

VILLAGE OF NORRIDGE

4000 North Olcott Avenue • Norridge, Illinois 60706-1199
708/ 453-0800 FAX 708/ 453-9335
www.villageofnorridge.com

PRESIDENT
James Chmura

Date: October 13, 2016

CLERK
Debra J. Budnik

Request For Bids # 2016 - 15

TRUSTEES
Ursula A. Kucharski
Dominic S. Falagario
Jacqueline Gregorio
Dominic Sulimowski
Donald Gelsomino
Daniel Tannhauser

Invitation to Bid for:

The Sale of Village Owned Property Located at 7330-7350 West Irving Park Road in the Village of Norridge

INTRODUCTION/PURPOSE

The Village of Norridge, located in Cook County Illinois, hereby gives notice that it is soliciting bids for the 2016 sale of Village property located at 7330-7350 West Irving Park Road.

PROPERTY TYPE AND LOCATION

The Village owns property currently used as a Village Parking lot which is located at 7330-7350 West Irving Park Road consisting of the following PIN Numbers to wit: 12-13-414-031-0000; 12-13-414-032-0000; 12-13-414-033-0000; 12-13-414-034-0000; 12-13-414-035-0000; 12-13-414-036-0000 12-13-414-037-0000 ("Property"). The Property is approximately 208.29 feet by 108 feet or approximately 22,479 square feet and consists of eight adjacent lots. The Property is to be offered for sale at a public sale by sealed bid to the highest responsible and qualified bidder.

LEGAL DESCRIPTION OF THE PROPERTY

Lots 118, 119, 120, 121, 122, 123, 124 and 125 in Volk Brothers Second Addition to Shaw Estate, being a subdivision in the Southeast 1/4 of Section 13, Township 40 North, Range 12 East of the Third Principal Meridian, according to the plat thereof recorded February 2, 1925 as Document No. 8760260, in Cook County, Illinois.

Common address: 7330 – 7350 W. Irving Park Road, Norridge, IL

CURRENT ZONING AND RESTRICTED FUTURE USE

The Property is located in the Village's B-2 Restricted (Shopping Center) Business District. While a number of uses are permitted in the B-2 Restricted Business District the Property is being sold subject to a restrictive covenant restricting the use of the Property to **RETAIL USE ONLY** or **A MIXED USE BUILDING COMPRISED OF RESIDENTIAL AND RETAIL (SALES TAX GENERATING) USE WITH THE RETAIL USE COMPRISED NOT LESS THAN 75% OF THE GROSS FLOOR AREA OF THE FIRST FLOOR OF THE BUILDING** for a minimum period of ten (10) years from the date of Closing.

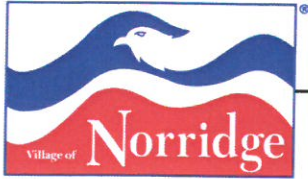


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CONDITIONS OF SALE

1. *Condition of Property.* The Property shall be sold "**AS-IS/WHERE IS**" by Special Warranty Deed with the legal description on the Village's title to govern. The Village makes no representations or warranties with respect to the condition or use of said Property, or compliance with environmental laws and regulations. The Purchaser shall be solely responsible for determining the applicability of any laws, local ordinances, or other regulations or easements or restrictions which may impact the Property and/or the Purchaser's contemplated use thereof. The Property is being sold subject to any and all rights of the public and any and all easements, covenants and restrictions shown or not shown by public record.
2. *No Social, Economic or Environmental Warranties.* The Village makes no warranties, either expressed or implied, nor assumes any liability whatsoever regarding the social, economic, or environmental aspects of the Property, to include without limitation, the soil conditions, water drainage, physical access, condition of improvements, natural or artificial hazards which may or may not exist, or merchantability, suitability or profitability of the parcel or improvements for any use or purpose.
3. *Bidder's Acknowledgement.* Submission of a bid shall serve as that bidder's acknowledgement that: (a) it has received any and all requested or otherwise required property disclosures prior to the date of bid submission; (b) that it was afforded opportunities to inspect the Property and records relating to its condition before the date of bid submission; and (c) that it has availed itself, to its satisfaction, of the right to inspect the Property and records relating to its condition prior to the date of bid submission; and (d) that it is satisfied with the Property's condition and that it is taking the Property in AS-IS / WHERE-IS condition.
4. *Property Records.* A Plat of Survey of the Property, dated 1994, is attached hereto as **Appendix A**. The Village makes no representations or warranties whatsoever about the Plat of Survey, its condition or its accuracy. Records relating to the Property (if any), and hard copies of the Plat of Survey, are available for inspection and/or copying by contacting the Village Administrator, Joanna Skupien, during regular business hours at the Village Hall administrative offices. Bidders who wish to obtain a new survey may do so at their own expense.
5. *No Commissions.* The Village will not be responsible for paying any real estate broker's commission.



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6. *Closing Costs.* The successful bidder as Purchaser shall be responsible for paying all closing costs which will include, but are not limited to, appraisal cost, title insurance (if Purchaser so chooses to acquire), recording fees, deed preparation, commissions or other fees associated with closing.
7. *Acceptance of Terms.* By submitting a sealed bid, a bidder accepts the terms of the sale as contained herein and in the Village's Ordinance 1867-16 dated October 12, 2016, incorporated herein by this reference as if set out in full, expressly including the terms and provisions of the Notice and the Real Estate Sale Agreement attached to said Ordinance. Copies of said Ordinance and Real Estate Sale Agreement are included with this Bid Specification and are also available by contacting the Village Administrator during regular business hours at Village Hall administrative offices.
8. *Village Rights Reserved.* The Village reserves the right to reject any or all bids tendered, to waive irregularities or deficiencies, or to cancel or reschedule the bid submission date and/or bid opening or further negotiate with the Bidder of its choice if some other manner or negotiation better serves the Village's interests.
9. *Execution of Sales Agreement.* Upon presentation by the Village, the highest bidder shall immediately execute and deliver the Real Estate Sales Agreement (attached as **Appendix B**) with the Village subject to the terms and conditions as set forth in Village Ordinance 1967-16 dated October 12, 2016, and the Notice of Public Sale.
10. *Closing Date.* The closing date on any resulting sale shall be scheduled for prior to January 31, 2017, unless the Village and the successful bidder agree to alternate closing arrangements. If the successful bidder fails to pay the balance due upon closing, the Bid Deposit and Earnest Money paid shall be forfeited and retained by Village as liquidated damages and the Village may resell the Property. Possession shall be delivered to Buyer at closing.
11. *Ability to Purchase.* The Village may request assurances and proof satisfactory to the Village of the bidders' ability to purchase the property. Failure of the bidder to produce same, to the Village's satisfaction as measured solely by the Village will permit the Village to terminate sale to said bidder.
12. *Inspection.* The Property is available for inspection at any time. Entrance is not restricted.



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13. *Minimum Sales Price.* The Village has established a minimum sales price of \$700,000. Applicants are advised that purchase price is a key component of the Village's evaluation of the bids.

14. *Bid Deposit.* Each bid shall be accompanied by a bid deposit in the amount of ten percent (10%) of the bid amount and in the form of official bank check, certified check, bank money order or postal money order payable to the Village of Norridge which will be credited to the purchase at closing. Deposits may be held by the Village for up to fifteen (15) business days following the bid opening. In the event the successful bidder fails to a) properly complete and sign the purchase agreement document or b) meet any and all terms and conditions contained in the purchase agreement or the invitation, \$10,000.00 of the money deposited toward the purchase price may be retained by the Village.

15. *Earnest Money.* \$25,000.00 which will be credited to the purchase at closing. The Earnest Money must be provided in the form of a cashier's check or certified check and shall be deposited in escrow within five (5) business days after execution of the Real Estate Sales Agreement.

BIDDER QUALIFICATIONS

Only qualified bidders are eligible to participate. All bidders are required to complete the Bid Form in **Appendix C** and the Bidder Qualification Statement in **Appendix D** included in this bid brochure. These forms must be submitted attached to the bid. If a bidder represents a company, a copy of the company business license must be provided with the Bid Form. If a bidder represents another individual or entity, including a partnership, corporation, association, trust or estate, proof of authority to sign on behalf of the principal(s) must be provided with the Bid Form.

DISQUALIFICATIONS

Any of the following shall automatically disqualify a bid if the:

- a) Bid is submitted for less than the Minimum Bid Price.
- b) Bid is received without the correct deposit amount or in unacceptable method of funds.
- c) Bid form and other required forms, as applicable, are not completed in full, submitted, and manually signed.
- d) Bid is received after 10:00 A.M. on November 14, 2016 (a bid received after 10:00 A.M. on November 14, 2016 is **TOO LATE**)



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BIDDER PROFILE

Include the following with the submitted proposal:

1. Name, address, telephone number, fax number, email address, web site.
2. Include an executed statement as qualifications pursuant to (720 ILCS 5/33 E-3, and E-4 2013) certifying compliance with state law barring bidders who have been convicted of Bid Rigging and Rotating. State law requires that all Contractors and Bidders to a public contract must execute the form attached hereto as **Appendix E** stating that the undersigned on behalf of the entity entering into a contract with the Village of Norridge certifies that:
 - a) This bid and any contract resulting therefrom is not made in the interest of, or on behalf of, an undisclosed person, partnership, company, association, organization or corporation;
 - b) The Bidder has not in any matter directly or indirectly sought by communication, consultation or agreement with anyone to fix the bid price of any bidder, or to fix any overhead profit or cost element of the contract price or to secure any advantage against the Village of Norridge or anyone interested in the proper contract;
 - c) This contract is genuine and not collusive or sham;
 - d) The undersigned, on behalf of the Bidder, certifies that it has never been convicted for a violation of State laws prohibiting bid rigging or rotating.

This completed form must be submitted with the bid.

3. Tax Compliance:
 - a) The Bidder, on behalf of the entity entering into this contract, certifies that neither the undersigned, nor the entity, is barred from contracting with the Village of Norridge because of any delinquency in the payment of any tax administered by the State of Illinois, Department of Revenue, or the Village of Norridge, unless the undersigned or the entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability of the tax or the amount of tax.
 - b) The Bidder, or the entity entering into the Real Estate Sales Agreement, understands that making a false statement regarding delinquency of taxes is a Class A Misdemeanor and, in addition, voids the Bid and the Agreement.



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ADDENDUMS

The Village of Norridge, if necessary, will post any addendums on its website under the Financial Tab and then by selecting Bids and RFPs. The direct link is:
http://www.villageofnorridge.com/finance_department/BidsandRequestsforProposalsRFPs.asp

REJECTIONS/WAIVERS

The Village reserves the right to reject any and all proposals; waive formalities, technical requirements and/or deficiencies and irregularities; solicit new proposals; or further negotiate with the Bidder of its choice if some other manner or negotiation better serves the Village's interests.

The Village reserves the right to award the Bid to the bidder which, in the Village's judgment, best serves the needs and interests of the Village and its residents.

The Village reserves the right to refuse any bid, which has the potential for conflict of interest or collusion of parties determined to have participated in the selection, classification, valuation or bidding process of the parcels included in this disposal.

WITHDRAWALS/DECLINATIONS

If the Bidder wishes to withdraw a Bid, the Bidder shall submit written notification of such action to the Village Administrator, Joanna Skupien, no later than the due date and time as specified in the Deadline for Submitting the Bid.

INQUIRIES

Inquiries pertaining to the Bid process should be directed to the Village Administrator, Joanna Skupien via phone or e-mail: 708-583-5752 or jskupien@villageofnorridge.com.

No inquires will be accepted within five (5) business days of the scheduled bid opening.



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PLACE TO SUBMIT PROPOSAL

Submit the bid in a sealed envelope, with Bid # 2016-15 clearly marked on the envelope to:

Village of Norridge
c/o Joanna Skupien, Village Administrator
4000 N. Olcott Ave.
Norridge, IL 60706

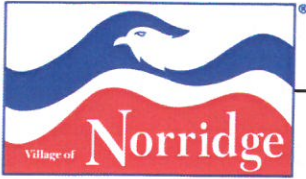
DEADLINE FOR SUBMITTING BIDS

Sealed bids must be received by 10:00 a.m., November 14, 2016. Proposals received after 10:00 a.m. November 14, 2016 are untimely and will be rejected.

Bids will be opened at 10:00 a.m. on November 14, 2016 in the Village Hall Board Room and all bids shall be read aloud.

Dates Posted on Website: October 13, 2016 – November 13, 2016

Dates Notices Published: October 13, 2016, October 20, 2016 and October 27, 2016
(Norridge Harwood Heights News)

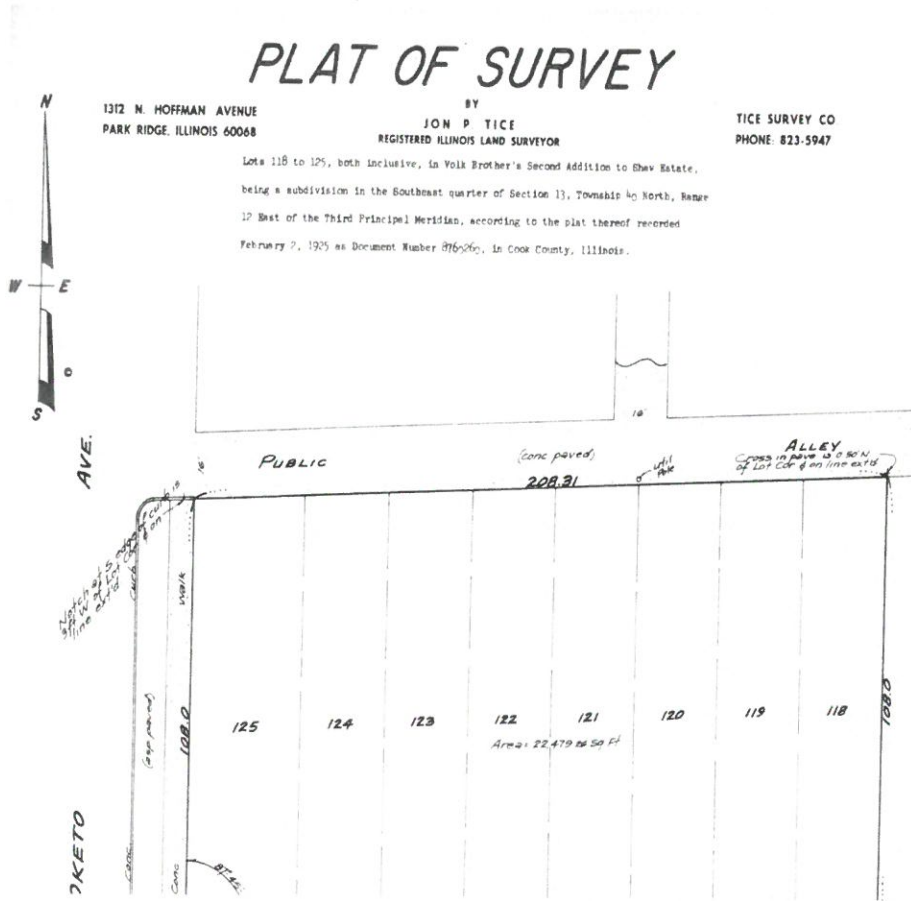


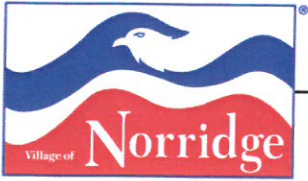
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APPENDIX A

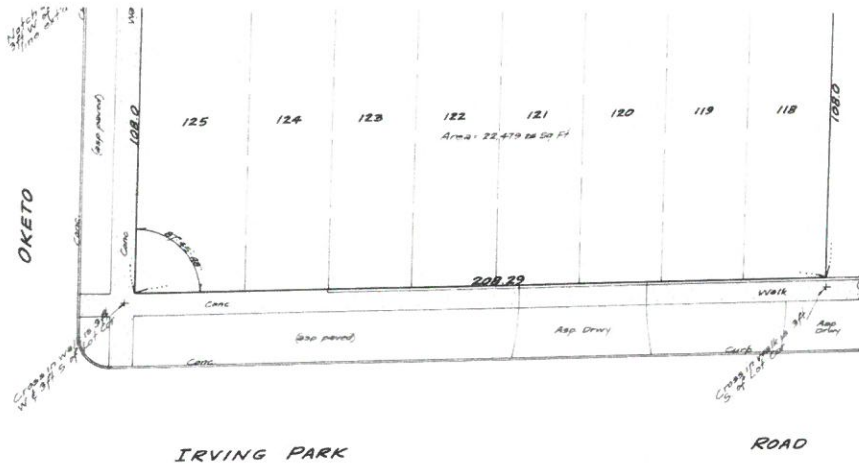
Plat of Survey





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Distances are marked in feet and decimal parts thereof

Order No. 94180

Scale 1 inch = 20 feet

Date July 19, 1994

Owner _____

Ordered by Shabean Lundberg

State of Illinois) ss
 County of Cook)

I, JON P. TICE, a Reg. III Land Surveyor, do hereby certify that I have located the building on the above property

Reg. III Land Surveyor

Compare all points before building by same and refer to deed or abstract for building restrictions. Use Order Number for all future reference.

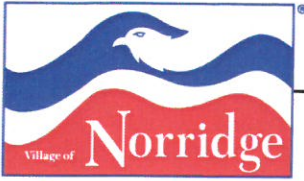
Refer to deed or abstract for building restrictions. Use Order Number for all future reference.

Survey not valid without RABED embossed seal of Surveyor preparing same.

State of Illinois) ss
 County of Cook)

I, JON P. TICE, a Reg. III Land Surveyor, do hereby certify that I have surveyed the above described property and that the plat hereon drawn is a correct representation of said survey corrected to a temperature of 68° Fahrenheit.

Jon P. Tice
 Reg. III Land Surveyor No. 1703



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APPENDIX B

Real Estate Sales Agreement



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APPENDIX C

TO BE COMPLETED BY ALL BIDDERS BID FORM: SALE OF VILLAGE REAL PROPERTY VIA SEALED BID SALE

INSTRUCTIONS: Please print legibly. Read all the information contained in the bid brochure prior to completing this or other forms. This form must be filled out in its entirety.

NAME(S): _____

PHONE: _____

MAILING ADDRESS: _____

E-MAIL ADDRESS: _____

WEB SITE ADDRESS (if any) _____

The amount of my bid to purchase the Village real property, to wit: the Village Parking Lot located at 7330-7350 West Irving Park Road and legally described as:

Lots 118 to 125, both inclusive, in Volk Brother's Second Addition to Shaw Estate being a subdivision in the Southeast quarter of Section 13, Township 40 North, Range 12, East of the Third Principal Meridian, according to the plat thereof recorded February 2, 1925 as Document Number 8760260, in Cook County, Illinois.

is \$ _____, (_____) (write out the amount in words and numbers):
BID AMOUNT

I have enclosed a U.S. Postal Money Order, or cashier's or certified check, payable to the Village of Norridge in an amount equal to ten percent (10%) of my Bid Amount. I hereby agree that the Bid Amount represents the purchase price I shall pay for the parcel. If I am high bidder and my bid is tentatively accepted, I hereby agree to execute the purchase agreement and any other documents and closing costs required as disclosed in the bid brochure. If my bid in the sealed bid sale is tentatively accepted and, for whatever reason, I decide not to enter into the purchase agreement, I agree that \$10,000.00 of the deposit may be retained by the Village.

Signature(s): _____ Date: _____

Print Name _____



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APPENDIX D

BIDDER QUALIFICATION STATEMENT

TO BE COMPLETED BY ALL BIDDERS

I _____,
(printed name)

I _____,
(printed name)

of _____,
(address)

(city, state)

do hereby swear and affirm:

I am eighteen years of age or older; and

I am a citizen of the United States or a permanent resident who has filed a declaration of intention to become a citizen or a representative of a group, association or corporation which is authorized to conduct business under the laws of Illinois; and

I am not delinquent on any deposit or payment of any obligation to the Village of Norridge ("Village"); and

I, certify that neither the undersigned, nor the entity represented by the undersigned, is barred from contracting with the Village of Norridge because of any delinquency in the payment of any tax administered by the State of Illinois, Department of Revenue, unless the undersigned or the entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability of the tax or the amount of tax. I understand that making a false statement regarding delinquency of taxes is a Class A Misdemeanor and, in addition, voids the Bid and the Agreement.

I am not currently in breach or default on any contract or lease involving land in which the Village has an interest; and

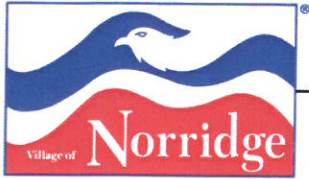
I have not failed to perform under a contract or lease involving Village land in the previous five years and the Village has not acted to terminate the contract or lease or to initiate legal action.

(signature)

(date)

(signature)

(date)



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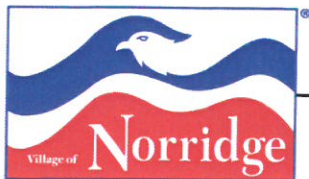
APPENDIX D

CONTINUED

FOR VILLAGE USE ONLY

QUALIFIED _____ (signature) _____ (date)
UNQUALIFIED ____ *

* The person(s) listed above is not qualified to bid or apply for village owned property because



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APPENDIX E

BID RIGGING & ROTATING

Certification That Vendor/Contractor/Bidder is Not Barred from Contracting with a Unit of Local Government as a Result of Violation of Either Section 5/33E-3 (Bid-Rigging) or 5/33E-4 (Bid Rotating) of the Illinois Criminal Code.

WHEREAS, a conviction for the offense of bid-rigging or bid rotating bars a person or entity from contracting with a unit of local government (720 ILCS 5/33 E-3, and E-4 2013); and

WHEREAS, 720 ILCS 5/33 E-11 (2016) of the Illinois Criminal Code, requires bidders and contractors to verify on a form provided by the unit of local government, that they are not barred from public contracting due to bid-rigging or bid rotating convictions.

NOW, THEREFORE, IT IS HEREBY CERTIFIED TO THE VILLAGE OF NORRIDGE that the undersigned,

[Insert legal name Vendor/Contractor/Bidder]

is not barred from bidding on or entering into public contracts due to having been convicted of bid-rigging or bid rotating under paragraphs 5/33E-3 or 5/33E-4 of the Illinois Criminal Code.

DATE: _____, 2016

President: _____

Address: _____

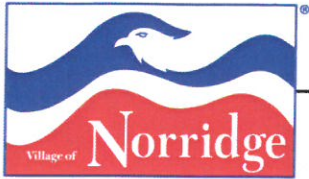
City, State, Zip Code _____

ATTEST:

_____ [Seal]

Attest:

Title:



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CHECKLIST, BID #2016 - 15

- Bidder Profile
- Plat of Survey, Appendix A
- Proposed Real Estate Sales Agreement, Appendix B
- Bid Form, Appendix C
- Bidder Qualification Statement, Appendix D
- No Bid Rigging and Rotating, Appendix E