

**IFB# 0818KR**

**INVITATION FOR BIDS  
REAL ESTATE FOR SALE**

**PROPERTY OF  
THE STATE OF MARYLAND**

**114-122 CALLENDAR STREET  
BALTIMORE CITY, Maryland**

**4,080 +/- square feet of land - improved with a  
4,438 +/- square foot residential dwelling**

**WARD: 18, SECTION: 08, BLOCK: 253  
LOTS 87 AND 88  
BALTIMORE CITY, MARYLAND**

**BID DUE DATE: September 17, 2018 BY 3:00 P.M.**

**Department of General Services  
Office of Real Estate  
Land Acquisition and Disposal Division  
300 W. Preston St, Room 601  
Baltimore, Maryland 21201**

**DATE ISSUED: August 16, 2018**

## **PURPOSE AND INTENT**

The State of Maryland to the use of the Department of Juvenile Services acquired that certain property located in Baltimore City and having an address of 114 Callendar Street (Tax Lot 87) by Deed dated **May 6, 2005** and recorded among the Land Records of Baltimore City, Maryland in Liber 6808, folio 53 (“**114 Callendar**”). The State of Maryland to the use of the Maryland Department of Health (formerly known as the Department of Mental Health and Hygiene) acquired that certain property located in Baltimore City and having an address of 116-122 Callendar Street (Tax Lot 88) by Deed dated **December 31, 1979** and recorded among the Land Records of Baltimore City, Maryland in Liber No. 3862, folio 096 (“**116-122 Callendar**”). 114 Callendar and 116-122 Callendar are collectively referred to herein as the “**Property.**” The State of Maryland to the use of the Maryland Department of Health to the use of Department of Juvenile Services determined that 114-122 Callendar was excess to its needs and on March 9, 2016, the Maryland Board of Public Works declared 114-122 Callendar surplus to the needs of the State of Maryland (see DGS Action Agenda Item No. 10-RP). Offers are now being accepted for the sale of the Property.

The State of Maryland to the use of the Department of General Services (“**DGS**”), on behalf of the Department of Juvenile Services and the Maryland Department of Health, is soliciting offers for the sale of the Property on the terms and conditions set forth in this Invitation for Bids (“**Invitation**”). Bids, for the purchase of the Property, shall be made under the terms and conditions outlined in this Invitation. All bids submitted must be in compliance with and subject to the provisions of this Invitation including the following Sections entitled “Purpose and Intent”, “General” and the “Instructions to Bidders” and the following documents which are attached hereto:

1. Bid Form
2. Agreement of Sale

all as may be modified and supplemented by any amendment that may be issued prior to the time fixed in the Invitation for the opening of bids.

## **GENERAL**

Department of General Services is a principal department of the government of the State of Maryland, organized pursuant to Title 4 of the State Finance and Procurement Article of the Annotated Code of Maryland. Department of General Services has statutory responsibility to acquire and dispose of all real property and interests therein for most State agencies.

The disposition of the Property resulting from this Invitation will be subject to all applicable laws and regulations. No contract or purchase agreement will become binding on the State of Maryland until signed by all parties and approved and executed by the State of Maryland Board of Public Works (“**BPW**”).

Notwithstanding anything to the contrary contained in this Invitation, this Invitation (a) is not a Procurement as defined in Section 11-101(m) of State Finance and Procurement Article, Maryland Annotated Code, (b) is not subject to Division II, General Procurement Law of State Finance and Procurement Article, Maryland Annotated Code and the applicable regulations as set forth in the Code of Maryland Regulations (“COMAR”), and (c) is not subject to e-Maryland Marketplace fees as set forth in COMAR 21.03.05.04.

## **INSTRUCTIONS TO BIDDERS**

**Invitation for Bids:** Bids for the purchase of the Property **MUST BE RECEIVED NO LATER THAN SEPTEMBER 17, 2018 BY 3:00 P.M. EASTERN TIME (“Bid End Date”)** at the DEPARTMENT OF GENERAL SERVICES, Office of Real Estate, 300 W. Preston St., Room 601 Baltimore, Maryland 21201. All bids submitted must be in compliance with and subject to the provisions of this Invitation. DGS has been authorized by Title 10-305, et seq. of the State Finance and Procurement Article of the Annotated Code of Maryland to negotiate a disposition price for the Property, subject to the approval of the Board of Public Works.

**Property Inspection:** The failure of any bidder to inspect, or to be fully informed as to the condition of all or any portion of the Property, will not constitute grounds for any claim or demand for adjustment or withdrawal of a bid after the bid opening.

Bidders will be able to tour the Property on **September 7, 2018** during the hours from **11 A.M to 2 P.M.** If required by the State, prior to entering the Property, the bidder must execute an acknowledgement of tour rules or a right of entry in favor of the State which will be available at the time and place of inspection.

**Minimum Bid Price.** The State seeks to obtain the maximum value for the Property and reserves the right to reject any and all bids. The State bases its determination upon information from an appraisal of the Property that will not be available to prospective bidders. Bids to purchase must be on a cash basis only. No credit terms are available.

The minimum bid for the Property is: **One Hundred Seventy-Eight Thousand Dollars (\$178,000.00) (“Minimum Bid Price”)**.

**Bid Amount.** The amount the bidder offers and agrees to pay to purchase the Property, if his/her/ its bid is accepted, (which amount shall not be lower than the Minimum Bid Price) is hereinafter referred to as the “**Bid Amount**”.

**Bid Deposit.** Each bid must be accompanied by the Bid Deposit, hereinafter defined, in the form of a certified check, cashier's check or bank/postal money order, payable to the order of the "State of Maryland ", in an amount designated below, so that the State may negotiate the draft.

**The bid deposit for the Property is: THREE THOUSAND DOLLARS (\$3,000.00) (“Bid Deposit”)**.

Failure to provide the Bid Deposit will result in rejection of the bid. Upon acceptance of a bid, the Bid Deposit of the successful bidder will be applied toward payment of the Purchase Price in

the Agreement of Sale. No interest will accrue on the Bid Deposit.

**Real Estate Broker Commission. Please note that no real estate broker or agent commission or fee will be paid by the State with regard to this transaction.**

**Agreement of Sale.** The terms and conditions on which the State will sell the Property are set forth in the Agreement of Sale, attached hereto, which document shall not be modified by the bidder. No oral statements or representations made by or for or on behalf of either party will be a part of such agreement. The bidder shall complete the following information in the Agreement of Sale.

Agreement of Sale: The bidder shall (1) fill in (a) the name of the purchaser of the Property (referred to therein as the "Purchaser"), (b) the Bid Amount (referred to therein as the "Purchase Price"), (c) the Bid Deposit (referred to therein as the "Deposit") and (d) the name of the person/entity to take title to the Property as the grantee in the deed of conveyance, and (2) complete the signature block for the purchaser.

The purchaser shall sign two (2) originals of the Agreement of Sale and submit same along with the Bid Deposit and Bid Form. If any modifications are made to the Agreement of Sale the bid will be rejected as being non-responsive.

**Bid submission.**

Bids must be submitted to:

Department of General Services  
Office of Real Estate  
Land Acquisition and Disposal Division  
300 W. Preston St. Room 601  
Baltimore, Maryland 21201

If you wish to hand deliver a bid, enter the 300 W. Preston St. building and the receptionist will call (410) 767-4313 to direct you to the appropriate location to deliver the bid.

**Bid Form.**

- a. Bids must be submitted on the Bid Form accompanying this Invitation, and all information, documents and certifications called for herein must be furnished. Bids submitted in any other manner or which fail to furnish all information, documents or certifications required may be summarily rejected as non-responsive.
- b. Bids will be filled out legibly with all erasures, strike overs, and corrections initialed by the person signing the bid and the bid must be manually signed.
- c. Negligence on the part of the bidder in preparing the bid confers no right for withdrawal or modification of the bid after it has been opened.

- d. In submitting a bid, only return the Bid Form and all documents and certifications called for herein. Retain a copy of the Bid Form and all documents and certifications submitted for your record.
- e. Additional bid forms are available from the State of Maryland Department of General Services Office of Real Estate or at the DGS website at [www.dgs.maryland.gov](http://www.dgs.maryland.gov) (then click Office of Real Estate). Forms in the Invitation for Bids may be photocopied.

**Agreement of Sale.** The Bid Form shall be accompanied by two (2) originals of the Agreement of Sale (with blanks filled in as set forth above) executed by the purchaser.

**Bid Envelopes.** Envelopes containing bids must be sealed and addressed as designated above. The name and address of the bidder must be shown in the upper left corner of the bid envelope, the invitation number, the date and hour that the State will begin accepting bids and the phrase "Bid for Real Property" must be shown in the lower left corner of the envelope. No responsibility will attach to any officer of the State for the premature opening of or failure to open a bid not properly addressed and identified.

**Bid Executed on Behalf of Bidder.**

- a. **Agent/Attorney in Fact.** A bid executed by an attorney or agent on behalf of the bidder must be accompanied by an authenticated copy of his/her Power of Attorney or other evidence of authority to act on behalf of the bidder.
- b. **Corporation.** If the bidder is a corporation, the corporation must be registered and in good standing with the Maryland State Department of Assessment and Taxation ("SDAT"). A certificate of good standing from SDAT must accompany the bid submission. The bid must be signed by the President or a Vice President of the corporation, or must be accompanied by Corporate Resolutions signed by the secretary of the corporation granting authority to the individual signatory to execute the bid on behalf of the corporation.
- c. **General Partnership.** If the bidder is a general partnership the bid must be signed by all the partners, or be accompanied by a statement signed by all the partners that the signatory (s) has authority to execute the bid on behalf of the partnership.
- d. **Limited Partnership.** If the bidder is a limited partnership, the limited partnership must be registered and in good standing with SDAT. A certificate of good standing from SDAT must accompany the bid submission. The bid must be signed by the General Partner. The State reserves the right to require evidence of the authority of the signatory.
- e. **Limited Liability Company.** If the bidder is a limited liability company, the limited liability company must be registered and in good standing with SDAT. A certificate of good standing from SDAT must accompany the bid submission. The bid must be signed by the Authorized or Managing Member. The State

reserves the right to require evidence of the authority of the signatory.

- f. **Other Business Entity.** If the bidder is a business entity other than one of those listed above, it must be registered and in good standing with SDAT if required to under law, and the bid must be signed by duly authorized for that type of business entity. A certificate of good standing from SDAT must accompany the bid submission. The State reserves the right to require evidence of the authority of the signatory.

**Continuing Offers.** Each bid received will be deemed to be a continuing offer after the date of the bid for 45 calendar days, unless the bid is accepted or rejected by the State before the expiration of the 45<sup>th</sup> calendar day. If the State desires to accept any bid after the expiration of the 45<sup>th</sup> calendar day, the consent of the bidder will be obtained prior to such expiration.

**Faxing Your Bid.** Bids will not be accepted by fax or by electronic submission.

**Responsive Bid Defined.** A bid received from a bidder whose bid conforms to this Invitation, is a “**Responsive Bid**”, and shall be included in the pool from which the Accepted Bid, defined below, is chosen. The insertion of any contingencies or conditions by a bidder shall make the bid non-responsive, and shall be rejected.

**Withdrawal of Invitation.** The State reserves the right to withdraw in whole or in part this Invitation at any time prior to the Date of Bid Acceptance.

**State’s Right to Cancel This Invitation for Bids.** The State reserves the right to cancel this Invitation at any time prior to the Date of Bid Acceptance.

**Rejection of Bids.** The State reserves the right to reject any or all bids or portions thereof at any time for any reason.

**Accepted Bid.** The Responsive Bid that is most advantageous to the State, in terms of price, will be the “**Accepted Bid**”. In the event two or more Responsive Bids are received that are equal in all respects, the selection will be made by a drawing but not limited to such equal Responsive Bids.

**Revocation of Bid.** In the event of revocation of a bid by a bidder after opening of bids but prior to the date of Bid Acceptance, the Deposit, together with any payments subsequently made on account may be forfeited at the option of the State and the State may avail itself of any other rights and remedies it may have by law or in equity.

**Board of Public Works Approval.** After a Bid is accepted, the Agreement of Sale to be binding on the State shall be subject to the approval of and execution by the Maryland Board of Public Works.

**Notice of Acceptance or Rejection.** Notice by the State of acceptance or rejection of a bid will be deemed to have been sufficiently given when mailed to the bidder, or his/her duly authorized

representative, at the address indicated in the bid. The State's processing of a bid deposit will not, in itself, constitute acceptance of the bidder's offer.

**Date of Bid Acceptance.** The “**Date of Bid Acceptance**” shall be deemed to be the date upon which the State decides which bid is the Accepted Bid.

**Return of Bid Deposits.** All bid deposits will be held until the Date of Bid Acceptance. The bid deposits of all unsuccessful bidders will be mailed out within five (5) working days from the Date of Bid Acceptance.

**Additional Information.** The State, at the address given in this Invitation, will, upon request, provide additional copies of this Invitation, and answer requests for additional available information concerning the Property to facilitate preparation of bids. Each bid submitted will be deemed to have been made with full knowledge of all terms, conditions and requirements contained in this Invitation.

**Waiver of Informalities or Irregularities.** The State may, at its election, waive any minor informality or irregularity in bids received.

### **Telephone Inquiry**

If, after reading this Invitation for Bids, you have any questions about the Property, contact Ms. Kim Rennie at 410-767-4313, or send an e-mail to the following e-mail address:  
[kim.rennie@maryland.gov](mailto:kim.rennie@maryland.gov)