

OFFICIAL CITY OF HOLLYWOOD  
SURPLUS PROPERTY BID FORM S-201

INSERT SELECTED PROPERTY FOLIO NUMBER FROM EXHIBIT A AND INSERT  
YOUR BID DOLLAR AMOUNT BELOW:

Please consider this as my official bid offer for the purchase of the following City owned property:

Parcel Folio No.	<u>514 124 120 050</u>	Bid \$	<u>25,000.<sup>00</sup></u>
Parcel Folio No.	<u>514 124 080 020</u>	Bid \$	<u>25,000.<sup>00</sup></u>
Parcel Folio No.	<u>514 204 010 030</u>	Bid \$	<u>21,000.<sup>00</sup></u>
Parcel Folio No.	<u>514 204 010 031</u>	Bid \$	
Parcel Folio No.		Bid \$	
Parcel Folio No.		Bid \$	
Parcel Folio No.		Bid \$	
Parcel Folio No.		Bid \$	
Parcel Folio No.		Bid \$	

CERTIFICATION

I guarantee to pay for the above described parcel within forty-five (45) days of award of bid and approval by the City Commission.

I understand that timely payment may be considered in award of bid, and that cancellation of bid award will be considered if the payment time is not met.

I declare that I have read and understand the provisions of the City of Hollywood "Surplus Property Sale Invitation to Bid and Instructions to Bidders".

 1-07-14  
Signature Date Signed

DANIEL SECO  
Print Name

954-854-4222  
Business Phone Home Phone

3701 MCKINLEY ST., HOLLYWOOD, FL 33021  
Street Address

3701 MCKINLEY ST., HOLLYWOOD, FL 33021  
Mailing Address

(If this bid is successful, the information given in the Signature, Printed Name portion of this form will be used as grantee information in the preparation of any subsequent deed of conveyance).

OFFICIAL CITY OF HOLLYWOOD  
SURPLUS PROPERTY BID FORM S-201

INSERT SELECTED PROPERTY FOLIO NUMBER FROM EXHIBIT A AND INSERT  
YOUR BID DOLLAR AMOUNT BELOW:

Please consider this as my official bid offer for the purchase of the following City owned property:

Parcel Folio No.	<u>514204010050</u>	Bid \$	<u>25,000.00</u>
	<u>514204010030</u>		
Parcel Folio No.	<u>514204010031</u>	Bid \$	<u>15,000.00</u>
Parcel Folio No.	<u>514204013860</u>	Bid \$	<u>45,800.00</u>
Parcel Folio No.	<u>514204013410</u>	Bid \$	<u>5,500.00</u>
Parcel Folio No.	<u>514124130730</u>	Bid \$	<u>15,000.00</u>
Parcel Folio No.	<u>514124130260</u>	Bid \$	<u>18,000.00</u>
Parcel Folio No.	<u>514124080020</u>	Bid \$	<u>14,000.00</u>
Parcel Folio No.	<u>514124120050</u>	Bid \$	<u>20,000.00</u>
Parcel Folio No.	_____	Bid \$	_____

CERTIFICATION

I guarantee to pay for the above described parcel within forty-five (45) days of award of bid and approval by the City Commission.

I understand that timely payment may be considered in award of bid, and that cancellation of bid award will be considered if the payment time is not met.

I declare that I have read and understand the provisions of the City of Hollywood "Surplus Property Sale Invitation to Bid and Instructions to Bidders".

Henry L. Graham  
Signature

12-16-2013  
Date Signed

Henry L. Graham  
Print Name

954-924-3635      954-559-8634  
Business Phone      Home Phone

3220 North 24<sup>th</sup> Avenue Hollywood, FL 33020433  
Street Address

P.O. Box 222738 - Hollywood, FL 33022-2738  
Mailing Address

(If this bid is successful, the information given in the Signature, Printed Name portion of this form will be used as grantee information in the preparation of any subsequent deed of conveyance).

**OFFICIAL CITY OF HOLLYWOOD  
SURPLUS PROPERTY BID FORM S-201**

**INSERT SELECTED PROPERTY FOLIO NUMBER FROM EXHIBIT A AND INSERT  
YOUR BID DOLLAR AMOUNT BELOW:**

Please consider this as my official bid offer for the purchase of the following City owned property:

Parcel Folio No. <u>514204013860</u>	Bid \$ <u>25,000</u>	<u>FARRAGUT ST.</u>
Parcel Folio No. <u>514124120050</u>	Bid \$ <u>15,500</u>	<u>FULTON ST.</u>
Parcel Folio No. <u>514124080020</u>	Bid \$ <u>15,500</u>	<u>FULTON ST.</u>
Parcel Folio No. <u>514124130260</u>	Bid \$ <u>15,500</u>	<u>MAGO ST.</u>
Parcel Folio No. <u>514124130730</u>	Bid \$ <u>15,500</u>	<u>WILBY ST.</u>
Parcel Folio No. _____	Bid \$ _____	
Parcel Folio No. _____	Bid \$ _____	
Parcel Folio No. _____	Bid \$ _____	
Parcel Folio No. _____	Bid \$ _____	

**CERTIFICATION**

I guarantee to pay for the above described parcel within forty-five (45) days of award of bid and approval by the City Commission.

I understand that timely payment may be considered in award of bid, and that cancellation of bid award will be considered if the payment time is not met.

I declare that I have read and understand the provisions of the City of Hollywood "Surplus Property Sale Invitation to Bid and Instructions to Bidders".

<u><i>[Signature]</i></u> Signature	<u>1-6-2014</u> Date Signed
<u>JUNIPER ENTERPRISES, LLC</u> Print Name	
<u>954-668-1413</u> Business Phone	<u>Home Phone</u>
<u>Hollywood, FL 33021</u> Street Address	
<u>Mailing Address</u>	

(If this bid is successful, the information given in the Signature, Printed Name portion of this form will be used as grantee information in the preparation of any subsequent deed of conveyance).

OFFICIAL CITY OF HOLLYWOOD  
SURPLUS PROPERTY BID FORM S-201

INSERT SELECTED PROPERTY FOLIO NUMBER FROM EXHIBIT A AND INSERT  
YOUR BID DOLLAR AMOUNT BELOW:

Please consider this as my official bid offer for the purchase of the following City owned property:

Parcel Folio No. 514204010050 Bid \$ 13,500  
Parcel Folio No. 514204010030 ~~#~~ Bid \$ 2 folio #  
Parcel Folio No. 514204010031 Bid \$ 10,400  
Parcel Folio No. 514204013860 Bid \$ 22,500  
Parcel Folio No. 514204013410 Bid \$ NO BID  
Parcel Folio No. 514224120050 Bid \$ 13,100  
Parcel Folio No. 514124080020 Bid \$ 12,500  
Parcel Folio No. 514124130260 Bid \$ 14,000  
Parcel Folio No. 514124130730 Bid \$ 14,000

CERTIFICATION

I guarantee to pay for the above described parcel within forty-five (45) days of award of bid and approval by the City Commission.

I understand that timely payment may be considered in award of bid, and that cancellation of bid award will be considered if the payment time is not met.

I declare that I have read and understand the provisions of the City of Hollywood "Surplus Property Sale Invitation to Bid and Instructions to Bidders".

Nicholas Tranchina

Signature

NICHOLAS TRANCHINA

Print Name

954-394-6260

Business Phone

724 Hollywood Blvd

Street Address

Hollywood PL 33019

Mailing Address

JAN 06 2014

Date Signed

(If this bid is successful, the information given in the Signature, Printed Name portion of this form will be used as grantee information in the preparation of any subsequent deed of conveyance).



OFFICIAL CITY OF HOLLYWOOD  
SURPLUS PROPERTY BID FORM S-201

INSERT SELECTED PROPERTY FOLIO NUMBER FROM EXHIBIT A AND INSERT  
YOUR BID DOLLAR AMOUNT BELOW:

Please consider this as my official bid offer for the purchase of the following City owned property:

Parcel Folio No.	<u>514204013860</u>	Bid \$	<u>12,000.00</u>
Parcel Folio No.	<u>514124120050</u>	Bid \$	<u>8,500.00</u>
Parcel Folio No.	<u>514124080020</u>	Bid \$	<u>8,500.00</u>
Parcel Folio No.	<u>514124130730</u>	Bid \$	<u>8,500.00</u>
Parcel Folio No.	_____	Bid \$	_____
Parcel Folio No.	_____	Bid \$	_____
Parcel Folio No.	_____	Bid \$	_____
Parcel Folio No.	_____	Bid \$	_____
Parcel Folio No.	_____	Bid \$	_____

CERTIFICATION

I guarantee to pay for the above described parcel within forty-five (45) days of award of bid and approval by the City Commission.

I understand that timely payment may be considered in award of bid, and that cancellation of bid award will be considered if the payment time is not met.

I declare that I have read and understand the provisions of the City of Hollywood "Surplus Property Sale Invitation to Bid and Instructions to Bidders".

  
\_\_\_\_\_  
Signature

1/8/13  
\_\_\_\_\_  
Date Signed

Anthony Nelson  
\_\_\_\_\_  
Print Name

9545846967  
\_\_\_\_\_  
Business Phone

954989-4762  
\_\_\_\_\_  
Home Phone

5412 SW 20<sup>th</sup> Street West Park, FL 33023  
\_\_\_\_\_  
Street Address

Same as above  
\_\_\_\_\_  
Mailing Address

(If this bid is successful, the information given in the Signature, Printed Name portion of this form will be used as grantee information in the preparation of any subsequent deed of conveyance).

OFFICIAL CITY OF HOLLYWOOD  
SURPLUS PROPERTY BID FORM S-201

INSERT SELECTED PROPERTY FOLIO NUMBER FROM EXHIBIT A AND INSERT  
YOUR BID DOLLAR AMOUNT BELOW:

Please consider this as my official bid offer for the purchase of the following City owned property:

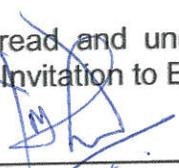
Parcel Folio No.	<u>514204010050</u>	Bid \$	<u>5,000.00</u>
Parcel Folio No.	<u>514204010030 &amp; 514204010031</u>	Bid \$	<u>2,500.00</u>
Parcel Folio No.	<u>514204013860</u>	Bid \$	<u>2,500.00</u>
Parcel Folio No.	<u>514204013410</u>	Bid \$	<u>3,500.00</u>
Parcel Folio No.	<u>514124120050</u>	Bid \$	<u>5,000.00</u>
Parcel Folio No.	<u>514124080020</u>	Bid \$	<u>2,400.00</u>
Parcel Folio No.	<u>514124130260</u>	Bid \$	<u>1,750.00</u>
Parcel Folio No.	<u>514124130730</u>	Bid \$	<u>5,200.00</u>
Parcel Folio No.	_____	Bid \$	_____

CERTIFICATION

I guarantee to pay for the above described parcel within forty-five (45) days of award of bid and approval by the City Commission.

I understand that timely payment may be considered in award of bid, and that cancellation of bid award will be considered if the payment time is not met.

I declare that I have read and understand the provisions of the City of Hollywood "Surplus Property Sale Invitation to Bid and Instructions to Bidders".

  
Signature 12/10/13  
Date Signed

MICHAEL JOSHUA  
Print Name

786-488-3350  
Business Phone Home Phone

3310 NW 178<sup>th</sup> Street, Miami Gardens, FL 33056  
Street Address

P.O. Box 1183 OPA-Lucka, FL 33054  
Mailing Address

(If this bid is successful, the information given in the Signature, Printed Name portion of this form will be used as grantee information in the preparation of any subsequent deed of conveyance).

**OFFICIAL CITY OF HOLLYWOOD  
SURPLUS PROPERTY BID FORM S-201**

**INSERT SELECTED PROPERTY FOLIO NUMBER FROM EXHIBIT A AND INSERT  
YOUR BID DOLLAR AMOUNT BELOW:**

Please consider this as my official bid offer for the purchase of the following City owned property:

Parcel Folio No. <u>514124130730</u>	Bid \$ <u>2,000.<sup>00</sup></u>
Parcel Folio No. <u>514124080020</u>	Bid \$ <u>\$100.00</u>
Parcel Folio No. <u>514124120050</u>	Bid \$ <u>\$100.00</u>
Parcel Folio No. <u>514204013860</u>	Bid \$ <u>\$500.00</u>
Parcel Folio No. <u>514204013410</u>	Bid \$ <u>\$500.00</u>
Parcel Folio No. <u>514204010050</u>	Bid \$ <u>\$500.00</u>
Parcel Folio No. <u>514204010030</u> }	Bid \$ <u>\$500.00</u> }
Parcel Folio No. <u>514204010031</u> }	Bid \$ <u>\$500.00</u> }
Parcel Folio No. <u>514124130260</u>	Bid \$ <u>\$100.00</u>

**CERTIFICATION**

I guarantee to pay for the above described parcel within forty-five (45) days of award of bid and approval by the City Commission.

I understand that timely payment may be considered in award of bid, and that cancellation of bid award will be considered if the payment time is not met.

I declare that I have read and understand the provisions of the City of Hollywood "Surplus Property Sale Invitation to Bid and Instructions to Bidders".

<u>S. White</u>	<u>Dec 28, 2013</u>
<b>Signature</b>	<b>Date Signed</b>

SHERYL WHITE

<b>Print Name</b>	<u>305 205 9501</u>	<u>954 305 4446</u>
<b>Business Phone</b>	<b>Home Phone</b>	

6861 SW 39th DRIVE

**Street Address**  
MIRAMAR FL 33023

**Mailing Address**

(If this bid is successful, the information given in the *Signature*, *Printed Name* portion of this form will be used as grantee information in the preparation of any subsequent deed of conveyance).





BID TABULATION - SALE BID S-201 PAGE THREE BIDDERS (CONTINUED)	NICHOLAS TRANCHINA HOLLYWOOD, FL	JOAV HOLDINGS LLC ZVI RAFILOVICH HOLLYWOOD, FL	JESSICA SAN MARCO PEMBROKE PINES, FL	ANTHONY NELSON WEST PARK, FL
Parcel Folio No. 514204010050	\$13,500.00	\$20,500.00	N/B	N/B
Parcel Folio No. 514204010030 & 514204010031	\$10,400.00	N/B	N/B	N/B
Parcel Folio No. 514204013860	\$22,500.00	N/B	N/B	\$12,000.00
Parcel Folio No. 514204013410	N/B	N/B	N/B	N/B
Parcel Folio No. 514124120050	\$13,100.00	N/B	N/B	\$8,500.00
Parcel Folio No. 514124080020	\$12,500.00	N/B	N/B	\$8,500.00
Parcel Folio No. 514124130260	\$14,000.00	N/B	N/B	N/B
Parcel Folio No. 514124130730	\$14,000.00	N/B	\$10,000.00	\$8,500.00

**BID TABULATION - SALE BID S-201  
PAGE FOUR**

BIDDERS - (CONTINUED)	JOHN PIERSON HOLLYWOOD, FL	JEREMY PHILL HOLLYWOOD, FL		
Parcel Folio No. 514204010050	N/B	N/B		
Parcel Folio No. 514204010030 & 514204010031	N/B	N/B		
Parcel Folio No. 514204013860	N/B	N/B		
Parcel Folio No. 514204013410	N/B	N/B		
Parcel Folio No. 514124120050	\$10,000.00	N/B		
Parcel Folio No. 514124080020	\$10,000.00	N/B		
Parcel Folio No. 514124130260	\$10,000.00	\$18,000.00		
Parcel Folio No. 514124130730	\$10,000.00	\$17,000.00		



# City of Hollywood, Florida

GEN. JOSEPH W. WATSON CIRCLE P. O. BOX 229045 ZIP 33022-9045

## INVITATION TO BID SURPLUS PROPERTY FOR SALE SALE BID S-201

The City of Hollywood, Florida intends to sell the following lands under the provision of the Hollywood City Charter, Section 13.01, Sale of City-Owned Real Property.

Nine (9) parcels of vacant land listed in Exhibit "A" attached hereto.

All parcels are to be sold in "AS IS" condition with conveyance by Quit Claim Deed. (Copy attached).

Additional details on each parcel may be found at the Broward County Property Appraiser's website at [www.bcpa.net/](http://www.bcpa.net/) by clicking on the search option, and entering the folio number.

### CONTACTS:

For information concerning procedure for responding to this Invitation For Bid (IFB), contact the Procurement Services Division, Ralph Dierks, Procurement Manager at (954) 921-3223 or Linda Silvey, Budget and Procurement Technician at 954-921-3200, or Joel Wasserman, Director, Procurement Services at 954-921-3290 or his designee. Such contact is to be for clarification purposes only.

It is preferred that all other questions be submitted in writing. Questions should be directed to the City of Hollywood, P.O. Box 229045, Hollywood, Florida 33022-9045, Attention: Ralph Dierks, Procurement Manager, Procurement Services Division, or to facilitate prompt receipt of questions, they may be sent via fax at (954) 921-3086, or via e-mail, [rdierks@hollywoodfl.org](mailto:rdierks@hollywoodfl.org) or [lsilvey@hollywoodfl.org](mailto:lsilvey@hollywoodfl.org). **Questions are due no later than 5:00 P.M., Tuesday, December 17, 2013.**

**SURPLUS PROPERTY SALE S-201  
INVITATION TO BID AND INSTRUCTION TO BIDDERS**

**BID SUBMITTALS: Bids must be received no later than 3:00 p.m., Tuesday January 7, 2014 in the Procurement Services Division, 2600 Hollywood Boulevard, Room 303, Hollywood, Florida 33020.** Bids will be publicly opened in the Procurement Services Office shortly thereafter.

Each bid form is to be submitted in a sealed envelope, on the outside of which shall be marked "Sealed Bid for Surplus Property Identified as Sale Bid S-201", together with the name and address of the person, firm or corporation submitting the bid. All bids must be submitted on the Official City of Hollywood Surplus Property Bid Form. Bids without the proper marking will not be accepted. All bids amounts are to be firm, valid and subject to acceptance for a period of sixty (60) days after the bids are opened. Bidders at their option, may bid below, at or above the property assessed values as detailed in Exhibit A.

Firms or individuals submitting bids are fully responsible for the delivery of the bids. Late submissions will not be accepted. Bids that are submitted by any electronic methods will not be accepted under any circumstances.

**NOTIFICATION OF BID AWARDS:** Only successful bids will be notified by mail following approval by the City Commission.

**PAYMENT AND CLOSING REQUIREMENTS:** The successful bidder(s) must provide payment required herein within forty-five (45) days following approval by the City Commission. **The successful bidder(s) will be responsible for all closing costs, including, but not necessarily limited to recording fees.** Payment shall be made at closing to be held at a time and location selected by the City. Payment must be in the form of a Cashier's Check, Official check, or U.S. Postal Money Order.

It is the sole responsibility of the successful bidder to claim the land parcel and make payment of bid amount and all fees prescribed herein. City assumes no liability for such claim.

**SPECIAL NOTICE TO BIDDERS:** The City Commission of the City of Hollywood reserves the right to reject any and all bids, reserves the right to waive any technicality or informality in the best interest of the city, reserves the right to ascertain that the highest bid can be honored, and reserves the right to select highest bid. In the case of a tie bid amount, the high bidder is chosen by the earliest delivery of postmark, provided the bid amount is acceptable by the City Commission.

**OFFICIAL CITY OF HOLLYWOOD  
SURPLUS PROPERTY BID FORM S-201**

**INSERT SELECTED PROPERTY FOLIO NUMBER FROM EXHIBIT A AND INSERT  
YOUR BID DOLLAR AMOUNT BELOW:**

Please consider this as my official bid offer for the purchase of the following City owned property:

Parcel Folio No. \_\_\_\_\_ Bid \$ \_\_\_\_\_

**CERTIFICATION**

I guarantee to pay for the above described parcel within forty-five (45) days of award of bid and approval by the City Commission.

I understand that timely payment may be considered in award of bid, and that cancellation of bid award will be considered if the payment time is not met.

I declare that I have read and understand the provisions of the City of Hollywood "Surplus Property Sale Invitation to Bid and Instructions to Bidders".

\_\_\_\_\_  
**Signature** \_\_\_\_\_  
**Date Signed**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Business Phone** **Home Phone**

\_\_\_\_\_  
**Street Address**

\_\_\_\_\_  
**Mailing Address**

(If this bid is successful, the information given in the *Signature, Printed Name* portion of this form will be used as grantee information in the preparation of any subsequent deed of conveyance).

**Exhibit "A"**

**SURPLUS PROPERTY SALE**

**Surplus Property For Sale Is Identified As Follows:**

**LIBERIA NEIGHBORHOOD AREA**

<u>PARCEL FOLIO NO.</u>	<u>LEGAL DESCRIPTION</u>	<u>SIZE<sup>1</sup></u>	<u>LOCATION</u>	<u>BCPA ASSESSED VALUE</u>	<u>COMMENT</u>
<b>COMMERCIAL:</b> 514204010050	Liberia 1-34B Lot 6 Less S 20 For Rd Blk 1	40' x 83'	2221 Sheridan St.	\$26,910	Single lot Appraised @ \$24,000
514204010030 & 514204010031	Liberia 1-34B Lot 4 N1/2 Blk 1 & Liberia 1-34B Lot 4 S1/2 Less 20 for RD Blk 1	40' x 53' 40' x 30'	Sheridan Street	\$20,750	2 lots to form one 40' x 83' lot (west side 2213 Sheridan St.)
<b>RESIDENTIAL:</b> 514204013860	Liberia 1-34B Lot Lot 18, 19 Blk 18	40'x104' 40'x104'	2350 Farragut St.	\$42,000	Double lot, appraised @ \$45,000
514204013410	Liberia 1-31 B Lot 3 Blk 16	25'x100'	Simms St.	\$12,500	Single lot (east side 2309 Simms St.)

**WASHINGTON PARK/CARVER RANCHES NEIGHBORHOOD AREA**

<b>RESIDENTIAL:</b> 514124120050	West Carver Ranches Add NO 2 26-36 B Lot 5 Blk 71	50'x104'	Fletcher St.	\$26,210	Single lot (west side of 5738 Fletcher St.)
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<sup>1</sup> Indicated size is approximate

<u>PARCEL FOLIO NO.</u>	<u>LEGAL DESCRIPTION</u>	<u>SIZE<sup>1</sup></u>	<u>LOCATION</u>	<u>BCPA ASSESSED VALUE</u>	<u>COMMENT</u>
514124080020	Washington Park Hallandale Add NO 2 32-14 B Lot 26 Blk G	50' x100'	Fletcher St.	\$24,960	Single lot (east side side of 5650 Fletcher St.)
514124130260	West Carver Ranches Add NO 3 31-16 B Lot 2 Blk 78	50'x106'	5604 Mayo St.	\$27,480	Single lot
514124130730	West Carver Ranches Add NO 3 31-16 B Lot 21 Blk 80	50'x105'	Wiley St.	\$27,500	Single lot (east side of 5530 Wiley St.)

<sup>1</sup> Indicated size is approximate

This instrument prepared by:

**QUITCLAIM DEED**

**This Quitclaim Deed**, executed this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by the CITY OF HOLLYWOOD, FLORIDA ("first party"), a Florida municipality, whose post-office address is 2600 Hollywood Blvd., Hollywood, FL 33020, to \_\_\_\_\_, ("second party"), whose \_\_\_\_\_ post-office \_\_\_\_\_ address \_\_\_\_\_ is \_\_\_\_\_.

**Witnesseth:** That first party, for good and valuable consideration, the receipt of which is hereby acknowledged, does hereby remise, release, quitclaim and dedicate unto second party forever, all the right, title, interest, claim and demand which first party has in and to the following described land, including any claims of easements, situate, lying and being in the County of Broward, State of Florida, to wit:

**To Have and to Hold** the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of first party, either in law or equity.

**In Witness Whereof**, the first party has caused these presents to be executed the day and year first above written.

Witnesses: \_\_\_\_\_ CITY OF HOLLYWOOD, FLORIDA  
\_\_\_\_\_  
(Print Name) \_\_\_\_\_, Mayor  
\_\_\_\_\_  
(Print Name) \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_, MMC  
CITY CLERK

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this  
\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by \_\_\_\_\_ as Mayor  
of the CITY OF HOLLYWOOD, FLORIDA.

\_\_\_\_\_  
Notary Public - State of Florida  
Print Name: \_\_\_\_\_  
Commission No. \_\_\_\_\_

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_

My commission expires:

Approved as to form and legality  
for the use and reliance of the  
CITY OF HOLLYWOOD, FLORIDA only.

\_\_\_\_\_  
\_\_\_\_\_, City Attorney



# CITY OF HOLLYWOOD, FLORIDA

## PROCUREMENT SERVICES DIVISION

### Solicitation Request Form (Use for bids, RFPs, RLIs, RFQs)

Date October 22,

Department/Office Real Estate

Contact Person Fred Hopkins

Phone 3023

Division/Area CITY MGRS. OFFICE / REAL ESTATE

Title Director

Email fhopkins@hollywoodfl.org

1. Product/Service being requested (be specific.) Sealed bid

2. Detailed description of the products/services function and purpose. Sale of surplus property

*(MULTIPLE LOCATIONS)  
EXHIBIT A*

Are there alternative products/services capable of performing the required function? no

3. Has this product/service previously been formally solicited by the City of Hollywood?

Yes  No  Unsure

If yes, please provide previous solicitation number. \_\_\_\_\_

4. Has this product/service previously been formally solicited by another government agency?

Yes  No  Unsure

If yes, please provide details and copy if available. \_\_\_\_\_

5. Total estimated cost of the requested product/service? \$0.00

Has this cost been approved in your budget?  Yes  No

If yes, provide Account Number (s.) \_\_\_\_\_

*Procurement Service Division use only*

Requisition # R  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P  
(As Applicable)

Blanket Purchase Order #  
(As Applicable)

6. Formal Solicitations must be advertised for a minimum of 10 (ten) days and typically not more than 30 (thirty) days. How long is the Department/Office requesting to advertise this solicitation? 10 Days

7. Is a pre-bid meeting required?  Yes  No

If yes, are you requesting it to be mandatory?  Yes  No

8. Project location? 4<sup>th</sup> Floor City Hall - office of Real Estate

9. Completion Time: Final completion of this project shall be in 45 calendar days once a Notice To Proceed (NTP) is given to the awarded vendor. *after City Commission Approval + Final SIGNATURES*

10. Are you requesting this formal solicitation require liquidated damages (liquidated damages are not penalties, they should represent the amount of monies the City will incur/lose if the project is not completed in require time?)

Yes  No

11. Please list any special licenses or certification require to bid. none

12. Are there any outside entities assisting with this solicitation (i.e. Architect, Consultant, etc?)

Yes  No

If yes, please provide the information:

Entity \_\_\_\_\_ Contact Person \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

13. Are there attachments associated with this request?  Yes  No

*List of surplus properties*

14. Would this purchase(s) result in the potential of future purchases for related products/services being restricted to a particular vendor or create a specific vendor as sole source provider for related items?

Yes  No

If yes, please describe the related products/services and estimated cost(s.)

\_\_\_\_\_

15. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase?

Yes  No

If yes, please attach a draft maintenance plan which includes cost estimates and funding source(s.)

\_\_\_\_\_

16. Is this a grant related purchase?  Yes  No

If yes, please provide details (timeline, expiration dates, milestones, special procurement requirements, etc.) \_\_\_\_\_

Procurement Service Division use only

Requisition # R \_\_\_\_\_

Purchase Order # P \_\_\_\_\_

Blanket Purchase Order # \_\_\_\_\_

BPO \_\_\_\_\_

(As Applicable)

(As Applicable)

(As Applicable)

Will this require matching funds?  Yes  No

What is the grant source? n/a

What is the grant (dollar) amount? n/a

17. Does this solicitation for product/service work in conjunction with any other Department/Office or will it impact any other Department/Office?  Yes  No

If yes, please provide details on Department/Office and how. \_\_\_\_\_

Signature(s) below of other Department/Office Director(s) indicates they have reviewed and agree to this Request Form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Department/Office

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Department/Office

18. Please provide the names of suggested evaluations committee member:  
(NOTE: Committee members should not be direct reports.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

19. Please provide any specific vendor(s) to be included in the notification of these solicitations.

\_\_\_\_\_

To be completed by Procurement Services Division upon award recommendation

Advanced search of the vendor recommended for award on the Federal Government's Systems for Award Management at [www.sam.gov](http://www.sam.gov).

Date of Advanced Search \_\_\_\_\_

Company Name(s) Searched

Search Results

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Contact Person's Signature

\_\_\_\_\_  
Date

*Procurement Service Division use only*

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)

(Revised 9/2013)

Supervisor's Signature

*Frederick G. Hoffmann*

Director's Signature

Date

*10/22/2013*

Date

**APPROVAL (Procurement Service Division Use Only)**

Verified By:

*Russ Digen*

Date

*12/17/13*

Approved  
By:

*[Signature]*

Date

Procurement Service Division use only

Requisition # R \_\_\_\_\_  
BPO \_\_\_\_\_  
(As Applicable)

Purchase Order # P \_\_\_\_\_  
(As Applicable)

Blanket Purchase Order # \_\_\_\_\_  
(As Applicable)