



REQUEST FOR QUOTATION (RFQ) – Project # 11/0028 THIS IS NOT AN ORDER

MHMRA'S COMMERCIAL PROPERTY APPRAISAL

MHMRA of Harris County requests a fixed-price quotation for Commercial Property Appraisal Services. The supplier will provide appraisal of Commercial Property located at 10913 Cullen Boulevard, Houston, Texas 77048. The successful supplier will provide total cost solution for [Complete Self-Contained Report](#) and a [Complete Summary Report](#) of Appraisal findings and provide an estimated completion time to perform appraisal.

INSTRUCTIONS TO BIDDERS

1. All **correspondence and questions** concerning this RFQ shall be submitted by **Noon, Tuesday, August 2, 2011** to:

Sharon Brauner, C.P.M., A.P.P., Buyer III
7011 Southwest Freeway
Houston, Texas 77074
Phone: 713-970-7279
Fax: 713-970-7682
Email: sharon.brauner@mhmrharris.org
CC:
Nina Cook, MBA, CPPB, Purchasing Manager
Phone: 713-970-7287
Email: nina.cook@mhmrharris.org

2. Quotations and requested information shall be submitted by **Noon, Tuesday, August 9, 2011** via fax or email. (A reply will be sent to acknowledge receipt of email)

RFQ REQUIREMENTS

The following is required in your response to this RFQ:

1. Provide copy of Policy coverage for commercial general liability, workers' compensation as applicable.
2. Include statement that "the Quotation represents an irrevocable offer for one hundred twenty (120) days" from the Quotation date.
3. Indemnification:
To the extent permitted under the Constitution and the laws of the State of Texas, Contractor hereby agrees to indemnify and hold harmless the Agency and all of its directors, officers, employees, and agents from all suits, actions, claims, or cost of any character, type, or description brought or made on account of any injuries, death, or damage received or sustained by any person or persons or property, including but not limited to clients, arising out of or occasioned by any acts or negligence of Contractor or Contractor's personnel, if any, or its agents or employees whether occurring during the performance of the services hereunder or in the execution of the performance of any of its duties under this agreement.

QUOTATION ASSUMPTIONS IF AWARDED CONTRACT

1. Provide a **Complete Self-Contained Report** and a **Complete Summary Report**. (response to quotes are based on property information)
2. Complete Address: **10913 Cullen
Houston, Texas 77048**
(As shown on attached HCAD FACET map)
3. Provide an estimated completion time to perform an appraisal. (MHMRA is requesting an expedited timeline)
4. In accepting quotes, MHMRA reserves the right to reject any and all quotes and to waive any requirements in order to take the action, which it deems to be in the best interest of MHMRA.

PROPOSAL SPECIFICATIONS

Purpose: To estimate the Market Value of the Real Estate

Premise: As-Is

Intended Use: Internal Decision Making Purposes

Report Type: Self Contained

Appraisal Standards: USPAP

Report Copies: Three (3) bound final copies, plus One (1) electronic copy

Start Date: The appraisal process will start upon fully executed agreement

Scope of Work: Summary appraisal of 10913 Cullen Boulevard as shown on the attached HCAD facet map. The legal description is Lot 2A, Block 2 South Acres. The property consists of approximately 2.4806 acres of land. The property is vacant land that has never been developed and has approximately 183 feet of frontage on Cullen Boulevard.

Scope of work should include:

- Extent to which Property is Identified and Inspected
- Type and Extent of the Data Researched
- Type and Extent of Analysis Applied

Fees: State Fee Service and all associated expenses

Wednesday, July 27, 2011

Tax Year: 2011

HARRIS COUNTY APPRAISAL DISTRICT
 REAL PROPERTY ACCOUNT INFORMATION
0612020020002

Print E-mail

Ownership History | Related Accounts
 Owner and Property Information

Owner Name & Mailing Address: **HARRIS COUNTY MHMR
 7011 SOUTHWEST FWY
 HOUSTON TX 77074-2007**

Legal Description: **.50 U/D INT IN LT 2A BLK 2
 SOUTH ACRES
 0 CULLEN BV
 HOUSTON TX 77048**

State Class Code	Land Use Code	Building Class	Total Units				
X1 -- Governmental Exempt	4393 -- Auxiliary Improvement	--	0				
Land Area	Building Area	Net Rentable Area	Neighborhood	Neighborhood Group	Market Area	Map Facet	Key Map®
53,224 SF	0	0	5943.07	0	4025	5452A	573H

Capped Account	Value Status	Shared CAD
No	All Values Pending	No

Exemptions and Jurisdictions

Exemption Type	Districts	Jurisdictions	ARB Status	2010 Rate	2011 Rate	Online Tax Bill
Total	001	HOUSTON ISD	Pending	1.156700		View
	040	HARRIS COUNTY	Pending	0.388050		View
	041	HARRIS CO FLOOD CNTRL	Pending	0.029230		
	042	PORT OF HOUSTON AUTHY	Pending	0.020540		
	043	HARRIS CO HOSP DIST	Pending	0.192160		
	044	HARRIS CO EDUC DEPT	Pending	0.006581		
	048	HOU COMMUNITY COLLEGE	Pending	0.092220		
	061	CITY OF HOUSTON	Pending	0.638750		

Valuations

	Value as of January 1, 2010		Value as of January 1, 2011	
	Market	Appraised	Market	Appraised
Land	0	0		
Improvement	0	0		
Total	0	0	Pending	Pending

5-Year Value History

Line	Description	Site Code	Unit Type	Land				Appr O/R Factor	Appr O/R Reason	Total Adj	Unit Price	Adj Unit Price	Value
				Units	Size Factor	Site Factor	Market Value Land						
1	4393 -- Auxiliary Improvement	SF1	SF	18,000	1.00	1.00	1.00	--	1.00	Pending	Pending	Pending	
2	4393 -- Auxiliary Improvement	SF2	SF	35,224	1.00	1.00	1.00	--	1.00	Pending	Pending	Pending	

Building

Vacant (No Building Data)

**REQUEST FOR QUOTE
REPLY PAGE
APPRAISAL COMMERCIAL PROPERTY REQUEST FOR QUOTE**

Contractor will perform all things necessary, including the furnishing of all labor, materials, tools, machinery, equipment, insurance, services and transportation required for the accomplishment and completion of this project:

Fixed pricing, inclusive of all cost, to be submitted in the following format:

<u>Address</u>	<u>Type of Property</u>	<u>Price for Self-Contained Report</u>	<u>Price for Complete Summary</u>	<u>Lead Time # of Days</u>
10913 Cullen Boulevard Houston, Texas 77048	Land as shown on attached HCAD FACET map	\$	\$	

Comments:

SIGNATURE PAGE

MENTAL HEALTH MENTAL RETARDATION AUTHORITY OF HARRIS COUNTY IN ITS SOLE AND ABSOLUTE DISCRETION SHALL HAVE THE RIGHT TO AWARD RFQ FOR ANY OR ALL ITEMS/SERVICES LISTED IN EACH RFQ, SHALL HAVE THE RIGHT TO REJECT ANY AND ALL RFQS AS IT DEEMS TO BE IN ITS BEST INTEREST, TO WAIVE FORMALITIES AND REASONALBE IRREGULARITIES IN SUBMITTED DOCUMENTS, SHALL NOT BE BOUND TO ACCEPT THE LOWEST RFQ AND SHALL BE ALLOWED TO ACCEPT THE TOTAL RFQ OF ANY ONE CONTRACTOR.

Authorized Signature

Firm's Name

Typed or Printed Name

Number and Street Address

Title

City, State, Zip Code

Telephone Number

Fax Number

Email Address