver economy.

Objective

Our objective is to prevent discrimination, promote equity, create a level playing field, ensure firms meet eligibility standards, assist in the development of firms, and help remove barriers to city contracting opportunities.

Vision

Our vision is to expand opportunities and build the success and growth of small businesses by being the most trusted, reliable, transparent, and respected small business organization.

- The City and County of Denver is a recipient of local funding. As a condition of local funding, DSBO is responsible for implementing all aspects of the Professional Service/Construction Ordinance, and the Goods & Services Ordinance. All are re-authorized at five-year intervals. In addition, DSBO's authority is created by Executive Order,
 - The Professional Service/Construction Ordinance is found in D.R.M.C. Chapter 28 Article III; the Goods & Services Ordinance in Article V; and Small Business Enterprise in Article VII.
 - The purpose of D.R.M.C Chapter 28 Article III, V, and VII is to enable the city, through its departments and agencies, to undertake specific activities to promote equity, maximize opportunities and prevent discrimination and its effects against business enterprises that have been certified as M/WBEs AND SBEs.
- The City and County of Denver's is the direct recipient of federal financial assistance from the U.S, Department of Transportation. As a condition of receiving federal assistance, DSBO is responsible for implementing all aspects of the DBE program in accordance with the 49 CFR Part 26.
 - The purpose of the USDOT 49 CFR Part 26 is to enable the city to ensure nondiscrimination, create a level playing field, narrow tailoring, ensure firms meet the eligibility standards, help remove barriers and assist in the development of firms to compete successfully outside the program

DSBO'S CITY AGENCY PARTNERS



**Dept. of
Transportation
& Infrastructure
(DOTI)**

**Inclusive Elevate
Bond*



**Denver
Parks &
Recreation
(DPR)**



**General
Services**



Arts & Venues



**Denver Int'l
Airport (DEN)
(Construction,
Concessions,
Maintenance,
etc.)**

**As well as 30+ additional city agencies, National Western, cultural institutions (zoo/museum), and Denver Health.*

PILLARS OF DSBO

Small Business Utilization Determination

Establishes DSBO program requirements for SBE Defined Pool or MWBE/DBE Goals on city contracts. Affords opportunities for certified businesses to perform as primes and/or sub-contractors on city projects.

Strategic Development & Engagement

Engages with business community, provides capacity building services (i.e., mentor protégé program), conducts training and technical assistance

Certification

Certifies socially and/or economically disadvantaged eligible businesses.

Forensics

Forensics maintains data integrity, internal audits, dispute/mitigation/corrective action related to certified firms

Compliance

Tracks, monitors and reports certified small business utilization to ensure accordance with ordinances and federal regulations

STRATEGIC DEVELOPMENT & ENGAGEMENT



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Connecting small businesses to the DSBO program and providing the necessary resources to help them successfully develop and pursue work with the city.

- Delivers Strategic Development Programs: Citywide Bridging the Gap to Success, Citywide Mentor Protégé Program, Training Programs
- Facilitates and partners on community engagement events with internal and external partners: DSBO Equity and Empowerment Council (DEEC)
- Serves on community boards and committees to foster collaboration and engagement (HCC, BCG, AGC etc.)
- Connects small business community to important information and exciting opportunities



Current Programs & Partnerships:

- [Citywide Mentor-Protégé Program](#)
- [DEN Business Development Training Academy](#)
- [Hispanic Contractors of Colorado Contractor Academy and Scaling Program](#)
- [Leading EDGE for Transportation Small Business Development Course](#)
- [USDOT Bonding Education Course](#)
- [Transportation and Construction Girl](#)



Facilitates and partners on community engagement events with internal and external partners

DEEC

The DSBO Equity and Empowerment Council (DEEC) is comprised of community stakeholders who help DSBO maintain a first-hand, open dialogue with the small businesses, industry associations and prime contractors/consultants that it serves. DEEC provides the essential link between the city and the small business community.

DEEC Subcommittees

The volunteer led subcommittees are made up of representatives of small businesses, community organizations, and prime contractors to assist DSBO in addressing the challenges faced by small businesses seeking to do business with the City and County of Denver.



**Average Number of Attendees
at DEEC meetings:
+100**

Led by DSBO, comprised of Executive Directors and senior staff from the agency partners to collaborate and develop strategies to increase the utilization of small, minority, women-owned businesses on city contracts.

Key Accomplishments:

- Development of Citywide Master Utilization Plans
- Unbundling of contracts to increase opportunities for small businesses to prime
- Launch of the Citywide Mentor-Protégé Program
- Greater Collaboration on citywide outreach events
- City and Contractor Prompt Pay improvements



Denver Mayor Michael B. Hancock provides remarks at the CEI BELT Event in 2019

CERTIFICATION



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DSBO CERTIFICATION



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A vehicle for small, minority, disadvantaged and women-owned businesses to pursue opportunities with the city.

- Certification is highly encouraged to pursue if a small business would like to do business with the city, no matter their industry, goods or services offered. Additionally, MWBE firms have an opportunity to apply to participate in the City's Mentor Protégé program.
- Certification applies to socially and/or economically disadvantaged business based on ownership, operation, control, independence, size and U.S. Citizen or legal permanent resident.
 - DSBO verifies that a firm meet the eligibility requirements not the quality of work.
- DSBO hosts monthly webinars called "Understanding Certifications" held the 2nd Tuesday of the month.
- To find a certified firm: Small Business Certification and Contract Management System: <https://denver.mwdbe.com/>



CERTIFICATION TYPES

LOCAL PROGRAM

Based off DSBO Ordinance and Rules and Regulations

- Minority/Women Owned Business (MWBE)
- Small Business Enterprise (SBE)
- Emerging Business Enterprise (EBE)
- Small Business Enterprise Concessionaire (SBEC)



\$200 non-refundable processing fee

US DEPT. OF TRANSPORTATION FEDERAL PROGRAM

Based off Code of Federal Regulation

- Disadvantaged Business Enterprise (DBE)
- Airport Concessionaire Disadvantaged Business Enterprise (ACDBE)
 - For questions on the ACDBE process or application please contact:
DENCommerceHub@flydenver.com



No fee



CONTRACT PARTICIPATION GOALS

These programs encourage certified MWBE/DBE subcontracting opportunities on construction, professional services, goods and services.

DSBO Small Business Utilization Assessment:

Goals and goal types are established by looking at a number of factors:

- Source of funding: Local vs. Federal
 - DSBO assesses city projects that are funded with city dollars or on city land for MWBE participation goals. DSBO also assesses federally funded projects for DBE goals on federally funded projects.
- Type of Project or Procurement
- Dollar amount allocated to the project
- Scope of work being done and/or what services are included
- Current number of certified firms that could be used on the project and a look at the current capacity of those firms to take on new projects
- Previous and current participation in similar projects
- Specific conditions and/or highly specialized requirements

DSBO Director establishes and approves all goals



DEFINED SELECTION POOL PROGRAM



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Program encourages prime contracting opportunities on construction, goods and services to certified SBEs.

Small Business Utilization Assessment:

SBE Defined Pool requirements are established by looking at a number of factors:

- Source of funding: Local vs. Federal
- Type of Project or Procurement
- **Goods and Services:** Contracts or Purchase Orders between \$50,000 - \$999,999.99
- **Professional Service/Construction:** No threshold. Based on pool of certified SBEs and scope of work, solicitation/procurement type, size and value
- Dollar amount allocated to the project
- Scope of work and/or what services are included
- Current number of certified firms available to prime and capacity of those firms to take on new projects

DSBO Director establishes and approves all SBE Defined Pool requirements



SMALL BUSINESS CONTRACT COMPLIANCE



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Once a contract has been awarded, small business utilization is monitored by DSBO's compliance team. The following items are monitored throughout the duration of a contract:

- Non-discrimination
- MWBE participation compliance oversight
- Defined Pool Self-Perform
- Commercially Useful Function
- Good Faith efforts
- Prompt payment
- Termination for Good Cause





Oversees potential conflicts that may arise on city contracts, leads process improvement measures within DSBO and performs key performance indicators of compliance program. The following areas are performed by the forensic office:

- Leads contract dispute, mitigation and corrective action
- Develops educational internal/external trainings on DSBO Compliance policies and procedures
- Conducts data integrity analysis, develops comprehensive reports
- Performs internal auditing of DSBO processes/procedures to ensure adherence to ordinance and federal regulations



Questions? Thank You!

Division of Small Business Opportunity
dsbohelp@denvergov.org
(720) 913-1714
www.denvergov.org/dsbo

General Inquiries
dsbohelp@denvergov.org

Downtown Compliance
dsbo@denvergov.org

Forensics
DSBOForensicRequest@denvergov.org

DEN Compliance
dsbo@flydenver.com

DSBO Certification
Certificationinfo@denvergov.org

DSBO Website
Denvergov.org/dsbo

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DAV BUSINESS OVERVIEW

- DAV conducts roughly \$100M worth of business annually between all locations.
 - Our business is divided into two groups: 1. Colorado Convention Center, 2. Denver Arts & Venues
- DAV business activities are governed by various rules and laws.
- DAV partners with other city departments such as the Department of General Services and the Department of Transportation and Infrastructure (DOTI) when procuring goods and services.
- DOTI is responsible for construction solicitation and project management.



WHO WE ARE

Denver Arts & Venues is the City and County of Denver agency responsible for operating some of the region's most renowned facilities, including Red Rocks Amphitheatre, Denver Performing Arts Complex, Colorado Convention Center, Denver Coliseum, Loretto Heights and McNichols Civic Center Building.

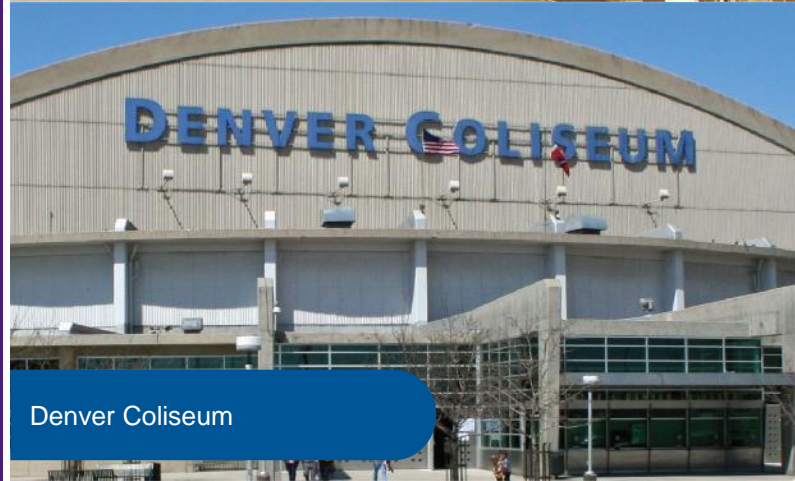
In addition, Denver Arts & Venues' Public Art team oversees the City of Denver's Public Art program, and its Cultural Affairs team supports cultural advancement in Denver through grant making, offering free and low-cost cultural events, partnering with local organizations, and advancing arts education.



Denver Performing Arts Complex



Colorado Convention Center



Denver Coliseum



Loretto Heights



McNichols Building



Red Rocks Amphitheatre

CURRENT AND UPCOMING OPPORTUNITIES

Arenas (Red Rocks & Coliseum) Concessionaire

Contract ends 10/31/2024

RFP Publication: Q1 of 2024

Scope of Work: Provision of food and beverage services at Red Rocks Amphitheatre and the Denver Coliseum.

DSBO Program Determination: TBD

Estimated Value: 5 year, Approx. \$40M/yr. Gross Sales

Janitorial Services

Contract ends 12/31/2025

RFP Publication: Q4 of 2024 – Q1 of 2025

Scope of Work: Janitorial Services at DAV Facilities

DSBO Program Determination: TBD

Estimated Value: 5 years, \$55M - \$62.5M



CURRENT AND UPCOMING OPPORTUNITIES

Five Points Jazz Festival Producer

Contract ends 12/31/2024

RFP Publication: Q2 of 2024

Scope of Work: Event production services; Produce the annual Five Points Jazz Festival in June of 2025 and future years.

DSBO Program Determination: TBD

Estimated Value: 3 – 5 year; Approximately \$500K annually

Other:

- Loretto Heights Design and Construction
- Fine Art Repair, Restoration and Preservation
- Burns Park Sculptures – Refabrications



CULTURAL AFFAIRS

Brooke Dilling Manager of Cultural Programs

Funds generated by the agency are put back into the community through grants for artists and arts organizations, free and low-cost cultural events, art in public spaces, and arts education.

- Cultural Programs
- Leadership, Education and Training
- Grants & Cultural Investments



CATERING

- Small business meetings of 7-10 people
- Coffee and continental breakfasts for groups of 100-150
- Multi-course plated events for up to 150 attendees
- Events with a specific cultural focus where the food aligns with the event theme



PRODUCER

Works with cultural programs and performing arts complex team on events such as Cultural Runway Series, Mayor's Awards, Chance to Dance, City Council performances, and more.

- Contracts with performers
- Pays contracted performers
- Secures ASCAP/BMI licensing
- Collects information/sends music reports



Hello.

Michael Chavez

Manager

Public Art Program & Collection



PUBLIC ART
DENVER ARTS & VENUES



NEW PUBLIC ARTWORKS

- **Engineering**
 - Structural
 - Electrical
- **Fabrication**
 - Metal – Steel, Aluminum
 - Fiberglass
 - Foundry – Bronze Casting
 - Painting / Powder Coating
- **Installation**
 - Concrete
 - Traffic Control
 - Trucking / Rigging
 - Tile Work



PUBLIC ART
DENVER ARTS & VENUES



MAINTENANCE & CONSERVATION

- **Cleaning and Repair**
 - Painting
 - Metal – Steel, Aluminum, Bronze
 - Fiberglass
 - Glass Panels
 - Concrete
 - Tile Work
 - Stone
- **Tech Support**
 - Electrical
 - Software



PUBLIC ART
DENVER ARTS & VENUES

CAPITAL & SUSTAINABILITY PLANNING

Jon Graham
Manager of Capital and
Sustainability Planning



SUSTAINABILITY

3 Pillars

- **Waste Diversion**
 - Recycling
 - Landfill
 - Compost
- **Denver Environmental Health**
 - Environmental Management System
 - ISO 14001
- **Energize Denver**
 - City Ordinance
 - Waste No More Initiative



CAPITAL PROJECTS

- Budgeting
 - Project Requests
 - Finance/Budget Season
- Forecasting
 - Project Selection
 - Facility Condition Assessments
 - ADA/Accessibility Remediations
- Collaboration
 - DOTI
 - Architects/Contractors
 - Internal Stakeholders



FUTURE NEEDS AND OPPORTUNITIES

- Sustainability Opportunities
 - New Technology
 - Energy Audit
 - Findings/Recommendations
- Capital Opportunities
 - Project / Budgeting Software
 - Accessibility Updates
 - Compliance and Planning



CONTACT INFORMATION

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