

**SPECIFICATIONS**

**FOR THE**

**SALE OF MUNICIPAL OWNED REAL ESTATE**

**KNOWN AS**

**724 MARTIN STREET**

**CITY OF GREENVILLE, OHIO**

**2023**

## **NOTICE TO BIDDERS**

Sealed bids shall be received by the Board of Control, c/o Katie Benge, Municipal Building, 100 Public Square, Greenville, Ohio 45331, until 10:00 AM, August 29, 2023, for the Sale of Certain Municipal Owned Real Estate located (situated) at 724 Martin Street, which is located in Greenville Township, Darke County, and within the corporate limits of the City of Greenville, Ohio.

The bids shall be received in accordance with the Instructions to Bidders, Specifications, and Proposal Form, all of which may be obtained from the Planning & Zoning Office in the Municipal Building (100 Public Square). Please note there is a minimum bid of \$5,000.00.

Authorized by Greenville City Resolution No. 23-78.

Ryan Delk  
Safety/Service Director

PUBLISH: July 22, 2023  
July 29, 2023  
August 5, 2023  
August 12, 2023  
August 19, 2023

## **INVITATION TO BIDDERS**

Sealed bids shall be received by the Board of Control at the Municipal Building, 100 Public Square, Greenville, Ohio 45331 until 10:00 AM, August 29, 2023, for the sale of certain municipal owned real estate located (situated) at 724 Martin Street, Greenville Township, Darke County, and within the corporation limits of the City of Greenville, Ohio and being approximately 0.1882 acres as described in the last deed reference in Darke County Deeds Records Volume 277, Page 2207. Being lot number Fourteen (14) in Fairview Subdivision to the City of Greenville, Ohio; and being Fifty (50) feet front by One Hundred and Sixty Five (165) feet deep. Parcel ID No.: F27-2-212-35-01-06-14700. Please note there is a minimum bid of \$5,000.00. This lot/property is in need of maintenance/repair and is being sold as-is. There will be an open house on August 4, 2023 from 8:00am-9:00am and on August 25, 2023 from 1:00pm-2:00pm.

The bids shall be received in accordance with the Invitation to Bidders, Instructions to Bidders, Specifications and Proposal Form.

Ryan Delk  
Safety/Service Director

# INSTRUCTIONS TO BIDDERS

## **PROPOSAL FORM**

All bidders shall be required to use the Proposal Form furnished by the City and there shall be no changes allowed to accommodate the bidder.

## **NON-COLLUSION AFFIDAVIT**

Each bidder shall be required to file with their bid a completed Non-Collusion Affidavit and attach it to the Proposal Form.

## **BID WITHDRAWAL**

No bidder shall be permitted to withdraw his bid for a period of thirty (30) days.

## **BEST BID**

The City of Greenville, Ohio shall, in its opinion, accept the best bid as advertised and shall enter into such sale that shall maintain the safety, health and welfare of the citizens.

## **REJECTION OF BIDS**

The City of Greenville, Ohio reserves the right to waive any informality(s) involved in the bids and to reject any and all bids.

## **PERSONAL PROPERTY TAXES**

The person or company will at the time of bid, supply a statement affirmed under oath that the person with whom the contract is to be made was not charged at the time the bid was submitted with any delinquent personal property taxes on the general tax list of personal property of *Darke County, Ohio* or that such person was charged with delinquent personal property taxes on such list, in which case the statement shall also set forth the amount of such due and unpaid delinquent taxes and any due and unpaid penalties and interest thereon. A copy of such statement shall be incorporated into the contract by and between the bidder and the City, pursuant to Section 5719.042 of the Ohio Revised Code. The statements required are found with the bidding documents.

**SPECIFICATIONS FOR THE  
SALE OF CERTAIN MUNICIPAL OWNED LAND  
LOCATED AT 724 MARTIN STREET**

- SECTION ONE:** That the land hereby authorized to be sold is described as follows: 0.1882 acres, more or less, being lot number Fourteen (14) in Fairview Subdivision to the City of Greenville, Ohio; and being Fifty (50) feet front by One hundred and Sixty-Five (165) feet deep; Greenville Township, Darke County, Ohio, described in the Darke County Deeds Records Volume 277, Page 2207; as shown on attached Exhibit A.
- SECTION TWO:** That the said Sale of Real Property shall be prepared by the Director of Law and executed by the Safety/Service Director on behalf of the City of Greenville, Ohio to the successful bidder as determined by Resolution of the Board of Control directing the sale of said land.
- SECTION THREE:** Please note there is a minimum bid of \$5,000.00. This lot/property is in need of maintenance/repair and is being sold as-is.
- SECTION FOUR:** Parcel ID No.: F27-2-212-35-01-06-14700. See additional attachments.

**CITY OF GREENVILLE, OHIO  
724 MARTIN STREET – REAL PROPERTY SALE  
PROPOSAL FORM**

Dear Safety/Service Director:

I, or we, the undersigned, are desirous of purchasing from the City of Greenville, Ohio, the property described in the specifications as approximately 0.1882 acres described in Darke County Deed Records Volume 277 Page 2207. We have carefully examined the Instructions to Bidders and the Specifications and understand them.

I, or we, hereby propose to purchase the described property, from the City of Greenville, Ohio for the following amount: \$ \_\_\_\_\_

Proposal in words: \_\_\_\_\_

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Authorized Agent

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Title

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

**NON-COLLUSION AFFIDAVIT**

STATE OF \_\_\_\_\_ )  
 ) SS.  
COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_, being first duly sworn deposes that he is \_\_\_\_\_ (owner, partner, president, secretary, etc.) of \_\_\_\_\_, the party making the foregoing proposal or bid; that such bid is genuine and not collusive of sham; that said bidder has not colluded, conspired, connived, or agreed, directly or indirectly, with any bidder or person, to put to a sham bid, or that such other person shall refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or any other bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other bidder, or to secure any advantage against the City of Greenville or any person or persons interested in the proposed contract; and that all statements contained in said proposal or bid are true; and further, that such bidder has not, directly or indirectly, submitted this bid, or the contents thereof, or divulged information or data relative thereto to any association or to any member or agent thereof.

\_\_\_\_\_  
Affiant

Sworn to and subscribed before me  
this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for  
\_\_\_\_\_ County, \_\_\_\_\_  
My commission expires \_\_\_\_\_

**STATEMENT OF BIDDER**

Concerning Personal Property Taxes (Delinquency)

STATE OF \_\_\_\_\_ )  
 ) SS.  
COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_, being the \_\_\_\_\_,  
(Name of person making statement) (Title/Position)  
\_\_\_\_\_, being first duly cautioned  
(Name of bidder)

and sworn according to law does hereby swear or affirm as follows:

AMOUNT OF UNPAID DELINQUENT TAX/PENALTY & INTEREST/TOTAL DUE

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

That I understand that a copy of this Statement shall be incorporated into the contract to be entered between the City of Greenville and

\_\_\_\_\_  
(Name of bidder)

Further Affiant sayeth naught.

\_\_\_\_\_  
(Signature of person making statement)

\_\_\_\_\_,(Name of person making statement)  
being the \_\_\_\_\_ (Title/Position held)  
of \_\_\_\_\_ (Name of Bidder/Company)  
appeared before me and did swear that the foregoing statements are true  
as he/she believes.  
SWORN to and subscribed in my presence this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_, Ohio.

\_\_\_\_\_  
Notary Public



