

**INVITATION TO BID 2023-02
AND NOTICE OF SURPLUS REAL PROPERTY FOR SALE BY GLADES COUNTY**

INTRODUCTION

Glades County, Florida, through its Board of County Commissioners, (hereinafter “County”) is requesting responses/bids from qualified responders for the selection of the highest responsible responder/bidder for the responder’s purchase of one or more parcels of surplus real property owned by the County. The Glades County Property Appraiser Parcel Identification Numbers of the twelve (12) parcels of County surplus real property that are the subject of this request for responses/bids are described as follows:

	PARCEL ID
1	A25-42-28-U01-0012-4810
2	S02-42-32-001-0003-0010
3	S10-42-28-001-0003-0010
4	S11-42-32-003-0048-0150
5	S29-42-28-001-0010-0010
6	S29-42-28-003-0010-0010
7	S29-42-28-003-0015-0010
8	S29-42-28-003-0016-0010
9	S34-40-30-002-0061-0180
10	S34-40-30-002-0088-0150
11	A02-42-32-U04-0000-0080
12	S12-42-32-004-000F-0200

A response/bid form is attached hereto as Exhibit A which must be completed in its entirety, including the list of each parcel of County surplus real property and the response/bid price for each parcel of County surplus real property separately for which a response/bid is being submitted. Failure to fully complete Exhibit A may result in disqualification of the responder. The County is requesting responses/bids from qualified responders who are able to pay the response/bid purchase price, in full, in cash or money order, at the closing on the sale of the subject real property which shall occur within thirty (30) calendar days of the award of the response/bid by the County. The surplus County real property (hereafter “Property”) is being sold “AS IS WHERE IS.” Any questions related to this Request for Responses/Bids shall be directed in writing to the Clerk of Courts Finance Director, Tasha Morgan via electronic mail: tmorgan@gladesclerk.com.

RESPONSE ELEMENTS

All responders shall prepare a written response to the County which contains the following information (The completion and submittal of the attached Exhibit A, Exhibit B, and Exhibit C constitutes a minimally sufficient response/bid):

A. GENERAL INFORMATION AND REQUIREMENTS

1. The name, address and full contact information of the responder must be provided, including a telephone number and an electronic mail address.
2. Please describe the total response/bid price and confirm that the response/bid price can be paid in full, in cash or money order, at the closing on the sale of the Property which shall occur within thirty (30) calendar days of the award of the response/bid by the County. In addition to the payment of the response/bid price, the successful responder/bidder shall also be responsible for payment of recording and documentary stamp taxes at the time the County deed is recorded.
3. Please describe any mandatory pre-closing conditions.
4. Responses received after the deadline will not be accepted under any circumstances. Late responses will be returned to the responder unopened.
5. Faxed responses and electronically mailed responses will not be accepted.

B. INQUIRY

For additional information concerning the County's Property, please contact Finance Director, Tasha Morgan at tmorgan@gladesclerk.com.

C. TIMING/RESPONSE DEADLINE

One (1) copy, plus one (1) original, of the completed bid response, including all of the listed information, shall be sealed and delivered to the Clerk of Court, to be received by the Finance Director, Tasha Morgan, 500 Avenue J (P.O. Box 10) Moore Haven, Florida 33471 on or before the response **deadline of 2:00 P.M. on June, 15, 2023.**

D. SELECTION PROCESS

1. By submitting a response, each responder recognizes and agrees that the County may reject its response based upon the County's exercise of its sole discretion. Each responder waives any claims it may have for damages or other relief resulting directly or indirectly from the rejection of its response based on any ground whatsoever, including the County's exercise of its sole discretion and the County's disclosure of or refusal to disclose any pertinent information related to the reasons for the County's rejection of said response.
2. BEFORE SUBMITTING RESPONSES, INTERESTED RESPONDERS MUST MAKE ALL NECESSARY INVESTIGATIONS TO INFORM THEMSELVES THOROUGHLY AS TO ALL CONDITIONS OF THE SUBJECT COUNTY

PROPERTY AND AS TO ALL REQUIREMENTS OF THIS REQUEST FOR RESPONSES/BIDS PROCESS. NO PLEA OF IGNORANCE OF THE CONDITION OF THE COUNTY PROPERTY WILL BE ACCEPTED AS AN EXCUSE FOR ANY FAILURE OR OMISSION ON THE PART OF THE SUCCESSFUL RESPONDER TO FULFILL, IN EVERY DETAIL, ALL OF THE REQUIREMENTS OF THE RESPONDER REQUIRED HEREIN, INCLUDING: (1) PAYMENT OF THE FULL PURCHASE PRICE FOR THE COUNTY PROPERTY; (2) ACCEPTANCE OF THE COUNTY PROPERTY IN ITS "AS IS WHERE IS" CONDITION; (3) CLOSING ON THE SALE OF THE SUBJECT REAL PROPERTY WHICH SHALL OCCUR WITHIN THIRTY (30) CALENDAR DAYS OF THE AWARD OF THE RESPONSE/BID BY THE COUNTY.

3. All responses/bids will be reviewed by the Board of Commissioners of the County at a meeting open to the public. It is anticipated that the responses/bids will be reviewed by the Board of Commissioners at a public meeting of the Board of Commissioners held on or about June 26, 2023 at 6:00 pm.
4. The Board of Commissioners will evaluate each response/bid. It is anticipated that the County Property will be sold to the highest responsive responder/bidder.
5. The County reserves the right to reject any and all responses/bids and to waive any and all informalities of any responses/bids and to disregard all non-conforming, non-responsive or conditional responses/bids. The County reserves the right to reject any and all responses/bids with or without cause. The County reserves the right to accept the responses/bids of the responders that in its judgment will be in the best interest of the County and to reject all responses/bids of responders that the County believes are not in the best interest of the County. The County reserves the right to re-advertise the Request for Responses/Bids. Nothing contained in any of the competitive selection documents shall require the County to reject any particular responder or award a contract to any particular responder based upon anything other than the County's sole discretion as to which responder has submitted the most responsive proposal for the highest response/bid price.
6. The County may conduct such investigations as the County deems necessary and appropriate to assist in the evaluation of any response of any responder.
7. Within five (5) business days of selection of a responder/bidder by the Board of Commissioners, all responders will be notified of the Board's selection.
8. THE RESPONDER WHOSE RESPONSE/BID IS SELECTED FOR EACH OF THE COUNTY SURPLUS PARCELS MUST PAY THE FULL RESPONSE/BID PURCHASE PRICE FOR THE COUNTY PROPERTY AND TAKE POSSESSION, OWNERSHIP AND SOLE RESPONSIBILITY FOR THE SURPLUS COUNTY PROPERTY, AT THE RESPONDER'S SOLE EXPENSE, ON OR BEFORE THIRTY (30) CALENDAR DAYS AFTER THE AWARD OF THE RESPONSE/BID BY THE COUNTY.

E. WITHDRAWAL OF RESPONSES/BIDS

Responses/bids may be withdrawn either in writing or in person through an authorized representative at any time prior to the submission deadline. Once opened, responses/bids may not be withdrawn or modified except to the extent agreed to by the County.

F. PUBLIC INSPECTION OF RESPONSES/BIDS

Responses/bids may be made available for public inspection as provided by Florida law, including Chapter 119, Florida Statutes.

G. RIGHT OF REJECTION

In all instances, the County shall have the unilateral right to reject any and all responses/bids and to waive any and all deficiencies or irregularities in any responses/bids submitted by any responder in the County's sole discretion. In particular, the failure of any responder to satisfy all requirements of this Request for Responses/Bids may result in the rejection of the responder's response/bid by the County in the County's sole discretion.

H. NON-DISCRIMINATION

The County does not discriminate on the basis of age, race, color, sex, religion, national origin, disability or marital status.

I. COSTS OF RESPONSE PREPARATION

All costs incurred by any responder in the inspection of the County Property and in the preparation of a response to this Request for Responses/Bids shall be borne exclusively by the responder and the County shall in no instance be liable for any costs incurred by any responder.

J. PUBLIC ENTITY CRIME AFFIDAVIT

Any person or affiliate as defined by statute that has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a response/bid. Said person may not be awarded a contract by the County and cannot transact business with the County for a period of thirty-six (36) months from the date of conviction of a public entity crime. Each responder shall be required to execute a public entity crime affidavit, a copy of which is attached hereto as Exhibit B. **FAILURE TO COMPLY WILL AUTOMATICALLY RESULT IN DISQUALIFICATION OF THE RESPONDER.**

K. SWORN RESPONSE

All responses must be executed and dated by an authorized representative of the responder who must also print the name, title, mailing address, and telephone number of the responder. Each responder must execute the response under oath in the presence of a notary public who must complete a notarization paragraph.

L AFFIRMATIONS

Each responder shall be required to include signed and notarized written affirmations with their response. The form of the affirmations that must be signed, notarized and submitted with each response is attached hereto as Exhibit C.

M. MINIMUM RESPONSE

The completion and timely submittal of one (1) original and one (1) copy of Exhibit A, Exhibit B and Exhibit C attached hereto constitutes a minimally sufficient response to this Request for Responses/Bids.

**EXHIBIT A
RESPONSE/BID SHEET
ITB 2023-02 PROPERTY SALES**

1. Name and contact information of responder:

Name: _____

Address: _____

Telephone: _____

Email: _____

2. Response/bid price for the surplus Property:

	Parcel ID	Bid Price
1	A25-42-28-U01-0012-4810	
2	S02-42-32-001-0003-0010	
3	S10-42-28-001-0003-0010	
4	S11-42-32-003-0048-0150	
5	S29-42-28-001-0010-0010	
6	S29-42-28-003-0010-0010	
7	S29-42-28-003-0015-0010	
8	S29-42-28-003-0016-0010	
9	S34-40-30-002-0061-0180	
10	S34-40-30-002-0088-0150	
11	A02-42-32-U04-0000-0080	
12	S12-42-32-004-000F-0200	

3. Describe any special pre-closing conditions or requirements, if any:

4. The responder agrees that it shall pay the response/bid price in full, in cash or money order, at the closing on the sale of the Property which shall occur within thirty (30) calendar days of the award of the response/bid by the County.

4. The responder agrees that the responder shall also be responsible for payment of recording and documentary stamp taxes at the time the County deed is recorded.

5. The responder agrees to execute a standard “AS IS WHERE IS” Real Estate Sale and Purchase Contract without an inspection period which shall be prepared by the County and which shall include the contract terms described in the Request for Responses/Bids and which also provides that the County’s legal counsel will perform the closing.

6. Responder acknowledges and agrees that it is purchasing the Property “AS IS WHERE IS.”

Signature

Date

Print Name

STATE OF _____
COUNTY OF _____

THE FOREGOING instrument was sworn to, signed and acknowledged before me by physical presence, this _____ day of _____, 2023, by _____, (responder), who is personally known to me or who produced _____ (type of identification and number) as identification.

Notary Public

Print Name

EXHIBIT B
PUBLIC ENTITY CRIME AFFIDAVIT
THIS FORM IS TO BE COMPLETED AND RETURNED WITH THE RESPONSE

Sworn statement under Section 287.133(3)(a),
FLORIDA STATUTES ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER
OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Glades County, Florida by:

(Printed individual's name and title)

(Print name of entity submitting sworn statement)

whose business address is: _____

and (if applicable) whose Federal Employer Identification Number (FEIN) is: _____

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement _____).

2. I understand that a "public entity crime" as defined in §287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with any agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in §287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that "convicted" or "conviction" as defined in §287.133(1)(b), Florida Statutes means:

a. A predecessor or successor of a person convicted of a public entity crime; or

b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint-venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in §287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which proposals or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers,

directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which one statement applies).

___ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime within the period of thirty-six (36) full calendar months prior to the execution of this Affidavit.

___ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the period of thirty-six (36) full calendar months prior to the execution of this Affidavit.

___ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the period of thirty-six (36) full calendar months prior to the execution of this Affidavit. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (Attach a copy of the final order).

I understand that the submission of this form to the public entity identified in paragraph one above is for that public entity only, and that this form is valid through December 31 of the calendar year 2023. I also understand that I am required to inform the public entity prior to entering into a contract in excess of the threshold amount provided in Section 287.017, Florida Statutes, for category two, of any change in the information contained in this form.

(Signature)

STATE OF _____
COUNTY OF _____

SWORN TO AND SUBSCRIBED before me this _____ day of _____, 2023, by _____, by physical presence, [] individually or [] as _____ and on behalf of _____, a Florida _____, [] who is personally known to me or [] who produced _____ as identification.

SIGNATURE OF NOTARY PUBLIC

Name of Notary, Printed, Typed or Stamped
My Commissioner Expires:

EXHIBIT C
AFFIRMATIONS

- 1) Neither the undersigned, nor any other person, firm or corporation named herein, nor anyone else, to the knowledge of the undersigned, have themselves solicited or employed anyone else to solicit favorable action by Glades County, Florida (“County”) for this response, and further, no County official or employee is directly interested in the outcome of this matter. This response is genuine and not collusive or a sham. The persons, firms, or corporations named herein have not colluded, conspired, connived or agreed directly or indirectly with any other Responder or person, firm, or corporation, to put in a sham response, or to have any other person, firm or corporation refrain from responding. Further, the Responder has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, firm or corporation, to fix the price of said response or responses of any other Responder, or to secure any advantage against the County or any person, firm, or corporation.
- 2) The below signed Responder agrees to comply with all applicable provisions as set forth in the Anti-Discrimination laws of this land. The Responder further agrees to hold harmless, defend and indemnify the County and its agents from any losses, including attorney’s fees, incurred as a result of the Responder’s failure to abide by any applicable Anti-Discrimination laws.
- 3) The undersigned, who being first duly sworn, acknowledges and affirms that all the statements made in this response are true, correct and accurate and no false statements are made herein. The undersigned further acknowledges that he or she has full knowledge of Florida law regarding sworn statements and the penalties, including perjury, resulting from the making of any false statements or misrepresentations herein.
- 4) The Responder represents that the Responder has familiarized itself with and assumes full responsibility for having familiarized itself with the nature and extent of the Request for Responses/Bids Documents.
- 5) The Responder shall comply with all requirements, stipulations, terms, and conditions as stated in the Request for Responses/Bids Documents.
- 6) The Responder currently complies with all Federal, State, and local laws and regulations regarding employment practices, equal opportunities, industry and safety standards, performance and any other requirements as may be relevant to the requirements of this Request for Responses/Bids Documents.
- 7) The Affiant named below is officially authorized to represent the Responder in whose name the response is submitted.
- 8) The undersigned hereby agrees to abide by all of the terms and conditions of the Request for Responses/Bids Documents.
- 9) The Responder agrees that if requested by the County, the Responder shall furnish additional information, references, financial statements, and other information for the County to sufficiently evaluate the Responder’s response and the Responder’s ability to perform the Responder’s obligations under the Request for Responses/Bids Documents.

Dated: _____

Signature

Printed Name and Title

Name of Responder

Address

Address

Telephone Number

Electronic Mail Address

STATE OF _____
COUNTY OF _____

The foregoing instrument was subscribed and acknowledged before me by physical presence by _____ (Responder) this ____ day of _____, 2023.

Personally Known or Produced Identification

Type of Identification Produced _____

Notary Public

Print Name

NOTARY SEAL