

CITY OF LYNCHBURG, VA - FLEET SERVICES DEPARTMENT
SPRING 2018 SEALED BID AUCTION ON SURPLUS CITY VEHICLES AND EQUIPMENT
 1650 MEMORIAL AVENUE, LYNCHBURG, VA 24501-1704
Terms and Conditions

(This form constitutes the terms and conditions of this sealed bid auction. Please read entire form and sign this document as agreement to the terms and conditions and to submit a bid. You must complete this form in order to submit a bid.)

1. Equipment is being sold as surplus equipment in its present, as-is condition. The City of Lynchburg makes no warranties whatsoever, either expressed or implied, concerning the condition of the equipment and/or its fitness for buyer's intended use, nor does the City of Lynchburg warrant that any item sold will pass a City, State, or Federal inspection. Equipment may have unknown mechanical defects that are subject to the bidder's review during a physical inspection. Defects shown on Page 2 of this form are known defects only and other defects may exist.
2. **Some vehicles in this auction may have the passenger-side airbag(s) disabled. Airbag disabling is normally limited to former police pursuit vehicles; however, it is possible that a device has been put in place to disable the airbag(s) on any vehicle(s) you may purchase in this auction. Bidder must sign here to acknowledge reading this statement:** _____
3. Prospective bidders are responsible for ascertaining the value of equipment prior to offering a bid. Equipment can be inspected on dates and times as stated below. Equipment is located on the lot of Fleet Services at 1650 Memorial Avenue. **FOR QUESTIONS REGARDING MECHANICAL AND OPERATIONAL ASPECTS OF VEHICLES/EQUIPMENT:** Contact Greg Waddell, Shop Supervisor, at (434) 455-4425.
4. **Bidders must be 18 years of age or older.**
5. Sealed bids will be received in this office during Vehicle Inspection times as noted below, **but NOT LATER than, 12 PM (noon) on Wednesday, May 16, 2018.** The City reserves the right to sell equipment to the highest overall bidder and to accept or reject all bids received; some or all equipment is subject to an undisclosed reserve (minimum) bid price. Bidders who bid on multiple vehicles shall be declared the successful bidder for each vehicle in which they are the high bidder and will be expected to complete the sale for **each** vehicle for which they are the high bidder.
6. Vehicles/equipment must be removed not later than 12 PM (noon) on **Friday, May 25, 2018**; otherwise, storage charges at the rate of \$10 for each day the equipment remains on the lot will be assessed. The **successful bidder is responsible for all removal arrangements** including moving, loading, packing, securing, and transporting all equipment. **City employees are not allowed to help with this process whatsoever.** The City does not have a loading dock or tools and equipment to accommodate loading or securing a load.
7. Equipment sold must be paid for by certified check, cashiers check, money order, dealer's check (**made payable to City of Lynchburg**), or cash. **Personal checks will NOT be accepted.** Payment shall be submitted to Fleet Services at 1650 Memorial Avenue, Lynchburg, VA 24501, Attn: Robin Meritt. All payments are due **no later than 3:30 PM on Wednesday, May 23, 2018.** Payments made in person may be submitted during the hours as stated below. **FOR QUESTIONS ABOUT PAYMENTS:** Contact Robin Meritt at (434) 455-4426.
8. Equipment may not be returned nor will the buyer be reimbursed any funds for any reason.
9. **Deadlines (All times EST):**
 Vehicle Inspection: Monday & Tuesday (May 14 & 15, 2018) - 7:45 AM to 3 PM; Wednesday (May 16, 2018) - 7:45 AM to 12 PM (noon)
 Bids Accepted: Monday & Tuesday (May 14 & 15, 2018) - 7:45 AM to 3 PM; Wednesday (May 16, 2018) - 7:45 AM to 12 PM (noon)
Sealed bids due: No later than Wednesday (May 16, 2018) at 12 PM (noon) – No exceptions
 Winners notified: Beginning Friday (May 18, 2018) - please wait for us to call you as your calls delay this process
 Payments taken: Monday, Tuesday, Wednesday (May 21, 22, & 23, 2018) – from 9 AM to 12 PM (noon – closed for lunch) & from 1:30 PM to 3:00 PM
 Vehicle removal: Week of May 21 with all vehicles removed by Friday (May 25, 2018) by 12 PM (noon). Storage charges of \$10 per day will be assessed beginning Tuesday, May 29, 2018 (closed Monday, May 28, 2018 for the Memorial Day Holiday with no pickups allowed).

 (Authorized Bidder's Signature)

 (Bidder's Printed Name)

\$ _____
 (Total Bid Amount from Page 2)

Bidder address: _____

Email (provide if you want to be added to our Auction Email Notification List): _____

Primary phone number: _____ Secondary phone number: _____