

Appendix B – Template – Legal Ad Text and Memo

Date: October 27, 2026

From: Katherine Chachere, Project Manager

To: Emily Jackson, Procurement Services; Jay Ahmad, Division Director

RE: ITB Solicitation #26-8678 – #26-8678 – *Immokalee Rd (C.R. 846) Shoulder Improvements – SCOP 3* - Advertising

Legal Notice Advertisement for Invitation to bid #26-8678 – *Immokalee Rd (C.R. 846) Shoulder Improvements – SCOP 3* is to be posted in the Naples Daily News for publication on **October 30, 2026**

Text for Advertisement as follows:

Collier County hereby advertises on October 30, 2026 **Bid No. 26-8678** for the construction of the **Immokalee Rd (C.R. 846) Shoulder Improvements – SCOP 3** project located in Collier County, Florida, for sealed bids to be received no later than **December 14, 2026 at 3:00 p.m.** local time. **A non-mandatory pre-bid meeting will be held on November 16, 2026 at 9:00 a.m. at 3295 Tamiami Trail East Bldg C-2, Conference Room B, Naples, Florida.** Prospective bidders must register on <https://procurement.opengov.com/portal/collier-county-fl> by clicking on Vendor Registration. Once registered, interested parties may obtain a complete set of documents at: <https://procurement.opengov.com/portal/collier-county-fl>.

Katherine,

For your information and reference, below is the overview and timeline of the solicitation process that we have set it as of this date:

Solicitation Process Overview – (may be subject to change)

Solicitation Posting: **October 30, 2026**

Pre-Bid Meeting: **November 16, 2026 @ 9:00 AM**

at 3295 Tamiami Trail East Bldg C-2, Conference Room B, Naples, Florida

Last Day for Questions: **(December 7, 2026)** at 5:00 PM

Questions answered by: **(December 9, 2026)**

Bids Due: **(December 14, 2026)** no later than 3:00 PM

Please mark your calendars accordingly.

Please note: All contact and communication between potential bidders on this project is to be directed to the Procurement Strategist for the duration of the solicitation – from issuance of the solicitation to the execution of the final contract/cancellation of solicitation. This policy ensures proper communication channels and preserves the integrity and transparency of the solicitation process. Reference Section 7.3.C of the Procurement Manual. Please advise your team and design professionals of this requirement.