



VILLAGE OF ORLAND PARK, ILLINOIS

INVITATION TO BID #15-021

PUBLIC SALE OF REAL ESTATE
14610 WESTWOOD AVENUE

ISSUED

August 26, 2015

BID OPENING

September 28, 2015
11:00 A.M.

SUBMIT SEALED BIDS TO:

Village of Orland Park
Attn: Clerk's Office
14700 S. Ravinia Ave.
Orland Park, IL 60462

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- **Exhibit A** – Legal Ad
- **Exhibit B** – Memorandum about Tuckaway Subdivision
- **Exhibit C** – Sample Agreement

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SECTION I – INSTRUCTIONS TO BIDDERS

SUMMARY

The Village of Orland Park (the “Village”) prepared this Invitation to Bid (the “ITB”) to sell vacant property located at **14610 Westwood Avenue Orland Park, Illinois**. The successful Bidder shall construct a single-family home on the lot.

Legal Description

Lot 22 IN TUCK-A-WAY IN ORLAND, A RESUBDIVISION OF LOTS 3 THROUGH 5, 13 THROUGH 20, 33 THROUGH 43 IN WILDWOOD HILLS, A SUBDIVISION OF PART OF THE EAST ½ OF THE WEST ½ OF THE NORTHWEST ¼ OF SECTION 9, TOWNSHIP 36 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN AND RECORDED AS DOCUMENT NUMBER 1665811 ON APRIL 25, 1956 AND THAT PORTION OF 147TH STREET VACATED BY THE VILLAGE OF ORLAND PARK AND RECORDED AS DOCUMENT NUMBER 21009966 IN NOVEMBER 1969 ALL IN COOK COUNTY, ILLINOIS.

The sale shall be made on the following terms to wit:

Site Information

1. The property is approximately 97 feet x 134.63 feet and approximately 13,059 square feet in area.
2. The property is zoned R-3 Residential District.
3. A utility easement encumbers the first 10 feet off the rear property line.
4. The property is a vacant parcel with no improvements.
5. The Village acquired this single family home property in 2005 to mitigate storm water drainage issues. Since acquiring, the Village demolished the single family home and re-engineered the property to facilitate new development that will not flood or produce flooding for the adjacent properties.
6. A 2012 memorandum from the Village’s engineering consultant firm, Christopher B. Burke Engineering Ltd. (CBBEL) is attached as **Exhibit B**

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Terms and Conditions of Sale

1. ***Minimum Bid Price.*** The Village has established a minimum bid price of \$110,000, based on a July 2015 appraisal of the lot. A copy of the appraisal can be made available upon request.
2. ***Bidder Statement.*** Each Bidder shall submit a statement, along with the proposal, certified by a principal or authorized officer of the Bidder, setting forth the following information:
 - a) The Bidder's legal name, address and contact person
 - b) If a corporation, the state and date of incorporation, the names and addresses of the principal officers thereof – if a partnership, the date of organization, type of partnership and names and addresses of the general partners thereof – if a sole proprietor, the date of the organization of the business and the name or names and address or addresses of the owners.
 - c) Information demonstrating the Bidder's financial capability of funding the payment of the purchase price required either by guarantees of a financial institution or other proof of assurance acceptable to the Village.
 - d) Information demonstrating the successful Bidder's intent to construct new single family residence on each lot purchased. The proposal must indicate a date certain to apply for building permits and a date indicating anticipated commencement of construction.
3. ***Closing.*** Closing shall take place within sixty (60) days of the Village's acceptance of the successful bid. A finalized Agreement shall be completed between the parties not later than thirty (30) days after acceptance of the proposal.
4. ***Property Information.*** All information about the property included in this ITB is believed to be reliable, but is not guaranteed and no express or implied representations or warranties are made with regard to the property or matters relating thereto, or terms contained herein.

The property will be sold and conveyed to the successful Bidder on an "AS IS" basis without any representations or warranties of any kind, express or implied, either oral or written, made by the Village with respect to the physical or environmental condition of the properties or with respect to the existence or absence of poor soil conditions, toxic or hazardous materials, substances or wastes in, on, under or affecting the properties, and subject to existing zoning, flood plain and any other restrictions on the use or development

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of the property. **All warranties with respect to the property are hereby expressly disclaimed. Except as provided below regarding the scope of successful Bidder's indemnity commitment, any risk and all responsibility relating to any condition of the property, including, but not limited to any of the above-described conditions, are assumed by the successful Bidder and disclaimed by the Village.**

All Bidders are urged to examine the property and conduct their own inspection and investigation of the properties (including, without limitation, environmental inspections and investigations such as soil tests). The successful Bidders shall take all necessary action and bear all expenses and liability associated with making the property suitable for the Bidder's intended use and complying with all applicable laws.

5. A bid may be withdrawn at any time prior to the bid submission deadline. No bid shall be withdrawn, cancelled or modified after notification of acceptance by the Village.
6. The Village will accept the bid deemed to be in the best interests of the Village giving consideration to not only the highest total purchase price offered but also the earliest date(s) for obtaining necessary building permits, the construction start date(s) and any other factors making the bid(s) most suitable to the Village.
7. Each bid must be accompanied by a cashier's or certified check payable to the order of the Village of Orland Park, for an amount of not less than five percent (5%) of the amount of the bid, as a guaranty that the bidder, if his/her bid is accepted and the bidder is awarded the purchase contract, will execute the contract and proceed with the closing of the purchase. Such amount of bid deposit must be increased by the bidder to a total of ten percent (10%) of the amount of the bid at the time the purchase contract is signed by the bidder. Such deposit shall be considered earnest money credited to the purchase price at the time the sale is closed. In the event the bidder fails to execute the purchase contract, the bidder shall forfeit the amount deposited as liquidated damages and no claim of mistakes or errors on the part of the bidder shall excuse the bidder or entitle the bidder to a refund of the aforementioned amount.
8. The Village reserves the right to waive any technicalities or irregularities, to continue the sale from time to time, to reject any and all proposals, whether or not they meet the minimum bid prices, and to adjourn the sale.

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BID SUBMISSION REQUIREMENTS

VILLAGE CONTACT

Cynthia Pietrucha, Purchasing Administrator
E-mail: purchasing@orlandpark.org
Fax: (708) 403-9212

QUESTIONS

Bidders may, in writing, ask questions or request clarification about this Invitation to Bid (the "ITB"). The question deadline for this ITB is at noon on Monday, September 14, 2015. **Only written inquiries directed to the contact listed and received by the question deadline will be given consideration.** No oral comments will be made to any Bidder as to the meaning of the Bid Specifications or other bid documents.

ADDENDA

Before the bid opening, the Village will make available to the public answers to questions or any modifications or additions to this Project or ITB in the form of a written addendum. Bidders may find addenda and **sign up for Bid Posting e-mail alerts** on the Village's website at www.orlandpark.org/bids.aspx. Bidders will not be relieved of obligations due to failure to examine or receive documents, visit the website or become familiar with conditions or facts of which the Bidder should have been aware and the Village will reject all claims related thereto. Information other than in the form of a written Addendum issued by the Village from any officer, agent, or employee of the Village or any other person shall not affect the risks or obligations assumed by the Bidder or relieve him from fulfilling any of the conditions and obligations set forth in this ITB. In the event of conflict with the original ITB documents, addenda shall govern to the extent specified. Subsequent addenda shall govern over prior addenda only to the extent specified.

Bidders are required to acknowledge receipt of any formal Addendum by signing the Addendum and including it with the bid submission. A Bidder's failure to include a signed formal Addendum in its bid submission may deem its bid non-responsive

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SEALED BIDS REQUIRED

In order to be responsive, SEALED BIDS must be signed and received by the Village of Orland Park in the Office of the Village Clerk, 14700 South Ravinia Avenue, Orland Park, Illinois 60462, **not later than 11:00 a.m., local prevailing time on September 28, 2015.** Oral, telephonic, telegraphic facsimile or electronically transmitted bids will not be considered.

Bidders must submit bids in one (1) envelope labeled *Bid # 15-021 – Public Sale of Real Estate 14610 Westwood Avenue* in the lower left hand corner. All sealed bids must be submitted to the Village Clerk's Office. All sealed bids submitted properly will be opened publicly and read aloud immediately following the stated submission time for the Project.

COPIES

Bidders must submit **three (3) complete, original, sealed, signed and attested hardcopies of the bid.** One (1) hardcopy shall be an ***unbound*** version (*without* staples, spiral binding, etc.). The final two (2) hardcopies shall be ***bound*** versions. All hardcopies must contain original signatures.

Bids shall include all requested information, forms and addendum acknowledgements (if applicable) in each copy in order to be considered responsive.

REQUIRED FORM

Bidder Summary Sheet – *Section II* includes the Bidder Summary Sheet which must be completed, signed and submitted with the bid.

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BID CHECKLIST

In order to be responsive, each Bidder must submit the following items:

1. **Three (3) sealed hardcopies of the bid:** Not later than the bid opening, Bidders must submit bids in one (1) envelope *labeled* Bid #15-021 – Public Sale of Real Estate 14610 Westwood Avenue in the lower left hand corner and addressed to:

Village of Orland Park
Attn: Clerk's Office
14700 S. Ravinia Ave.
Orland Park, IL 60462

2. **Bid Bond** for not less than five percent (5%) of the bid price.
3. **Signed and completed Bidder Summary Sheet**
4. **Bidder Statement** (see page 4 for more details)
5. **Any Addendums:** Bidders are required to acknowledge receipt of any formal Addendum by signing the Addendum and including it with the bid submission. A Bidder's failure to include a signed formal Addendum in its bid submission may deem its bid non- responsive.

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SECTION II: REQUIRED FORM

BIDDER SUMMARY SHEET

Bid #15-021 – Public Sale of Real Estate 14610 Westwood Avenue
Project Name

Legal Name: _____

Contact Person Name: _____

Address (Street, City, State, Zip Code): _____

Phone: (____) _____ E-mail Address: _____

ANTICIPATED START DATE FOR CONSTRUCTION OF SINGLE FAMILY HOME

_____ <i>(Enter Month, Day, Year)</i>
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PRICE PROPOSAL

GRAND TOTAL BID PRICE	\$ _____ <i>(minimum bid price of \$110,000)</i>
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AUTHORIZATION & SIGNATURE

Name of Authorized Signee: _____

Signature of Authorized Signee: _____

Title: _____ Date: _____

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SECTION III: EXHIBITS

- **Exhibit A** – Legal Ad
 - **Exhibit B** – Memorandum about Tuckaway Subdivision
 - **Exhibit C** – Sample Agreement
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