



REQUEST FOR PROPOSALS

CITY OF QUINCY, MASSACHUSETTS
PURCHASING DEPARTMENT
1305 HANCOCK ST., QUINCY, MA 02169



Invites sealed bids/proposals for furnishing and delivering to the City of Quincy:

SALE OF: 14 CHAPMAN STREET (WOLLASTON SECTION), QUINCY, MA 02170 SEPTEMBER 16, 2014 @11:00 A.M.

The City of Quincy, Massachusetts (the City) in accordance with M.G.L. Chapter 30B is seeking proposals from qualified bidder for the purchase of a 4 bedroom, 2 & ½ bath home at 14 Chapman Street, Quincy, MA 02170 containing a total of 3,499 square feet of living space.

This is an open and competitive process pursuant to M.G.L. c. 30B. It is zoned Business C. Approval for the proposed use of the Land by the Director of Inspectional Services, Zoning Board of Appeals or the Planning Board may be required.

A \$15,000.00 bid deposit in the form of check, money order or bank check shall be required at the time of your bid. Deposits shall be returned to unsuccessful bidders. Deposit will be applied to successful bidders purchase price. *The recommended minimum bid for the house is \$429,000.*

Detailed specifications are available on-line at the City of Quincy's website, www.quincyma.gov and also available at the office of the Purchasing Agent, Quincy City Hall, 1305 Hancock Street, Quincy, Massachusetts, 02169, between the hours of 8:30^{AM} and 4:30^{PM}

Bids/Proposals will be received in Quincy City Hall, second floor conference room until the time and date stated above, at which time and date they will be opened and registered. Late Bids/Proposals, delivered by mail or in person, will be rejected. All bids will be submitted in a sealed envelope clearly marked "**SEALED BID ENCLOSED: RFP – SALE OF 14 CHAPMAN ST**"

Open House is scheduled for Sunday, September 7, 2014 from 12:00 to 2:00 p.m.

The right is reserved to reject any or all RFPs or to accept any part of an RFP or the one deemed best for the City, and waive any informalities in the bidding, if it is in the best interest of the City to do so.

Thomas P. Koch, MAYOR

Kathryn R. Hobin, Chief Procurement Officer

LEGAL: AUGUST 13, 2014
LEGAL: SEPT. 4 & 11, 2014
LEGAL: AUGUST 29 & 30 2014

CENTRAL REGISTER
P.O. # S091614
P.O. # L091614

DEPT.CHARGED: LAW



REQUEST FOR PROPOSAL

For the

Purchase of Available City Owned Home



**Proposal due no later than:
11:00 A.M. Tuesday, September 16, 2014**

**Submit proposals to:
*Second Floor Conference Room, Quincy City Hall, 1305 Hancock Street
Quincy, MA 02169***

All questions regarding this RFP should be directed to
Kathryn R. Hobin, Purchasing Agent through fax: 617-376-1074 and/or email: khobin@quincyma.gov
and cc: to kimtrillcott@quincyma.gov

Questions will be accepted until September 11, 2014 at Noon.

An open house will be held September 7, 2014 from 12 – 2:00 p.m.

This procurement is conducted in accordance with M.G. L. Chapter 30B.
The City of Quincy reserves the right to reject any or all proposals.

Thomas P. Koch, Mayor

Kathryn R. Hobin, Purchasing Agent

Request for Proposal – House Purchase

In accordance with M.G.L. Chapter 30B, the City of Quincy (City) is seeking proposals from interested parties for the purchase of property determined to be available and is entitled 14 Chapman Street, Quincy, MA. Property contains a total of approximately 3,499 square feet of living area. This property is zoned Business C and legally a two family dwelling. Approval for the proposed use of the Land by the Director of Inspectional Services, Zoning Board of Appeals or the Planning Board may be required.

Each proposal submitted must satisfy all of the Proposal Submission Requirements in order to be considered for award. Submission of a proposal shall be deemed conclusive evidence that the bidder has examined the property and the proposal documents and is familiar with all the conditions of the property as it is being sold “AS IS.” Failure of the bidder to completely investigate the property and/or to be thoroughly familiar with the proposal documents (including any and all addenda) shall in no way relieve him or her from any obligation with respect to the proposal. All proposers’ submittals will be reviewed to determine responsiveness.

PROJECT OBJECTIVES

This is an open and competitive process pursuant to M.G.L. c. 30B. The Quincy City Council, pursuant to M.G.L. c. 30B, has declared that the land is available. *The recommended minimum bid for the house is \$429,000.* All respondents to this Request for Proposals shall include a purchase price offer or price proposal and this purchase price offer or price proposal MUST be in a sealed envelope.

PROPOSAL REQUIREMENTS

Proposal must be submitted in a sealed envelope, clearly marked “*Real Estate Disposition, 14 Chapman St.*” with the bidder’s name and address clearly identified.

All documents included in this proposal should be signed and included in the sealed envelope. Documents which **MUST** be included with proposal include:

Signed price proposal form (Refer to Appendix B for Fee Proposal Form)

Certificate of Tax Compliance

Non Collusion Affidavit.

A copy of a pre-qualification letter from a lender who will finance the purchase of the house. This letter must indicate that you are able to borrow at least 80% of the amount of your bid for the house. A copy of the loan application that you completed and submitted to your lender. If you do not require mortgage financial for the home please note that on the bid and include evidence of ability to successfully complete a cash deal.

A \$15,000.00 bid deposit in the form of check, money order or bank check shall be required at the time of your bid. Deposits shall be returned to unsuccessful bidders. Deposit will be applied to successful bidders purchase price.

Interested parties are asked to submit a complete copy of their proposal to:

**Quincy City Hall
Second Floor Conference Room
1305 Hancock Street
Quincy, MA 02169**

***Proposals must be received no later than 11:00 A.M., Tuesday, September 16, 2014.
Proposals received after the date and time indicated will be rejected.***

The City reserves the right to accept or reject any or all proposals and to make the award as it deems to be in the best interest of the City. The City reserves the sole right to amend this RFP by formal Addendum.

Any proposal that fails to include all of the requested information above may be rejected as unresponsive and will not be afforded a complete review.

DETAILED DESCRIPTION OF PROPERTY

The Land determined to be available is described as a certain parcel of land, with the buildings thereon, situated in Quincy, Norfolk County, Massachusetts, bounded and described as follows:
NORTHWESTERLY by Chapman Street, as shown on plan hereinafter referred to, 50 feet;
NORTHEASTERLY by lot numbered 23A, as indicated on said plan, 100 feet;
SOUTHEASTERLY by lots numbered 34 and 33, as indicated on said plan, 50 feet; and
SOUTHWESTERLY by lot numbered 80, as shown on said plan, 100 feet.

Said parcel is shown as lot numbered 79 on a plan drawn by Ernest W. Branch, Civil Engineer, dated October 19, 1922, as approved by the Land Court, filed in the Land Registration Office as No. 4115N, a copy of a portion of which is filed in Norfolk Registry District with Certificate No. 7874, Vol. 40.

RULE FOR AWARD – The most advantageous proposal from a responsive and responsible proposer taking into consideration the *highest price* offered for the home to the City of Quincy.

SALE TERMS

Terms of the sale will include, but may not be limited to, the following:

- a. Title will be conveyed by deed from the City of Quincy acting through the Mayor as authorized by Council Order.
- b. Payment in full to the City of the purchase price in certified funds.
- c. The purchaser shall pay all costs of recording the conveyance documents
- d. The purchaser shall be responsible to pay real estate taxes to be assessed on the Land as of the date of purchase of the Land
- e. The City shall retain any easement currently on record and affecting the Land and still in use or required by the City.
- f. The purchaser shall be responsible for any Real Estate Broker's fees they may have incurred in this process.

APPENDIX B - FEE PROPOSAL FORM

The undersigned hereby submits a price proposal to perform the services outlined in the Request for Proposals for the City of Quincy, House Sale.

VENDOR: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

Receipt of Addendum No. _____ acknowledged by: _____

The Bidder hereby pledges to offer the sum of: for the house described herein:

TOTAL PRICE: \$ _____

Amount in words

If you intend to pay cash for the home please note that on the bid and include evidence of ability to successfully complete a cash deal.

Will be paying cash _____

SIGNATURE

DATE SIGNED



Basement and new water heater





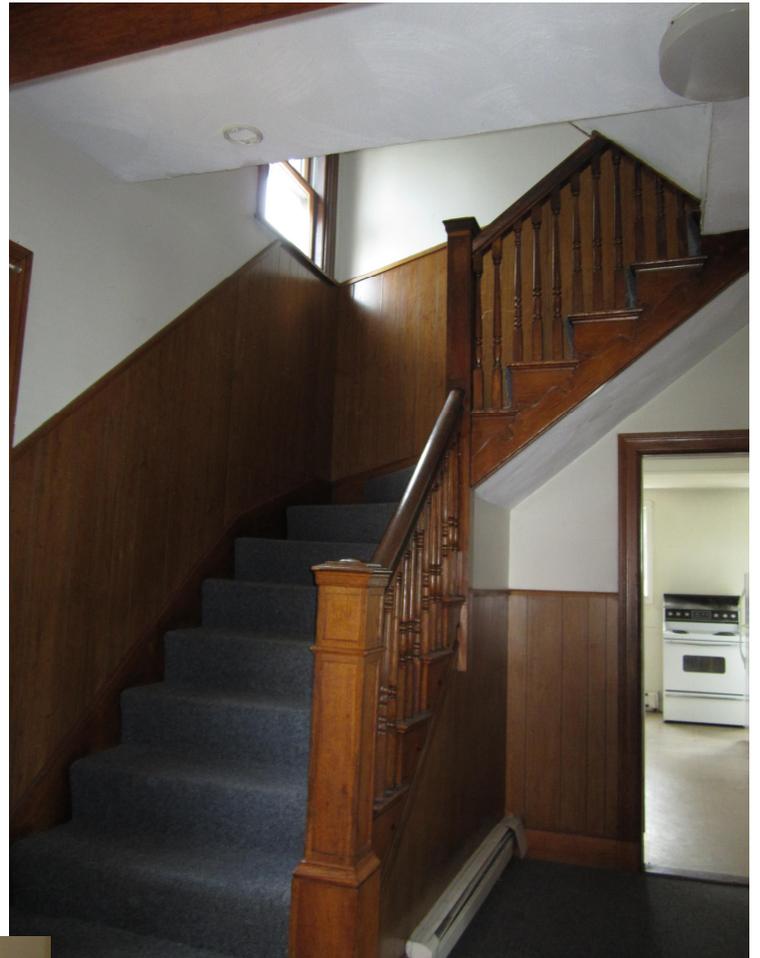
Kitchen



Full Bath

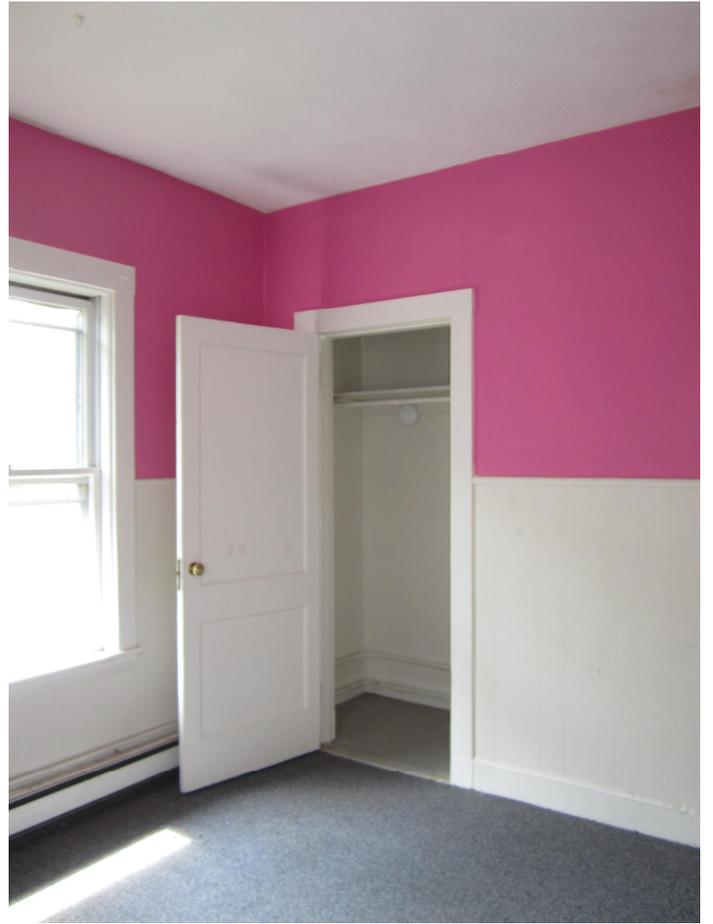


The Parlor and living room with Fireplace



Stairs to first floor with full bath





4 Bedrooms upstairs



Attic space with half bath.





Front Porch



Back of House



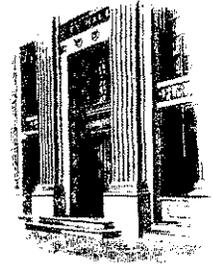
Side yard



Back yard



City of Quincy
City Hall
1305 Hancock Street
Quincy, Massachusetts 02169
Purchasing Department



THOMAS P. KOCH
Mayor

Kathryn R. Hobin
Purchasing Agent
Phone: (617) 376-1060
Fax: (617) 376-1074

Certificate of Non-Collusion

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the work "person" shall mean any natural person, business, partnership, corporation, union committee, club or other organization, entity or group of individuals.

Name: _____

Address: _____

City, Town & Zip: _____

Email #: _____

Name of Business: _____



CITY OF QUINCY
Purchasing Department
1305 Hancock Street, Quincy, MA 02169

Phone: 376-1060

Fax: 376-1074

TAX COMPLIANCE CERTIFICATE

MASS. GENERAL LAWS, CH. 62C, S: 49A(b)

I hereby certify that I have complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding of child support.

Signed under the pains and penalties of perjury.

(1) Individual Contractor

(Contractor's Name and Signature)

Social Security Number

(2) Corporation, Association
or Partnership

(Contractor's Name)

Federal Tax ID Number, or
Social Security Number

By:

(Authorized Signature)

Note to Contractor: Please sign at (1) or (2), whichever applies.

CHAPTER 62C. ADMINISTRATIVE PROVISIONS RELATIVE TO STATE TAXATION

Chapter 62C: Section 49A Certification of compliance with tax laws as prerequisite to obtaining license or governmental contract

Section 49A. (a) Any person applying to any department, board, commission, division, authority, district or other agency of the commonwealth or any subdivision of the commonwealth, including a city, town or district, for a right or license to conduct a profession, trade or business, or for the renewal of such right or license, shall certify upon such application, under penalties of perjury, that he has complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support. Such right or license shall not be issued or renewed unless such certification is made.

(b) No contract or other agreement for the purposes of providing goods, services or real estate space to any of the foregoing agencies shall be entered into, renewed or extended with any person unless such person certifies in writing, under penalties of perjury, that he had complied with all laws of the commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

(c) Any such agency, which has been notified by the commissioner pursuant to section forty-seven A that a person who holds a license or certificate of authority issued by such agency or who has agreed to furnish goods, services or real estate space to such agency has neglected or refused to file any returns or to pay any tax required under this chapter and that such person has not filed in good faith a pending application for abatement of such tax or a pending petition before the appellate tax board contesting such tax or has been penalized pursuant to section 9 of chapter 62E for failure to comply with the provisions under said chapter 62E relating to reporting of employees and contractors, or has been penalized pursuant to paragraph (3) of subsection (f) of section 12 of chapter 119A for failure to comply with the provisions under said chapter 119A relating to withholding and remitting child support, shall refuse to reissue, renew or extend such license, certificate of authority, contract or agreement until the agency receives a certificate issued by the commissioner that the person is in good standing with respect to any and all returns due and taxes payable to the commissioner as of the date of issuance of said certificate, including all returns and taxes referenced in the initial notification or, if the licensee has been penalized for failure to comply with the provisions relating to reporting of employees and contractors under chapter 62E or withholding and remitting child support under chapter 119A, a certificate issued by the commissioner that the licensee is in compliance with said provisions.

(d) Any person who owns or leases a motor vehicle or trailer that is required to be registered in the commonwealth under chapter 90 and improperly registers the motor vehicle or trailer in another state or misrepresents the place of garaging of the motor vehicle or trailer in another city or town, shall be considered in violation of laws of the commonwealth relating to taxes under chapter 60A, chapter 64H or chapter 64I. The right, license or contract provided for in subsections (a) and (b) shall not be issued or renewed until the person or business entity has paid all taxes due at the time of application for such right, license or contract.

(e) Any person who, for the purpose of evading payment of a tax pursuant to chapters 59 to 64J, inclusive, willfully makes and subscribes any return, form, statement or other document pursuant to subsection (a), (b) or (d) that contains or is verified by a written declaration that is made under the penalties of perjury, and that contains information that he does not believe to be true and correct as to every matter material to his compliance with all laws of the commonwealth relating to taxes, shall be subject to section 73.

**DISCLOSURE STATEMENT
ACQUISITION OR DISPOSITION OF REAL PROPERTY**

For acquisition or disposition of Real Property by _____ the undersigned does hereby state, for the purposes of disclosure pursuant to Massachusetts General Laws, Chapter 7, section 40J, of a transaction relating to real property as follows:

(1) REAL PROPERTY DESCRIPTION:

(2) TYPE OF TRANSACTION:

(3) SELLER or LESSOR:

(4) BUYER or LESSEE.

(5) Names and addresses of all persons who have or will have a direct or indirect beneficial interest in the real property described above:

NAME

RESIDENCE

(6) None of the above mentioned persons is an employee of the Division of Capital Asset Management or an official elected to public office in the Commonwealth except as listed below.

(7) This section must be signed by the individual(s) or organization(s) entering into this real property transaction with the public agency named above. If this form is signed on behalf of a corporation or other legal entity, it must be signed by a duly authorized officer of that corporation or legal entity. The undersigned acknowledges that any changes or additions to items 3 and or 4 of this form during the term of any lease or rental will require filing a new disclosure with the Division of Capital Asset Management and Maintenance within thirty (30) days following the change or addition.

The undersigned swears under the pains and penalties of perjury that this form is complete and accurate in all respects.

Signature: _____

Printed Name: _____

Title: _____

Date: _____