



Finance Department

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April 26, 2019

INVITATION TO BID

Bid Reference No. 19-22

Competitive sealed bids will be received by the City of Henderson, Kentucky for the following:

Sale of Surplus Property located at 1228 Helm Street,  
Henderson Kentucky

Bids will be accepted in the Office of the Director of Finance, 222 First Street, PO Box 716, 42419, until 2:00 p.m., on Friday, May 24, 2019, prevailing local time, at which time the bids will be publicly opened and read.

The bids are being solicited pursuant to KRS 45A.365.

City of Henderson, Kentucky  
Invitation to Bid

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City of Henderson, Kentucky  
Invitation to Bid

INSTRUCTIONS TO BIDDERS

1. Each bid must be signed by the bidder with his usual signature. Bids by a Partnership must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and title of the person signing. Bids by Corporations must be signed with the name of the corporation, followed by the signature and designation of the president, secretary, or person authorized to legally bind the corporation.
2. Bids must be received prior to the specified time of closing as designated in the invitation. Bids received late will be returned unopened to the bidder.
3. Envelopes must be sealed when submitted and must be properly noted with the bid reference number. Separate bids must be submitted for each reference number.
4. Bids containing erasures or corrections thereon will be rejected unless said erasures or corrections are noted over the initials or signature of the bidder.
5. Bids are to be mailed to or delivered to the Office of the Director of Finance, Henderson Municipal Center, 222 First Street, PO Box 716, Henderson, Kentucky 42419.

- End of Section -

## GENERAL CONDITIONS

1. The City of Henderson reserves the right to reject any and all bids.
2. All bids shall remain valid for a period of ninety (90) days after bid opening unless a longer period is otherwise stated herein.
3. All federal, state, and local law requirements must be followed.
4. Bids will be evaluated and awarded to a "responsible bidder", whose bid meets the specifications, on the following basis (*as marked*):

Highest Bid Price; or

Highest Evaluated Bid Price. The objective measurable criteria for this evaluation are enclosed.

"Responsible bidder" means a person who has the capability in all respects to perform fully the contract requirements, and the integrity and reliability which will assure good faith performance.

5. Special Conditions, if any, are enclosed. A conflict between *Special Conditions* and *General Conditions* shall be construed in favor of the *Special Conditions*.
6. Conflict of interest -- Gratuities and kickbacks -- Use of confidential information.  
(KRS 45A.455)
  - (1) It shall be a breach of ethical standards for any employee with procurement authority to participate directly in any proceeding or application; request for ruling or other determination; claim or controversy; or other particular matter pertaining to any contract, or subcontract, and any solicitation or proposal therefore, in which to his knowledge:
    - (a) He, or any member of his immediate family has a financial interest therein; or
    - (b) A business or organization in which he or any member of his immediate family has a financial interest as an officer, director, trustee, partner, or employee, is a party; or
    - (c) Any other person, business, or organization with whom he or any member of his immediate family is negotiating or has an arrangement concerning prospective employment is a party. Direct or indirect participation shall include but not be limited to involvement through decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or purchase standard, rendering of advice, investigation, auditing, or in any other advisory capacity.
  - (2) It shall be a breach of ethical standards for any person to offer, give, or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment, in connection with any decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or purchase standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding

GENERAL CONDITIONS

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or application, request for ruling or other determination, claim or controversy, or other particular matter, pertaining to any contract or subcontract and any solicitation or proposal therefore.

- (3) It is a breach of ethical standards for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.
- (4) The prohibition against conflicts of interest and gratuities and kickbacks shall be conspicuously set forth in every local public agency written contract and solicitation therefore.
- (5) It shall be a breach of ethical standards for any public employee or former employee knowingly to use confidential information for his actual or anticipated personal gain, or the actual or anticipated personal gain of any other person.

**Effective:** April 9, 1980

**History:** Amended 1980 Ky. Acts ch. 250, sec. 16, effective April 9, 1980. --  
Created 1978 Ky. Acts ch. 110, sec. 92, effective January 1, 1980.

- End of Section -

City of Henderson, Kentucky  
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SPECIAL CONDITIONS

*The City desires to dispose of this surplus property.*

The bidder is required to furnish a letter from a financial institution stating that the bidder is financially capable of purchasing the aforementioned parcels of land. **A 10% deposit is required along with the bid document.** The deposit will be applied toward the closing costs. Should the bidder fail to meet the terms of this bid, he/she shall forfeit the deposit.

Location: 1228 Helm Street

Approximate size: See Bid Pricing Sheet

Picture: See Attached

Special Note: Interested parties may contact the office of the City Manager regarding any specific questions.

Interested parties may contact the Henderson City-County Planning Commission and/or the City of Henderson Code Enforcement Division regarding specific uses and property setbacks.

Property may be surveyed for final plat dimensions or lot consolidation at the bidder's expense.

Bid Award: Bid will be awarded to the highest evaluated bid price. **The City reserves the right to reject any or all bids as specified in the General Conditions.**

Deposit: A 10% bid deposit in the form of a certified check payable to the City of Henderson is required and must accompany the bid. Checks will be returned to the unsuccessful bidders upon award by the City of Henderson. The successful bidder's deposit will be applied toward the closing costs. **In the event the buyer rescinds the purchase offer without cause and transfer of the property cannot be executed due to actions of the buyer, the 10% deposit will be forfeited.**

SPECIAL CONDITIONS

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Title: The City of Henderson will prepare the Deed. A closing date shall be established by both parties within sixty (60) days of the Notice of Award.

NO WARRANTIES: The property is sold as is, where is. There are no express warranties except those listed in this advertisement and that Seller owns the property.

Disclaimers: Environmental

Conditions

Geotechnical

Conditions

Taxes: Seller pays 2019 property taxes. Purchaser pays transfer tax fee and title opinion, if Purchaser desires one.

- End of Section -

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HIGHEST EVALUATED BID PRICE CRITERIA

Evaluation will be completed by the following: Purchasing, Codes Administration, City Manager, and Planning Commission Executive Director

Total Points Eligible 100 points

**Exterior Appearance:** A maximum of 15 points are eligible to be awarded in this category with 5 points available for each question.

If the answer is *yes*, the full 5 points will be applied; if the answer is *no*, 0 points will be applied.

Question # 1: Does the proposal/plan maintain the historic features of the current structure and intend on restoring the exterior appearance to its original design?

Question # 2: Does the proposal/plan indicate any site improvements, i.e., landscaping, hard surface or screening?

Question # 3: Does the proposal/plan indicate building signage? If so, is it in keeping with the historic nature of the building?

**Development Plan:** A maximum of 15 points are eligible to be awarded in this category with 5 points available for each question to be awarded on the following basis:  
if the proposal meets current zoning or subdivision regulations, the full value of 5 points will be applied;

if the proposal requires variances or special consideration, a value of 3 points will be applied;

if the proposal results in a no response to the question, a value of 0 points will be applied.

Question # 1: Does the proposed use adhere to the Audubon residential zone or does the plan require Board of Zoning approval for either a variance or a conditional use permit?

Question # 2: Does the plan address parking?

Question # 3: Does the proposal provide a written narrative plan describing the development of the property?



HIGHEST EVALUATED BID PRICE CRITERIA

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**Bid Price:**

Highest bid shall receive	45 points
Second highest bid shall receive	35 points
Third highest bid shall receive	25 points
Fourth highest bid shall receive	15 points
Fifth highest bid shall receive	10 points

**Schedule:**

The following points will be awarded to the development schedule submitted:

0 - 2 years	15 points
2 - 3 years	10 points
3 - 4 years	5 points
Over 5 years	0 points

**Commercial/Mixed Use Development:** The proposal shall indicate the total investment in commercial/mixed use housing. A maximum of 10 points are eligible to be awarded in this category.

Highest investment	10 points
Second highest investment	5 points
Third highest investment	3 points
Fourth highest investment	1 point

**OR**

**Residential Development:** The proposal shall indicate the total investment in residential housing. A maximum of 10 points are eligible to be awarded in this category.

Highest investment	10 points
Second highest investment	5 points
Third highest investment	3 points
Fourth highest investment	1 point

- End of Section -

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BID PRICING SHEET

**TOTAL LUMP SUM BID PRICE**

\$ \_\_\_\_\_

Non-Collusive Bid Statement: The undersigned bidder, having fully informed himself regarding the accuracy of the statements made herein, certifies that: (1) The bid has been arrived at by the bidder independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other vendor of materials, supplies, equipment, or services described in the bid, designed to limit independent bidding or competition, and (2) The contents of the bid have not been communicated by the bidder or its employees or agents to any person not any employee or agent of the bidder or its surety on any bond furnished with the bid, and will not be communicated by any such person prior to the official opening of the bid.

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Name and Title (printed)

\_\_\_\_\_  
Legal Name of Business

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

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

\_\_\_\_\_  
Date

Affix seal below if bid is by corporation.

This seal was herewith affixed in the presence of:

Signature \_\_\_\_\_

Title \_\_\_\_\_

REQUIRED TO BE SUBMITTED WITH BID

The provisions of KRS 45A.395 required that any bidder or offeror submit a sworn statement in conformity with such statute as a prerequisite to a determination that such bidder or offeror is a responsible bidder.

The undersigned, individually and as the \_\_\_\_\_  
(Office or Title)

of \_\_\_\_\_  
(Bidder or Offeror)

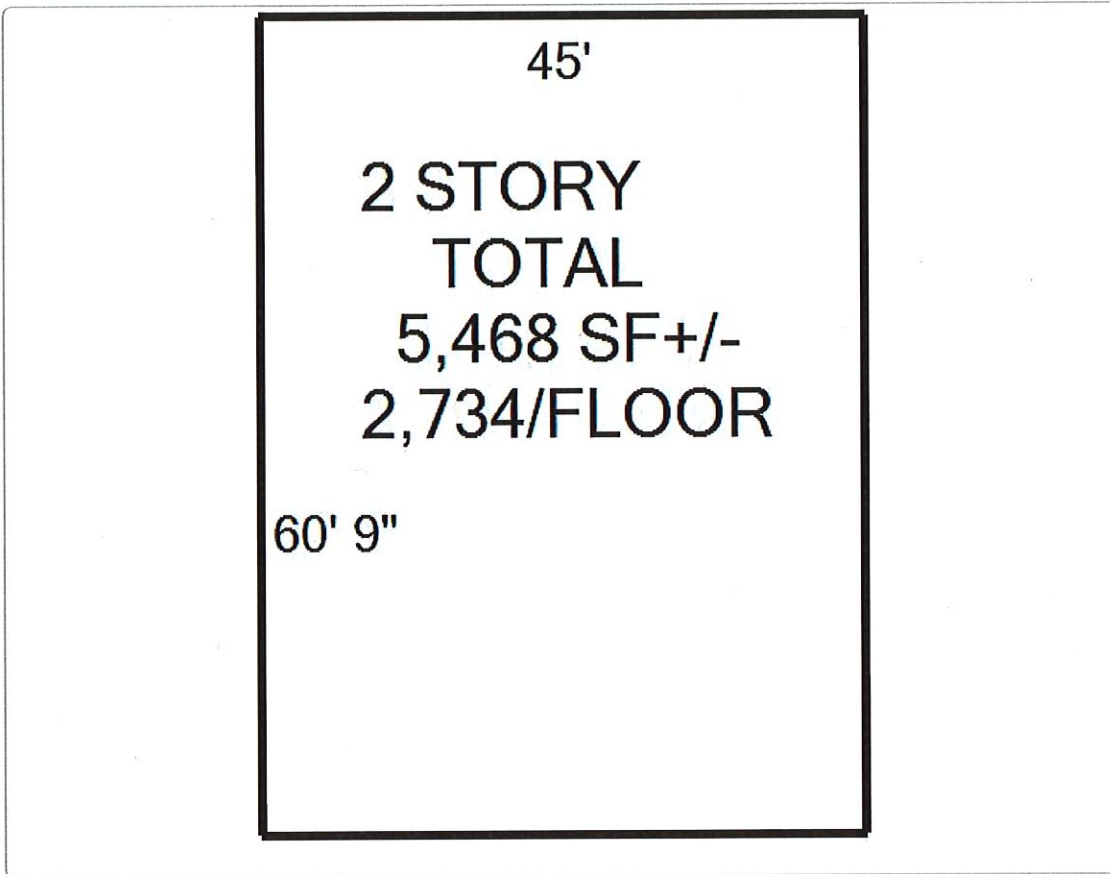
states under penalty of perjury that neither he (she), nor, to the best of his (her) knowledge, anyone acting on behalf of Bidder or Offeror, has knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky and that the award of a contract to the Bidder or Offeror will not violate any provision of the campaign finance laws of the Commonwealth. "Knowingly" means, with respect to conduct or to a circumstance described by a statute defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.

This the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Typed or printed name)

\_\_\_\_\_  
(Signature) (Title)



**Recent Sales**

From:

To:

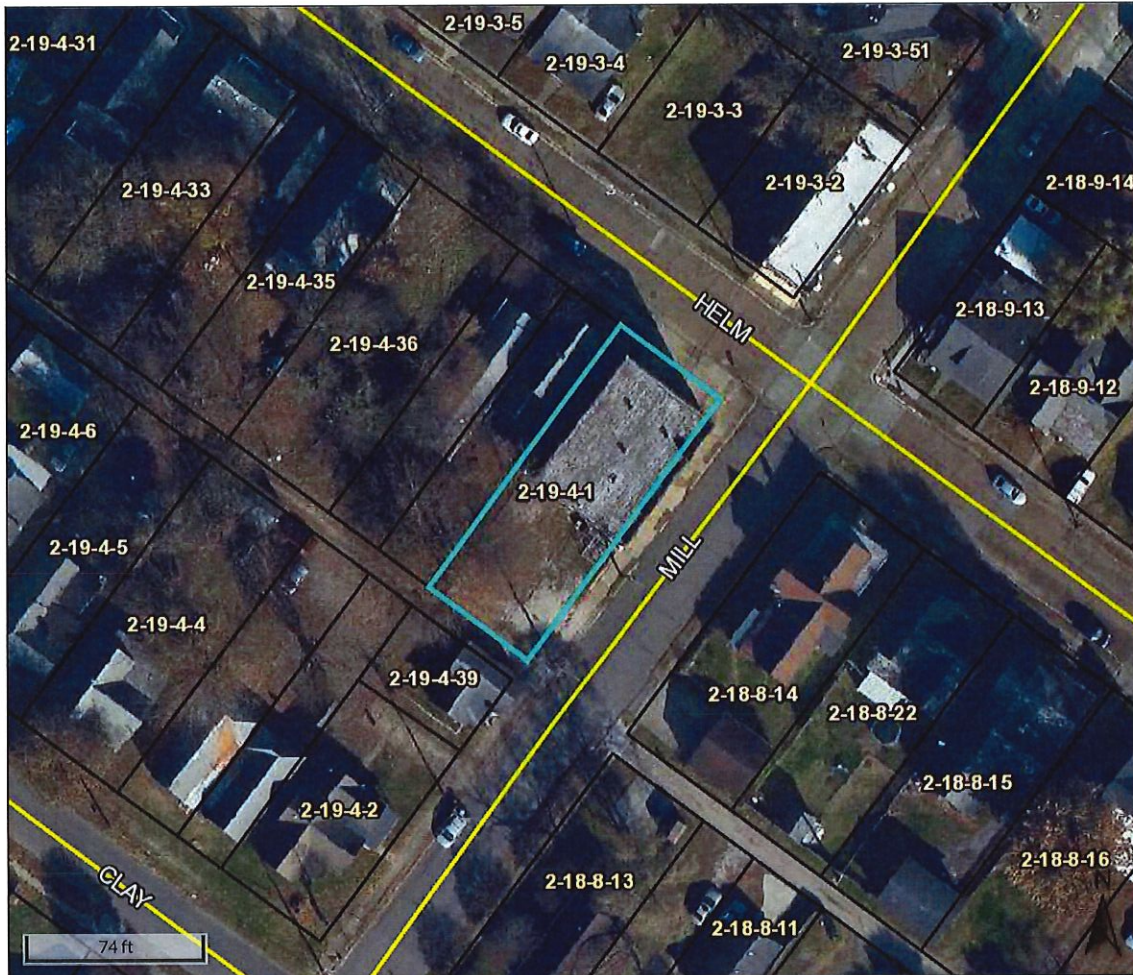
No data available for the following modules: Special Assessments, Taxes.

The Henderson County Property Valuation Administrator's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll.

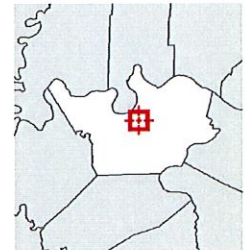


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Version 2.2.15



Overview



Legend

- Parcels
- Roads

Parcel ID	2-19-4-1	Physical Address	HELM ST 1228	Land Value	\$10,000	Last 2 Sales			
Property Class	Exempt City	Mailing Address	CITY OF HENDERSON	Improvement Value	\$40,000	Date	Price	Reason	Qual
Taxing District	City of Henderson		HENDERSON, KY 42420-0000	Total Value	\$50,000	n/a	0	n/a	n/a
Acres	n/a					n/a	0	n/a	n/a

Date created: 4/22/2019  
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