

NOTICE TO BIDDERS

Sale of Surplus Library Real Estate:

The Trustees of the St. Joseph County Public Library (the "Library") has determined that it owns surplus real property and will be selling the surplus real property using the public bidding process. The property available for sale is described within this notice. This Notice to Bidders is made pursuant to Indiana Code § 36-1-11-4.

Property Description

Common Name: Western Branch

Common Address: 611 South Lombardy Drive, South Bend, Indiana 46619

Parcel ID Number: 71-08-09-301-006.000-026

Property Type: Commercial

Condition of Property: Selling *AS-IS, WHERE IS*

Bid Submission Deadline:

The Library will receive sealed bids for the purchasing of the surplus real property from **September 16, 2026, at 10:00 a.m. EST until November 15, 2026, at 10:00 a.m. EST** at its office located at the St. Joseph County Public Library, 304 S Main Street, South Bend, IN 46601, on the 3rd Floor (Administrative Offices) and to the attention of Stephanie Murphy. **No bid will be accepted if not marked received by 10:00 a.m. EST on November 15, 2026.** No partial bids will be accepted at any time.

Minimum Acceptable Bid:

The Library will not consider bids below **\$745,200.00**.

Bid Submission Requirements:

All bids must be sealed in an envelope and clearly marked with the language: "SEALED BID FOR PURCHASE OF 611 S. LOMBARDY DR."

Each bid must include all of the following:

1. The legal name and address of the bidder;
2. If the bid is submitted by a trust (as defined in Indiana Code § 30-4-1-1(a)), the bid must identify:
 - a. the beneficiaries of the Trust; and
 - b. the settlor empowered to revoke or modify the trust.
3. A proposed purchase price, at least the minimum acceptable bid amount, stated in United States dollars;
4. Evidence of financial ability to complete the purchase;
5. The bidder's intended use for the property;
6. A statement describing how the bidder's intended use for the property will benefit the surrounding community;
7. The bidder's plan for improvement or renovation of the property, if any;
8. A statement acknowledging that the property is being purchased "AS IS, WHERE IS"; and
9. A signed statement verifying that Indiana Code § 36-1-11-16 does not prohibit the bidder from bidding. (*Indiana Code §36-1-11-16 prohibits bids from persons and legal entities or those associated with persons or legal entities who owe delinquent taxes, special assessments, penalties, interest, or costs directly attributable to a prior tax sale on a tract of real property listed under IC § 6-1.1-24-1.*)

The property may not be sold to a person who is ineligible under Indiana Code §36-1-11-16. Bidders should obtain the required *Bid Cover Sheet* and additional bidding information available online at the following link: <https://www.sjcpl.org/westembid>

Bid Opening:

Bids received will be opened and considered at the Library's regular board meetings on **September 28, 2026, October 26, 2026, or November 23, 2026**, depending on the date the bids are received. All regular board meetings will start at 4:15 p.m. EST.

Bids will be subject to the conditions set forth in this notice and in the **OFFERING SHEET** available online. This Property is to be used for the highest and best use to benefit the community.

Following the opening of bids, the Board may:

- Accept the highest and best responsible bid;
- Reject any or all bids;
- Continue the proceedings to a later public meeting;
- Request additional information from bidders;
- Waive any non-substantive formalities;
- Conduct further review of bidder qualifications;
- Re-advertise the property if the Board determines it is in the best interests of the Library and the taxpayers; or
- Take any action authorized by Indiana law concerning the disposition of public property.

No bid shall be deemed accepted until approved by formal action of the Board of Trustees at a public meeting.

Bid Acceptance:

If the Library accepts a bid, the successful bidder shall execute a purchase agreement which will include an agreement to be responsible for all costs associated with due diligence, closing, commissions, recording of the transfer documents, and the bidder's legal costs. The bidder will also submit a certified check for an agreed good faith deposit.

Library Contact Person:

For questions, please contact Stephanie Murphy, Executive Director, at (574) 282-4604.

Trustees of St. Joseph County Public Library
By: Stephanie Murphy, *Executive Director*