

PRE-BID CONFERENCE AGENDA – August 12, 2026, 2:00 pm EST

Welcome to all and introductions of CASL and DLC representatives. This meeting is being recorded. Please drop your company name in the chat box so we can have a record of who attended.

Purpose of the pre-bid conference - 3 bids, 2 sealed and 1 request for quote – all properties are located in Naples, FL.

- CASL - HMAP21-01
- CHA - HMAP21-02
- HASWFL – HMAP21-03

“FINANCED IN PART BY U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD), AND COLLIER COUNTY COMMUNITY AND HUMAN SERVICES DIVISION.”

1. Project Overview

- CASL Scattered Sites – 5 occupied residential properties (1 triplex, 4 duplexes)
- Collier Housing Alternatives, Inc. - 5 duplexes (Unit 4211 is EXCLUDED, part of a duplex). This unit will be renovated under a separate contract outside of this bid process. Do not include the full cost of the roof in the Bid submission. More on this later.
- Housing Alternatives Southwest Florida, Inc. – one large estate house with 6 bedrooms

Bidders are responsible for reviewing the detailed scope of work for each property.

2. Property Inspections / Site Visits

- Inspections are scheduled for Tuesday, August 18, 2026, at 10:00 am starting at:
 - **1660 41st Street SW, Naples, FL 34116** - then proceed to the following CASL properties
 - 1924 46th Terrace SW
 - 2184 Sunshine Blvd.
 - 2345 Hunter Blvd.
 - 5271 24th Ave SW
- Inspections are scheduled for Wednesday, August 19, 2026, at 10:00 am starting at:
 - **4121 Thomasson Lane, Naples, FL 3411** - then proceed to all units 4123, 4205, 4207, 4209, 4313, 4315, 4401, 4403 Thomasson Lane.
 - **3401 21st Ave SW, Naples, FL 34117**
- Bidders may not access properties without a CASL and/or DLC representative at any time. Units are occupied.
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- Bidders are encouraged to bring a copy of the Scope of Work for each address.

3. Bid Requirements & Important Dates

- CASL Sealed bids are due no later than **October 6, 2026, at 2:00 PM EST.**

- CHA Sealed bids are due no later than **October 6, 2026, at 3:00 PM EST.**
- HASWFL request for quotes are due no later than **September 22, 2026, at 4:00 PM EST.** *This RFQ may be emailed to Angela Hatcher and Ken Azar. It is the bidders responsible to ensure that we have received your proposal timely.*
- Review required bid submission documents, including:
 - Completed, signed and notarized Bid Submission Form
 - 5% Bid Bond (example, if bid equals \$500,000, then bond should equal \$25,000) (note, each bid and RFQ have separate owners) **A BID BOND IS NOT REQUIRED FOR HASWFL RFQ**
 - Contractor's License and Insurance
 - SAM.gov registration/UEI
 - E-Verify certification
 - Compliance Certification
 - Anti-Human Trafficking Affidavit
 - Required Federal Contract Provisions/Exhibit I (9 forms)
 - Applicable M/WBE certifications
 - Written Affirmative marketing plan even if your organization is not a M/WBE. See section 7 of the Federal Provisions Package.

4. Key Contract & Compliance Requirements

- Monthly reimbursement basis; no deposits for materials.
- 10% retainage withheld from reimbursement requests until completion.
- Read the Federal Provisions Package posted on Bid link.
- Section 3 requirements and reporting. Section G of FPP and page 24 for income limits. *(example those subs that make under \$67,800 annually would qualify as Section 3 worker).* The selected contractor will be provided with training by the County. LPC tracking system is used.
- Section 12–13 Federal Labor Standards & 5b. Buy America/Build America is NOT APPLICABLE
- Federal contract provisions will be required in all contracts including subs.
- Contractor must provide a detailed project schedule after award and Notice to Proceed.

5. Questions & Answers

- All questions regarding the solicitation documents (bid docs) must be in writing.
- Clarify that any material changes or official answers affecting the solicitation will be communicated appropriately to all bidders and posted on CASL's website. BE sure to check the website for any updates.