

CITY OF MENTOR
8500 CIVIC CENTER BOULEVARD
MENTOR, OHIO 44060

REQUEST FOR PROPOSAL FOR THE SALE OF LAND:

**0.5785 ACRES AT 5360 EAST HEISLEY RD.
16-D-115-B-00-006-0**

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PURCHASING DIVISION

DATE: May 2, 2016

I. LEGAL NOTICE OF SALE

The City of Mentor is offering for sale on a “as is” basis a 19,600 sq. ft. real property parcel zoned R-4, Single Family Residential.

5360 East Heisley Rd, 16-D-115-B-00-006-0

min. bid \$20,000

Site inspection can be made by interested parties and additional information is available at the office of the Economic & Community Development. The highest bid may be awarded the property. A sealed bid of no less than the stated minimum must be submitted on the forms available from the Purchasing Coordinator, Office of the Finance Department.

Bids will be accepted until 12:00 noon,
local time, on May 2, 2016
at the Finance Department, 8500 Civic
Center Boulevard, Mentor, Ohio 44060.

Kenneth J. Filipiak
City Manager

NEWS HERALD:

April 4, 2016
April 11, 2016
April 18, 2016
April 25, 2016

II. INSTRUCTIONS TO BIDDERS

- A. **BIDS:** Bid Proposals must be submitted on forms furnished by the City of Mentor and available from the office of the Purchasing Coordinator, 8500 Civic Center Blvd., Mentor, Ohio 44060.

Bid Proposals must be enclosed and sealed in an envelope bearing the name of the bidder, the general item bid on and the date the bids are to be opened.

Bid Proposals will be received in the office of Finance until 12:00 noon, local time, May 2, 2016. Bid proposals will be opened and read immediately thereafter.

- B. **ACCEPTANCE OR REJECTION OF BID PROPOSALS:** The City reserves the right to award a contract to the successful bidder at any time within ninety (90) days after the bid opening. The City reserves the right to accept or reject any and all bids. Acceptance will be based in part on the financial return to the City and the compatibility of the development with adjacent land uses.
- C. **BID OR BANK CHECK:** Each proposal must be accompanied by certified or bank check (**no personal or company checks will be accepted**) in the amount of \$5,000, made payable to the City of Mentor, as a guarantee that a contract will be honored in the event it is awarded to the Bidder, and as a guarantee that the Bidder to whom the contract is awarded will sign all documents necessary to formalize the contract, if any.

Unsuccessful bidders will have their bid deposits returned within five (5) business days of the bid award. The successful bidder's deposit will be used as a down payment on the property purchased.

- D. **FORFEITURE OF CHECK OR PROPOSAL BOND:** If the Bidder to whom the contract is awarded should fail to honor the contract, or fail to sign the documents necessary to formalize the contract, if any, the deposit accompanying the proposal shall thereupon be forfeited to the City for and as liquidated damages. The property sale may then be re-advertised or awarded to the deemed second best Bidder as the City may determine.
- E. **CONDITIONS OF SALE:** The property being offered for sale on an "as is" basis. The property will be sold after evaluation of proposals for "highest and best bid" as determined by the criteria identified in B. **ACCEPTANCE OR REJECTION OF BID PROPOSALS.**

Bidders are urged to personally inspect and evaluate the conditions of the property prior to the bid opening. The failure of any bidder to inspect the property offered will not in any way invalidate the bid nor relieve bidders of the obligation to honor their bid notwithstanding the actual condition of the property.

Bidder shall have access to the premises in order to make any inspections and evaluations and to perform such tests (at bidder's expense) as bidder in its discretion may require.

- F. PAYMENT: The City will allow the successful bidder one hundred and twenty (120) days after notification of bid award to make final payment for the property purchased. By mutual agreement of both parties, this time period may be extended. Failure to make the final payment will result in forfeiture of the bid deposit. Payment may be made either in cash, certified check or bank check. Proposals may include an alternate method of payment which can be accepted or rejected solely at the discretion of the City.

- G. POSSESSION: The successful bidder must take possession of the property within five (5) business days from the date of final payment. The City will not be responsible for any property once final payment has been made.

- H. EAST HEISLEY RD PROPERTY: P.P. 16-D-115-B-00-006-0, the overall size of the property is 0.5785 acres and is zoned R-4, Single Family Residential.

- I. LEGAL DESCRIPTION: Situated in the State of Ohio, County of Lake and Township of Mentor and being further described as follows:

Beginning at a point in the Northwesterly line of Frontage Road at the most Easterly corner of a 0.5785 acre parcel of land conveyed to Station Development Company by deed dated March 12, 1962 and recorded in Volume 547, Page 472 of Lake County Records;
Thence along the Northwesterly line of said Frontage Road N. 23 degrees 29' 47" East to a point in the Southwesterly line of land conveyed to Howard P. and Priscilla O. Fairchild by deed dated June 1946 and recorded in Volume 221, Page 220 of Lake County Records;
Thence along Fairchild's Southwesterly line Northwesterly to the Southeasterly line of State Route 44;
Thence South 23 deg. 29' 47" West along the Southeasterly line of State Route 44 to the most Northerly line of land conveyed to Station Development Company, as aforesaid.
Thence South 65 deg. 42' 05" East along the Northeasterly line of land of Station Development Company a distance of 170.65 feet to the place of beginning.

- J. PAYMENT: The City will allow the successful bidder one hundred and twenty (120) days after notification of bid award to make final payment for the property purchased. By mutual agreement of both parties, this time period may be extended. Failure to make the final payment will result in forfeiture of the bid deposit. Payment may be made either in cash, certified check or bank check. Proposals may include an alternate method of payment which can be accepted or rejected solely at the discretion of the City.

- K. POSSESSION: The successful bidder must take possession of the property within five (5) business days from the date of final payment. The City will not be responsible for any property once final payment has been made.

- L. EAST HEISLEY ROAD PROPERTY: P.P. 16-D-115-B-00-006-0, the overall size of the property is 0.5785 acre and is zoned R-4, Single Family Residential.

- M. BASIS OF AWARD: The City will be the sole judge in determining the highest and best proposal and may reject any or all of the proposals that the City deems to not be in the best interest of the City.

III. BID FORM AND SIGNATURE PAGE

The undersigned agrees to purchase from the City of Mentor, Ohio, the following item upon the terms and conditions of this proposal, providing this proposal or any part hereof is accepted by the City.

1A. Purchase East Heisley Rd. Property _____
(Minimum Bid \$20,000)

NAME OF BIDDER: _____

ADDRESS OF BIDDER: _____

CITY, STATE & ZIP CODE: _____

TELEPHONE NUMBER: _____

SIGNATURE: _____