



DEPARTMENT OF ADMINISTRATIVE SERVICES  
*Milwaukee County*

INVITATION TO BID  
TAX FORECLOSURE PROPERTY SALE

Property Address: 921 Milwaukee Ave, South Milwaukee, WI 53172  
Bid Number:  
Posting Date: August 10, 2016

**Bid Description**

Address of Property: 921 Milwaukee Ave, South Milwaukee, WI 53172  
Appraised Value: \$100,000.00

**Submission Deadline and Location**

Submission Deadline: **September 12, 2016 until 2:00 P.M. CST**

Sealed bids for purchasing the above property will be accepted until deadline at the office of:

Milwaukee County Clerk  
901 North 9th Street Room 105  
Milwaukee, Wisconsin 53233

Bid responses should be submitted in sealed envelope and identified in the lower left corner as follows:

Response To: "Property Address"

Response To: "Bid Number"

Submission Deadline: "Date as provided on the Bid Documents"

It is recommended that bids are hand delivered; however, mailed bids are also acceptable. **Mailed bids must be received on or before the submission deadline date and time.** The postmark date is not considered for submission deadline.

Sealed bids will be opened and read the same day at 3:00 p.m. CST at the Milwaukee County Clerk's Office, 901 N. 9<sup>th</sup> St, Room 105, Milwaukee, Wisconsin 53233. Bids will be evaluated by the Economic Development Director, within one (1) week of the public opening of the sealed bids.

### **General Directions for Bidding**

All bids shall be submitted on the WB-11 Residential Offer to Purchase form furnished by the Economic Development Division. All offers must clearly show the interested buyers name and be manually signed by the party making the offer. Offers in the name of a LLC are acceptable as long as the members of the LLC are clearly identified on the signature line or elsewhere in the offer. Unsigned offers shall be rejected by the Director and returned to the bidder. If this form does not provide sufficient space, bidders shall attach a sheet supplying the additional information. This sheet shall also be signed as required above to properly identify attachments.

### **Bid Administrator**

Sherri Jordan  
Associate Project Manager – Economic Development  
633 West Wisconsin Avenue Suite 903  
Milwaukee, WI 53203  
[Sherri.Jordan@milwaukeecountywi.gov](mailto:Sherri.Jordan@milwaukeecountywi.gov)

### **Bid Questions and Contact**

Proposers may submit questions and requests for clarification regarding this bid. All questions regarding this bid shall be made in writing, citing the Property Address and Bid Number, and shall be submitted via e-mail to Bid Administrator. Questions regarding this bid will be accepted until the submission deadline. Milwaukee County will not respond to any questions received after this date and time.

Questions sent to anyone other than the Bid Administrator will not be considered. The Bid Administrator is the sole point of contact during this process and no information provided by any other personnel will be considered binding. Milwaukee County will make a reasonable effort to respond to all questions but reserves the right to answer or not answer any question.

Communication initiated by a proposer to any County official, employee or representative evaluating or considering the bid, prior to the time of any award is prohibited unless at the explicit direction of the Bid Administrator and any such unauthorized communication may constitute grounds for rejection or elimination of a proposal from further consideration, in the sole discretion of the Economic Development Director.

Please note that it is the responsibility of the bidder to review any and all bid information posted to the Milwaukee County website prior to submission of bid. Procurement Bid Notifications, amendments and other bid documents can be found at: <http://county.milwaukee.gov/PendingBidsQuotesand7951.htm>

## **Bid Award**

Award shall be made to the highest qualified, responsive, responsible bidder, conforming to the invitation for bids, which will be most advantageous to the county, considering only price and the price-related factors.

Economic Development Director reserves the right to negotiate with highest bidder regarding offer contingencies.

Milwaukee County reserves the right to reject any or all bids or any portion of any or all bids when, the best interest of the County will be served thereby. Milwaukee County reserves the right to cancel this Invitation to Bid.

## **Terms and Conditions**

If there are tie bids, award shall be made in accordance with tie bid provisions as outlined in Chapter 32 of the Milwaukee County General Ordinances. Milwaukee County may exercise use of MCGO 32.38, the converting a sealed bid in this acquisition.

*If equal high and responsive bids are received, the Economic Development Director shall break the tie by a lot drawing in the presence of a bidder and another member of the Economic Development Division at a specific time and date. The tied bidders shall receive written advance notice.*

- If a bidder requires a financing contingency, bidder must include a valid pre-approval letter from a financial institution acceptable to the Division.
- A commitment to a brokerage fee of no more than the greater of 2.4 percent or \$250.
- Understanding from the bidder that the property is being sold is AS-IS with respect to property condition.

Do not change any of the terms of the specifications. Such changes shall constitute a counter offer. Any bids received with such changes shall be rejected.

Successful bidder agrees to enter into contract/agreement with Milwaukee County for the sale of the Property and must be able to close within thirty (30) days of signed acceptance of offer.

Delays in closing caused due diligence items directly specified within the offer to purchase shall be recognized by the County. In the event an unknown condition arises during the due diligence period, the offer may be amended or canceled outright at the discretion of the County. All properties are being sold "as is." The buyer may be relieved of meeting delivery time specified, only if agreed upon in writing by the County.

The property being bid on was acquired by the County through IN REM tax foreclosure, the County makes no representation as to condition of the property including but not limited to;

structural condition, zoning/use compliance, and environmental conditions. At closing, title will be transferred via Quit Claim Deed. Prior to closing, the County will provide title insurance.

**Qualified, Responsive, Responsible Bidder Requirement**

Only Buyers who are in good standing with the County and any other local Municipality will be eligible to purchase County surplus property. The County shall not sell property to a potential buyer who as an individual or as a member of a company, shareholder of a corporation, or partner in a partnership, if any of the following conditions apply:

- a. Delinquent real estate or personal property taxes are due to any municipality in Milwaukee County.
- b. Building or health code violations that are not being actively abated.
- c. Convicted of violating an order of the Department of Neighborhood Services or Health Department of any municipality within Milwaukee County within 12 months preceding Closing.
- d. Convicted of a felony crime that affects property or neighborhood stability or safety.
- e. Outstanding judgment to Milwaukee County or any municipality within Milwaukee County.

If the potential buyer is found to violate this policy, the County shall give buyer notice to correct this condition prior to closing. If the condition is not corrected prior to closing, the agreement with Buyer shall be terminated.

**Code of Ethics**

Proposers shall adhere to Chapter 9 of the Milwaukee County Code of General Ordinances Code of Ethics, with particular attention to Subsection 9.05(2)(k):

No person(s) with a personal financial interest in the approval or denial of a contract or proposal being considered by a county department or with an agency funded and regulated by a county department, shall make a campaign contribution to any county elected official who has approval authority over that contract or proposal during its consideration. Contract or proposal consideration shall begin when a contract or proposal is submitted directly to a county department or to an agency funded or regulated by a county department until the contract or proposal has reached final disposition, including adoption, county executive action, proceedings on veto (if necessary) or departmental approval. This provision does not apply to those items covered by section 9.14 unless an acceptance by an elected official would conflict with this section. The language in this section 9.05(2)(k) shall be included in all Requests for Proposals and bid documents.



**BID SIGNATURE, DISCLOSURES AND ACKNOWLEDGMENTS**

In submitting and signing this proposal, we represent that we have thoroughly read and reviewed this Invitation to Bid and are submitting this response in good faith. We understand the requirements of the bid and have provided the required information listed within the Invitation to Bid.

In submitting and signing this bid, we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free trade or competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other vendor, competitor, or potential competitor; that this bid has not knowingly been disclosed prior to the opening of the bid to any other vendor or competitor; that the above statement is accurate under penalty of perjury.

The undersigned certifies and represents that all data, pricing, representations, and other information, of any sort or type, contained in this response, is true, complete, accurate, and correct. Further, the undersigned acknowledges that Milwaukee County is, in part, relying on the information contained in this bid in order to evaluate and compare the response to the bid.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address (Street, City, State, Zip Code)

\_\_\_\_\_  
Phone (xxx-xxx-xxxx)

\_\_\_\_\_  
Fax (xxx-xxx-xxxx)

\_\_\_\_\_  
Email

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date