

CITY OF CRANBROOK

Sale of Property

409 Kootenay Street, Cranbrook, BC

Bid NO.: CRA2020-B-002

Issue Date:

Tuesday, October 27, 2020

Closing Date:

**Monday, November 16, 2020 by 4:30 p.m.
local time**

Closing Location:

City Hall

**Attention: Melissa Smith, Financial Services Manager
40-10th Ave S, Cranbrook, BC V1C 2M8**

TABLE OF CONTENTS

Sale of Property 3

1.0 Instructions to Bidders..... 4 - 6

2.0 Specifications – 409 Kootenay Street 7

Bid Form..... 8



SALE OF PROPERTY

409 Kootenay Street, Cranbrook, BC

Sealed Bids clearly marked on an envelope “**BID NO. CRA2020-B-002 409 KOOTENAY STREET**” will be received at the office of the Financial Services Manager – 40 – 10th Avenue South, Cranbrook, BC V1C 2M8 (“**the Closing Location**”), prior to 4:30 p.m., local time on Monday, November 16, 2020 (“**the Closing Time**”).

The property will be sold on an “**as is/where is**” basis and prospective purchasers must satisfy themselves as to the condition of the property.

Bid documents are available from the City of Cranbrook website www.cranbrook.ca.

Bidders may view the property Monday – Friday, October 27, 2020 – November 16, 2020, **by appointment only**. Please Public Works at (250) 489-0218 to set up an appointment.

Melissa Smith, CPA, CA
Financial Services Manager

2.0 PROPERTY SPECIFICATIONS:

409 Kootenay Street, Cranbrook, BC

1.0 INSTRUCTION TO BIDDERS

1.1 Definitions

Throughout this Sale of Property, the following definitions apply:

- a) "Bidder" means a person or entity with the legal capacity to contract, that submits, or intends to submit, a bid in response to this Sale of Property;
- b) "City" means the Corporation of the City of Cranbrook;
- c) "Closing Location" includes the location indicated on the cover page of this document;
- d) "Closing Time" means the closing time and date for this Sale of Property as set out on the cover page of this document;
- e) "Bid" means a written response to the Sale of Property that is submitted by a Bidder.

1.2 Submission of Bids

Bids **MUST** be received in a sealed envelope, clearly marked with the bid number and title, at the Closing Location by registered mail, courier, or hand delivery before the Closing Time.

All bid submissions **MUST** include a completed and signed **Bid Form**.

Email and facsimile submissions will not be accepted.

There will be no public opening for this Sale of Property.

1.3 Acceptability of Bids

In addition to any other reservation of rights set out in the bid document, the City, in its' sole discretion, reserves the right:

- a) to reject any or all Bids;
- b) to reject a Bid even if it is the only one received;
- c) to accept a Bid which is not the highest Bid;
- d) to waive any informality in the Bids;
- e) where the City determines that all Bid prices are too low, to reject all Bids; and
- f) to accept any Bid that is in the best interest of the City.

Bids that are incomplete, illegible, and obscure or contain qualifying words, clauses, omissions or other irregularities may be rejected as informal.

If a Bid contains a defect or fails in some way to comply with the requirements of the document, which in the sole discretion of the City is not material, the City may waive the defect and accept the Bid.

2.0 PROPERTY SPECIFICATIONS:

409 Kootenay Street, Cranbrook, BC

1.4 Bid Pricing

Unless otherwise specified herein by the City of Cranbrook, all Bids are to be in Canadian funds. All purchases are subject to GST.

1.5 Successful Bidders

The successful bid will be determined by Council. The successful bidder must enter into a purchase and sale agreement in a form acceptable to the City within 21 days of the Council decision. The purchase and sale agreement will require among other things, that the purchaser:

- a) Upon execution of the agreement, deliver a deposit to the City in the amount of ten (10%) of the sale price of the property;
- b) Pay all registration and other costs associated with the transfer of the property; and
- c) Pay all applicable taxes including but not limited to the property purchase tax, GST and an amount equivalent to municipal taxes from the purchase date.

1.6 Disclaimer

Bids for the subject property are made on an "as is/where is" basis. The City of Cranbrook does not provide any guarantee. All sales are final. It is the buyer's responsibility to determine the condition and suitability of the property.

1.7 Withdrawal

Bids may be withdrawn by written notice only, provided such notice is received by the Financial Services Manager prior to the time set for the opening of Bids. Upon closing time, all Bids become irrevocable. By submission of a Bid, the Bidder agrees that should they be successful, that Bidder will enter into a purchase contract with the City of Cranbrook.

1.8 Amendments of Bids

A Bidder may amend or revoke a Bid by giving written notice, delivered by hand, mail or fax to:

The Corporation of the City of Cranbrook
40 – 10th Avenue South
Cranbrook, BC V1C 2M8
Attention: Financial Services Manager
Fax: 250-426-4026

A bid amendment or revocation that is received after the Closing Time shall not be considered and shall not affect a Bid as submitted.

A bid amendment or revocation must be signed by an authorized signatory of the Bidder.

2.0 PROPERTY SPECIFICATIONS:

409 Kootenay Street, Cranbrook, BC

Any bid amendment that expressly or by inference discloses the Bidder's Bid Price or other material element of the Bid such that, in the opinion of the City, the confidentiality of the Bid is breached, will invalidate the entire Bid.

If a bid amendment or revocation is sent by fax, the Bidder assumes the entire risk that equipment and staff at the receiving office properly received the fax containing the amendment or revocation before the Closing Time. The City shall not be liable to any Bidder if for any reason a fax is not properly received.

1.9 Bid Clarifications

The City in its sole discretion reserves the right to clarify any bid after closing and prior to award.

1.10 Freedom of Information

Without limiting other obligations under the *Freedom of Information and Protection of Privacy Act* and any other enactments that may apply to the City or the Bidder or to both, and despite any promises or commitment by the City to preserving the confidentiality of information to the extent permitted by law, the Bidder acknowledges that any information provided to the City in relation to this Sale of Property, or that is created, produced, negotiated or otherwise comes within the City's custody or under its control pursuant to this Sale of Property, may be subject to a legal requirement to disclose the information pursuant to a request for access under that Act.

1.11 Further Information

Questions regarding submission requirements, timing or similar contractual matters should be directed to:

Melissa Smith, CPA, CA, Financial Services Manager
Phone: (250) 489-0265 Fax: (250) 426-4026
Email: msmith@cranbrook.ca

Bid Documents are available on the City's website (www.cranbrook.ca) under "Building & Business – RFPs/Tenders".

Bidders may view the property Monday – Friday, October 27, 2020 – November 16, 2020, **by appointment only**. Please call Public Works at (250) 489-0218 to set up an appointment.

2.0 PROPERTY SPECIFICATIONS:

409 Kootenay Street, Cranbrook, BC

Year: 1930

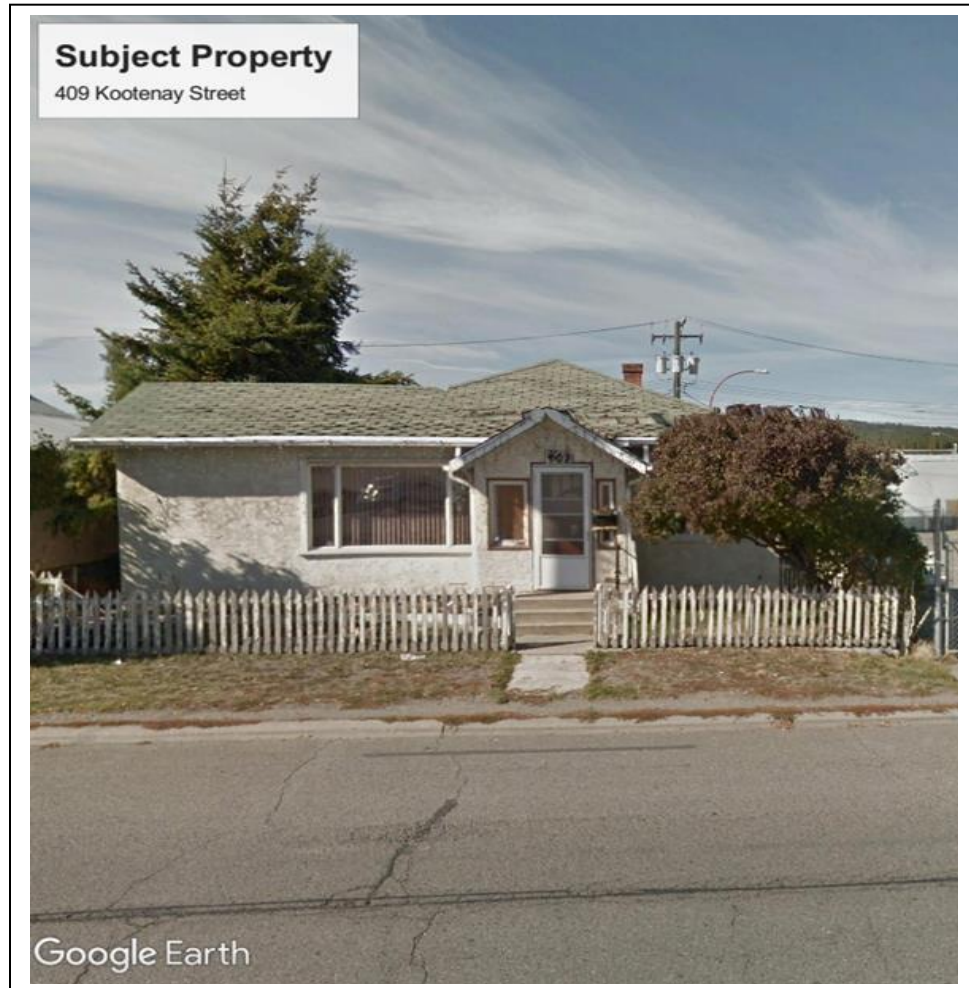
Legal: Lot 12, District Lot 4, Kootenay District Plan NEP2586 PID: 010-740-295

Other Information: **Zoned: Highway Commercial Zone C-2**

Lot Size: approx. .116 acres

Single Story home with carport, 3 bedrooms and 1 bathroom

Main floor space is approximately 1198 square feet including kitchen, living and office or den space. Full basement with separate entry and partially fenced lot.





THE CORPORATION OF THE CITY OF CRANBROOK

409 Kootenay Street, Cranbrook, BC

BID NO. CRA2020-B-002

BID FORM

BIDDER NAME: _____
(Printed Name)

ADDRESS: _____

TELEPHONE NO.: _____

CELL NO.: _____

EMAIL ADDRESS: _____

BID: \$ _____

GST (5%): \$ _____

TOTAL BID: \$ _____

SIGNATURE: _____

DATE: _____