

INVITATION TO BID

STATE OF ALABAMA

COUNTY OF BALDWIN

NOTICE IS HEREBY GIVEN that the County Commission of Baldwin County, Alabama, will receive bids in the Purchasing Office on October 27, 2022, at 1:00 P.M., for the Sale of Real Property, known as the McLeod House, located at East 2nd Street, Bay Minette, Alabama for the Baldwin County Commission. Bids will be opened October 27, 2022, at 1:30 P.M., in the Purchasing Conference Room located at 257 Hand Avenue, Bay Minette, Alabama. Bids received after the October 27, 2022, at 1:00 P.M., deadline will not be considered. All times to be determined solely by the clock on the wall of the Purchasing Conference Room in the Purchasing Office. For all purposes and uses herein, a bid and all required paperwork is “received” at the time and date indicated on the Purchasing Office file stamp which shall be impressed on the face of all such documents when and as presented at the Purchasing Office.

SEE ATTACHED SPECIFICATIONS

This invitation package consists of **ELEVEN (11)** pages. If all pages and noted attachments have not been received, then it is the responsibility of the bidder to contact and request the same from the Purchasing Director, Wanda Gautney at (251) 580-2520 phone, (251) 580-2536 fax.

GENERAL BID INFORMATION

Bidders shall carefully read all parts of the invitation package with its accompanying schedules and attachments, if any. Bidders shall direct all requests for explanation or additional information concerning the meaning or interpretation of the conditions or attached specifications of this invitation to Wanda Gautney in writing or e-mail (wgautney@baldwincountyal.gov) in sufficient time for reply before submission date of bids. The Commission cannot and does not guarantee that inquiries sent by mail or e-mail will be received or responded to on or before the submission date and time as indicated. It is the responsibility of the bidder to contact the Purchasing Director, Wanda Gautney at (251) 580-2520 if a reply is not received.

The use of specific names and numbers in the attached specifications is not intended to restrict the bidder or any seller or manufacturer but is solely for the purpose of indicating the type, size and quality of materials, product services, or equipment considered best suited for Baldwin County.

Contact initiated by a potential bidder with Baldwin County Commissioners will be only as specifically set out in this invitation. Any other contact whether verbal or written, with a Baldwin County official initiated by a potential bidder or bidder regarding this bid, **between the date of this invitation and the date of bid award**, shall be deemed and treated as an attempt to improperly influence the bid award, and may be sufficient grounds for rejection of the bid

submitted by the bidder initiating such other contact, at the discretion of the Baldwin County Commission.

BIDDER QUALIFICATIONS

All Bidders must be in, and remain, and by submitting a bid represent that they are and will remain, in compliance with all applicable Federal, Alabama State, County and municipal laws, regulations, resolutions and ordinances. In particular, and without limitation, all bidders must be and remain licensed and permitted in accordance with The Code of Alabama Title 10, concerning corporations doing business within Alabama, Title 34, dealing with licensing for businesses, and Title 40, concerning licenses and taxation, unless otherwise exempt. All bidders shall be prepared to timely submit to the County non confidential evidence or documentation demonstrating that they are presently licensed and permitted under Alabama law. Such non confidential evidence or documentation is encouraged to be submitted with the Bid Package.

The bidder expressly acknowledges, to and for the benefit of the Baldwin County Commission, that this Agreement may be funded with **federal grant monies** and, therefore, bidder expressly warrants and agrees that it shall at all times comply with all applicable federal, state, local and municipal laws and regulations. For more information about the Federal regulations visit the website <http://www.gpoaccess.gov/index.html> Code of Federal Regulations.

All bidders must provide proof of proper certification of authority, and any required registration, to transact business in this State, in order to perform work for the Baldwin County Commission. Bidder's Registration Number shall be provided on the Bid Response Form. The phone number for the Alabama Secretary of State is (334) 242-5324, Corporate Division.

All vendors, contractors and grantee are required to comply with the Alabama Immigration Law under Sections 31-13-9 (a) and (b) of the Code of Alabama. Information and forms can be found on the Baldwin County Commission's Purchasing website under E-Verify at www.baldwincountyal.gov All bidders should submit with their bid response the completed E-Verify package which can be downloaded from the Purchasing website www.baldwincountyal.gov

All bidders that qualify as a Disadvantaged Business Enterprise (DBE) must provide supporting documentation in their bid response along with the completed DBE Registration form that may be downloaded from the County website www.baldwincountyal.gov A Disadvantaged Business Enterprise or DBE means a for-profit small business that (1) is at least 51% owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51% of the stock is owned by one or more such individuals; and (2) whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

PREPARING THE BID

Bids must be typed or handwritten in ink. A bid submitted in pencil shall not be accepted. The Bid Guarantee and Bid Response Form must be an original; copies shall not be accepted. All required paperwork must be received in the sealed Bid Package.

The attached specifications are intended and provided solely as a general and non-exhaustive expression of the intent and purpose of Baldwin County regarding this bid; said specifications shall be so considered by the bidders. Accordingly, the bidder acknowledges and agrees that said specifications are not complete in every detail and that the work and materials not indicated or expressly mentioned in said specifications, but which are reasonably necessary for the full and faithful performance of the item(s) bid in accordance with the full and faithful intent, will be included in the bid and incorporated in the work by the bidder and at the bidder's sole expense, the same as if indicated and specified.

The Bidders shall list on a separate sheet of paper any variations from, or exceptions to, the conditions and specifications of this bid. The exceptions shall be labeled "**EXCEPTION(S) TO BID CONDITIONS AND SPECIFICATIONS,**" and shall be attached to the front of the bid. Variations shall be treated likewise, i.e., shall be labeled "**VARIATION(S) TO BID CONDITIONS AND SPECIFICATIONS,**" and shall be attached to the front of the bid. Additional features and/or capabilities not included in the specifications may be included in the bid.

To facilitate bid evaluation and tabulation, it is suggested that bids be submitted with specifications identified in the order in which they appear in this document.

If applicable, the bidder will provide cost in two (2) categories:

- (1) Cost using material as specified.
- (2) Cost using material as specified of at least 25% recycled material, if available.

It is the intent of the Commission to award bids which include recycled material when not prohibitive in cost and when all other terms and conditions of the Alabama Competitive Bid Law are complied with.

IF THE TOTAL PROPOSED BID AMOUNT EXCEEDS \$10,000.00, A BID GUARANTEE OF AT LEAST 5% OF THE PROPOSED BID AMOUNT, NOT TO EXCEED \$10,000.00, WILL BE INCLUDED WITH THE BID. Such bid guarantee shall be a bid bond (individual or annual, provided, that bonding is available for such services, equipment or materials), postal money order, certified check, cashier's check, Letter of Credit, or certain bonds or note of the United States. This is required by the Alabama Competitive Bid Law. **No exceptions will be allowed.**

SUBMITTING THE BID

In the event that a bidder is financing the product(s) through another agency other than itself, the financing agency must sign the Bid Response Form along with the bidder. A copy of the financing agreement and all conditions must be included with the Bid Response Form. The bidder and the financing agency will be held to, and they agree to be bound by the requirements stated in the Invitation to Bid. Any assignment of the financing agreement must be approved by the financing agency and the County Commission. Failure to disclose the financing information and all conditions will disqualify the bidder.

Bidders who return a **NO BID** statement shall write on the outside of the envelope, the **Bid Number (i.e., WG23-01) with "NO BID"** written underneath. The envelope will not be opened in public, but it will be noted that the bidder did respond.

Bids may be hand delivered at any time prior to the bid opening date and time to the Baldwin County Purchasing Office, Annex III Building, 257 Hand Avenue, ATTN.: Wanda Gautney, **(mailing address)** 312 Courthouse Square – Suite 15, Bay Minette, Alabama 36507. The Commission cannot and does not guarantee that bids sent by mail or courier will be received on or before the bid opening day and time as indicated. Bids received after the deadline shall not be accepted and shall be returned to the bidder unopened.

All bids received must be in a sealed envelope plainly marked, **“WG23-01 – Sale of Real Property, known as the McLeod House, located at East 2nd Street, Bay Minette, Alabama.”** Bids submitted by “Express/Overnight” services must be in a separate inner envelope/package sealed and identified as stated in the previous sentence. Bidders and any other interested individuals are invited to attend the bid opening.

BID AWARD

All factors stated in this invitation package will be considered in determining the successful bidder, and any omission(s) of the stated requirements may be cause for rejection of the bid (s), all as determined solely by the Baldwin County Commission.

The County Commission reserves the right to study bids as to their correctness and may award the bid within a thirty (30) day period, but the County Commission reserves the right to extend the bid award for an additional thirty (30) days until an award decision can be made.

The Baldwin County Commission reserves the right to reject any and all bids, to waive any informality in bids, and to accept in whole or in part, such bid or bids, solely at its discretion.

TITLE 39/CODE OF AL COMPLIANCE

As a condition of any Bid Award and the respective contract(s) pursuant thereto, the County places full reliance upon the fact that it is the sole responsibility of any contractor, person or entity entering into such a contract with Baldwin County for the prosecution of any public works, to ensure that they and/or any of their respective agents comply with all applicable provisions of Title 39-1-1 et seq. Code of AL 1975.

More specifically, any contractor, person or entity entering into such a contract with Baldwin County for the prosecution of any public works shall be in compliance with, and have full knowledge of, the following provisions of Title 39:

“(f) The Contractor shall, immediately after the completion of the contract give notice of the completion by an advertisement in a newspaper of general circulation published within the city or county in which the work has been done, for a period of four successive weeks. A final settlement shall not be made upon the contract until the expiration of 30 days after the completion of the notice. Proof of publication of the notice shall be made by the contractor to the authority by whom the contract was made by affidavit of the publisher and a printed copy of the notice published . . .” §39-1-1(f) Code of AL 1975.

“(g) Subsection (f) shall not apply to contractors performing contracts of less than fifty thousand (\$50,000) in amount. In such cases, the governing body of the contracting agency, to expedite final payment, shall cause notice of final completion of the contract to be published one time in a newspaper of general circulation, published in the county of the contracting agency and shall post notice of final completion on the agency’s bulletin board for one week, and shall require the contractor to certify under oath that all bills

have been paid in full. Final settlement with the contractor may be made at any time after the notice has been posted for one entire week.” §39-1-1 (g) Code of AL 1975

NOTE: Any failure to fully comply with this section or any applicable laws of the State of Alabama shall be deemed a material breach of the terms of both the Bid Award and the Respective contracts resulting there from. Furthermore, Baldwin County takes no responsibility for resulting delayed payments, penalties, or damages as a result of any failure to strictly comply with Alabama Law.

Done this 4th day of October, 2022.

James E. Ball _____ s/s
JAMES E. BALL, Chairman
Baldwin County Commission

BID #WG23-01 SPECIFICATIONS

It is the intent of the Baldwin County Commission to solicit sealed competitive bids for the Sale of Real Property, known as the McLeod House, located at East 2nd Street, Bay Minette, Alabama, 36507, describes as follows: 140X150 SEC 9 HAND LAND CO ADD BLOCK 52 LOT 6 SEC 9-2-3 PB4 P158 (QC D OF GIFT).

It is the requirement of the bidders to acquaint themselves fully with the conditions of the **specifications**. The failure or omission of any bidder to examine any form, plan, or document shall in no way relieve him/her from any obligation of this bid invitation.

BID RESPONSE FORM

Each bidder should use the Response Form provided for their bid. **Partial bid** will not be accepted. Exceptions to the bid specifications are to be attached to the back of the Response Form. The Bid Guarantee should be attached to the front of the Response Form.

No bid may be withdrawn for a period of thirty (30) days following the bid opening unless approved by the Baldwin County Commission, Bay Minette, Alabama.

AWARD

The bid will be awarded to the **highest** responsible bidder complying with the conditions of the bid invitation provided that said bid is reasonable and is in the best interest of Baldwin County.

Award to successful bidder will be made by Commission Action. Within thirty (30) days after the bid opening, the County will notify the successful bidder by mail that his/her bid has been accepted.

Upon receipt of the full sale price, the County relinquishes ownership of the property and building to the successful bidder. Thereafter any damage to the building from any cause whatsoever, including without limitation by fire, theft, or vandalism, shall be at the risk of the successful bidder.

These specifications shall be construed as a minimum.

METHOD OF PAYMENT

The successful bidder must submit a CERTIFIED OR CASHIER’S CHECK MADE PAYABLE TO THE BALDWIN COUNTY COMMISSION in the full amount of the successful bidder. Payment shall be received from the successful bidder within thirty (30) days after notice of award by the County.

NO REPRESENTATIONS OR WARRANTIES

The property and building will be sold, and the successful bidder shall accept the same, in its **(As is Condition at the time of Closing)**.

The Baldwin County Commission makes no representations or warranties whatsoever, expressed or implied, nor is any employee or agent of the Baldwin County Commission authorized to make a representation or warranty of any kind with respect to the **property or building**.

The Bidder is responsible for paying all Closing Costs and Recording Fees of this property and building.

INSPECTION OF BUILDING

Bidders may coordinate inspection of this property with the Purchasing Director during normal business hours (8 a.m. – 4:30 p.m.).

Contact Information:

Wanda Gautney, Purchasing Director
251-580-2520
wgautney@baldwincountyal.gov

LEGAL DESCRIPTION

PARCEL: 23-02-09-4-000-095.000

PPIN: 028784

TAX DISTRICT: 03H

DESCRIPTION: 144X150 SEC 9 HAND LAND CO ADD BLOCK 52 LOT 6 SEC 9-2-3 PB4
P158 (QC D OF GIFT)

ATTACHMENTS

Attachment A: Map of Historic McLeod House

Attachment B: Location of Map

Attachment C: Baldwin County Revenue Commissioner – Property Appraisal

BID #WG23-01 RESPONSE FORM

Sale of Real Property, known as the McLeod House, located at East 2nd St., Bay Minette, Alabama

Page 1 of 1

Date: _____

Out of State _____ or _____ If yes, _____
Yes No Registration Number

Company Name: _____

Address: _____

Company Rep: _____

(Rep. Name Typed or Printed)

Position: _____

Phone: _____

Fax: _____

Email: _____

Sale of Real Property, known as the McLeod House, located at East 2nd Street, Bay Minette, Alabama

Amount Bid: _____

Completion Time: _____

Financing through another agency beside yourself _____ or _____
Yes No

ALL EXCEPTIONS TO THE BID SPECIFICATONS MUST BE ATTACHED TO THE BID RESPONSE FORM.

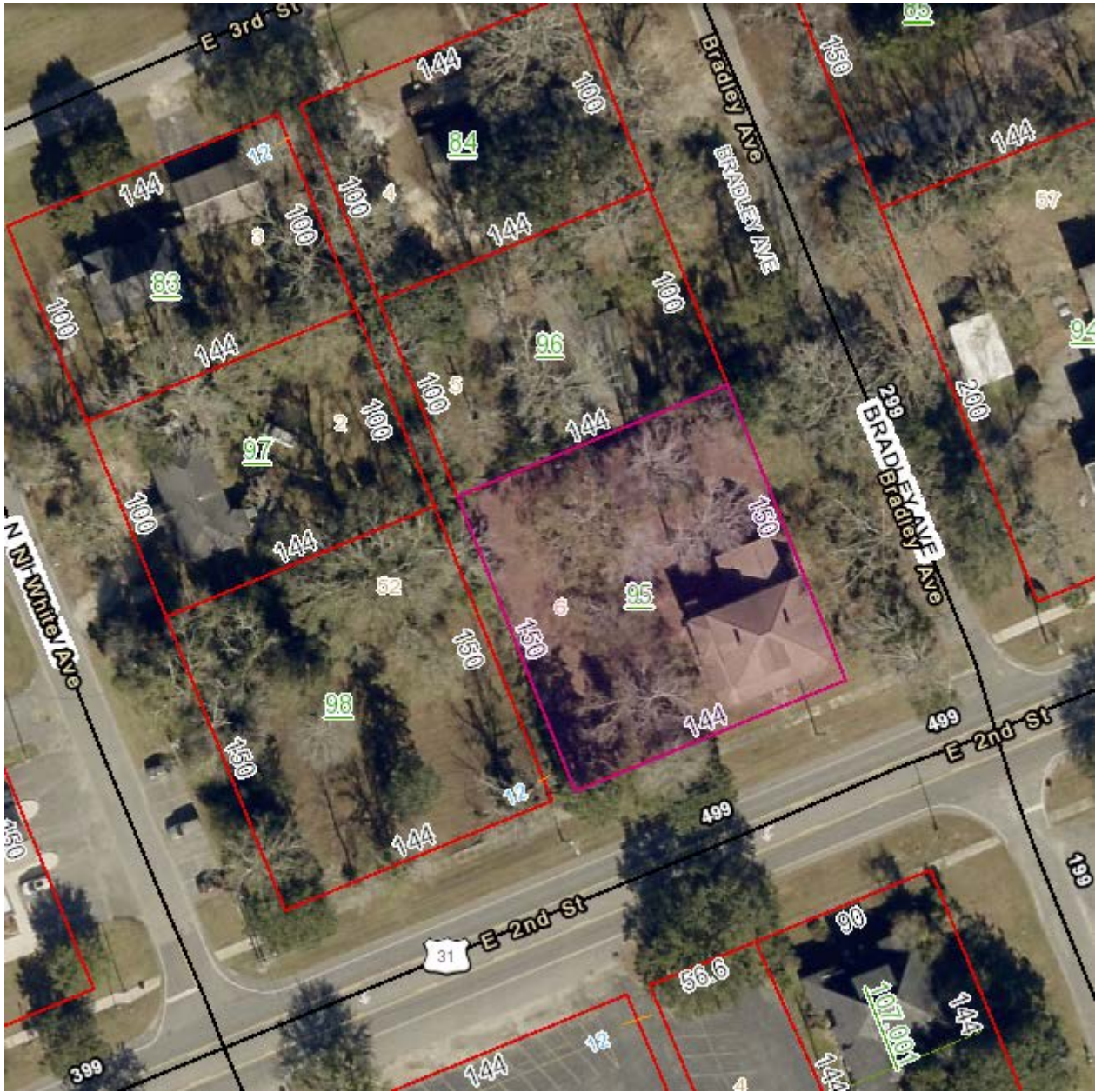
Historic McLeod Home

Original Construction
1910

Home of
Isabel McLeod



Attachment A



Attachment B



**Baldwin County
Revenue Commissioner**

**Property Appraisal Link
BALDWIN COUNTY, AL**

Current Date 9/12/2022

Tax Year 2022
Valuation Date October 1, 2021

OWNER INFORMATION			
PARCEL	23-02-09-4-000-095.000	PPIN 028784	TAX DIST 03H
NAME	BALDWIN COUNTY, ALABAMA		
ADDRESS	BALDWIN COUNTY ADMIN BLDG ATTN: CO COMMISSION OFFICE 312 COURTHOUSE SQUARE STE 12 BAY MINETTE AL 36507		
DEED TYPE IN	BOOK 0000	PAGE 1282531	
PREVIOUS OWNER	MCLEOD, ISABEL		
LAST DEED DATE	4/ 4/2011		

DESCRIPTION
144X150 SEC 9 HAND LAND CO ADD BLOCK 52 LOT 6 SEC 9-2-3 PB4 P158 (QC D OF GIFT)

PROPERTY INFORMATION			
PROPERTY ADDRESS	2ND ST E		
NEIGHBORHOOD	BMINETTEN		
PROPERTY CLASS		SUB CLASS	
SUBDIVISION	01HL	SUB DESC	HAND LAND COMPANY
LOT 6 BLOCK	52		
SECTION/TOWNSHIP/RANGE	00-00 -00		
LOT DIMENSION	144X150	ZONING	R-3

PROPERTY VALUES			
LAND:	22800	CLASS 1:	TOTAL ACRES:
BUILDING:	64300	CLASS 2: 87100	TIMBER ACRES:
	=====	CLASS 3:	
TOTAL PARCEL VALUE:	87100		
ESTIMATED TAX:	\$0.00		

DETAIL INFORMATION							
<u>CODE</u>	<u>TYPE</u>	<u>REF</u>	<u>METHOD</u>	<u>DESCRIPTION</u>	<u>LAND USE</u>	<u>TC HsPn</u>	<u>MARKET USE</u>
							<u>VALUE</u> <u>VALUE</u>
M	LAND	1	BV	BS- 24500	X	6750-GOVT BLDGS / UT	2 N N 22800

Attachment C