



Cherokee County Board of Commissioners  
Procurement Department  
1130 Bluffs Parkway, Canton, GA 30114  
Phone: (678) 493-6000  
Fax: (678) 493-6035

## **REQUEST FOR BIDS**

### **RFB 2018-004 REAL PROPERTY SALE – 225 Old Mill Road**

**THE PROJECT:** The Cherokee County Board of Commissioners Procurement Department (County) is requesting competitive sealed bids from qualified companies or individuals for the purchase of real property located at 225 Old Mill Road, at the corner of Cumming Highway and Old Mill Road in Canton, Land Lot 840 of the 3<sup>rd</sup> District, 2<sup>nd</sup> Section, Cherokee County, Georgia. This property, which is currently owned by Cherokee County, GA is up for sale to the highest acceptable bid from the most responsible and responsive bidder.

Incorporated herein by this reference are the following:

- 1) Deed Book 11849, Page 375.
- 2) Parcel Report

All times in the solicitation are local times to Cherokee County Board of Commissioners, 1130 Bluffs Parkway, Canton, Georgia 30114.

The County reserves the right to reject any or all bids/proposals, to waive technicalities and to make a selection and final award as deemed to be in the best interest of the County, including using any form of contract it deems most advantageous to the County. The County further reserves the right to reject the bid of any bidder who has previously failed to perform properly or complete on time contracts of a similar nature, or who upon investigation shows is not in a position to perform the contract.

**QUALIFICATIONS OF BIDDER:** Bidders for the Property must be financially and legally able to successfully close on the sale of the Property with the County, at a formal closing date to be set by the County with the County Attorney and the winning Bidder. Bidder must agree to pay for survey and County legal costs to prepare and handle closing. The formal closing will determine final payments due to the County and the contract form to be utilized for the transaction. The closing documents will be prepared by the County Attorney (Jarrard & Davis, LLP) and the closing will be held at 105 Pilgrim Village Drive, Suite 200, Cumming, GA 30040.

## RFB 2018-004

### SCHEDULE:

<b>Issued</b>	10/20/2017
<b>Legal Organ Posting</b>	10/25/2017
<b>Questions Due</b>	10/30/2017
<b>Addendum Due</b>	11/01/2017
<b>Bids/Proposals Due</b>	11/10/2017 @ 11 AM

### Terms and Conditions of Sale:

1. The property is being sold “as is” “where is” and “with all faults”.
2. The Deed Book information provided is believed current but not guaranteed, bidder is to perform appropriate due-diligence.
3. The building shown on the Tax Appraisal is no longer on the property.
4. At the time of submission of the offer, the Bidder must provide evidence of availability of funds to close from a banking institution (Proof of Funds).
5. All due diligence and property inspections should be completed before the date of the Bid Opening as there is no provision for a due diligence period after bids have been opened.
6. Funds shall be collected from the Successful Bidder at the closing in the form of cashier’s check, wire transfer, or bank issued check.
7. Any Bidder who is determined to be unable to successfully close on the sale of the Property will have their Bid rejected and the County will exercise its option to review and proceed with the next most responsive, responsible Bidder

### Location of Information and Bid Forms:

This invitation for Sale by Sealed Bid and supporting documents can be downloaded from the Cherokee County website. From the homepage, follow the link to Procurement Bids & RFPs and on the procurement page click on the link to solicitations issued on or after March 1, 2017 in the resources tab. This package is also available at the Administrative Complex, 1130 Bluffs Parkway, Canton, GA 30114 in the Purchasing Office.

**SUBMITTAL INSTRUCTIONS:** Interested Bidders/Proposers should complete and submit the Bid/Proposal Package which, at a minimum, will contain the following:

1. Completed Purchase Bid Form,
2. Information and Addenda Acknowledgement Form (Appendix A),
3. Non-Influence and Non-Collusion Affidavit (Appendix B)
4. Proof of Funds.

Number of Submittals:

Original – One (1) (Unbound, 8 1/2x11, One sided only)

Copies – No copies required.

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Proposal packages will NOT be accepted by fax or e-mail unless authorized, in writing, by the Procurement & Risk Management Director. No late bids will be accepted for any reason.

Sealed bids are due no later than the due date/time indicated in the Schedule above, as may be amended. Sealed bids are to be delivered or mailed to:

Cherokee County Board of Commissioners  
Attn: Procurement Department  
1130 Bluffs Pkwy, Canton, GA 30114

Please make sure to write the bid number (#2018-004) on the outer most envelope of the sealed bid package.

Bids will be opened publicly in the Board of Commissioners conference center at 2:15 PM.

**QUESTIONS/ADDENDA:** Only written inquiries will be permitted during the solicitation period. Questions are to be submitted via email to the Purchasing Agent for this solicitation at: [djordan@cherokeega.com](mailto:djordan@cherokeega.com) no later than the date and time indicated in the Schedule, as may be amended. Answers will be posted via formal Addendum and only released as part of the solicitation documents on the County's website. All interested parties are instructed to monitor the County's website on a regular basis throughout the solicitation period. The final date for posting of Addenda is per the Schedule, as may be amended.

**RFB # 2018-004 PURCHASE BID FORM**

Under oath, the undersigned, hereinafter "Bidder", submits for consideration by the Cherokee County Board of Commissioners this offer to purchase the following Property:

**REAL PROPERTY LOCATED IN LAND LOT 840, 3rd DISTRICT, 2<sup>nd</sup> SECTION, CHEROKEE COUNTY, GEORGIA**

The Bidder hereby warrants and agrees that this Bid is made in accordance with all terms and conditions contained in the Invitation to Bid Package, and without connection with any other person making a Bid, and that this Bid is in all respects fair and lawful and is made in good faith and without collusion or fraud.

Bidder submits this Bid as an offer to purchase the Property, which is hereby given by the Bidder to Cherokee County, Georgia to accept or reject pursuant to the terms of the Invitation to Bid.

Having carefully examined the terms of the Invitation to Bid Package and the Property, Bidder hereby offers to purchase the Property for:

**Bid Amount in Numbers: \$** \_\_\_\_\_

**Bid Amount in Words:** \_\_\_\_\_

Bidder's Signature: \_\_\_\_\_

Legal Name of Bidder: \_\_\_\_\_

Bidder is a(n): Individual ☐ Partnership ☐ LLP ☐ LLC ☐ Corporation ☐ Agent ☐

Bidder Street Address: \_\_\_\_\_

Bidder Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

*Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.*

Notary Public \_\_\_\_\_ (Seal)

My Commission Expires: \_\_\_\_\_

Name: \_\_\_\_\_