

8/24/26

9:00AM

Pre-Bid

Solicitation 2026-001-050

Attendees:

Hudson Hoover-Hoover Legacy Development

Larry Payton-Payton Electric

HACN Attendees:

Baylee Scott-Procurement Specialist

Whitney Cochran-Contract Specialist

Randy Bogart-Construction Manager

Cherokee Nation Attendees:

None

Points of Discussion during Meeting:

Whitney - We are going to go ahead and get started. I would like to welcome everyone to the pre-bid for Solicitation 2026-001-050 the construction of 11 3& 4 bedroom homes in Adair, Cherokee, Delaware, Mayes, Rogers, Sequoyah, and Washington Counties. I am going to let Baylee go over what needs to be submitted for your bid to be accepted and responsive.

Baylee-On page 15 of the RFB there is the Preparation Outline. It is your check list of what will need to be submitted. You will have to sign and date stating that you have gone over this form and are submitting everything. Mandatory bid response form, which is in the packet as well, is the form that has each house listed where you put your cost. If you are TERO Certified you will submit you TERO Certificate also. You will fill out the Statement on Providing Cherokee (Tribal) and Indian Preference in Employment and training opportunities. Complete the Statement on Providing Cherokee (Tribal) and Indian Preference in the Award of Subcontracts. The Non-Collusive Affidavit requires to be Notarized. Other documents that need to be submitted include Previous Work History, Contractors' Drug Free Workplace Statement, and any addendums if applicable. By signing the Preparation Outline you are saying you reviewed all posted pre-bid minutes, interpretations, and clarifications.

Whitney-Questions, Interpretations, Clarifications, and Pre-bid minutes will be posted to the website 9/2/26 By 2:00PM. All questions are due in writing by 2:00PM on 8/31/26. Bids will be due by 5:00PM 9/18/26. Those dates are located on page 2&6 of the RFB.

Whitney-these units once the start date is established will have 120 working days to complete. Weather days will be added to the end of the first established completion date. Once the start date is established you will receive an email letting you know what the completion date will be. For weather days make sure you let the inspector know.

Randy-If you get to the site and think you will have a high pad you need to figure extra concrete also. I recommend you go and look at the sites, call me and I can have someone meet you out there to look at them. When you do your cables stress co will send you a diagram, we need a copy of that for our file.

Whitney-There are 11 units in the solicitation, but they will be awarded individually. Each unit will have separate documents, payrolls, and allotted days. If you are awarded any homes, you will receive an email letting you know what you were awarded and all the information that you will need to submit. Insurance requirements start on pg. 4 of the RFB. Other documents that will be required are on pg. 16

Randy-On pg. 2 #11 on the Scope of work. It states that the contractor will be responsible for up to 400' of the driveway. That is incorrect you will be responsible for the whole driveway. Make sure you cover yourself and look at the site because you could be pushing trees over to make the driveway. It's better to call or text me to set up times to meet to look at the sites.

Randy-When you look at the survey the surveyor put the house on it. That does not mean that is where or how the house is going to be. The inspector who meets you to look at the site will have a better idea of where the house will go.

Randy-If the homeowner tries to get you to do something different then the plan or what is scoped call me or let your inspector know. The only thing they should be talking to you guys about is the color selections. We like to give them 3 color choices to choose from, and we will need a copy of the colors. Make sure to put finish type and brand beside the color.

Baylee-Make sure you do not make a deal with the homeowner and not let your inspector know and approve it.

Randy-Make sure you contact us if they want to make changes, structurally we do not make any changes. No moving or leaving walls out etc. If they want to update such as putting vinyl in the whole house instead of carpet. If they want to pay you the difference up front, that is between you and them, but we need to know and approve. If you are not paid up front, you put carpet in.

Randy-Once we complete the house the utilities will be switched over, it takes a couple of weeks but usually doesn't turn over for another month. Once you get your concrete in the ground start trying to get utilities.

Whitney-Part of your documents required for draw 2 is proof of utilities started. Ex: application, work order number, email. Something showing you have started the process.

Randy-Any other questions on the Scope? I know you just got it today so look it over and you can submit any questions you have for clarification. Make sure to cover yourself on utilities most counties won't let you cut the road it will have to be a road bore. Even electric have them meet you at the site and tell you an estimate of what is needed. Make sure to call the well companies also if you are bidding on units with wells.

Whitney-Wells and Septic systems are separate bids. They are not included in the cost of the unit. Once the perc test is received the bid/cost of the approved system will be added to the PO.

Randy- Some of the surveys have a perc test on them. Disregard those you will need to do your own perc tests. We do conventional if we can. On the wells, the company will do a chemical analysis, and you will be responsible for a bac-t. If any filter systems are needed it will be a change order.

Whitney-Any questions on documents or paperwork that will be required for award or payments? Weekly payrolls, trade licenses, insurances will need to be kept updated. I will send a list of documents required for each invoice request.

Randy- Number 9 on the Scope of work is the wood flue kit. Most homeowners do not request it but I would figure it into your bid. On the termite treatment, we treat the footing, the slab, and when the top soil is brought in we treat the perimeter of the house. Thanks for coming and like I said give us a call to come look at the sites, and I recommend that you do look at them.

Whitney-Thanks for coming.

Question: Can they be submitted by email or do we have to bring them in and deliver them?

Answer: All questions and bids can be submitted by email. Questions will go to Baylee, and bids will be sent to the bids@hacn.org email address. You can hand deliver if you would like to. The address is on page 3 of the RFB.

Question: Do the 120 days start when you break ground?

Answer: 120 days start when you dig the footings.

Question: Are we responsible for Geo Testing on material/soil brought in for units that need lots of fill?

Answer: We do not require testing on materials brought in.

Question: Can we use a different flooring?

Answer: If the construction department looks at it and they approve it, you can use different flooring than what is spec.

Questions: HVAC must use a hard pipe?

Answer: Yes, you can flex if you have a bend somewhere to get it over but everything else must be hard pipe.

Question: When we start the utilities must be in the company name, when do the switch to HACN?

Answer: Yes, the utilities need to be in the Contractors name until completion. Once we 100% the unit the participant will switch the utilities into their name.

Question: Are we responsible for cost of city sewer?

Answer: Yes, you need to figure in the cost of everything into your bid. Meet the city sanitation department out there that way if you need a road bore or anything else it is figured into your bid.

Question: Can we use spray foam?

Answer: You can use spray foam in the walls, but the attic is still blown in.

Question: Who pays for the Concrete tests?

Answer: The contractor is responsible for payment and testing for the concrete. There will be 3 cylinders for footing and 3 for slab pours.

Question: Does the footing have to go around the patios/porches?

Answer: It doesn't have to be 24 like the house but it does need to be at least 12 with 2 bars in it.

2026-001-050

Interpretations Clarifications

There were no interpretations received and will be no clarifications to post.