



platinum  bid
AUCTION SERVICE

CITY OF TRAVERSE CITY

Bid Proposal

Presented By Craig Kuiper
And the Platinum Bid Team

platinum bid

AUCTION SERVICE

708 O'Malley Dr., Coopersville, MI 49404

www.platinumbidauctions.com

Phone: 616.608.8416

August 26, 2013

Dear Julie Dalton,

We would like to thank you for the opportunity to allow Platinum Bid Auction Service to submit a bid for the upcoming live auction. We recognize that choosing the right auction company to meet your needs and reach your goals is an important decision. Thus, we are honored that you have included us in this process and invite you to ask any questions or contact us for more information at any point.

The following pages contain information in regards to the future partnership with Platinum Bid Auction Service. The information includes:

- An overview of the strategies used
- A proposal of the auction process customized to your needs
- Marketing and advertising strategies that will be carried out

After review of the draft of the City of Traverse City Contract, including Addendum Number One, Platinum Bid accepts the contract as written.

We hope this proposal illustrates our level of commitment not only to book your auction but also to get you the most bidders and highest sale proceeds possible for your assets.

Sincerely,



Craig Kuiper

Sales Manager, Platinum Bid Auction Service

616.608.8416

ckuiper@platinumbidauctions.com

Company Overview of Services

Platinum Bid embraces the traditional auction experience for our customers as well as provide modern services that enables you to buy and sell from anywhere, at any time, from your computer, phone or tablet. Platinum Bid Auction Services is a business built around the needs of our customers. We believe good customer service is the key to successfully serving anyone in the auction industry. This encompasses taking care of both the buyers and the sellers while making the most of every dollar in efficient ways.

Our goal at Platinum Bid is to make you feel as much a part of this process as you would like. The key to that is ongoing communication, keeping you up to date on all things pertaining to your auction- advertising updates, buyer updates, or simply checking in to make sure you are at ease with the process. Whatever your needs may be, Platinum Bid will be there every step of the way.

Our team strives to make your sale as prosperous as possible. To ensure this happens, our team of professionals uses several strategies aimed towards success. One key strategy is using various marketing and advertising avenues. These include online and print media, as well as a multitude of social media avenues.

We also offer Simulcast Bidding to enhance bidder participation with an online presence, for those who cannot attend. Using simulcast bidding, through Proxibid, individuals may bid from the click of a mouse from any convenient location. This online presence opens up to a whole other market of potential buyers, and enables the live sale to achieve higher success.

Marketing & Advertising Options

Once a contract is awarded, Platinum Bid will arrange for our team to photograph and categorize all items to be sold. Once pictures and an inventory list are compiled, we will hand that information to our marketing team. Advertising is a critical part of making your auction a success. We start as soon as possible and do not stop until the auction is completed.

In light of the internet, advertising has changed. Several of the ads are now placed online, allowing us to attract a specific buyer from across the country or globe. These ads are updated constantly to ensure they are always at the top of any online searches for buyers to find quickly. Among these there are also multitudes of social media avenues our team utilizes and updates.

Together with online advertising, our team also engages with several print media across the entire region. There are a variety of ads from weekly prints, monthly prints, and several of that are in different venues to ensure maximum exposure to the greater public.

We encourage any media outlets for local advertising that you feel would be beneficial.

*Please see our advertising breakdown on page 4 under the Fee Structure Heading.

Licenses & Certifications Held

Our team holds a compiled 42 years of experience in the auction industry. The Platinum Bid team also holds National and State certifications. Although Michigan is a non-licensed state, Platinum Bid has chosen to participate as members of the Michigan State Auctioneers Association, National Auctioneers Association, as well as having a Certified Auctioneer as our team leader and business owner.

Valid Auction Permit

Platinum Bid will obtain a valid permit from the City Clerk's Office to conduct the live auction.

Delivery Availability

Platinum Bid Auction Service does not offer delivery services; however, we have a list of riggers we would recommend that we work with regularly.

Fee Structure

Normal Live Auction Fee Structure

Advertising: \$3,751.40

Auction Setup & Removal: \$1,200.00

Auction Staff on Site: \$2,000.00

Seller Commission: 5%

Buyer's Premium: 13%

Traverse City One-Time Fee Structure

No Cost

No Cost

No Cost

No Cost

13%

There are many costs associated with a live auction. We feel strongly in developing a lasting, long-term relationship, and feel this is a great first step for both parties involved. Platinum Bid is waiving all costs for Traverse City in an effort to demonstrate a more cost effective method available to the city for the future.

Break Down of Marketing Plan: For a One Month Campaign

(Again, at no charge to Traverse City)

Auction Exchange & Collectors News (Prints in MI, IN, and OH)

1/8 Page Black & White Display Ad

Weekly Print (4 Prints)

Price: \$83.80 per week

Farmers Advance

2" X 4" Display Ad

Weekly Print (4 Prints)

Price: \$50.80 per week

Michigan Auto & RV (State of MI)

¼ Page Display Ad

Weekly Print (4 Prints)

Online Included

Price: \$124 per week

Michigan Farm Trader (State of MI)

¼ Page Display Ad

Monthly Print (1 Print)

Online Included

Price: \$115

Rock & Dirt (Central Region of US)

1/8 Page Display Ad, base

Monthly Print (1 Print)

Price: \$365

Online Available for additional fee

Michigan Truck Trader (State of MI)

¼ Page Display Ad

Monthly Print (1 Print)

Price: \$115, plus \$10 for online, totals: \$125

Machinery Trader (Central Region of US)

¼ Page Display Ad

Weekly Print (4 Prints)

Price: \$403 per week

Other Listings Included: (No charge, National to Global Reach)

AuctionZip.com, PublicAuctionFinder.com, TedsList.com, CraigsList.com, Social Media

Outlets Included (Facebook, Twitter, LinkedIn, & Google+)

4 X 4 Outdoor Sign:

Price: \$300, sign double sided, with installation and design

Traverse City Eagle: (Notice of Sale, runs at least 2 weeks)

4" X 6" Display Ad

Price: \$200

*Disclaimer: This proposal is based off of the items listed in Exhibit A, which are all selling absolute. That list being fully complete as shown with the only exception being additions.

Payment Methods Accepted

Platinum Bid accepts payments by ACH, wire transfer, cash or credit card. We are also a Verified Merchant of Authorize.net for any and all credit card purchases. Our team handles all of the collections for the auction.

Turn-Time for Final Payment

In regards to turn-time for final payment of proceeds to seller, the seller will be given their check no later than 14 days after the auction occurs. At that time Platinum Bid Auction Service will provide you with an Auction Close-Out Book, detailing everything about your auction. It will include a final recap of the advertising, a printed copy of your auction, a consignor statement showing total sale less expenses and commission, a buyers report detailing where the equipment was sold to, and finally your check. This packet will be delivered to you before or no later than 14 days from the close of the auction in order to allow us to ensure all payments have been collected.

Power & Connections Needed

Platinum Bid does not require any source of power or connectivity to conduct the live auction. Speakers, computers, micro phones and all other items necessary will be provided through our company. We are capable of hosting a live auction in any location, primitive or not.

Additional Services Included

Platinum Bid Auction Service will be responsible for any and all set up for the auction. Setup normally occurs one week prior to the auction. This will be the time the equipment will be lined up and cataloged. That includes man power to ensure that setup happens in a timely and productive fashion. There are different philosophies to having an auction. It is vital to sell certain pieces at specific times, with those pieces following in particular order one after the other. This will benefit the way the auction is run, as well as it will reflect in the overall results.

Platinum Bid does not have food services under their company, but is willing to reach out and assist in locating a local nonprofit willing to bring in food for the auction as a fund raiser. Platinum Bid also will offer staff for Monday after the sale to help coordinate with the removal processes.

Collection Policies

Platinum Bid handles all collections, and will also take the responsibility for any items not collected on, or any insufficient funds for items purchased. For non-payment issues we would offer to re-sell any unit which is unclaimed on our next available auction.

Processes & Cut-Off Dates

Platinum Bid prefers to have the set up done at least one week prior to the auction date. However, we realize that one or two items do arise or become available and can be added to the auction all the way up until the morning of. Please be advised that any short term noticed items would lack in advertising.

If an item needs to be removed from auction after initial set up, we request that you please give at least two weeks' notice. This allows us to halt advertising on that item and to rearrange the lineup if necessary.

Available Auction Date

Due to a prior live auction commitment in Anchorage, Alaska on October 19th, Platinum Bid Auction Service proposes to hold the Auction on Saturday, October 12 beginning at 10 a.m.

Our staff will arrive onsite at 8 a.m. to begin registering bidders and to take care of any last minute details.

Auction Preview

Platinum Bid typically offers previews from 9am to 3pm the day before the auction. This allows for the potential buyers to inspect items they are interested in before they are auctioned off. Catalogs will be printed and given out for preview, for buyers to make notes and marks for the sale. Signage will also be placed at various locations, to direct buyers to the auction site.

Method/Process

Platinum Bid is fully equipped with its own auction system for keeping records and maintaining information for funds collected. The system keeps track of lots, consignors (sellers), buyers, sales tax collected, purchase price, buyer's premium, tax exemption, with all up to the minute reporting based on individual consignors (sellers). The online buyer information will be available immediately following the auction once our auction staff has reconciled with the online service provider.

Sales Tax Remitted: Platinum Bid has a sales tax license with the State of Michigan. Therefore, we recommend allowing our company to remit all of the sales tax, as we will be handling all payments as well as sales tax exemption forms.

Titles: Vehicle titles will be given to buyers on sale day if the vehicle is paid for by cash, credit card, or certified check. Traverse City will need to provide our auction staff signed titles during set up time, at least one week prior to the auction date. This allows Platinum Bid to review the titles for any possible issues.

Upon Request,

Online Options for Auctions

We at Platinum Bid understand that this bid is for a live auction. However, after receiving a request to include information in regards to online auctions, we have provided the following:

- Online Auctions offer a Global Buyer Base. Image to the right illustrates our current Global Reach.
- Platinum Bid hosts bi-weekly online consignment auctions which consist of items from businesses, municipalities, and private individuals.



2.071

Online Auctions provide many opportunities:

- Global and international exposure of your equipment versus to local buyers only.
- Inclement weather will not affect attendance to your sale.
- Waiting in line for items or parking does not effect potential buyers.
- Buyers have more time to make an informed decision instead of just a few minutes.
- Buyers can go about their normal day and still purchase, instead of blocking out a whole day for one or two pieces they are interested in.
- With our soft closing in 5-minute intervals, no bids are missed.
- With our auto bid feature, buyers can place a maximum bid and let the computer do the bidding on their behalf.
- There is no need to hold onto equipment for a large sale. Compile your items with other municipalities, businesses and individuals and sell items as they become available.
- Reduce Costs Through;
 - Less staffing required
 - No logistic fees- sell directly from the seller's location

- i. The Natural Resources and Environmental Protection Act.
- ii. A persistent and knowing violation of the Michigan Consumer Protection Act.
- iii. Willful or persistent violations of the Michigan Occupational Health and Safety Act.
- iv. A violation of federal, local, or state civil rights, equal rights, or non-discrimination laws, rules, or regulations.
- v. Repeated or flagrant violations of laws related to the payment of wages and fringe benefits.

(f) the loss of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.

Bidder understands that the City reserves the right to accept any or all bids in whole or part and to waive irregularities in any bid in the best interest of the City. The bid will be evaluated and awarded on the basis of the best value to the City. The criteria used by the City may include, but will not be limited to: ability, qualifications, timeframe, experience, price, type and amount of equipment, accessories, options, insurance, permits, licenses, other pertinent factors and overall capability to meet the needs of the City. The City is sales tax exempt – Government.

Bidder agrees that the bid may not be withdrawn for a period of sixty (60) days from the actual date of the opening of the bid.

Submitted by:

Craig Kuiper
Signature

Craig Kuiper, Sales Manager
Name and Title (Print)

616-608-8416 866-377-6272
Phone Fax

Platinum Bid Auction Service
Company Name

708 O'Malley Drive
Company Address

Coopersville MI 49404
City, State, Zip

S-CORP.
Sole proprietorship/partnership/corporation

Michigan
If corporation, state of corporation

REFERENCES: (include name of organization, address, contact person, daytime phone number, and length of time services have been performed).

1. See attached

2. _____

3. _____

TOP REFERENCES

- 1. Walmart**
702 SW 8th Street
Bentonville, AR 72716
Carissa Crawford
479-204-0721
Years of Service: 4 Years
- 2. Noresco International**
840 N. Grand Ave Ste 22
Nogales, AZ 85621
Araya Ghebremichael
520-841-3481
Years of Service: 3 Years
- 3. Hansen Collision**
7580 Expressway Dr. SW
Grand Rapids, MI 49315
Jeremy Overweg
616-215-0555
Years of Service: 4 Months

Auctioneer Services

Auctioneers Inc.

P.O.Box 147

Beulah, Mi 49617

1-231-882-5465

To whom it may concern.

This bid is being submitted by Auctioneers Inc. formerly Century Asset Management of Maple City, Dennis Kubesh Auctioneer and Cole & Co. Auction Service of Beulah Mi, Jerry Cole and Grant Cole Auctioneers. We have merged our two auction companies to become Auctioneers Inc. Both Century Asset Management and Cole & Co. Auction have done auctions in the past for the city of Traverse City with success and a great track record proving the quality and service. By merging and becoming Auctioneers Inc. it has greatly increased our client buyer base reaching out to more qualified auction bidders and increasing the bottom line for our clients.

I would like to thank you for your time and consideration in reading this proposed bid for auctioneer services. It would be our privilege to be selected as the auction company for the city of Traverse City.

Sincerely

Grant Cole

President

Auctioneers Inc.

Overview of Services Provided by Auctioneers Inc.

If you select Auctioneers Inc. we will provide the following services.

1. Start to finish we will be working towards the common goal. Sell all assets in a professional and timely manner to achieve the highest possible price.

#2. Our company will catalog and photograph all assets to be sold for the city. We strive to give our buyers the best information possible about the assets being sold. This includes taking our time and getting better photographs and details about the items for auction.

#3. We will work together with the city to make this the best auction possible. To achieve this we will plan the timing of the auction so that the most valuable items of the auction are sold at the correct time. The better the items look and the better that they are displayed the better the net result will be.

#4. Our company will put together a marketing plan to suit the needs of the client and their assets. All marketing options will be used to achieve the best result.

#5. Our company only uses the latest software available to the auction industry. We use a computer program for our auction clerking and accounting. We will provide the city with a detailed accounting of the auction showing what the item was and how much it sold for.

#6. Our company only uses professional auctioneers and bid spotters for the auction. Our auctioneers together have over 70 years of combined experience.

#7. We will provide all items needed to produce a smooth, efficient and profitable auction. This includes Promotion, Advertising, Marketing, Pre Auction Setup Labor, Auction Day Labor, Clerking and Cashiering, Sound Systems, Tables & Chairs, Auction Signs, Port-a-Jon and will also have a food vendor.

Advertising and Marketing Plan

The following methods will be used for marketing your auction.

#1. Direct mail flyers. We will send out approximately 6000 flyers. We also have a target market of equipment buyers, contractors and dealers. We also have our large annual fall consignment auction on Sunday September 29th where we would be able to pass out flyers for the city auction.

#2. Radio Advertising. We would use WTCM the week of the auction to run 30 second radio ads. This has been very effective for us in the past and would be a great idea for this auction.

#3. Newspaper Ads. We would run ads in the following papers. Auction Exchange which is a paper that runs throughout the entire state of Michigan, Indiana and Ohio, The Record Eagle, Grand Traverse insider, Benzie Record Patriot and the Leelanau Enterprise.

#4. Internet Advertising. We would list the auction on our Website, www.MiAuctioneersInc.com, also on www.AuctionZip.com. If you are not familiar with auctionzip it is like the google search engine for anything auction.

#5. Proxibid. We would use www.proxibid.com internet Auction Company for our online bidding. This will allow us to sell to buyers across the country. We have done several auctions using proxibid and it has been very profitable for our clients.

Auction Qualifications

#1. We are members of our Michigan State Auctioneers Association and members of our National Auctioneers Association. We were the only auction company in Northern Michigan to attend the National Auctioneers Convention and Show in Indianapolis this July. Continuing education on Marketing and Technology has proven its worth for our company and we strive to be the leader in our industry.

#2. We have won several advertising awards at the state and national levels.

#3. Jerry and Grant Cole are the only graduates of the Certified Auctioneers Institute in Northern Michigan. C.A.I is a three year program taught at the Indiana University conducted by the National Auctioneers Association. The C.A.I is the highest designation that an auctioneer can receive and we are very proud to be 2 of less than 2,000 auctioneers that have received this across the country.

#4. Jerry Cole is the past president of the Michigan State Auctioneers Association as well as serving 8 years on the board of directors.

#5. Grant Cole has served 3 years as on the board of directors for the Michigan State Auctioneers Association.

#6. Jerry Cole also holds his A.A.R.E license with the National Auctioneers Association which is Accredited Auctioneer in Real Estate.

#7. Dennis Kubesh and Jerry Cole both hold several appraisal licenses in different fields.

#8. The most important item on this list is that we are FULL TIME AUCTIONEERS. We do not do anything else but auctions. We may not be the largest auction company in the state but we know the local market better than any other auction company. Auctions are about marketing and knowing your buyers.

. A city auction permit will be obtained upon winning the bid for the city contract.

. We do offer to our buyers the option for delivery if needed for items they purchase. The cost is always at the buyer's expense.

. Commission rates. We are bidding the Auction for the City of Traverse City at 10% commission to the seller. We will be charging a 10% buyer's premium to the buyer. All cost for Marketing, Promotion, Internet bidding and Labor will be at no charge. The Auction Company will be responsible for all cost. We have set a marketing budget of \$5,000 to spend on this auction.

. Payment forms accepted will be. Cash. We use a new system for handling checks called Telecheck, we no longer need to worry about cashier's checks or bank letters of guarantee or out of state checks, and this system lets us know if the funds are available right then. We also accept all forms of credit cards.

. Payment turn time. We will be able to settle the auction and pay the city three days after the auction.

. We will need two phone lines to operate the credit card machines and the telecheck system. If the phone lines are not available we can still run the credit cards and the telecheck back at our office but it is much better if we can do it right then and there. We will need power to run our clerking trailer a 30 amp breaker will be sufficient. If no power is available we can run our generator.

. Again all additional services will be provided at the cost to the auction company. Tables, Chairs, Set up labor, Auction Day labor, Clerking Cashiering, and food vendor will be provided.

. We will guarantee the monies from the auction. With our new payment policy's we do not have bad checks.

. The addendum states that no items will be removed from the auction list so there will be no penalties for withdrawing something from the auction.

. Auction Dates. I strongly suggest the auction date be on Saturday October 12th and not the 19th. Wayne Bancroft holds his annual fall consignment auction on the 19th so we do not want to have that detract buyers from the city auction. The 12th would be a better date for the auction and better weather. Our consignment auction is at the end of September so we would be able to give our full attention to the city auction. I suggest starting the auction at 9am with the smalls then leading up to the larger items.

. Auction Preview. We would have auction preview and early registration on Friday October 11th from 10am to 6pm.

. Process for separating items for the auction. For example, our computer software allows us to input different consignors in each auction. If the water department consigned items they could be consignor A. If the parks department consigned items they could be consignor B. We would Tag the items accordingly before the auction while doing the write up for the flyer and taking pictures. We use a weather resistant tag and zip ties. At the end of the sale we will be able to tell each department what they sold and how much the items went for.

. The turn time for the auction results will be at the end of the auction. Everything will be cataloged so at the end of the auction we will be able to print off a list of the consignors and the gross sale of each consignor.

. The addendum states that buyer will have a few days to pick up their items. If someone from out of state buys something and they cannot pick up the item before the city deadline we can always transfer the item to our Auction Property/ Warehouse in Benzonia. Auctions are about service to the seller and buyer.

. For the settlement the city will be provided a detailed list and accounting for each item sold at the auction. It will state what it was, who it belonged to and how much it went for.

. On Sales Tax. We do not collect sales tax on titled vehicles the buyer will pay the sales tax to the secretary of state when transferring the title. We will collect sales tax on all other items.

. Auctioneers Inc. Is insured and bonded. We have provided a copy of our insurance and bond included with this bid. Auctioneers Inc. has no employees and only uses contractors if needed for general labor.

Thank you for your time and consideration of the proposed bid. If you should have any questions or would like to have a meeting please feel free to call.

Sincerely

Grant Cole

President

Auctioneers Inc.

P.O.Box 147

Beulah Mi 49617

231-882-5465

Copy 2

DRAFT
CITY OF TRAVERSE CITY
CONSULTANT AGREEMENT

THIS AGREEMENT made this 29th day of August, 2013, by and between the CITY OF TRAVERSE CITY, a Michigan municipal corporation, of 400 Boardman, Traverse City, Michigan, 49684, (the "City"), and Auctioneers Inc. Grant Cole sole proprietorship/partnership/corporation) of Auctioneers Inc./Grant Cole, (if a corporation, state of incorporation) (the "Consultant");

WHEREAS, the City desires to engage the services of the Consultant to furnish technical and professional assistance concerning the project which is described as:

AUCTIONEER SERVICES
[BRIEF DESCRIPTION OF PROJECT]

and the Consultant wishes to furnish such technical and professional service to the City and has represented that the Consultant has the education, expertise, capability and the necessary licenses to perform such services;

THEREFORE, the parties mutually agree as follows:

1. Agreement Documents. The following shall be deemed to be a part of this Agreement and incorporated herein.

- A. Notice
- B. Request for Proposals/Bids
- C. Consultant's Proposal/Bid
- D. Schedule of Payments
- E. Timetable for Activities

2. Scope of Services. The Consultant shall provide services in accordance with and as set forth in the Agreement documents.

3. Compensation and Method of Payment. The City shall pay to the Consultant and the Consultant agrees to accept as full compensation for services under this Agreement the total sum of \$ In Bid in accordance with the Schedule of Payments.

4. Period of Performance. The services to be rendered under this Agreement shall commence within ASAP working days of execution hereof. Performance shall be in accordance with the Timetable for Activities.

5. Independent Contractor. The relationship of the Consultant to the City is that of an independent contractor and in accordance therewith, the Consultant covenants and agrees to conduct itself consistent with such status and that neither it nor its employees, officers or agents will claim to be an officer, employee or agent of the City or make any claim, demand or

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first above written.

CITY OF TRAVERSE CITY

By _____
Michael Estes, Mayor

By _____
Benjamin C. Marentette, City Clerk

CONSULTANT

By Grant Cole
Signature

Grant Cole / President
Name and Title (print or type)

Auctioneers, Inc.

APPROVED AS TO SUBSTANCE:

Jered Ottenwess, City Manager

APPROVED AS TO FORM:

Lauren Tribble-Laucht, City Attorney

SCHEDULE OF PAYMENTS

Payments may be made to the Consultant after satisfactory service and upon receipt of a valid invoice approved by the City.

Final payment shall be made upon completion of all the Consultant's services. Total payment including expenses shall be \$ After Auction

TIMETABLE FOR ACTIVITIES

The Consultant's services shall commence within ASAP working days after execution of this Agreement. The schedule of activities shall follow the City's Request for Proposals/Bids and the Consultant's Proposal/Bid attached hereto and incorporated herein by reference.

Services shall be completed not later than We would start next week.

Bidder - Please complete and return

BID SUMMARY

TITLE: AUDITOR SERVICES

DUE DATE: THURSDAY, AUGUST 29, 2013 AT 10 AM

Having carefully examined the attached specifications and any other applicable information, the undersigned proposes to furnish all items necessary for and reasonably incidental to the proper completion of this bid. Bidder submits this bid and agrees to meet or exceed all requirements and specifications unless otherwise indicated in writing and attached hereto.

Bidder certifies that as of the date of this bid the Company or he/she is not in arrears to the City of Traverse City for debt or contract and is in no way a defaulter as provided in Section 152, Chapter XVI of the Charter of the City of Traverse City.

Bidder understands and agrees, if selected as the successful Bidder, to accept a Purchase Order / Service Order / Contract and to provide proof of the required insurance.

The Bidder shall comply with all applicable federal, state, local and building codes, laws, rules and regulations and obtain any required permits for this work.

The Bidder certifies that it is in compliance with the City's Nondiscrimination Policy as set forth in Administrative Order No. 47 and Chapter 605 of the City's Codified Ordinances.

The Bidder certifies that none of the following circumstances have occurred with respect to the Bidder, an officer of the Bidder, or an owner of a 25% or more share in the Bidder's business, within 3 years prior to the bid:

- (a) conviction of a criminal offense incident to the application for or performance of a contract;
- (b) conviction of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense which currently, seriously and directly reflects on the Bidder's business integrity;
- (c) conviction under state or federal antitrust statutes;
- (d) attempting to influence a public employee to breach ethical conduct standards; or
- (e) conviction of a criminal offense or other violation of other state, local, or federal law, as determined by a court of competent jurisdiction or an administrative proceeding, which in the opinion of the City indicates that the bidder is unable to perform responsibility or which reflects a lack of integrity that could negatively impact or reflect upon the City of Traverse City, including but not limited to, any of the following offenses or violations of:

- i. The Natural Resources and Environmental Protection Act.
- ii. A persistent and knowing violation of the Michigan Consumer Protection Act.
- iii. Willful or persistent violations of the Michigan Occupational Health and Safety Act.
- iv. A violation of federal, local, or state civil rights, equal rights, or non-discrimination laws, rules, or regulations.
- v. Repeated or flagrant violations of laws related to the payment of wages and fringe benefits.

(f) the loss of a license or the right to do business or practice a profession, the loss or suspension of which indicates dishonesty, a lack of integrity, or a failure or refusal to perform in accordance with the ethical standards of the business or profession in question.

Bidder understands that the City reserves the right to accept any or all bids in whole or part and to waive irregularities in any bid in the best interest of the City. The bid will be evaluated and awarded on the basis of the best value to the City. The criteria used by the City may include, but will not be limited to: ability, qualifications, timeframe, experience, price, type and amount of equipment, accessories, options, insurance, permits, licenses, other pertinent factors and overall capability to meet the needs of the City. The City is sales tax exempt - Government.

Bidder agrees that the bid may not be withdrawn for a period of sixty (60) days from the actual date of the opening of the bid.

Submitted by:

Grant Cole
Signature

Grant Cole / President
Name and Title (Print)

231-882-5465
Phone Fax

Auctioneers Inc.

Company Name

Pob 147
Company Address

Beulah MI 49617
City, State, Zip

Sole proprietorship/partnership/corporation

Incorporated
If corporation, state of corporation

REFERENCES: (include name of organization, address, contact person, daytime phone number, and length of time services have been performed).

1. City of Traverse City
2. Jim Boyd, Bankruptcy Trustee
Attorney, Traverse City, 231-947-7900
3. Tim Smith, Smith & Johnson Attorneys
231-946-0700
4. Gary Hicks, Northwestern Bank
Traverse City, 231-947-5490
5. Norm Campbell, President of
Central stat Bank, Beulah,
231-882-4462.

We have several more.

WAYNE BANCROFT



AUCTION SERVICE

5150 Miller Road – Buckley, MI 49620

(231) 263-5327 • Fax (231) 263-7198 • e-mail: bancroftcarol@centurytel.net • www.waynebancroftauctions.com

"Bringing Buyers & Sellers Together Since 1970"

AUCTION CONTRACT

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Agreement made this 28th day of August, 2013, between Julie Dalton, Purchasing Agent, of City Manager's Office, Governmental Center, Second Floor, 400 Boardman Avenue, Traverse City MI 49684 (231-922-4440), hereafter called Seller, and WAYNE BANCROFT AUCTION SERVICE (aka, WBAS), hereafter called Auctioneers. The auctioneers hereby agree to use their professional skill, knowledge, and experience to the best advantage of both parties in preparing for and conducting the sale, which will be held October 12, 2013, at 10:00 AM. The seller hereby agrees to turn over and deliver to the auctioneers to be sold at public auction the items as listed on Exhibit A: 2013 Vehicle List For Auction which includes additional assorted surplus from various City departments. It is mutually agreed that all said goods be sold to the highest bidder; i.e. absolute with no reserves.

Checks are made payable to Wayne Bancroft Auction Service on the day of the auction. A complete accounting of the auction, including itemized sales records for each department, expense receipts, and settlement check will be mailed within two weeks of the sale date. Inventory from various departments will be identified with department name and number as provided by Seller. The settlement check will be payable to the name listed above and mailed to the address listed above. It is further mutually agreed that the auctioneers will deduct their commission and all other expenses incurred as itemized below from the gross sales receipts.

Auctioneer's Commission: 10% of Gross Sales with a \$3,000.00 minimum commission for a Saturday date.

Advertising Budget: Not to exceed \$2,000.00 including a flyer for local distribution; listing as an Upcoming Event at all previous auction events; listing on several on-line websites with unlimited digital photos; e-mail blast to our current database (230); and print ad placement in the following publications: Auction Exchange (13,000), Grand Traverse Insider (45,000) and Traverse City Record-Eagle (28,000). Wayne Bancroft Auction Service handles all aspects of the advertising campaign for this event.

Credit Card Processing Fees: 3%

Auction Site Set-Up Charges: WBAS provides consultation with City staff regarding auction set-up recommendations prior to auction (no later than 10/10/13) at no charge. Actual set-up hours, if needed, are billable at the rate of \$18/person/hour.

Portable Restroom(s) Needed? No
for this auction event.

The single-stall restroom at the auction location should be sufficient

Is Food Service needed? Yes
WBAS.

Please note: this service is at no charge to Seller and is arranged by

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Other Notes: Upon receipt of this signed Auction Contract, WBAS will take digital photos of vehicles and surplus equipment for advertising purposes. This event will be publicized as the City of Traverse City Surplus Vehicles & Miscellaneous Equipment Auction to be held at the Department of Public Services, 625 Woodmere, Traverse City MI 49684 location.

There is no Buyer's Premium charged at WBAS events. A 10% Buyer's Fee is incurred only by telephone or absentee buyers. Buyers will incur Michigan Sales Tax due to inventory being collected from various locations which WBAS forwards to the State of Michigan. WBAS is licensed as a Class D Vehicle Dealer; therefore, buyers of a vehicle incur our \$50.00 Vehicle Buyer's Fee and all applicable Secretary of State title and/or license plate fees. Sales tax collected on titled vehicles will be forwarded by WBAS directly to Secretary of State.

Preview for buyers is at 8:00 AM on October 12, 2013. Buyers will obtain their Buyer's Number from our mobile office trailer. Buyers may pay by cash, personal or business check, or major credit card. All purchases must be paid for on auction day and all collection issues are handled by WBAS.

Buyers will use available on-site parking. Electrical hook up is required for WBAS office trailer computer system. This event is estimated to last 4-5 hours.

Please refer to the attached additional documents and printouts from our website.

The prompt return of this signed Auction Contract reserves the date and allows scheduling, organization, and advertising to commence. Please retain a copy for your records. Upon receipt of this signed Auction Contract, WBAS will obtain the City Permit. We appreciate this opportunity to be of service.

WAYNE BANCROFT AUCTION SERVICE IS NOT RESPONSIBLE FOR LOST OR STOLEN ITEMS OR FOR ACCIDENTS ON THE SALE PREMISES BEFORE, DURING, OR AFTER THE AUCTION.

Seller's Signature(s)

Date Signed

Carol A. Bancroft

Auctioneer's Signature (or Authorized Agent)

8-28-13

Date Signed

Any changes or additions made to this contract require secondary signatures by both parties.

WAYNE BANCROFT

AUCTION SERVICE

5150 Miller Road – Buckley, MI 49620 • (231) 263-5327 • Fax (231) 263-7198
e-mail: bancroftcarol@centurytel.net • www.waynebancroftauctions.com

REFERENCES

**Ken Hinton, Administrator, Wexford County, Michigan, 437 E Division Street,
Cadillac MI 49601 (231) 779-9453**

**July 26, 2013 - Wexford County Vehicles, Bicycles & Miscellaneous Equipment
Auction**

Ann Beuerle, 209 South Shore Drive, Suttons Bay MI 49682 (231) 271-3886

August 24, 2013 – James Beuerle Farm Auction

Butch Broad, 700 Broad Road, Traverse City MI 49685 (231) 218-4965

September 14, 2013 – Robert Robbins Estate Auction

**(Please note: third auction to be conducted for Butch Broad and/or Elmer's within
the past five years.)**

**Kathy Britten, Gladhander Coordinator, Grand Traverse Area Catholic Schools,
123 East Eleventh Street, Traverse City MI 49684 (231) 941-4523**

October 26, 2013 – Gladhander 31st Annual Dinner & Fundraiser

(Please note: twenty-eighth annual auction to be conducted for Gladhander.)

"Bringing Buyers and Sellers Together Since 1970"

Real Estate • Agricultural • Industrial • Antiques • Estates • Liquidations • Fundraising • Appraisals
Consignment Auctions – 3rd Saturday of April & October