

REQUEST FOR PROPOSAL

for

BUILDING SALE

located at
5708 Blessing Dr. Toledo, Ohio 43612

Parcel 83-32014

September 15, 2021

Washington Township Board of Trustees
2469 Shoreland Ave. Toledo, Ohio 43611
(419) 726-6621

Due: October 12, 2021
Time: 3:00 p.m.

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EXHIBIT A - Ohio Revised Code Sections 307.09 and 307.10

EXHIBIT B – Property Map

LEGAL NOTICE

Sale of Public Property

The Washington Township Board of Trustees has determined that the following real estate is not needed for public use: Parcel 83-32014 located at 5708 Blessing Toledo, Ohio 43612. This property is being offered as is with a minimum bid of _____. Township shall remove the historic stones on the front of the building, at their expense. All potential bidders should familiarize themselves with the parcel offered. Specifications are available for pickup in the office of Washington Township at 2469 Shoreland Ave. Toledo, Ohio 43611. The above property will be sold via sealed bid submitted to the Washington Township Board of Trustee at 2469 Shoreland Ave. Toledo, Ohio 43611, to the attention of the Trustees. All bids must be received prior to 3:00 p.m. on 10/12/2021 the bids will be opened, by the trustees, prior to the 6:00 p.m. board meeting. The Washington Township Trustees reserve the right to reject any, part of, or all bids.

CONTENTS AND PURPOSE

This Request for Proposal sets forth certain instructions, terms, and conditions that apply to the sale of County Property conducted pursuant to Section 505.10 of the Ohio Revised Code. A copy of this Section is reproduced in full and are attached hereto as *Exhibit A*. Although the instructions, terms, and conditions contained herein do not constitute an ordinance, resolution, or motion binding upon the Township, a bidder submitting a bid on a sale conducted pursuant to Section 505.10 will certify by signing the bid form that the bidder has read the provisions contained herein and that the bidder agrees that the provisions will be strictly enforced in all respects.

INSTRUCTIONS TO BIDDERS

1. RECEIPT OF BIDS

- A. Each proposal must be submitted on the official BID FORM of the Washington Township Board of Trustees (hereinafter BOARD) and in conformity therewith.
- B. Bid proposal and all required documents must be received by 3:00 p.m. on October 12, 2021. Bids received after the bid opening date and time specified will be rejected and returned unopened to the bidder.
- C. Submit proposal to:
 - Trustees
 - Washington Township
 - 2469 Shoreland Ave.
 - Toledo, Ohio 43611
- D. Bids not in compliance with all terms and conditions specified in the INSTRUCTIONS TO BIDDERS section of this document will be considered non-responsive to this Request for Proposal and the bid disqualified.
- E. No bid will be awarded to any person, firm or corporation that is in arrears or is in default to Washington Township upon any debt or contract, or that is a defaulter as surety or otherwise upon any obligation to the Township or has failed to perform faithfully any previous contract with the Township.
- F. The BOARD reserves the right to reject any, part of, or all bids and shall have no liability whatsoever to any bidder whose proposal is not accepted.
- G. Acceptance of the proposal of any bidder by the BOARD shall not constitute an agreement between the BOARD and such bidder, and shall not be binding upon the

BOARD unless and until an agreement covering all conditions and provisions of the sale has been reduced to writing and executed by both parties. Bidders may not withdraw a bid within sixty (60) days of the date of bid opening.

2. PREPARATION OF BIDS

- A. Each bid must be submitted on the Official Bid Form bound into the Bid Documents. All blank spaces for bid price and description of intended use must be fully completed in ink or typewritten and signed when submitted.
- B. EACH BID MUST BE SUBMITTED IN A SEALED ENVELOPE BEARING ON THE OUTSIDE THE NAME OF THE BIDDER, HIS ADDRESS, AND THE NAME OF THE PROJECT: "Parcel 83-32014 5708 Blessing". IF SUBMITTED BY MAIL, THE SEALED ENVELOPE CONTAINING THE BID MUST BE ENCLOSED IN ANOTHER ENVELOPE ADDRESSED AS SPECIFIED IN ITEM 1.C. ABOVE.
- C. Under all circumstances, the bid must be expressed in dollars and cents. **This sale is a cash sale. There will be no financing offered by the Township, and the Township will not accept property in exchange.**

3. EXAMINATION OF DOCUMENTS AND INSPECTION OF PROPERTY

The bidder shall examine all documents and shall inspect the Real Estate. The bidder shall familiarize himself with all conditions affecting the Real Property. The Seagate Inspection report is online at Washington-twp.com. Inspection of the property may be scheduled by contacting the trustees at (419) 726-6621.

4. ADDENDA AND INTERPRETATIONS

No interpretations of the meaning of the plans, Request for Proposal or other pre-bid documents will be made to any bidder orally. Every request for such interpretation should be in writing, addressed to Trustees 2469 Shoreland Ave. Toledo, Ohio 43611 or trustee@washington-twp.com, and, to be given consideration, must be received at least five (5) days prior to the date fixed for the opening of bids. Any and all interpretations will be in the form of written addenda to the Request for Proposals which will be sent no later than three (3) days prior to the bid due date. All addenda so issued shall become part of the Contract Documents.

5. REAL ESTATE COMMISSION

The Board will NOT pay a real estate commission.

GENERAL CONDITIONS

1. FINAL AWARD OR REJECTION OF BIDS BY WASHINGTON TOWNSHIP BOARD OF TRUSTEES

In order for a bid to be awarded, the Washington Township Board will adopt a resolution officially awarding the bid and authorizing the Sale Documents. After award of a bid, the transaction shall be binding, subject only to the preparation and execution of the documents necessary to consummate the transaction. The bidder submitting the awarded bid will be referred to hereafter as the "Buyer".

2. TRANSFER OF TITLE

The transfer will be carried out in accordance with legal requirements for real estate transfers by Townships. This may involve using the Township and/or another agency of the Township as an intermediary for the transfer. Any costs or actions required for complying with transfer requirements will be the responsibility of the BOARD. The Buyer will cooperate as reasonably requested.

3. PRICE AND POSSESSION

Property will be sold in an "as is" condition. Possession will be given at closing (or whenever BOARD decides). A cash purchase will be required without a contingency for financing with a \$1,000.00 earnest money deposit when the contract is signed, to be applied to the purchase price at closing. No brokers will be used or commissions paid by the BOARD.

4. COSTS

The BOARD will pay the cost of a title guarantee for the Buyer in the amount of the purchase price. Closing fees, conveyance fees, recording fees and real estate tax proration will be allocated in accordance with local custom for real estate closings in Lucas County, Ohio

5. TIMING

The parties will proceed with title work, survey work, and conveyance arrangements as soon as possible after execution of a contract, to be completed to the satisfaction of both parties within thirty (30) days of the contract date. Successful bidder shall arrange for financing and closing on the property within forty-five (45) days of contract award unless both parties agree in writing to an extension.

DESCRIPTION OF PROPERTY

Parcel 83-32014

1. LOCATION

The Property is located at 5708 Blessing Dr. Toledo, Ohio 43612.

2. GENERAL DESCRIPTION

A. Land/Site Description

1) Identification: Parcel 83-32014

2) Size:

Parcel A: .4828 acres of land located at 5708 Blessing Dr. Toledo, Ohio 43612 along with a 6,626 square foot building. The property is identified as Parcel 83-32014 in the Lucas County Auditor records.

3) Zoning: C-2, General Commercial District

3. PROPERTY OWNERSHIP

Property is currently in the name of the Washington Township Board of Trustees

BID FORM

Washington Township Board of Trustees

SALE OF LAND

PROPOSAL of: _____

(hereinafter called BIDDER) to the Washington Township Board of Trustees (hereinafter called BOARD).

In compliance with your advertisement for bids and in accordance with O.R.C. 307.09 and 307.10, BIDDER hereby proposes to purchase the Property located at 5708 Blessing Dr. Toledo, Ohio 43612.

BID PRICE:

PARCEL A: _____

DESCRIPTION OF INTENDED USE: _____

In submitting this bid, it is understood that the right is reserved by the BOARD to reject any and all bids. No bidder may withdraw its bid for a period of forty-five (45) days after contract award.

Bidder represents that Bidder (or its agents or consultants) may have inspected, by the close of the bid period, the Land, together with any buildings included in the sale, will be familiar with its condition, and accepts same AS IS, AND WITHOUT ANY EXPRESS OR IMPLIED WARRANTIES OR REPRESENTATIONS ON THE PART OF County as to what that condition may be.

Bidder's Signature

Printed/Typed Name

Title

Company Name

Address

City, State, Zip Code

Telephone/Email Address

Exhibit A

Section 505.10 | Acceptance and disposition of property.

[Ohio Revised Code/Title 5 Townships/Chapter 505 Trustees](#)

(A) The board of township trustees may accept, on behalf of the township, the donation by bequest, devise, deed of gift, or otherwise, of any real or personal property for any township use. When the township has property, including motor vehicles, road machinery, equipment, and tools, that the board, by resolution, finds is not needed for public use, is obsolete, or is unfit for the use for which it was acquired, the board may sell and convey that property or otherwise dispose of it in accordance with this section. Except as otherwise provided in sections [505.08](#), [505.101](#), and [505.102](#) of the Revised Code, the sale or other disposition of unneeded, obsolete, or unfit-for-use property shall be made in accordance with one of the following:

(1) If the fair market value of property to be sold is, in the opinion of the board, in excess of two thousand five hundred dollars, the sale shall be by public auction or by sealed bid to the highest bidder. The board shall publish notice of the time, place, and manner of the sale once a week for two weeks in a newspaper published, or of general circulation, in the township, and shall post a typewritten or printed notice of the time, place, and manner of the sale in the office of the board for at least ten days prior to the sale. The board may also cause notice to be inserted in trade papers or other publications designated by it or to be distributed by electronic means, including posting the notice on the board's internet web site. If the board posts the notice on its web site, it may eliminate the second notice otherwise required to be published in a newspaper published or of general circulation in the township, provided that the first notice published in such newspaper meets all of the following requirements:

- (a) It is published at least two weeks before the sale of the property.
- (b) It includes a statement that the notice is posted on the board's internet web site.
- (c) It includes the internet address of the board's internet web site.
- (d) It includes instructions describing how the notice may be accessed on the board's internet web site.

If the board conducts the sale of the property by sealed bid, the form of the bid shall be as prescribed by the board, and each bid shall contain the name of the person

submitting it. Bids received shall be opened and tabulated at the time stated in the published and posted notices. The property shall be sold to the highest bidder, except that the board may reject all bids and hold another sale, by public auction or sealed bid, in the manner prescribed by this section.

(2) If the fair market value of property to be sold is, in the opinion of the board, two thousand five hundred dollars or less, the board may do either of the following:

(a) Sell the property by private sale, without advertisement or public notification;

(b) Donate the property to an eligible nonprofit organization that is located in this state and is exempt from federal income taxation pursuant to 26 U.S.C. 501(a) and (c)(3). Before donating any property under this division, the board shall adopt a resolution expressing its intent to make unneeded, obsolete, or unfit-for-use township property available to these organizations. The resolution shall include guidelines and procedures the board considers to be necessary to implement the donation program and shall indicate whether the township will conduct the donation program or the board will contract with a representative to conduct it. If a representative is known when the resolution is adopted, the resolution shall provide contact information such as the representative's name, address, and telephone number.

The resolution shall include within its procedures a requirement that any nonprofit organization desiring to obtain donated property under this division shall submit a written notice to the board or its representative. The written notice shall include evidence that the organization is a nonprofit organization that is located in this state and is exempt from federal income taxation pursuant to 26 U.S.C. 501(a) and (c)(3); a description of the organization's primary purpose; a description of the type or types of property the organization needs; and the name, address, and telephone number of a person designated by the organization's governing board to receive donated property and to serve as its agent.

After adoption of the resolution, the board shall publish, in a newspaper of general circulation in the township, notice of its intent to donate unneeded, obsolete, or unfit-for-use township property to eligible nonprofit organizations. The notice shall include a summary of the information provided in the resolution and shall be published at least twice. A similar notice also shall be posted continually in the board's office. The board may also cause notice to be inserted in trade papers or other publications designated by it or to be distributed by electronic means, including posting the notice on the board's internet web site. If the board posts the notice on its web site, it may eliminate the second notice otherwise required to be published in a newspaper of general circulation

in the township, provided that the first notice published in such newspaper meets all of the following requirements:

- (i) It is published at least two weeks before the donation of the property.
- (ii) It includes a statement that the notice is posted on the board's internet web site.
- (iii) It includes the internet address of the board's internet web site.
- (iv) It includes instructions describing how the notice may be accessed on the board's internet web site.

The board or its representatives shall maintain a list of all nonprofit organizations that notify the board or its representative of their desire to obtain donated property under this division and that the board or its representative determines to be eligible, in accordance with the requirements set forth in this section and in the donation program's guidelines and procedures, to receive donated property.

The board or its representative also shall maintain a list of all township property the board finds to be unneeded, obsolete, or unfit for use and to be available for donation under this division. The list shall be posted continually in a conspicuous location in the board's office, and, if the township maintains a web site on the internet, the list shall be posted continually at that web site. An item of property on the list shall be donated to the eligible nonprofit organization that first declares to the board or its representative its desire to obtain the item unless the board previously has established, by resolution, a list of eligible nonprofit organizations that shall be given priority with respect to the item's donation. Priority may be given on the basis that the purposes of a nonprofit organization have a direct relationship to specific public purposes of programs provided or administered by the board. A resolution giving priority to certain nonprofit organizations with respect to the donation of an item of property shall specify the reasons why the organizations are given that priority.

(3) If the board finds, by resolution, that the township has motor vehicles, road machinery, equipment, or tools that are not needed or are unfit for public use, and the board wishes to sell the motor vehicles, road machinery, equipment, or tools to the person or firm from which it proposes to purchase other motor vehicles, road machinery, equipment, or tools, the board may offer to sell the motor vehicles, road machinery, equipment, or tools to that person or firm, and to have the selling price credited to the person or firm against the purchase price of other motor vehicles, road machinery, equipment, or tools.

(4) If the board advertises for bids for the sale of new motor vehicles, road machinery, equipment, or tools to the township, it may include in the same advertisement a notice of the willingness of the board to accept bids for the purchase of township-owned motor vehicles, road machinery, equipment, or tools that are obsolete or not needed for public use, and to have the amount of those bids subtracted from the selling price of the new motor vehicles, road machinery, equipment, or tools, as a means of determining the lowest responsible bidder.

(5) When a township has title to real property, the board of township trustees, by resolution, may authorize the transfer and conveyance of that property to any other political subdivision of the state upon such terms as are agreed to between the board and the legislative authority of that political subdivision.

(6) When a township has title to real property and the board of township trustees wishes to sell or otherwise transfer the property, the board, upon a unanimous vote of its members and by resolution, may authorize the transfer and conveyance of that real property to any person upon whatever terms are agreed to between the board and that person.

(7) If the board of township trustees determines that township personal property is not needed for public use, or is obsolete or unfit for the use for which it was acquired, and that the property has no value, the board may discard or salvage that property.

(B) When the board has offered property at public auction under this section and has not received an acceptable offer, the board, by resolution, may enter into a contract, without advertising or bidding, for the sale of that property. The resolution shall specify a minimum acceptable price and the minimum acceptable terms for the contract. The minimum acceptable price shall not be lower than the minimum price established for the public auction.

(C) Members of the board shall consult with the Ohio ethics commission and comply with the provisions of Chapters 102. and 2921. of the Revised Code, with respect to any sale or donation under division (A)(2) of this section to a nonprofit organization of which a township trustee, any member of the township trustee's family, or any business associate of the township trustee is a trustee, officer, board member, or employee.

(D) Notwithstanding anything to the contrary in division (A) or (B) of this section and regardless of the property's value, the board may sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies, that is not needed for public use, is obsolete, or is unfit for the use for which it was acquired, by internet auction. The board shall adopt, during each calendar year, a resolution expressing its

intent to sell that property by internet auction. The resolution shall include a description of how the auctions will be conducted and shall specify the number of days for bidding on the property, which shall be no less than ten days, including Saturdays, Sundays, and legal holidays. The resolution shall indicate whether the township will conduct the auction or the board will contract with a representative to conduct the auction and shall establish the general terms and conditions of sale. If a representative is known when the resolution is adopted, the resolution shall provide contact information such as the representative's name, address, and telephone number.

After adoption of the resolution, the board shall publish, in a newspaper of general circulation in the township, notice of its intent to sell unneeded, obsolete, or unfit-for-use township personal property by internet auction. The notice shall include a summary of the information provided in the resolution and shall be published at least twice. A similar notice also shall be posted continually throughout the calendar year in a conspicuous place in the board's office. The board may also cause notice to be inserted in trade papers or other publications designated by it or to be distributed by electronic means, including posting the notice on the board's internet web site. If the board posts the notice on its web site, it may eliminate the second notice otherwise required to be published in a newspaper of general circulation in the township, provided that the first notice published in such newspaper meets all of the following requirements:

- (1) It is published at least two weeks before the internet auction begins.
- (2) It includes a statement that the notice is posted on the board's internet web site.
- (3) It includes the internet address of the board's internet web site.
- (4) It includes instructions describing how the notice may be accessed on the board's internet web site.

When property is to be sold by internet auction, the board or its representative may establish a minimum price that will be accepted for specific items and may establish any other terms and conditions for the particular sale, including requirements for pick-up or delivery, method of payment, and sales tax. This type of information shall be provided on the internet at the time of the auction and may be provided before that time upon request, after the terms and conditions have been determined by the board or its representative.

The Legislative Service Commission presents the text of this section as a composite of the section as amended by multiple acts of the General Assembly. This presentation recognizes the principle stated in [R.C. 1.52\(B\)](#) that amendments are to be harmonized if reasonably capable of simultaneous operation.

Exhibit B

PARCEL ID: 8332014

MARKET AREA: 5001C

WASHINGTON TWP BOARD OF TRUSTEES LEO P

TAX YEAR: 2021

