

City of Salem, Massachusetts



Invitation for Bids

S-02

Disposition of 1219 S.F. of Land Adjacent to NSMC

July 6, 2016

BIDS DUE:

Monday, August 8, 2016 at 11:00AM

*Late bids will be rejected

Whitney C. Haskell
Purchasing Agent
93 Washington Street, 2nd Floor
Salem, MA 01970
whaskell@salem.com
(978) 619-5695

S-02
DISPOSITION OF "PARCEL B"
COVER SHEET

PLEASE PRINT OR TYPE:

Name of Bidder:	Contact Individual:
Address:	
Phone:	Alternate Phone:
Email Address:	Social Security/Federal Tax Identification Number:
Authorized Signature: _____	

S-02
DISPOSITION OF "PARCEL B"
BID FORM

If Bidder is offering cash only, please complete part A. If Bidder is offering a combination of cash and land please complete part B.

(A) Bid Amount: \$ _____
(figures) (written)

OR

Cash: \$ _____
(figures) (written)

AND

Land: _____ sq. at a rate of : \$ _____ /sq. ft.
ft.

(B) Total Value: \$ _____
(figures) (written)

SIGNATURE OF AUTHORIZED REPRESENTATIVE

NAME (PRINTED)

DATE

S-02
DISPOSITION OF "PARCEL B"
CERTIFICATIONS

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 word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

CERTIFICATION OF CORPORATE BIDDER (IF APPLICABLE):

I, _____ certify that I am the _____ of the corporation named as Bidder in the Bid included herein, that _____, who signed said Bid on behalf of the Bidder was then _____ of said corporation, that I know his signature, that his signature thereon is genuine and that said Bid was duly signed, sealed and executed for and in behalf of said corporation by authority of its governing body.

(Corporate Seal)

(Secretary-Clerk)

(Signature of authorized individual submitting bid)

(Printed Name)

(Name of Business (if applicable))

(Federal Tax Identification or Social Security Number)

S-02
DISPOSITION OF "PARCEL B"
DISCLOSURE OF BENEFICIAL INTERESTS

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: _____

PART 1. GENERAL INFORMATION

1.1 DESCRIPTION

The City of Salem is offering for sale 'Parcel B,' 1219 s.f. of land adjacent to North Shore Medical Center as shown in "Attachment A".

1.4 APPROVAL

Any contract that may result from the procurement shall be subject to the approval of the Mayor of the City of Salem and City Council. The disposition is subject to the adoption of a special act authorizing the City to convey the parcel.

1.5 INCORPORATION BY REFERENCE

All requirements, specifications, terms and conditions described in this Invitation for Bids (IFB) shall be incorporated by reference into any contract that may result.

1.6 TIME FOR AWARD

All bids meeting bid requirements and conditions may be held by the City of Salem for a period not to exceed sixty (60) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders, prior to the awarding of the contract.

1.7 RIGHT TO CANCEL/REJECT

The City reserves the right to cancel this IFB or reject in whole or in part any and all bids if the City determines that cancellation or rejection serves the best interest of the City.

1.8 TAXATION

Purchases made by the City are exempt from the payment of Federal excise tax and the payment of Commonwealth of Massachusetts sales tax and any such taxes must not be included in the bid pricing.

Copies of the City's tax exempt paperwork shall be available upon request of the selected contractor.

1.9 OBTAINING THE INVITATION FOR BIDS

The IFB shall be available beginning Wednesday, July 6, 2016 at 10:00 AM.

The Bid Documents can be downloaded from www.salem.com/purchasing under "Open Procurements."

PART 2. INSTRUCTIONS

2.1 REQUIREMENTS AND SUBMISSIONS

Below please find a description of the requirements and submissions that must be included as part of the bid.

2.1.1 BID FORM

Each bid must include a “Bid Form”. See attached.

2.1.2 NON-COLLUSION FORM

Every bid must include a certification of good faith, certifying that the bid was made in good faith and without collusion or fraud. See ‘Non-Collusion Form’ attached.

2.1.3 TAX COMPLIANCE FORM

Every bid must include a written certification that the bidder has complied with all state laws relating to taxes, reporting of employees and contractors, and child support. See ‘Tax Compliance Form’ attached.

2.1.4 CORPORATE BIDDER FORM

If the bid is being submitted by a corporation, the bid must include a certification that the individual submitting the bid has been authorized to bind the corporation. See ‘Certificate of Corporate Authority’ attached.

2.1.5 DISCLOSURE OF BENEFICIAL INTERESTS

The selected bidder must file a disclosure of beneficial interests required by G.L. c.7, 40J. This must be filed with the State Department of Capital Asset Management (DCAM).

2.2 BID DELIVERY

Below please find a description of the manner in which bids must be submitted.

2.2.1 DUE DATE AND TIME

Sealed bids shall be received by the Office of the Purchasing Agent on or before **2:00 PM on Monday, August 8, 2016.**

Any bid received after that time shall be rejected as non-responsive.

2.2.2 ADDRESS

Bids shall be delivered to the Office of the Purchasing Agent, 93 Washington Street, 2nd Floor, Salem MA 01970.

2.2.3 HOURS OF OPERATION

Bids must be delivered during the normal hours of operation of the City of Salem:

Monday-Wednesday:	8:00 AM-4:00 PM
Thursday:	8:00 AM-7:00 PM
Friday:	8:00 AM-12:00 PM

2.2.4 COPIES

Bidders must submit one (1) original and one (2) copies of the bid.

2.2.5 LABELING

Each bid shall be labeled with (1) the bid number and title, (2) the bid due date, (3) the name of the bidder.

2.3 SIGNATURES

A bid must be signed as follows: 1) if the bidder is an individual, by her/him personally; 2) if the bidder is a partnership, by the name of the partnership, followed by the signature of each general partner; and 3) if the bidder is a corporation, by the authorized officer, whose signature must be attested to by the clerk/secretary of the corporation, and with the corporate seal affixed.

2.4 QUESTIONS, CHANGES, MODIFICATIONS AND WITHDRAWALS

2.4.1 QUESTIONS

Questions concerning this IFB must be submitted in writing to: Whitney Haskell at whaskell@salem.com at least five (5) days prior to the bid due date. Written responses will be mailed to all bidders on record as having picked up the IFB.

2.4.2 CHANGES

If any changes are made to this IFB, addenda will be issued. Addenda will be posted in the Office of the Purchasing Agent, on the website and e-mailed to all bidders on record as having picked up the IFB.

2.4.3 MODIFICATIONS AND WITHDRAWALS

A bidder may correct, modify, or withdraw a bid by written notice received by the City of Salem prior to the time and date set the bid due date.

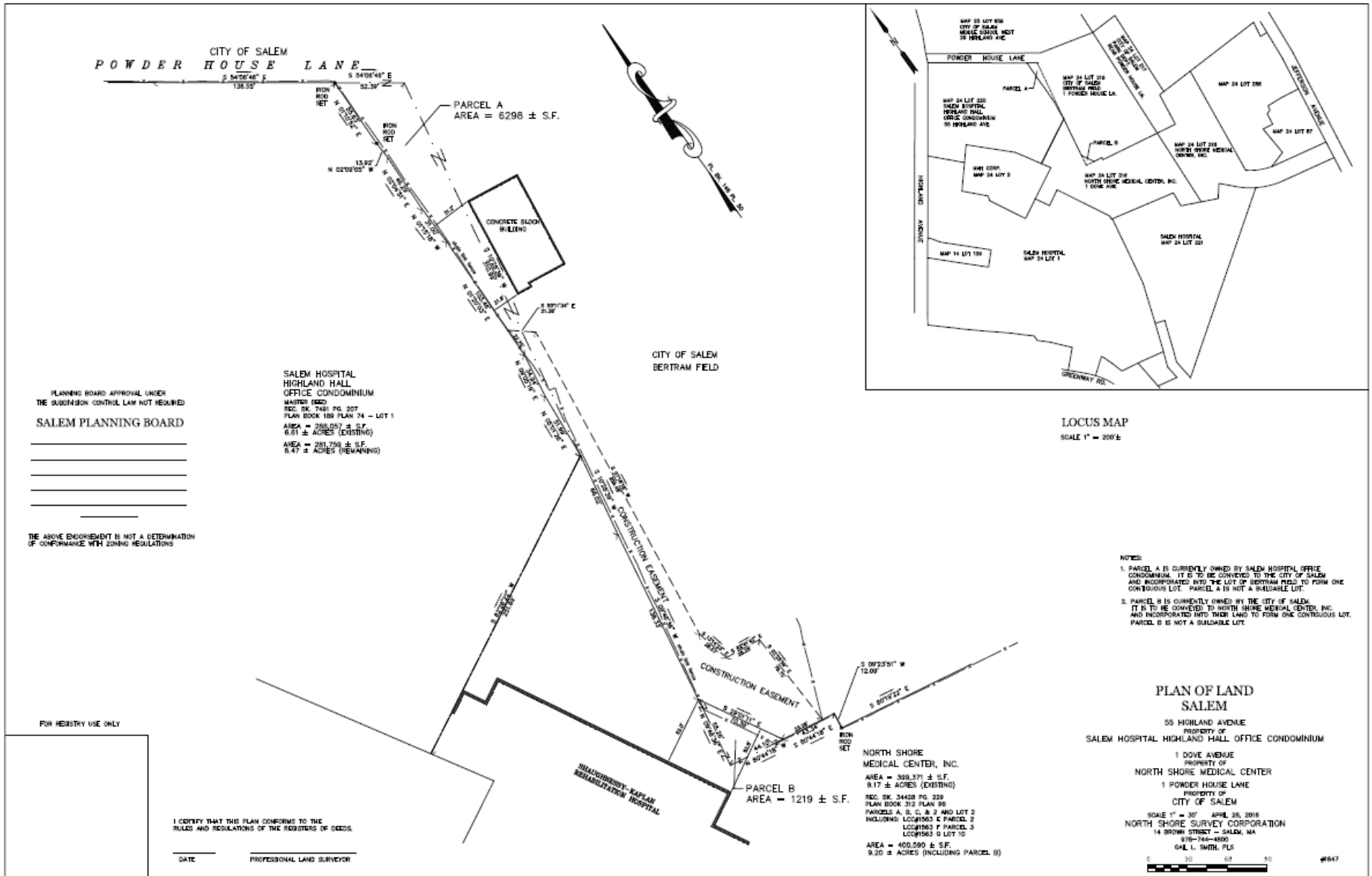
Modifications must be submitted in a sealed envelope clearly labeled "Modification No.____" to the address listed in part one of this section. Each modification must be numbered in sequence, and must reference the IFB.

After the bid due date, a bidder may not change any provision of the bid in a manner prejudicial to the interests of the City or fair competition. Minor informalities will be waived or the bidder will be allowed to correct them.

2.5 UNFORESEEN OFFICE CLOSURES

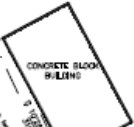
If, at the time of the scheduled due date, 93 Washington Street, 2nd Floor, Salem, MA 01970, is closed due to uncontrolled events such as fire, snow, ice, wind, or building evacuation, the due date will be postponed until 2:00 PM on the next normal business day. Bids will be accepted until that date and time.

ATTACHMENT A



CITY OF SALEM
POWDER HOUSE LANE

PARCEL A
AREA = 6298 ± S.F.



CITY OF SALEM
BERTRAM FIELD

SALEM HOSPITAL
HIGHLAND HALL
OFFICE CONDOMINIUM
MASTER PLAN
REC. BK. 7485 PG. 207
PLAN BOOK 188 PLAN 74 - LOT 1
AREA = 288,057 ± S.F.
0.61 ± ACRES (EXISTING)
AREA = 281,756 ± S.F.
0.67 ± ACRES (REMAINING)

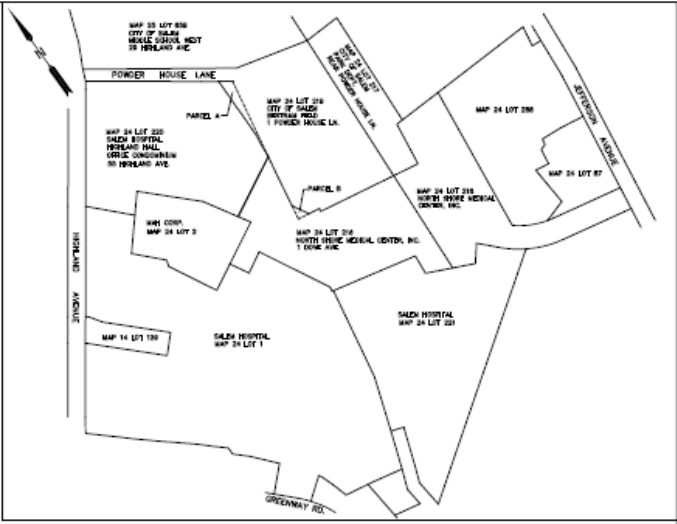
PLANNING BOARD APPROVAL UNDER
THE SUBMISSION CONTROL LAW NOT REQUIRED
SALEM PLANNING BOARD

THE ABOVE ENCROACHMENT IS NOT A DETERMINATION
OF CONFORMANCE WITH ZONING REGULATIONS

FOR REISTRY USE ONLY

I CERTIFY THAT THIS PLAN CONFORMS TO THE
RULES AND REGULATIONS OF THE REGISTRY OF DEEDS.

DATE _____ PROFESSIONAL LAND SURVEYOR _____



LOCUS MAP
SCALE 1" = 200 ±

- NOTES:
1. PARCEL A IS CURRENTLY OWNED BY SALEM HOSPITAL OFFICE CONDOMINIUM. IT IS TO BE CONVEYED TO THE CITY OF SALEM AND INCORPORATED INTO THE LOT OF BERTRAM FIELD TO FORM ONE CONTIGUOUS LOT. PARCEL A IS NOT A SALEABLE LOT.
 2. PARCEL B IS CURRENTLY OWNED BY THE CITY OF SALEM. IT IS TO BE CONVEYED TO NORTH SHORE MEDICAL CENTER, INC. AND INCORPORATED INTO THEIR LAND TO FORM ONE CONTIGUOUS LOT. PARCEL B IS NOT A SALEABLE LOT.

PLAN OF LAND
SALEM
55 HIGHLAND AVENUE
PROPERTY OF
SALEM HOSPITAL HIGHLAND HALL OFFICE CONDOMINIUM

1 DOVE AVENUE
PROPERTY OF
NORTH SHORE MEDICAL CENTER
1 POWDER HOUSE LANE
PROPERTY OF
CITY OF SALEM

NORTH SHORE
MEDICAL CENTER, INC.
AREA = 309,371 ± S.F.
9.17 ± ACRES (EXISTING)
REC. BK. 34438 PG. 229
PLAN BOOK 312 PLAN 98
PARCELS A, B, C, & D AND LOT 2
INCLUDING LOC#1563 & PARCEL 2
LOC#1563 & PARCEL 3
LOC#1563 & LOT 10
AREA = 400,590 ± S.F.
9.20 ± ACRES (INCLUDING PARCEL B)

SCALE 1" = 30' APRIL 26, 2016
NORTH SHORE SURVEY CORPORATION
14 BROWN STREET - SALEM, MA
978-744-8800
GAIL L. SMITH, PLS
#667