



COMMUNITY DEVELOPMENT DIVISION

510 NORTH BROADWAY, 4TH FLOOR
PO Box 1178, BILLINGS, MONTANA 59103



Phone: 406.657.8281 Fax: 406.657.8327 Montana Relay: 711 Web: www.ci.billings.mt.us/comdev

Public Notice - Disposition of City Property & Call for Sealed Bids

Notice is hereby given that the Billings, Montana City Council will hold a **PUBLIC HEARING** on **Monday, March 25, 2013**, at 6:30 p.m. in the Council Chambers, located on the 2nd Floor of the Police Facility, 220 North 27th Street, Billings, MT for the purpose of considering disposal of City property. The City intends to sell to the highest bidder, real property, located at 502 South 33rd Street and more particularly described as the north 4' of Lot 10 and all of Lots 11 and 12, Block 206 of Town of Billings.

Detailed requirements on the preparation and submission of bids for the purchase of this public property may be obtained from the City's website: www.ci.billings.mt.us/CDland. Each bid submission must state the purchase price offered and all proposals are the property of the City of Billings. The City reserves the right to reject any and all bids received and to accept the proposal which is in the best interest of the City of Billings. This call for sealed bids does not bind the City of Billings to award a contract or to pay any costs which may be incurred for the preparation of bids submitted. **Bids are due on March 12, 2013, at 2:00 p.m., MST.**

Additional information on this matter may be obtained from Tam Rodier, Seasonal CD Coordinator, in the Community Development Division offices on the 4th floor of the Parmly Billings Library, 510 N. Broadway, Billings, or by phone at 406-247-8601 or by email at rodiert@ci.billings.mt.us. Anyone wishing to testify on the property disposal is invited to appear at this hearing and offer their comments. Written comments may be submitted prior to the hearing.

Dated this 28th day of February, 2013. Publication Dates: February 28 and March 7, 2013.



502 South 33rd Street, Billings

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I. INSTRUCTIONS TO BIDDERS

Introduction

Before submission of response to this call for sealed bids, the bidder(s) shall:

- Carefully examine the guidance provided herein and all other attachments and documents available via the City’s website at www.ci.billings.mt.us/CDland.
- Become fully aware of existing property conditions, allowed uses and limitations.
- Include sufficient information in the sealed bid to cover all items required for submission.

Upon submission of the bid, the bidder acknowledges all information is accurate and complete.

Property for Sale

The City of Billings desires to sell to the highest bidder, real property located at 502 South 33rd Street, and more particularly described as the north 4’ of Lot 10 and all of Lots 11 and 12, Block 206, Billings.

Property Facts			
Address	502 South 33 rd Street, Billings, MT, 59101		
Tax ID	A01469		
Zoning	Residential 6000 (R-6000)		
Block / Lot	The north 4’ of Lot 10 and all of Lots 11 and 12, Block 206 of Town of Billings, in the City of Billings, Yellowstone County, Montana, according to the official plat on file and of record in the office of the Clerk and Recorder of said County, under Document #16312.	Lot Square Footage	7,560
House Square Footage	1,512 on each level: basement and main floor		
Garage Square Footage	1,500 on each level; main floor and upper floor		
Utilities	Established electrical (Northwestern Energy), natural gas (Montana-Dakota Utilities), and City water and sewer service.		
Considerations	<ol style="list-style-type: none"> 1) Home is a Schult Homes modular manufactured in 2006 on a full, unfinished basement. Not all the required inspections were called for, so the City of Billings has not yet issued a Certificate of Occupancy. 2) The detached, unfinished garage is a non-conforming use for which no Certificate of Occupancy has yet been issued. <p style="text-align: center; color: red;"><i>The successful bidder will be responsible for obtaining Certificates of Occupancy from the City of Billings’ Building Division for both structures before inhabiting.</i></p>		
Estimated Value	\$172,200 - \$216,000 Bids for less than \$172,200 may not be considered		

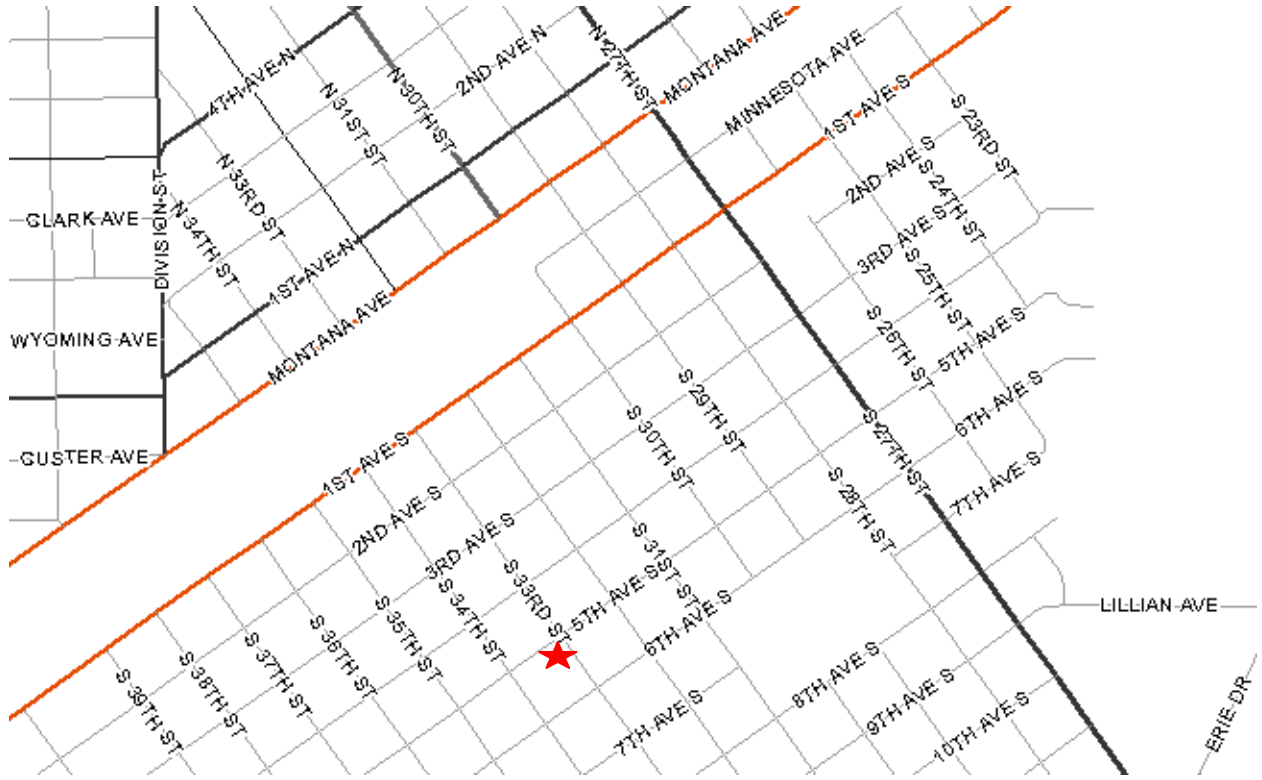
Property Condition

The property will be sold “as-is” and the City makes no assurances or warranties regarding the property. Bidders are permitted to inspect the property anytime following publication of these instructions until the day prior to the bid submittal deadline.

Inspections

Bidders desiring to observe or inspect the property may contact **Tam Rodier** at **406-247-8601** or rodiert@ci.billings.mt.us to make arrangements to enter the property.

Property Location



II. BID SUBMISSION

Bid Deadline

Bidders must submit bids and other required information to the City of Billings - Office of the City Clerk at 210 North 27th Street, Billings, MT 59101 **prior to March 12, 2013, at 2:00 p.m., MST**. Late bids may not be accepted or reviewed.

Bid Contents

Bids to acquire the property noted above must include the following in a sealed envelope marked **BID FOR 502 South 33rd Street, Billings:**

- **Bid Cover Sheet:** Completed and signed.
- **Project Description:** Describe the development that will occur on the property in narrative format, including (but not limited to): intended use(s); estimated costs; access to financing; and other factors that may affect the bidder's ability to complete the proposed project.

Any bid submitted that does not comply with the instructions to bidders will be disqualified.

Decision Timeline & Public Hearing

The City Council will conduct a public hearing on **March 25, 2013**, and will subsequently determine whether it will sell the property to the bidder(s). Bidders are welcome to speak during the public hearing about their proposed project. Council meetings begin at 6:30pm and are held at Council Chambers in City Hall, 210 North 27th Street, Billings, Montana.

In the unlikely event that there is a tie on the bid price for a particular lot, the City will contact the tied bidders and will conduct a re-bidding process that will produce a high bid that will be presented to the City Council for its consideration in selling the property.

Title Transfer

Closing will be scheduled within sixty (60) calendar days of Mayor and Council approval and the total purchase price due is required at closing.

III. Standard Terms & Conditions

Disclaimer

The City reserves the right to reject any or all bids received, to negotiate with qualified bidders, to waive irregularities, to delay City Council action for a period of not to exceed sixty (60) days, and to accept the bid which is in the best interest of the City of Billings, Montana. This call for sealed bids does not form or constitute a contractual document. The City of Billings shall not be liable for any loss, expense, damage or claim arising out of the advice given / not given or statements made / omitted in connection with the call for sealed bids. The City also will not be responsible for any expenses which may be incurred in the preparation of the response to the call for sealed bids. This call for sealed bids is not to be construed as a contract or commitment of any kind.

Bid Modifications

In addition to information and documentation required for submission in a response to this call for sealed bids, any forms provided herein shall be included in the submitted bid. Modifications, additions or changes to the terms and conditions of this call for sealed bids may be cause for rejection of the bid. Further, bids submitted without required forms or information may be rejected. Bids or modifications submitted via telephone, vocally - in person, fax or telegraph will be considered.

Certification of Alteration or Erasure

A bid shall be rejected if it contains any material alteration or erasure, unless, prior to bid submission, each alteration / erasure has been initialed in INK by the Authorized Agent signing the bid.

Bid Valid & Certification

The bidder must honor their bid for a period of ninety (90) days after the call for sealed bids due date. The bidder certifies that the bid has been arrived at independently and has been submitted without any collusion designed to limit competition.

Signature

All bids shall be typewritten or prepared in ink and must be signed in longhand by the bidder or bidder's agent or designee with his/her usual signature. A bid submitted by a partnership must be signed with the partnership name to be followed by the signature and designation of the partner signing. Bids by corporations must be signed with the legal name of the corporation, followed by the name and signature of an authorized agent or officer of the corporation. Bids submitted by a proprietorship must be signed by the owner and the name of each person signing shall be typed or printed legibly below the signature.

Disposition of Bids

All materials submitted in response to this call for sealed bids become the property of the City of Billings. Information provided in response to this call for sealed bids will be held in confidence and will not be revealed or discussed with competitors. However, one copy of each bid submitted shall be retained for the official files of the City and will become public record after the successful bidder is chosen. The responses received from this call for sealed bids may be distributed, however, by written request pursuant to the Freedom of Information Act of 1996. Fee or price schedules submitted, but not reviewed by the City, do not become a public record and shall only be retained for official files.

The bidder understands that, if selected, the City reserves the right to provide its opinion publicly and privately regarding the bidder's performance.

Bid Withdrawal

Bidders may withdraw their bid either personally or by written request at any time prior to the due date set for receiving bids. No bid may be withdrawn or modified after the due date and time, unless and until the sales agreement is delayed for a period exceeding ninety (90) days.

Other Terms & Conditions

In case of default by the successful bidder or failure to deliver funding within the time specified, City staff, after written notice, may offer property to another bidder(s) and hold successful bidder responsible for excess costs occasioned thereby.

The information contained herein establishes a standard of quality desired by the City of Billings. This call for sealed bids is not to be construed as a contract or commitment of any kind. No alteration in any of the terms, conditions, or delivery will be effective without prior written consent of the City of Billings.

The successful bidder agrees not to be discriminate against any client, employee or applicant for employment or for services, because of race, creed, color, national origin, religion, disability, familial status, marital status, sexual orientation, gender identity, sex or age with regard to, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or recruitment advertising; layoffs and termination; rates of pay or other forms of compensation; selection for training; rendition of services.

Should either party employ an attorney or attorneys or utilize the services of in-house attorneys to enforce any of the provisions hereof or to protect its interest in any manner arising under this request for bids or the sales agreement, the non-prevailing party in any action pursued in a court of competent jurisdiction agrees to pay to the prevailing party all reasonable costs, damages, expenses, and attorneys' fees, including fees for in-house attorneys, expended or incurred in connection therewith.

Where applicable, possible or required, the bidder is required to submit descriptive literature, sample material, and draft documents. Failure to submit required items may result in rejection of the bid or termination of the sales agreement.

The invitation for sealed bids, sales agreement or other contracts shall be construed and enforced in accordance with the laws of the State of Montana. Venue for any suit between the parties arising out of said documents shall be the State of Montana Thirteenth Judicial District Court, Yellowstone County.

The successful bidder may not assign or subcontract any portion of the commitments made in the sales agreement. Any attempt to assign or subcontract any portion of the commitments made in the sales agreement shall be deemed as a breach thereof unless waived in writing by the City.

VI. Recent Photographs

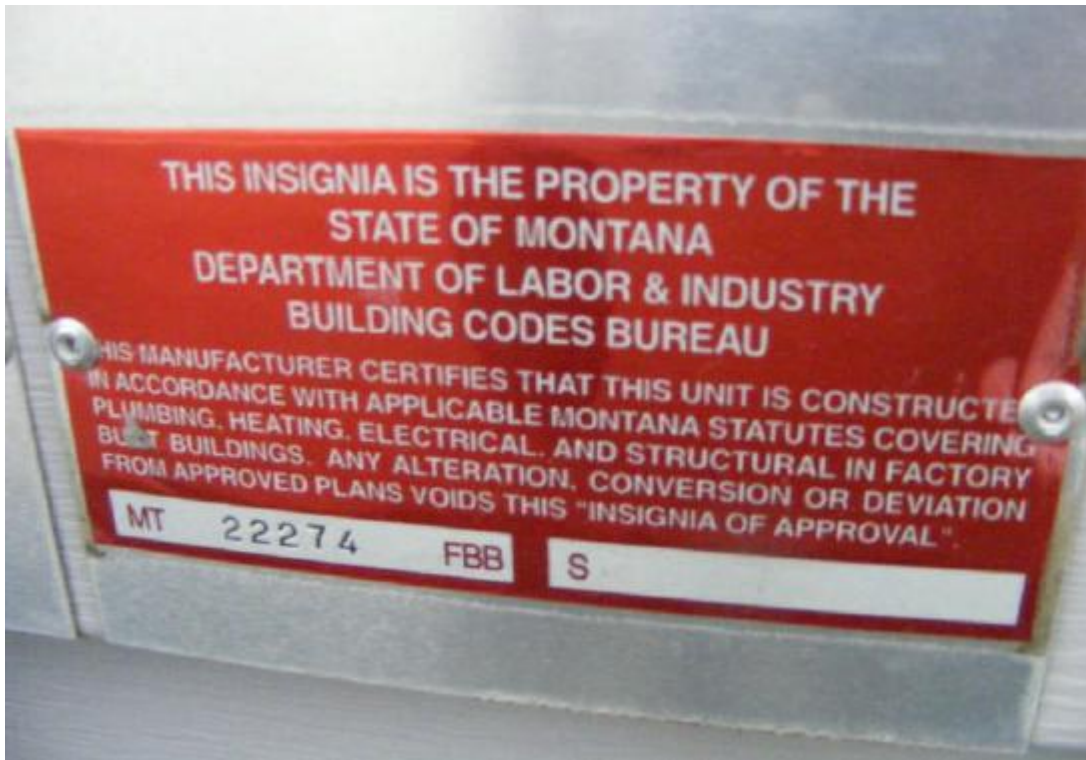
Home Exterior - Front



Home Exterior - Back



Montana Modular Home Data Plates



MANUFACTURER'S DATA PLATE	
Manufacturer:	Schult Homes
Address:	PO BOX 399, 201 Industrial Drive
City, State, Zip:	Redwood Falls, MN 56283
LISTED INDUSTRIAL BUILDING	
Model	5428-33-1
Occupancy Classification	IRC
Construction Classification	V-B
Manufacturer Serial No(s)	SR357229M
Date of Manufacture	9/20/2006
Date Data Plate attached	9/20/2006
Permissible Gas Type(s)	N/A
Electric Rating	200 Amps
Seismic Zone	

Manufacturer Serial No(s)	SR357229M
Date of Manufacture	9/20/2006
Date Data Plate attached	9/20/2006
Permissible Gas Type(s)	N/A
Electric Rating	200 Amps
Seismic Zone	Category C
Wind Load	90 MPH/ 3 sec. gust
Roof Design Load: Live	42 PSF
Roof Design Load: Dead	10 PSF
Design Temp. Inside	72 degrees F.
Design Temp. Outside	N/A
U-Value: Ceiling	0.0191
V-Value: Walls	0.0571
W-Value: Floors	0
Exterior Wall Fire Rating	0

Disposal	NFI
S:	2003 IRC, 2005 NEC, 2000 IMC
	2003 UPC
	RADCO
	35019 & 35020
	MT 22274 & 22275

sely all instructions supplied with this building.
 ons, installation and Utility Connections

Factory Installed Equipment		
Equipment	Manufacturer	Model No.
Heating	Intertherm	M3RL080
Cooling	NFI	
Stove/Burner	NFI	
Oven	NFI	
Refrigerator	NFI	
Water Heater	State	22140DBXR
Dishwasher	GE	GSD3200
Dishwasher	NFI	
Washer/Dryer	NFI	

Garage Exterior - Front



Garage Exterior - Rear



Covered Deck / Breezeway



Home – Kitchen



Home – Living Room



Home – Master Bedroom



Home – Master Bathroom



Home – Bedroom



Home – Bedroom



Home – Main Bathroom



Home – Laundry Room



Home – Stairs to Basement



Home – Basement – Unfinished Area



NOTE: Building materials and personal items in this picture may or may not be included in the sale

Home – Basement – Unfinished Area



NOTE: Building materials and personal items in this picture may or may not be included in the sale

Home – Basement – Unfinished Area



Home – Basement – Unfinished Area



Garage Exterior - Front



Garage Interior – Lower Level – Mechanical Area



NOTE: 1) Honda Generator will be included in the sale;
2) Other building materials and personal items in this picture may or may not be included in the sale

Honda Generator



Garage Interior – Lower Level – Hobby Area



NOTE: Building materials and personal items in this picture may or may not be included in the sale

Garage Interior – Garage Bay



NOTE: Building materials and personal items in this picture may or may not be included in the sale

Garage Interior – Garage Bay



NOTE: Building materials and personal items in this picture may or may not be included in the sale

Garage Interior – Upper Level



NOTE: Building materials and personal items in this picture may or may not be included in the sale

Garage Interior – Upper Level



NOTE: Building materials and personal items in this picture may or may not be included in the sale

Garage Interior – Upper Level



***NOTE:** Building materials and personal items in this picture may or may not be included in the sale*

Garage Interior – Upper Level – Unfinished Bathroom



Garage Interior – Upper Level – Unfinished Laundry Room



Garage Interior – Upper Level – Unfinished Bathroom



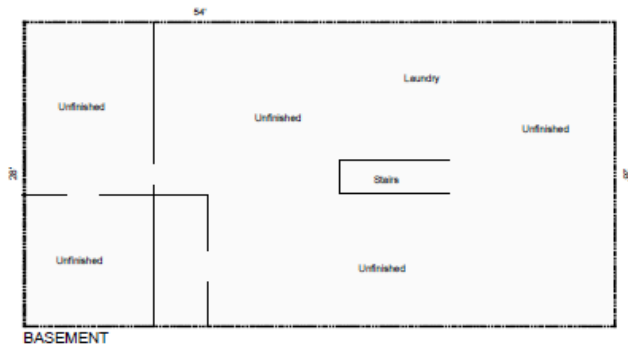
Garage Interior – Upper Level



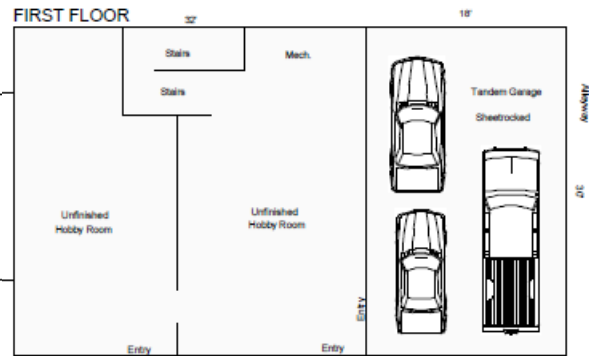
Garage Interior – Upper Level



Simple Floor Plan Drawings



UPPER FLOOR Non-Conforming AU/Guest Space - Partially Complete



VII. Bid Cover Sheet

502 South 33rd Street, Billings, MT - BID OFFER

BID DEADLINE: March 12, 2013 at 2:00 p.m. (MST)

<i>Property Description</i>	<i>Bid Price</i>
502 South 33 rd Street, Billings, Montana	

BIDDER INFORMATION

Printed Name:	
Organization:	
Mailing Address:	
City, State, Zip:	
Phone:	
Email:	

REQUIRED ATTACHMENTS

Did you attach a complete Project Description?

Describe the development that will occur on the property in narrative format, including (but not limited to): intended use(s); estimated costs; access to financing; and other factors that may affect the bidder's ability to complete the proposed project.

Yes No

SIGNATURE

Signature:	
Date:	

*Submit bids and other required information in a sealed envelope marked **BID FOR 502 South 33rd Street, Billings** to the City of Billings - Office of the City Clerk at 210 North 27th Street, Billings, MT 59101.
Late bids may not be accepted or reviewed.*