

INSTRUCTIONS FOR SEALED BID PROCESS-CITY OWNED PROPERTIES 1/22/15

The City of Burton has adopted a Resolution Authorizing the Sale of City Owned Property by Sealed Bids for the below properties with a **minimum bid equal to or greater than the pre-determined cash sale price** set forth. A copy of the Resolution Authorizing Sale of these properties may be inspected in the Burton City Clerk's office.

If you are interested, please submit sealed bids to:

Brenda Moulton, Purchasing Agent
C/O City of Burton
4303 S. Center Road
Burton, MI 48519

Each bid must be clearly labeled on the outside of envelope "**Sealed Bid – Parcel No.** _____ **(must include parcel number)**. Each bid must include a Conditional Purchase Agreement, (which is available at the front desk, or can be downloaded by visiting the Purchasing Dept. at burtonmi.gov.), stating the name of the purchaser and address of the property to be purchased on the first page in the shaded area (if no address, you will state "vacant land located on _____ street), and include the parcel number. You must state the purchase price and include a **certified check, cashier's check or money order (NO PERSONAL CHECKS WILL BE ACCEPTED)** made payable to the City of Burton in an amount not less than ten (10%) percent of the total bid. The purchaser(s) must sign (and print their name(s) underneath their signature) on the last page of the Agreement, along with their address and telephone number. If husband and wife are purchasing together, both must sign on the last page of Agreement.

Sealed bids must be received **no later than FEBRUARY 9, 2015 at 10:00 a.m. local time.** Immediately thereafter, all sealed bids received will be publicly read aloud. These properties are sold "as-is", with no title insurance. The Burton City Council will meet and consider these bids at its meeting of February 16, 2015.

The City of Burton reserves the right to reject any or all bids, and to accept any bid which shall be deemed to be most favorable to the interest of the City of Burton.

<u>PARCEL NUMBER</u>	<u>ADDRESS</u>	<u>MINIMUM BID PRICE/ PRE-APPROVED CASH SALE PRICE</u>
59-01-576-042	Pinebrook Lane	\$3,150
59-11-100-003	5008 Davison Rd	\$3,150
59-15-552-103	4136 Springfied St	\$1,150
59-21-530-002	Farley St	\$250
59-21-530-003	Farley St	\$250
59-22-527-007	4344 Bennett Dr	\$5,150
59-22-582-039	Shadycroft	\$2,150
59-27-576-053	3370 Ellis Park Dr	\$6,650
59-28-501-036	3148 Ludwig St	\$250
59-32-552-071	2116 E Judd Rd	\$250
59-28-554-097	3335 Kleinpell St	\$3,150
59-29-576-045	2278 Donovan St	\$3,650
59-30-551-008	1031 Mandeville St	\$250
59-30-577-122	DeCamp St	\$250
59-30-578-063	Donovan St	\$150
59-30-578-218	1412 Kenneth St	\$250 **

59-30-578-241	1395 Connell St	\$4,150
59-31-400-101	1340 Gram St	\$250
59-32-503-128	E Judd Rd	\$250
59-31-576-004	E Judd Rd	\$250
59-31-576-317	Friel Ave	\$250
59-31-527-164	E Judd Rd	\$250
59-31-527-167	1507 Webber Ave	\$2,150
59-31-527-227	Gram St	\$100
59-31-551-037	E Maple Ave	\$250
59-31-576-312	1482 Friel Ave	\$2,150
59-32-503-106	2065 E Judd Rd	\$2,150
59-32-503-206	2114 McLean Ave	\$2,150
59-32-504-094	Schumacher Ave	\$250
59-32-501-009	4101 S Saginaw St	\$1,000 **
59-32-503-239	2106 Scottwood Ave	\$2,150
59-28-501-173	3063 E Hemphill Rd	\$2,150

** These properties require demolition - separate Agreements required.