



CITY OF SPARTA  
6 Liberty Square  
P.O. Box 30  
Sparta, Tennessee 38583  
931.836.3248  
931.836.3941 fax  
www.spartatn.com

## CITY OF SPARTA REQUEST FOR PROPOSALS AUCTION SERVICES May 10, 2023 at 2:15 pm

The City of Sparta, Tennessee will receive sealed proposals until 2:15 p.m. on Thursday May 10<sup>th</sup>, 2023, at which time the bids will be publicly opened and read aloud for the auction services for the sale of excess property. Bids are to be addressed to the City Administrator and delivered to the Sparta City Hall, 6 Liberty Square, PO Box 30, Sparta, Tennessee 38583, and must be enclosed in a sealed envelope and must be marked **"Proposals for Auction Services"** on the front of the envelope. All bids must be signed.

The City of Sparta reserves the right to reject any or all proposals, to waive any irregularities in a proposal, or to accept that proposal which in the judgment of the Board of Mayor and Alderman of the City of Sparta is in the best interest of the City. The purchaser also reserves the right to require a bidder to submit evidence of qualifications as may be deemed necessary by the Purchasing Agent.

For further information regarding submission of a bid contact the City Administrator at Sparta City Hall, 6 Liberty Square, PO Box 30, Sparta, Tennessee 38583, telephone (931) 836-3248.

The City of Sparta does not discriminate based on race, color or national origin pursuant to Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d).



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May 10, 2023 at 2:15 pm

Instructions to bidders:

Please include the following information in each proposal submitted:

**DATE:**

Propose the earliest date that will be most beneficial for the sale.

**TYPE:**

Propose the Type of auction that is being proposed, Online, In Person and/or both.

**SIGNS:**

Provide information on size, number and location of signs that will be used. Also, include a copy of the text and indicate whether the signs will be single or double sided.

**ADVERTISING:**

Newspaper:

Provide details of which newspapers will be used for the ads as well as the size of the announcement. The number of times run in each paper should be included. Publisher's proof of ads must be submitted with request for payment.

Radio:

Provide details of provided ads to be run on the radio including times of day, number of times, and stations to be used.

Handbills:

Provide details of handbills to be used including quantity, size, text, and method of distribution.

**SERVICES:**

Provide details of services provided during the auction including number of workers from your company and positions assigned.

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**COMMISSION:**

Provide information on all commissions charged along with a breakdown of all costs charged to the City of Sparta.

**PAYMENT:**

All proceeds of the sale and appropriate documentation for all sales will be turned over to the City Administrator as soon as all sales are final and payments have cleared but not later than ten (10) days after the day of the sale. Records must include an itemized list of all items sold and the sale price for each property. As soon as it is determined that all records of the sale are in order, the city will issue a check for the percentage of the total gross sales that is specified in the successful bid proposal. Final payment to the auctioneer will be made as soon as possible but not later than 30 days from the date all required records of sale and supporting documents are received by the city.

**PROPERTIES TO BE SOLD:**

**#1**

219 East Bronson St  
Sparta, TN 38583  
059B C 005.00

**#2**

Dibrell St  
Sparta, TN 38583  
059A B 033.00

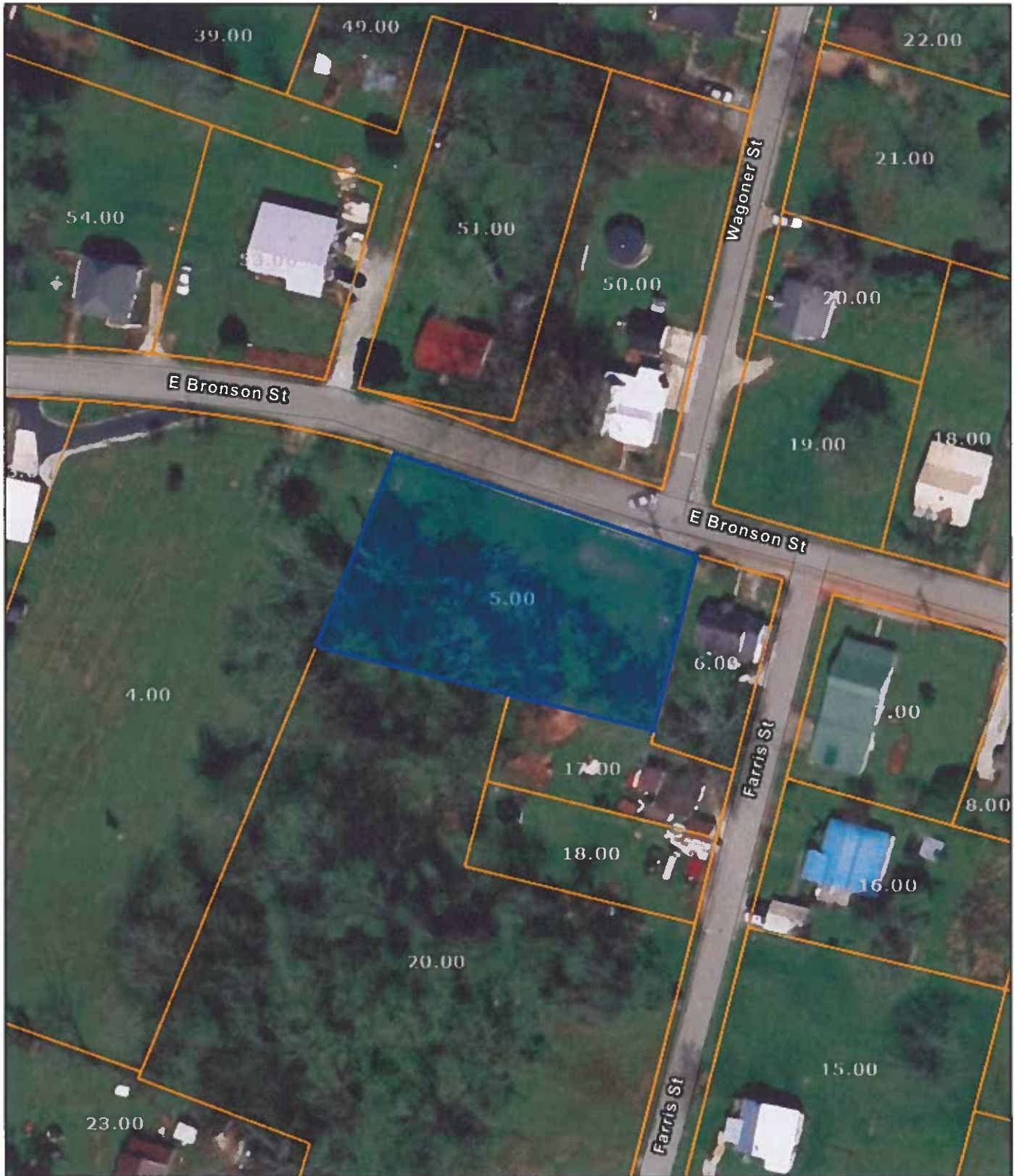
**#3**

658 North Edgewood Dr  
Sparta, TN 38583  
041E C 012.00

**#4**

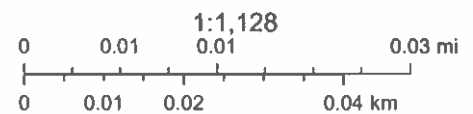
210 Wagoner St  
Sparta, TN 38583  
049N A 021.00

# White County - Parcel: 059B C 005.00



Date: February 28, 2023

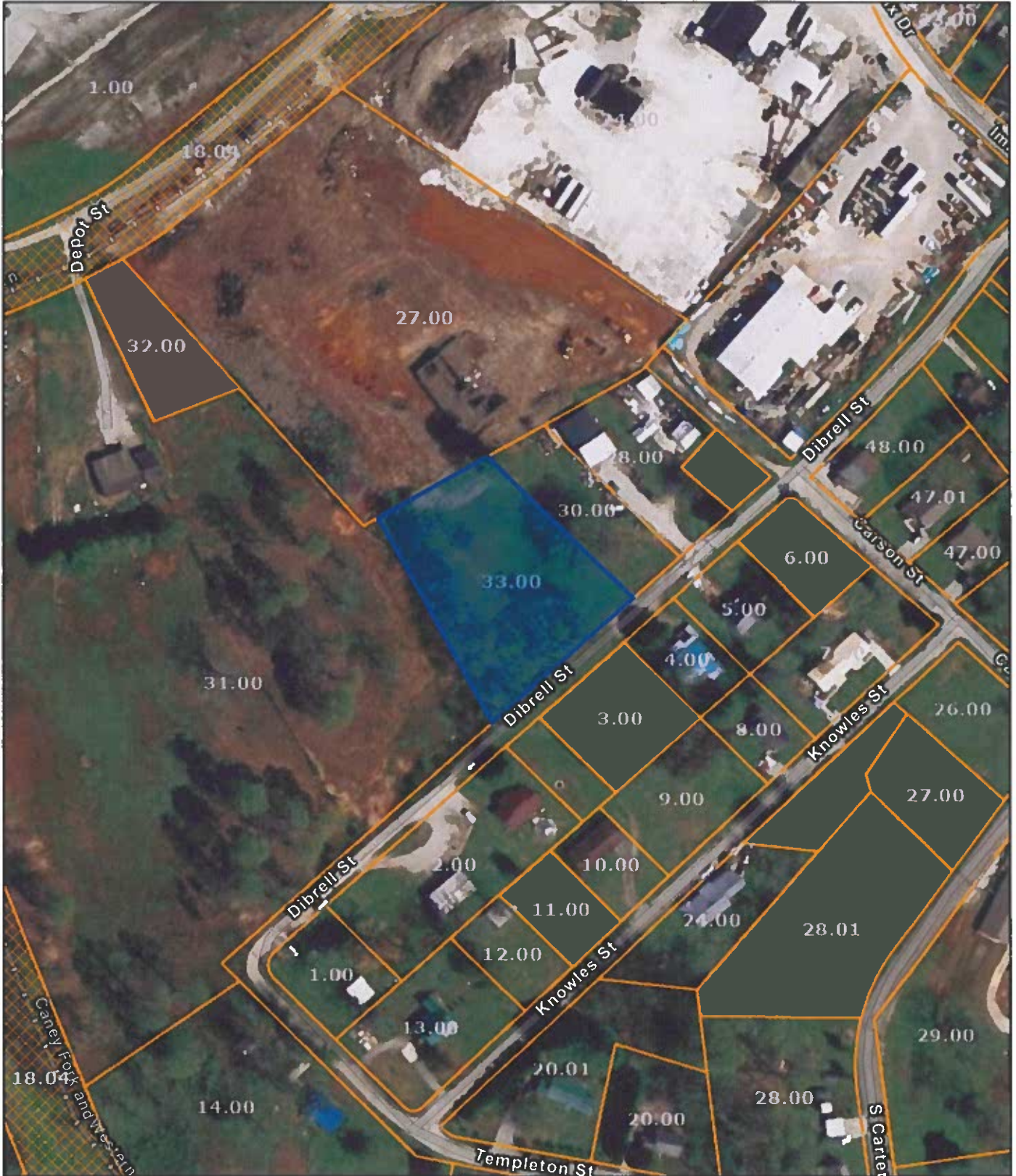
County: White  
Owner: WHITE CO TENNESSEE & CITY OF SPARTA  
Address: BRONSON ST E 219  
Parcel Number: 059B C 005.00  
Deeded Acreage: 0  
Calculated Acreage: 0  
Date of TDOT Imagery: 2018  
Date of Vexcel Imagery: 2021



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The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

# White County - Parcel: 059A B 033.00



Date: February 28, 2023

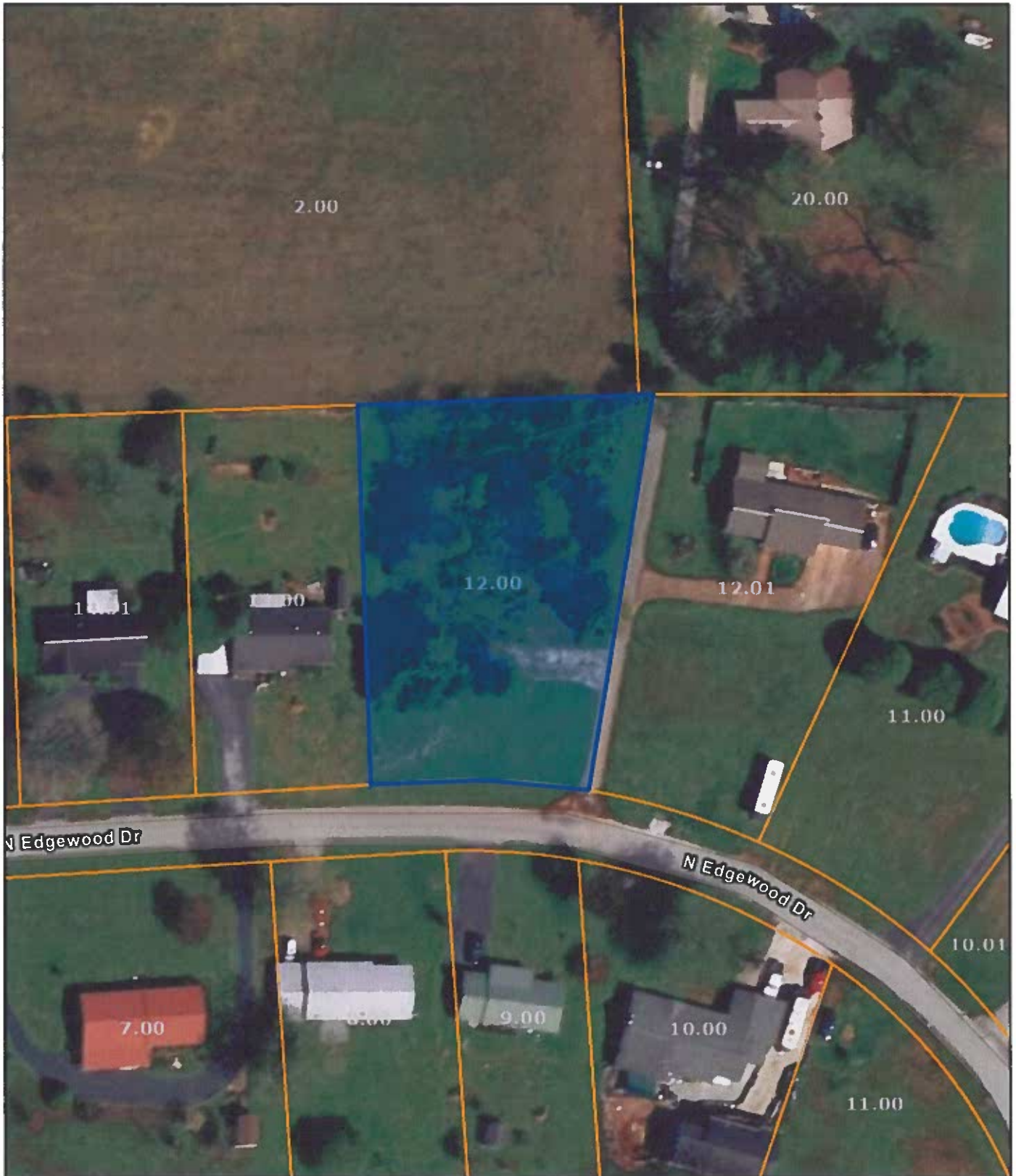
County: White  
Owner: WHITE COUNTY, TENNESSEE AND  
Address: DIBRELL ST  
Parcel Number: 059A B 033.00  
Deeded Acreage: 0  
Calculated Acreage: 0  
Date of TDOT Imagery: 2018  
Date of Vexcel Imagery: 2021



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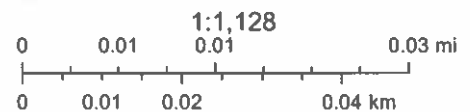
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# White County - Parcel: 041E C 012.00



Date: February 28, 2023

County: White  
Owner: WHITE CO TENNESSEE & CITY OF SPARTA  
Address: EDGEWOOD DR N 658  
Parcel Number: 041E C 012.00  
Deeded Acreage: 1  
Calculated Acreage: 0  
Date of TDOT Imagery: 2018  
Date of Vexcel Imagery: 2021



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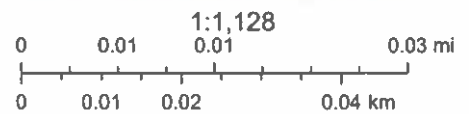
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# White County - Parcel: 049N A 021.00



Date: February 28, 2023

County: White  
Owner: CITY OF SPARTA TENNESSEE  
Address: WAGONER ST 210  
Parcel Number: 049N A 021.00  
Deeded Acreage: 0  
Calculated Acreage: 0  
Date of TDOT Imagery: 2018  
Date of Vexcel Imagery: 2021



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Iran Divestment Act Tenn. Code Ann. 12-12-106

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to 12-12-106.

TOTAL BID FOR AUCTION SERVICES \$ \_\_\_\_\_

\_\_\_\_\_ DOLLARS AND \_\_\_\_\_ CENTS

Time to complete job from issuance of Purchase Order \_\_\_\_\_

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

PRINT NAME \_\_\_\_\_ PHONE \_\_\_\_\_

COMPANY NAME \_\_\_\_\_ CELL \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_



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For Title VI and IX compliance, it is requested that the following information be voluntarily disclosed and returned with your bid:

GENDER                    \_\_\_\_\_ Male                    \_\_\_\_\_ Female

RACE                      \_\_\_\_\_ Caucasian African American

\_\_\_\_\_ Other (Please Specify)

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