



TOWN OF EDGARTOWN
OFFICE OF SELECTMEN

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BIDDING DOCUMENTS

FOR

SALE OF TOWN-OWNED LAND

TOWN OF EDGARTOWN, MASSACHUSETTS

2014

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DOCUMENT 001

NOTICE TO BID

Notice is hereby given that the Town of Edgartown, acting by and through its duly elected Treasurer and Board of Selectmen, is offering for sale parcels of land (5,000 square feet and under) identified by Town of Edgartown Assessors' Map and Lot Number (see Form to Bid for complete listing).

7-29; 11-14-2; 11-23; 11-83; 11A-213-1; 11A-435; 11A-442; 11A-454; 11B-18; 11B-61; 11B-95; 11B-98; 11B-159-2; 11B-166; 12A-29; 12B-111; 21-58-215; 30-170; 30-174; 30-175; 30-181; 30-190; 34-133-1; 34-2; 48-24; 48-48. Lot size and assessed values are available in the Bid Package.

ADDITIONAL INFORMATION: ALL PARCELS INDIVIDUALLY ARE NOT BUILDABLE

The value is derived from the Board of Assessor's Office and will serve as the minimum required bid that will be considered. No building will be permitted on the parcel that is sold, except under special circumstances outlined in the bid package. See conditions of sale (Document 003 section B.)

Bid packages may be obtained from the office of the Board of Selectmen, 70 Main Street, Edgartown, MA 02539, between the hours of 9:00 a.m. to Noon and 1:00 p.m. to 4:00 p.m., Monday through Friday, holidays excepted. Bid packages will be mailed to prospective bidders upon request (508-627-6180)

Each bid shall be accompanied by a bid security in the amount of ten (10%) percent of the value of the bid in the form described in the Information for Bidders.

No bidder may withdraw his/her bid within 30 days (Saturdays, Sundays, and Legal Holidays excluded) after the actual date of the bid opening.

Sealed bids will be received at the Office of the Board of Selectmen until 12 Noon on May 23, 2014. All bids will be publicly opened and read aloud by the Board of Selectmen in the Fred B. Morgan, Jr. Meeting Room, Main Street, Edgartown, MA 02539 on May 27, 2014 at 4:00 p.m.

The Board of Selectmen may waive any informalities or minor defects, or reject any or all bids if it is in the best interest of the Town to do so.

BOARD OF SELECTMEN
Town of Edgartown

DOCUMENT 002

INSTRUCTIONS AND INFORMATION FOR BIDDERS

1.00 LAND IDENTIFICATION (SEE BID FORMS)

- A. Owner: Town of Edgartown
- B. Awarding Authority: Board of Selectmen
- C. Mailing Address: 70 Main Street
P.O. Box 5158
Edgartown, MA 02539
- D. Maps may be reviewed Monday through Friday, holidays excepted, between the hours of 9:00 A.M. to Noon and 1:00 P.M. to 4:00 P.M. on the third floor of the Town Hall, 70 Main Street.

1.1 RECEIPT OF BIDS

Bids will be received by the Awarding Authority at the time and place stated in the Advertisement for Bids. Persons under the age of eighteen (18) years are not eligible to bid. Bids must be submitted in sealed envelopes, addressed to the Awarding Authority. Bids must be plainly marked on the outside of the sealed envelope with "Bid for Land", the name of the bidder and his/her address. If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed to the Awarding Authority at the above address.

All bids must be made on the forms included in this package. Only the blank spaces for land that you are bidding on must be filled in, in ink or typewritten. Only one set of bid documents is required to be submitted.

List of required Documents to be completed for Bid submission:

1. Form for Bid(s)
2. Bid Security (see Article 1.05 below)

Affadavit of Payment of all taxes, assessments, and any other charges due to the Town of Edgartown must be submitted to the owner by the highest eligible, responsible bidder, before the award of the bid.

1.2 MODIFICATIONS AND WITHDRAWAL OF BIDS

The owner may waive any informalities or minor defects or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bidder may withdraw a bid within 30 days, Saturdays, Sundays and legal holidays excluded, after the actual date of the opening of bids. Should there be reasons why the bid cannot be awarded within the specified period, the time may be extended by mutual agreement between Owner and Bidder.

Prior to Bid Opening, bids may be withdrawn upon written or telegraphic request of the Bidder provided confirmation of any telegraphic withdrawal, signed by the bidder is placed in the Mail and postmarked prior to the time set for the Bid Opening. Bid documents and security of any Bidder withdrawing his bid in accordance with the foregoing conditions will be returned.

1.3 EXAMINATION OF BID DOCUMENTS

Each bidder is responsible for reading and being thoroughly familiar with the bidding documents. The failure or omission of any bidder to do any of the foregoing shall in no way relieve any bidder from any obligation in respect to their bid.

The bidding documents contain the provisions required for the bid. Information obtained from an officer, agent or employee of the Owner or any other person shall not affect the risks or obligations assumed by the bidder or relieve him from fulfilling any of the conditions of the bid.

1.4 ADDENDA AND INTERPRETATIONS

All questions by prospective bidders as to the interpretation of the Bidding Documents shall be submitted in writing to the Owner and shall be in their possession at least ten (10) days before the date herein set for the receipt of bids. The Owner will then mail via certified mail with return receipt requested, to Bidders who have taken out the Bid Documents, at the addresses given by them, not less than five (5) calendar days before said date, interpretations of all questions so raised which, in their opinion, required interpretation. Each Bidder shall be responsible for determining that they have received all addenda issued.

1.5 BID, BONDS, AND AWARD OF BID

Each bid must be accompanied by a bid bond, certified check or a treasurer's check issued by a responsible bank or trust company, payable to the Town of Edgartown in the amount of ten (10) per cent of the value of the bid. As soon as bid prices have been compared, the Owner will return the bid deposits, of all except the three highest responsible and eligible bidders. When the bid is awarded, the bid documents of the two remaining unsuccessful

bidders will be returned. The bid deposit of the successful bidder, if said deposit is in the form of a bond, will be retained until full payment to the owner has been made. If the bid deposit is other than by bond, said deposit will be applied to the total bid price.

Each bidder shall sign his/her name in the space provided therefor. If the bid is made by a partnership or corporation, the name and address of the partnership or corporation shall be shown, together with the names of the partners or the officers. A bid made by a corporation by one of the corporation officers shall have the corporate seal attached.

A conditional or qualified bid will not be accepted.

Award will be made to the highest acceptable Bidder by the Owner. The Owner reserves the right to reject any and all bids. All bids will be date and time stamped as they are received. In the event of a tie between two or more bidders, the bid with the earliest date/time stamp will prevail.

Winning bidders will have twenty-one (21) calendar days after receiving notification from the Owner that Bid(s) have been selected to make full payment by certified check or a treasurer's or cashier's check issued by a responsible bank or trust company, payable to the Town of Edgartown.

The successful bidder shall be responsible for any and all fees connected with deed recording.

Deeds must be recorded in the Dukes County Registry of Deeds not later than one hundred and twenty (120) days after receipt by the successful bidder. A certified copy of the recording shall be submitted to the owner within the aforesaid time.

Failure to record the deed shall be cause for the sale to become null and void.

END OF DOCUMENT

Document 003

FORM FOR BID

PROPOSAL OF: _____

(hereinafter called "BIDDER") organized and existing under the laws of the State of _____ (if a corporation), bidding as _____

(a corporation; a partnership; or an individual)

TO: Town of Edgartown acting by and through its duly elected Treasurer and Board of Selectmen (hereinafter called "OWNER").

A. The BIDDER hereby submits the following: (Blank lines should be filled in where appropriate. Bid price(s) shall be typewritten or written by hand in ink. Alteration or erasure may void the bid. (Form may be duplicated):

Assessor's Map Numbers	Square Feet	Minimum Bid Required	Street Address	Your Bid
7-29	3,600 SF	\$36,900.00	35 Mockingbird Dr.	\$ _____
11-14-2	1,800 SF	\$6,900.00	61 21 st St. South	\$ _____
11-23	1,100 SF	\$4,200.00	86 19 th St. South	\$ _____
11-83	3,600 SF	\$13,700.00	76 21 st St. South	\$ _____

11A-213-1	3,000 SF	\$11,400.00	21 8 th St. North	\$_____
11A-435	3,000 SF	\$11,400.00	81 3 rd St. North	\$_____
11A-442	3,000 SF	\$11,400.00	15 3 rd St. North	\$_____
11A-454	3,000 SF	\$11,400.00	19 4 th St. North	\$_____
11B-18	3,333 SF	\$17,700.00	14 th St. North	\$_____
11B-61	3,600 SF	\$13,700.00	39 20 th St. South	\$_____
11B-95	3,600 SF	\$13,700.00	17 15 th St. South	\$_____
11B-98	3,600 SF	\$13,700.00	26 14 th St. South	\$_____
11B-159-2	3,600 SF	\$13,700.00	45 11 th St. South	\$_____
11B-166	3,600 SF	\$13,700.00	81 11 th St. South	\$_____
12A-29	3,000 SF	\$11,400.00	82 17 th St. North	\$_____
12B-111	3,870 SF	\$13,900.00	29 22 nd St. North	\$_____

21-58-215	3,900 SF	\$6,900.00	Prices Way	\$_____
30-170	5,000 SF	\$12,200.00	1 Webquish Ave.	\$_____
30-174	5,000 SF	\$12,200.00	12 Pease Ave.	\$_____
30-175	5,000 SF	\$12,200.00	14 Pease Ave.	\$_____
30-181	5,000 SF	\$12,200.00	7 Pease Ave.	\$_____
30-190	5,000 SF	\$12,200.00	8 Collins Ave.	\$_____
34-133-1	5,000 SF	\$12,200.00	10 Lake Ave	\$_____
34-2	3,600 SF	\$11,000.00	Old Indian Trail	\$_____
48-24	3,000 SF	\$12,100.00	Bay View Ave.	\$_____
48-48	5,000 SF	\$16,100.00	23 Bay View Ave.	\$_____

B. CONDITIONS OF SALE

No building will be permitted on any purchased property. However, the property may be used to construct a septic disposal system or a water well if the present systems are defective,

or become so in the future, provided that all Zoning and Health regulations are met and the proper permits obtained. EXCEPTION: if the successful bidder abuts said property for sale on three (3) sides, building will be permitted (providing all necessary permits are obtained) if the Board of Selectmen determines that it is appropriate to site the building on said parcel(s) and that there are no other dwellings on the successful bidder's abutting properties. If the successful bidder of a tax possession lot owns an abutting lot, (which has an existing, habitable, permitted dwelling on it) said tax possession lot may be used for an addition to the existing, habitable permitted dwelling; or may be used for any other non-habitable accessory building. Each lot will need to meet all Town Regulations in existence, i.e., Board of Health, Building Inspector and Zoning regulations.

- C. The BIDDER hereby certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used herein, the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity.
- D. All property is offered and sold "as is". The OWNER makes no express or implied warranties and shall not be responsible for any errors or omissions.
- E. The successful BIDDER agrees that the bid-security left with the OWNER shall be the property of said OWNER if he/she fails to carry out the terms of the sale. The amount of said security is agreed upon by the BIDDER and the OWNER to be damages which said OWNER will sustain by such failure to complete the sale. Title will not be transferred until full payment has been received in accordance with the provision outlined in the "Instructions for Bidders".
- F. The BIDDER also certified that he/she has reviewed all of the information contained in the "bid package", and understands the same.
- G. This bid must bear the written signature of the BIDDER or an authorized agent of the BIDDER. If the BIDDER is a corporation or a partnership, the bid must be signed by a duly authorized officer of such corporation or by a partner and the title of such officer must be stated.
- H. The OWNER may waive any informalities or minor defects, or reject any or all bids if it is in the best interest of the Office of the Board of Selectmen to do so.

Respectfully submitted:

Date: _____

BY _____

(Signature of Person Authorized to Sign Bid)

(Name of Bidder, Please Print)

(Street Address)

(Town, State and Zip Code)

(Area Code and Phone Number)

(Seal – if bid is by a corporation)

ATTEST: _____

DOCUMENT 003

Document 004

AFFIDAVIT

Prior to being awarded a bid for the subject property, the BIDDER shall furnish the OWNER a certificate of compliance in the following form:

I _____, do hereby state that I
(please print)

have paid all taxes, assessments and any other charges due the Town Edgartown, both past and present. This statement is made under the penalties of perjury this _____ day of _____, 2014.

By _____
Signature