

City of Presque Isle Maine
Request for Realtor Services
Market and Sell the Former Cunningham School Lot

1. General Background Information The City of Presque is seeking the services of a realtor to market and sell the vacant former Cunningham School Lot currently owned by the City.

2. Summary Data

Parcel Location	5 Third Street
Area of Site	138,500 +/- square feet (3.18 acres)
Current Zoning	Urban Residential Zone -2 (URZ-2)

3. Submitting a Bid.

All bid proposals must be submitted in a sealed envelope clearly marked "**RFQ for Realtor Services**" on the outside of the envelope. Bids must be received by Wednesday, September 26, 2012 at 12:00 p.m. at the City Clerk's Office, 12 Second Street, Presque Isle, Maine 04769. Any questions pertaining to this bid shall be directed to the City Manager, James Bennett, 760-2785.

All bids shall be opened and read aloud in public on Wednesday, September 26 2:01 p.m. at the above address.

4. Structure of the Transaction

The City of Presque Isle is the current legal titleholder of the parcel of land and intends to convey a good and sufficient deed conveying title free of any and all encumbrances, excepting a sewer line easement.

The City of Presque Isle makes no warranties as to the environmental condition of the parcel. Any necessary environmental remediation will be the sole responsibility of the purchaser of the property.

The City of Presque Isle makes no warranties as to the location, capacity, and condition of utility services to the parcel. The parcel is served by City water and sewer, and by electrical and telephone services. The prospective purchaser will be responsible for contacting these utilities directly to determine exactly what services are or may be available to the site.

5. Instructions to Bidders

Bidder Qualifications: The Statement of Bidder's Qualifications (Attachment A) must be completed and submitted with the bidder's proposal. Failure to do so may result in disqualification.

Fees: All fees to be charged to the City must be expressed as a % of the final Sale Price. The City will pay the fees only when the actual sale is completed. There will be no payment for services if the City does not sell the property. Further, the City reserves the right to not sell the property if it deems that it is not in the best interest of the City to do so.

STATEMENT OF BIDDER'S QUALIFICATIONS
(If desired, the bidder may submit additional information.)

1. Name of Bidder: _____

Bidder is: Corporation () Partnership() Individual()

2. Permanent Main Office Address: _____

3 Federal ID Number (Employer's ID No.): _____

4. When organized: _____

5. If a corporation, where incorporated? _____

6. How many years have you been engaged in business under your present firm or trade name? _____

7. Similar Projects Completed:

8. Similar Projects Under Construction:

9. A financial statement may be required of the successful bidder prior to award.

The Undersigned hereby authorize and requests any person, firm, or corporation to furnish any information requested by the Sponsor in verification of the recitals comprising this Statement of the Bidder's Qualifications.

Attest

Name of Bidder: _____

By: _____

Title: _____

Dated: _____

BID FORM

Deadline: 12:00 pm Wednesday, September 26, 2012

Submit to: City Clerk
12 Second Street
Presque Isle, ME 04769-2459

Company name: _____

Address: _____

Telephone/Fax: _____

The following bid is submitted in response to the Bid Request for Marketing and Sale of the former Cunningham School Lot

The undersigned certifies that the information provided on the Bid Form is correct and that the bid meets or exceeds the specifications.

Have all specifications been met? _____yes _____no If no, have all deviations been listed on a separate page attached to this Bid Form? _____yes _____no

Realtors Fee \$ _____

% of Sale Proceeds to the City of Presque Isle % _____

Signature: _____

Printed Name: _____

Date: _____

By affixing my signature I certify that I have the authority to submit and bid and further certify that this bid meets or exceeds all requirements of the bid.