

BID PACKAGE 2026-001-1

AUCTIONEER SERVICES 2026

Bid Opening April 14, 2026,10:30 a.m.

City of Joplin
Public Works Department
602 South Main Street
Joplin, MO 64801

(417) 624-0820 Ext. 1560 (VOICE)
(417) 625-4738 (FAX)

NOTICE TO BIDDERS

The City of Joplin, Missouri will accept sealed bids until 10:30 A.M., Tuesday, April 14, 2026 at the office of the Assistant Director of Public Works Operations, located on the 4th floor of City Hall, 602 South Main Street, Joplin, Missouri, 64801 (or by mail to 602 South Main Street, Joplin, Missouri, 64801) to PURCHASE the following:

AUCTIONEER SERVICES

Specifications and bid forms are available online at www.joplinmo.org by referencing the bids/projects tab on the left side of the page. Specifications and bid forms can also be obtained by contacting Chad Weller, Assistant Director of Public Works Operations, 417-624-0820, Ext. 1560 or by writing to the address indicated above. Any bids received after the specified deadline will be returned to the vendor.

The City reserves the right to evaluate all bids, to reject any or all bids and re-bid at a later date. The City of Joplin may waive any irregularities in the bid or negotiate variances from specifications and make awards that are in the best interests of the City. The City will have final decision in all matters regarding acceptance of bids and issuance of awards.

The auctioneer must belong to the Missouri Auctioneers Association and should have additional training in personal property appraisal.

The term of the contract shall be for one (1) year beginning on the effective date of the contract. Upon mutual agreement between both parties and written notice to the vendor, the City may extend the contract for two (2) additional one-year terms.

The City of Joplin encourages minority and female owned businesses to submit bids on all City purchases.

Leslie Haase
Finance Director

Publication Date: Saturday, March 28, 2026.

INSTRUCTIONS TO BIDDERS

The City of Joplin, Missouri will accept sealed bids until 10:30 A.M., April 14, 2026, at the office of Assistant Director of Public Works Operations, located on the 4th floor of City Hall, 602 South Main Street, Joplin, Missouri, 64801 to **PURCHASE** the following:

AUCTIONEER SERVICES FOR ANNUAL CITY AUCTION - ONE YEAR, EXTENDABLE UPON MUTUAL AGREEMENT UP TO TWO ADDITIONAL YEARS

Specifications and bid forms are available online at www.joplinmo.org by referencing the bids/projects tab on the left side of the page. Specifications and bid forms are also available from Chad Weller by calling 417-624-0820, Ext. 1560 or by writing to the address indicated above. Any bids received after the deadline will be returned to the vendor.

All bids shall be honored for the duration of the contract.

All bids shall be exclusive of Federal, State, and City taxes.

The City reserves the right to evaluate all bids, to reject any or all bids and re-bid at a later date. The City may waive any irregularities in the bid or negotiate variances from specifications and make awards that are in the best interest of the City. The City will have final decision in all matters regarding acceptance of bids and issuance of awards. The City encourages minority and female owned businesses to submit bids on all City purchases.

MARK BID ENVELOPES "2026-001-1 Auctioneer Services, April 14, 2026"

Questions concerning the specifications and bidding procedures should be directed to the Assistant Director of Public Works Operations, Chad Weller, at 417-624-0820, Ext. 1560.

CITY OF JOPLIN

SPECIFICATIONS
FOR
AUCTIONEER SERVICES

1.0 GENERAL

The City of Joplin is seeking the professional services of an auctioneer to conduct the Annual City Auction for the sale of surplus property. The surplus auction is held in September (date designated by city), providing the City has sufficient quantities of surplus property to dispose of that year. The auction will be scheduled so as not to conflict with the Labor Day holiday weekend. The City may, at its discretion, conduct auctions at such other times that may be deemed in the best interest of the City. The actual date of any auction shall be mutually determined by the auctioneer and the City.
Bidders are required to provide certification of Missouri State Auction School attendance and provide Certification of Appraisers Guild of America or equivalent.

2.0 SCOPE OF WORK

The auctioneer shall be responsible for all advertising of the auction, including ads in the local newspaper, advertising tabloids, auction bulletins, mailing lists, etc. Any and all advertising costs shall be paid by the auctioneer and shall be included within the fee schedule of this bid.

The auctioneer shall be responsible for arranging and labeling all merchandise on the day prior to the auction. The auctioneer shall furnish tables, trailers, or any other such equipment as may be necessary to display and sell items at the auction. The auctioneer shall provide a public address system, if one is needed or desired.

The auctioneer shall provide sufficient staff as may be needed to conduct a successful auction including the registration of bidders, handling of merchandise, and collection of money. The auctioneer shall be responsible for all compensation due the employees in rendering the services pursuant to this bid, including payment of reasonable attorneys' fees and cost in the defense of any claim made under the Fair Labor Standards Act or any other federal or state law.

The auctioneer shall collect for all sales and account for all monies, turn in all proceeds of the auction with a listing of all registered bidders and a copy of the sales receipts. The receipt shall have the bidder's name or number, a description of the item, and the sale price. The money shall be delivered to the City Finance Department during the first part of the week following the auction and shall balance with the auction receipts.

3.0 Terms and Conditions

The initial bid shall be for a period of one year. The bid may be extended for two additional one-year terms if agreeable to both parties, and the fee schedule and conditions remain unchanged.

Either party may terminate its obligations under this bid upon a 90-day written notice. The auctioneer shall be entitled to receive just and equitable compensation for any satisfactory work completed.

The auctioneer shall not assign his/her interest in or obligation under this bid to another party, without the specific written consent of the City.

The auctioneer shall be licensed to do business in the City of Joplin, County of Jasper, State of Missouri.

The auctioneer shall be fully bonded and insured, and a copy of his/her policy shall be included with the bid package.

The auctioneer must belong to the Missouri Auctioneers Association and should have additional training in personal property appraisal.

The auctioneer agrees that in carrying out the provisions of this bid, he/she will not discriminate against any employee or applicant for employment because of race, creed, color, age, sex, national origin or ancestry, religion, disability, or political opinion or affiliation.

The City shall not be liable to the auctioneer for special, indirect, or consequential damages, except those caused by the City's negligence or willful or wonton misconduct arising out of or in any way connected with a breach of the conditions of this bid. The maximum liability of the City shall be limited to the amount of money to be paid or received by the City under this bid.

The auctioneer shall defend, indemnify and save harmless the City from and against, any and all liability, suits, claims, damages, cost (including attorneys' fees), losses, outlays and expenses in any manner caused by, arising out of or connected with the services provided in this bid, notwithstanding any possible negligence (whether sole, concurrent, or otherwise) on the part of the City, its agents or employees.

The City shall provide the auctioneer with a list of all merchandise for sale at the auction no less than 10 days prior to the date of the auction. The City reserves the right to remove

merchandise from the list at any time prior to the sale of the item or add merchandise prior to the time of the auction.

4.0 CONCESSIONS

The City or one of the charitable organizations of the City may desire to sell concessions on the day of the auction. If the City does not express a desire to set up a concession stand, the auctioneer may arrange to provide the concessions by a city licensed vendor.

5.0 TIME & PLACE

The auction is held at the Public Works Center, 1301 West A Street. Small items will be sorted by department and located inside the Streets Barn. Large items will be located east of the Streets Barn in the parking lot. The auction will start at 9:00 A.M. and will be held on a Saturday in September that does not conflict with Labor Day Weekend. The merchandise will be available for viewing BY APPOINTMENT ONLY between 8:00 A.M. and 2:00 P.M. Wednesday through Friday, the week preceding the auction. The merchandise will also be available for open viewing by the public from 8:00 A.M. to 9:00 A.M. the morning of the auction.

6.0 PAYMENT

The City shall make payment within 10 days after receipt of the auction proceeds from the auctioneer.

CITY OF JOPLIN

BID FORM

AUCTIONEER SERVICES

The auctioneer shall submit a bid for the commission to be charged on all items selling for less than $500 per item and a bid for the commission to be charged on all items selling for $500 or more. The auctioneer shall also submit a lump sum (all inclusive) bid for each auction. The City shall reserve the right to choose the bid proposal most favorable to the City.

The preferred auction date for 2026 is Saturday, September 19, 2026.

Optional Date #1 _____

Optional Date #2 _____

COMMISSION ON SALE

Items selling for less than $500 _____ %

Items selling for $500 or more _____ %

LUMP SUM FOR EACH AUCTION $_____

COMPANY NAME _____

CONTACT NAME _____

ADDRESS _____

SIGNATURE _____

TELEPHONE _____

EMAIL _____

MARK BID ENVELOPE: "BID #2026-001-1 AUCTIONEER SERVICES, 10:30 A.M., Tuesday, April 14, 2026"