

**THE BOARD OF LAKE COUNTY COMMISSIONERS**

**PRESENTS**

**INVITATION TO SUBMIT PROPOSALS FOR:**

**AUCTION SERVICES**  
**FOR THE SALE OF LAKE COUNTY REAL PROPERTY**

Bid Location:

Lake County Administration Center  
105 Main Street  
Painesville, OH 44077

**PROPOSAL OPENING TIME**

**Wednesday, April 4, 2012**

**11:00 A.M.**

NAME / ADDRESS OF FIRM, PERSON(S) SUBMITTING PROPOSAL.  
NAME ADDRESS AND TELEPHONE NUMBER OF CONTACT PERSON:

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TOTAL AMOUNT OF PROPOSAL ON AUCTION SERVICES FOR ONE AND TWO PARCELS

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(Bidder to complete above information)

## **INSTRUCTIONS FOR SUBMISSION OF PROPOSALS**

### **FOR AUCTION SERVICES FOR THE SALE OF LAKE COUNTY REAL PROPERTY**

#### **SPECIFICATIONS**

Sealed Proposals will be received by the Board of Lake County Commissioners in and for Lake County at their Office in the Lake County Administration Center, 105 Main Street, Painesville, Ohio 44077; up to the hour of 11:00 AM local time on April 4, 2012, and made public thereafter for proposals to provide auctioneering services for the sale of the certain Lake County real property.

One or Two properties are proposed to be auctioned and may include the following:

- 1.) PPN:11A016C010130 - 1250 Mentor Avenue, Painesville Township, Ohio (Former Lake County Garage)
  
- 2.) PPN: 15D0030000250 - 153 East Erie Street, Painesville, Ohio (Former Dworken Building)

Proposals shall be addressed to the above Office of the Board of Lake County Commissioners and marked PROPOSAL FOR AUCTION SERVICES FOR THE SALE OF LAKE COUNTY REAL PROPERTY.

The lowest and best proposal will be awarded a contract to auction Lake County real property to be determined at a later date. The proposal amount should be based on the sale at auction for one parcel, with the cost if a second property is also sold. The parcel(s) will be sold to the highest bidder at auction. The property, buildings and personal property will be sold at auction AS IS.

Pursuant R.C. 307.862 the Board reserves the right to reject any and all proposals for auctioneering services, for the statutory reasons allowed, including if the proposal is not in the best interests of the County, and the County may conduct discussions with offerors who submit proposals for clarification, correction for full understanding and responsiveness to the requirements.

Anyone wishing to submit a proposal to provide auction services is directed to correspond with Mr. William Margalis, Director of Administrative Services, at telephone number (440) 350-5855.

#### **PROPOSAL REQUIREMENTS**

The proposal for auction services must be accompanied by a certified check or money order in the amount of \$5,000.00 payable to the Board of Lake County Commissioners, but not to exceed five percent of the proposal amount, if such amount is ascertainable.

The proposals must be held open by the offeror for a period not longer than sixty (60) days after opening and the acceptance of the proposal may take place at any time after opening. All proposal bond money submitted with the proposal, not held due to award, will be returned after the sixty (60) day period has elapsed. Upon award of the proposal, bond money of the winning proposal is subject to being forfeited for failure to complete the auction(s). Upon completion of the sale(s) the awarded auctioneer proposal bond will be returned.

Each proposal must contain the full legal name of the person(s) desiring to provide auction services to the County, including the principal owners if operating as a legal entity with a different name, and a contact person with a telephone number in the space provided above.

Each proposal must contain copies of any Licensing required by the State of Ohio to offer Real Estate at Auction.

### **CRITERIA**

Lake County will consider the following criteria in determining the lowest and best proposal submitted.

1. Familiarity with Northeast Ohio Real Estate Market
2. Ability to provide the greatest market exposure for the type of property offered
3. The process to be used to disseminate property information to solicit the greatest buyer interest.
4. How the auction(s) would be structured to maximize the sale value, including explaining different types of offerings.
5. Past or recent sales experience for commercial properties and/or with public sellers.
6. Detailed commission fee structure.

NOTICE OF REQUEST FOR PROPOSALS FOR AUCTION SERVICES  
FOR THE SALE OF LAKE COUNTY REAL PROPERTY

Sealed Proposals will be received by the Board of Lake County Commissioners in and for Lake County at their Office in the Lake County Administration Center, 105 Main Street, Painesville, Ohio 44077 up to the hour of 11:00 AM local time on April 4, 2012, and made public thereafter for proposals for auction services for the sale of various parcels of Lake County owned real property.

The proposal package can be obtained in the Office of the Board of Lake County Commissioners, 105 Main Street Painesville, Ohio 44077, during weekday business hours from 8:00 a.m. to 4:30 p.m., and on the Lake County Website at [www.lakecountyohio.org](http://www.lakecountyohio.org). Click on Legal Notices to Bidders.

Proposals shall be addressed to the above Office of the Board of Lake County Commissioners and marked PROPOSAL FOR AUCTION SERVICES FOR THE SALE OF LAKE COUNTY REAL PROPERTY.

The Board reserves the right to reject any and all proposals. The Auctioneer is required to sign an agreement upon acceptance of the lowest and best proposal. Each proposal must contain the full legal name of the person offering to auction the real property and the principal owners if operating as a legal entity with a different name.

The proposal must be accompanied by a certified check or money order in the amount of the lesser of \$5,000.00 or 5% of the proposal amount, if such amount is ascertainable, payable to the Board of Lake County Commissioners. The proposals must be held open for a period not longer than sixty (60) days after the opening and the award may take place within the sixty (60) day period.

Interested parties may also access this Legal Notice to Bidders and the proposal package via the Internet at [www.lakecountyohio.org](http://www.lakecountyohio.org). Click on Legal Notices to Bidders.

BY ORDER OF the Board of Lake County Commissioners in and for Lake County, Ohio

Raymond E. Sines, President  
Daniel P. Troy  
Robert E. Aufuldish  
Amy Elszasz, Clerk

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March 16, 2012  
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