**Notice of Invitation to Bid for Paideia Academy Assets**

Paideia Academy will be ceasing operations as of June 30, 2016. The Paideia Academy Board of Directors will be accepting bids for our assets, including: furniture, equipment, technology, curriculum and instructional materials, and other personal property, as outlined in the below Instructions for Bid Submission. A list of all current inventory, broken down by the following lots – furniture and equipment, technology, curriculum and instruction, and playground equipment – is available on our website ([www.paideiaacademy.org](http://www.paideiaacademy.org)). All items will be sold “AS IS” and Paideia Academy makes no representations or warranties regarding the property or assets, including but not limited to the completeness, accuracy, or condition of the property. As described in the Instructions for Bid Submission, all winning bidders are responsible for removing from Paideia Academy and transporting all purchased items at their sole expense. Bids may not be withdrawn and are considered binding on the bidder as of 3:00pm on May 17, 2016.

**Instructions for Bid Submission**

**Bidding Instructions**: Bidders must complete one of the two alternative attached forms. All bids must be submitted in a sealed envelope addressed and delivered to:

Jonathan Bradley, Board Chair

ATTN: BID FOR ASSETS

Paideia Academy

7200 West 147th Street

Apple Valley, MN

If a bidder wants to bid on all of the inventory as a whole, it must complete and submit both “Bidder Form A”, for the whole inventory bid, and “Bidder Form B” providing a bid amount for each individual Lot. The bids on Form A and Form B will be considered separately.

Alternatively, a bidder may bid only on individual Lots, and not all the inventory as a whole, by completing and submitting “Bidder Form B,” providing a bid amount for only those Lots it wishes to bid on and entering “N/A” on those Lots on which it does not wish to bid.

**Open House to View Inventory**: 10:00am – 2:00pm, April 23, 2016.

**Time for Submission of Bids**: Paideia Academy Board of Directors will accept bids from 8:00am May 9, 2016 through 3:00pm May 13, 2016.

* Only bids received at Paideia Academy during this time will be considered.
* Bids may only be withdrawn via written notice sent to Jonathan Bradley, Board Chair, at the address above, and will not be accepted after 3:00pm on May 17, 2016.
* All bids received and not withdrawn will be considered binding on the bidder and may not be withdrawn after 3:00p.m. on May 17, 2016.

**Bid Opening and Acceptance**: The Paideia Academy Board of Directors will open and review all bids at their Board meeting on May 17, 2016, which begins at 6:00pm. The Board will consider all validly submitted bids and will accept in its sole discretion what it deems to be commercially reasonable bid or bids. Organizations with accepted bids will be notified by 4:00pm on May 18, 2016.

**Payment by Winning Bidder(s):** Payment in full, in the form of a cashier’s check, must be received by Paideia Academy by 3:00pm on May 27, 2016.

**Inventory Pick-Up**: Winning bidders must schedule a time to collect and remove their purchased items in their entirety between June 17 – 24, 2016. Winning bidders are solely responsible for all costs associated with removal and transportation of purchased items.

Any questions regarding the inventory or the bidding process can be directed to Marci Levy-Maguire, Paideia Academy Director at mlevymaguire@paideiaacademy.org or 952-953-6200.

**Bid Form A**

**(For All Paideia Academy Assets)**

**IF COMPLETING THIS BID FORM, BIDDER MUST ALSO COMPLETE BID FORM B. THIS BID WILL NOT BE CONSIDERED UNLESS SUBMITTED WITH A COMPLETED BID FROM B.**

**Date of Bid Submission:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organization Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organization Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organization Contact Information:**

 Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Bid amount for Entire Inventory:** $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signer for Organization: (Printed Name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signature for Organization: (Signature)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Bid Form B**

**(For Individual Paideia Academy Lots)**

**Date of Bid Submission:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organization Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organization Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Organization Contact Information:**

 Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Bid amount for Furniture & Equipment:** $**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Bid amount for Technology:** $**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Bid amount for Curriculum & Instruction:** $**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Bid amount for Playground** $**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Authorized Signer for Organization: (Printed Name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signature for Organization: (Signature)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_