

## CITY OF BERLIN, TAX DEEDED PROPERTY SALE BY BID

### CITY OF BERLIN REAL ESTATE PROPERTY AND BID INFORMATION

The City of Berlin will accept sealed bids for the sale of a specific parcel of land and building as described below. All sealed bids must be received by the Office of the City Manager, on the attached Official Bid Form, no later than **Thursday, September XX, 2019 at 2:00 p.m.** and must be clearly marked: **TAX DEED PROPERTY BID: 4 Main Street, Map/Lot 118-116 (Former Princess Theatre)**

Map & Lot #	Address	Acreage	Total Assessed Value
118-116	4 Main Street	0.12 acre	\$189,700

#### General Requirements:

1. The minimum bid for this property is **\$1.00**. All bids must be submitted in a dollar amount equal to or greater than the minimum bid.
2. Upon award, the Buyer will be responsible to obtain a Berlin Demolition Permit for demolition of the building or parts of the building depending on which Option is completed on the bid page. The Buyer agrees to demolish the property as required, pay tipping fees and any other fees associated with the demolition to complete the project.
3. The Successful Bidder may choose one of two Option for treatment of the site and fulfillment of the project requirements.

If Option 1 is selected:

- a. The building will be completely demolished within one year of the date of sale in a safe and orderly manner and comply with all City, State and Federal regulations. Buyer will need to practice dust control and mitigate dust by keeping the demolition area wet during the demolition process.
- b. The proposed demolition to the property will be substantially completed as determined by the City Code Enforcement Office within one year of the closing date, or the property will revert to the City. All work shall be done in accordance with all applicable laws and regulations.
- c. Bidder must follow the requirements of the 2006 International Building Code Chapter 33 and any other applicable code requirements.
- d. The Successful Bidder shall coordinate with Berlin Public Works and Berlin Water Works for the proper capping/discontinuance of the sewer and water services to the property. Successful Bidder will cap/terminate the water, sewer and drain services as directed by the particular departments involved to insure the terminations meet the requirements set forth by the particular departments

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involved.

- e. Once demolition is complete, any re-use of the property shall be in accordance with current zoning and other City Ordinances.

If Option 2 is selected:

- f. The non-masonry interior components of the building will be completely demolished within 6 months of the date of sale in a safe and orderly manner and comply with all City, State and Federal regulations. Buyer will need to practice dust control and mitigate dust by keeping the demolition area wet during the demolition process.
  - g. The demolition to the property will be substantially completed as determined by the City Code Enforcement Office within 6 months of the closing date, or the property will revert to the City. All work shall be done in accordance with all applicable laws and regulations.
  - h. The Successful Bidder shall install a roof structure to preserve the existing masonry structure for future beneficial re-use of the building. This work shall be complete within one year of the closing date or the property will revert to the City. All work shall be done in accordance with all applicable laws and regulations.
  - i. Bidder must follow the requirements of the 2006 International Building Code Chapter 33 and any other applicable code requirements including consultation with a structural engineer for design of the structure and attachment to the existing building.
  - j. Future re-use of the property shall be in accordance with current zoning and other City Ordinances.
4. Warranties - Upon submission of a bid, it is understood that no further action is required on the part of the City of Berlin and that the property is being offered as a result of being tax deeded by the City of Berlin and is being sold "as is" without any warranties or guaranties regarding the chain of title or condition of the real estate.
5. Bid Security and Project Security - All bids must include bid security in the amount of \$5,000 by bank certified check or money order. The Successful Bidder, upon award, shall provide an additional \$5,000 Project Security to be combined with the Successful Bidder's Bid Security for a total of \$10,000 in Project Security. The Project Security will be returned to the Successful Bidder upon fulfillment of the project requirements as determined by the City. The Project Security shall not be unreasonably withheld. Should the Successful Bidder fail to fulfill the project requirements, the Project Security shall be retained by the City for damages. The Bid Security Payments of the unsuccessful bidders shall be returned to them once a contract agreement has been executed with the Successful Bidder. No personal checks or cash will be accepted.

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6. Duration - Bids will be good for a period of 30 days after the bid due date.
7. Balance of Payment - The successful bidder must be able to provide the balance of payment for the purchase of the property within 30 days after the notice of award of bid by certified bank check, cashier's check or money order. No personal checks or cash will be accepted. *Failure of the successful bidder to meet this requirement will result in the forfeiture to the City of the posted bid security.*
8. Property Taxes - Property Taxes will commence from date of transfer registered at the Coos County Registry of Deeds.
9. Quit Claim Deed - The City will transfer the property by Quit Claim Deed for the real estate acquired and have the deed recorded at the Coos County Registry of Deeds. The cost of the recording fee is the responsibility of the bidder and payable to the City of Berlin.
10. Tie Bid - In the case of a tie bid, whereby each is deemed a qualified bidder, the City will give opportunity for each to re-submit another bid, which may not be less than the original bid.
11. Rejection of Bids - The City Manager retains the right to reject any and all bids not deemed to be in the best interest of the City of Berlin and to waive any informalities in the bidding process.
12. The sale of this property has been authorized by the City Council at a meeting held September 16, 2019.

### Bidder Qualifications:

1. No person may bid on the sale of municipally-owned real estate acquired for non-payment of taxes if the prospective bidder has outstanding building code violations that have been cited by the City.
2. No person may bid on the sale of municipally-owned real estate acquired for non-payment of taxes if the prospective bidder has previously been awarded such property and had not performed to the terms of the award.
3. In order for a bid to be eligible for award, each prospective bidder must be current on property taxes, water and sewer fees as well as any other payments that may be due to the City at the time of the bid opening date.

Reverter: The sale of this property will be subject to a reverter if the conditions of the sale are not met.

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**CITY OF BERLIN, NH**  
**TAX DEEDED PROPERTY OFFICIAL BID FORM**

Thursday, September **XX**, 2019

**TAX DEED PROPERTY BID: 4 Main Street, Map/Lot 118-116**

Mail To: City of Berlin  
TAX DEED PROPERTY BID  
168 Main Street  
Berlin, NH 03570

The undersigned has carefully examined the Property and Bid information and binds himself/herself to the provisions within;

Map & Lot #	Address	Acreage	Minimum Bid	Enter Bid Amount Here	Check to Select Option 1	Check to Select Option 2
118-116	4 Main Street	0.12	\$1.00	\$		

**Reminder; a check for the \$5,000 Bid Security must be sent in with your bid in order for it to be accepted. No personnel checks will be accepted.**

Respectfully submitted,

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
E-Mail Address