

Request for Sealed Bid #18-205  
Property Known as Suwannee County School District Administrative Office

The Suwannee County School Board, during the January 23, 2018, Regular Board meeting, in compliance with State Requirements for Educational Facilities (SREF) 1.4, resolved to dispose of the property known as Suwannee County School District Administrative Office (Resolution #2018-06R) . The Board further resolved that it shall take diligent measures to dispose of educational property only in the best interest of the public. As a result, the board is hereby seeking interested parties to submit a sealed bid, following the guidelines set forth in this request, for the abovementioned property. As a result of submissions to this Request for Sealed Bid, the board may engage in negotiations with public or private entities, proceed to a request for presentation, or take no further action.

**Description of Property:**

Commence at the Southeast corner of Block 7, Northwest Division of the City of Live Oak, Florida, Section 23, Township 2 South, Range 13 East, for a point of beginning, the point of beginning being the point of intersection of the Westerly right of way line of Walker Avenue and the Northerly right of way line of Second Street in the City of Live Oak, Florida; from said point of beginning thence run North 26° 17' 28" East, along and with the West right of way line of Walker Avenue, a distance of 170 feet; thence run North 63° 42' 32" West a distance of 380 feet, said point being on the East line of Block C, Robinson's Addition, and the West line of former street of the City of Live Oak, Florida, known as Green Street, said street having been vacated of record as a public street and thoroughfare by the City of Live Oak, by Resolution No. 81-2 of the City Council of said City; thence run South 26° 17' 28" West a distance of 170 feet to the North right of way line of Second Street; thence run South 63° 42' 32" East, along and with the North right of way line of Second Street, a distance of 380 feet to the point of beginning;

SUBJECT to zoning of the City of Live Oak, Florida; and road rights of way and utility easements, if any.

PARCEL IDENTIFICATION NUMBER: 23-02S-13E-0591607.0041

**Scope of Disposal:**

A board may dispose of any land or other real property by resolution of such board, if recommended in an educational plant survey, and, if determined to be unnecessary for educational or ancillary purposes. A board shall take diligent measures to dispose of educational property only in the best interest of the public. This section does not apply to granting of easements, rights-of-way, or leases of board property. The board may dispose of such property by one of the following methods: transfer, trade or sale as described in SREF.

**Submittal Requirements:**

Firms, public entities or private individuals desiring to provide a sealed bid for the acquisition of the property listed above shall submit one (1) original and ten (10) copies of required information in a sealed envelope, with the following information clearly noted on the outside of the envelope: Bid Identification #18-205, land and building description. All bids must be received by the office of the Chief Financial Officer for the Suwannee County School Board by March 20, 2018, at 2:00 P.M. eastern standard time, at which time all bids will be opened and the public is invited to witness. All received bids will be time and date stamped, and, absolutely, no bids will be accepted after aforementioned date and time.

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Mail or deliver submissions to:

Vickie DePratter, Chief Financial Officer  
Suwannee County School Board  
1729 Walker Avenue SW, Suite 200  
Live Oak, Florida 32064

Public information relevant to the properties listed above is available upon request. All questions or comments specific to these submissions may be directed to Vickie DePratter, Chief Financial Officer, (386) 647-4609, or to Mark Carver, Director of Facilities, (386) 647-4151.

**General Criteria to Be Included:**

- Name of interested organization, person or entity submitting bid. [Only submissions from a person or legal entity such as a corporation, limited liability company, partnership or other organization registered with the Florida Secretary of State will be considered. Each bid must include a certificate of good standing from the State of Florida Secretary of State, resolution from the organization's or church's governing board or other documentation acceptable to the Suwannee County School Board]
- Amount and type of compensation offered to the board (purchase, trade or transfer)
- Information as to financial responsibility and feasibility of paying proposed compensation. Proof of financial responsibility may be in the form of a written loan commitment from a bank of financial institution, bond for the amount of the proposed purchase price, balance sheet, financial statement or other documentation satisfactory to the Suwannee County School Board. In the case of unincorporated churches or related associations, individual members may furnish such proof of financial responsibility.

**Selection Process:**

All submissions will be reviewed by the school board. The board will evaluate and rank each firm based on the following criteria: party's approach to the property and party's remuneration plans (purchase, trade or transfer). Each interested party will be given an opportunity to address the board; a limit of 15 minutes will be placed on each presentation. The board will act upon the best interests of the community, following the rules of SREF 1.4, and may vote to sell, trade, or transfer the property. The board reserves the right to withdraw this request for sealed bids and may accept any or decline any or all bids. All decisions of the board are final. The sale of the property or properties described above shall be formalized in a written Contract for Sale and Purchase using a standard Florida Association of Realtors Commercial Land Contract on an "AS-IS" basis with the exact legal descriptions to be determined by survey at the successful bidder's expense. The successful bidder or bidders are responsible for all closing costs.

Inquiries or issues relating to the sufficiency of the information furnished or legal status of the proposing entity will be referred to the School Board Attorney for resolution.

**All interested parties are hereby cautioned not to contact any other member of the school board nor attempt to persuade or promote through other channels. All contacts must be directed through the offices of the Chief Financial Officer or the Director of Facilities. Failure to comply with these procedures shall be cause for disqualification.**