

**City of Muskegon
Community and Neighborhood Services**

Contractor Procurement

REALTOR BID

BIDS ARE DUE TUESDAY, JUNE 5, 2012 AT 2PM IN THE CLERK'S OFFICE

CONTRACTOR INFORMATION

Company Name

Contact Person

Job Title

Street Address

City

State

Zip Code

Phone No.

Fax No.

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JOB SPECIFICATIONS (Please complete for bid consideration)

Description

The City of Muskegon is rehabilitating 2 homes and 1 new construction properties within Muskegon to market to the public for sale. Currently, 3 homes are available for sale. Please prepare a proposal to list, sell and show our homes to the public. Please keep these key points in mind when completing your bid:

- o Income Eligibility is a factor to qualify owners
- o Residence will be owner-occupied for at least 5 years
- o 2nd Mortgages are held by the City of Muskegon or MSHDA for at least 5 years

Please include a copy of your necessary license/s, general liability and errors and omissions insurance.

**City of Muskegon
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933 Terrace St/PO Box 536
Muskegon, MI 49443-0536
Phone: 231-724-6717

