



CITY OF HOUSTON
HCD Purchasing Unit 3200

PO NUMBER MUST APPEAR ON ALL PAYMENT AND
DELIVERY CORRESPONDENCE

**POSSIBLE DUPLICATE COPY DO NOT DUPLICATE SHIPMENT
OR SERVICE**

PURCHASE ORDER

Vendor Address
Vendor Address Number 150957
BBG INC
8300 DOUGLAS AVENUE SUITE 600
DALLAS TX 75225
USA

Mail Invoice to
COH HOUSING & COMMUNITY DEV
FINANCIAL SERVICES SEC, ACCT PAY
PO Box 1562
HOUSTON TX 77251-1562

Information
Purchase Order Number/Date 4500304736-1 / 06/25/2019
CoH Vendor Number 150957
Page 1 of 1
Buyer's Name Coryie J. Gilmore 457
Buyer's Telephone Number
Buyer's Fax Number
Buyer's E-mail Address

**CONFIRM RECEIPT AND ACCEPTANCE OF PURCHASE ORDER
TO BUYER'S E-MAIL ADDRESS**

Shipping Address HOUSING & COMMUNITY DEVELOPMENT
PROCUREMENT SERVICES
2100 TRAVIS, 9TH FLOOR
HOUSTON TX 77002
USA

Terms of payment : Pay net 30 w/o deduction Currency USD

Shipping Terms FOB(Free on board) /DESTINATION

Your person responsible: JACK BASS

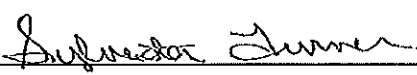
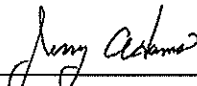
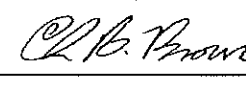
Appraisal Requested by Ms. Rupa Sen, Real Estate Manager HCDD
rupa.sen@houstontx.gov
832-394-6217 Office

Item	Quantity	UM	Material # / Description	Unit Cost	Extended Cost
10	1.00	AU	94615 REAL ESTATE APPRAISA Appraisal for 9100 Fondren - Boardwalk	3,500.00 / AU	3,500.00
	Gross Price		3,500.00 USD	1.000	3,500.00
*** Item partially delivered ***					
Expected value of unplanned services:				3,500.00	
Delivery Date: 12/13/2019					
Total ****					USD 3,500.00

The Terms and Conditions specified on <http://purchasing.houstontx.gov> will apply.

I hereby certify a certificate of the necessity of this expenditure is on file in this department.

I hereby certify that the expenditure for the above goods has been duly authorized and appropriated and that sufficient funds are available to liquidate same.

 Mayor
 Chief Procurement Officer
 Controller



CITY OF HOUSTON
HCD Purchasing Unit 3200

REQUEST FOR QUOTATION

Vendor Address
Vendor Address Number 150957
BBG INC
4615 SOUTHWEST FRWY SUITE 810
HOUSTON TX 77027
USA
Salesperson: JACK BASS

Return Quote to:

CONFIRM RECEIPT OF REQUEST FOR QUOTATION TO BUYER'S E-MAIL ADDRESS

Information
THIS IS NOT A PURCHASE ORDER

RFQ Number/RFQ Date	6000086636 / 06/14/2019
CoH Vendor Number	150957
Page	1 of 2
Buyer's Name	Coryie J. Gilmore 457
Buyer's Telephone No	832-394-6306
Buyer's Email Address	Coryie.gilmore@houstontx.gov
Collective Number	CJG 023
Requirement Number	C.GILMORE

Quotes are due by close of business on: 06/21/2019
Quotes are valid until close of business on: 09/21/2019

Shipping Address City of Houston
HOUSTON TX 77002
USA

Delivery Date: 09/23/2019

Your person responsible: JACK BASS

Item	Quantity	UM	Material/Description	Net Unit Price	Extended Price
10	1.00	AU	94615 REAL ESTATE APPRAISA APPRAISAL-9100 FONDREN RD *SEE ATTACHMENTS FOR SCOPE OF WORK*	\$3,500 / 2 weeks	_____

DESCRIPTIVE LITERATURE MUST BE SUBMITTED IF

QUOTING OTHER THAN WHAT IS SPECIFIED	Total	\$3,500
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*1 - Successful bidder/contractor shall produce proof of insurance (Certificate of Insurance) and all drug detection/deterrence documentation required to show compliance with the City of Houston Insurance and Drug Detection and Deterrence policies within three days of notification. (SERVICE / LABOR ONLY)

2 - If Item or Equipment Quoted, indicate manufacturer and submit part/model and specifications. (MATERIAL ONLY)"



CITY OF HOUSTON
HCD Purchasing Unit 3200

REQUEST FOR QUOTATION

Page: 2 of 2

RFQ number/date 6000086636 / 06/14/2019

The Terms and Conditions specified on <http://purchasing.houstontx.gov> will apply.

Payment Term:

Bidder offers an early payment discount of 2%/10 days, 1%/20 days, net 30 days to apply after receipt of invoice or receipt of goods or services, whichever is later. If the bidder does not select "No" below, it will be deemed to have accepted the City's early payment discount term. Discount offer is not factored into award calculation.

No. Select "No" if the bidder chooses not to offer an early payment discount. If "No" is selected, bidder will be paid net 30 days after receipt of invoice or receipt of goods or services, whichever is later.

Supplier's Printed Name: Jack Bass , BBG Inc.

Supplier's Title: Senior Managing Director - Healthcare

Address: 4615 Southwest Freeway, Suite 810

Telephone Number: 713-335-9634

Fax Number: _____

E-mail Address: JBass@bbgres.com

Supplier's Signature: *Jack W. Bass*

Date: 6-14-2019




Interoffice

Memorandum



To: Procurement Division

From:  Rupa Sen
Real Estate Manager

Date: June 24, 2019

Attention: Coryie J. Gilmore

Subject: Appraisal Selection for land located at
9100 Fondren know as Boardwalk

Justification

The selection of BBG is based on previous appraisal experience in this market area. In addition, the Company has previous appraisal experience with complex improved and vacant properties for the City of Houston as well as the ability to deliver on time, history and knowledge of the city s procedures.

Funding to be used

CDGB DR 16

Any questions, please let me know.

Thank you,
Rupa

Cc: Ellen Eudy, Finance

Dear Mr. Appraiser

The City of Houston requests an estimate of the fee and delivery time for the appraisal of the following:

Property: 7.73 Acres (±336,737 Square Feet) of land located at 9100 Fondren Road, City of Houston, Harris County, TX 77074. (As shown on Exhibit A)

Property rights: Fee Simple

Client: City of Houston - HCDD

Intended Use of the Appraisal: Asset valuation relative to decision making

Intended Users of the appraisal in addition to the client: City of Houston and Assigns

Effective date of the value opinions/conclusions: Current Date

Type of Value: Market Value and **Retrospective Value opinion**

Market Value Definition:

The following definition of market value is used by agencies that regulate federally insured financial institutions in the United States:

The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- *Buyer and seller are typically motivated;*
- *Both parties are well informed or well advised, and acting in what they consider their best interests;*
- *A reasonable time is allowed for exposure in the open market;*
- *Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and*
- *The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale. [1]*

Assignment conditions, including Extraordinary Assumptions or Hypothetical Conditions: None

Exhibits attached: Due diligence to include Title commitment; Exhibit "A"

^[1] (Interagency Appraisal and Evaluation Guidelines; December 10, 2010, Federal Register, Volume 75 Number 237, Page 77472)

Scope of Work: Appraiser must develop a Scope of Work using those valuation techniques (methods) necessary to provide a reliable report and a creditable value conclusion.

Applicable Requirements: The Appraisal should conform to the following:

- Uniform Standards of Professional Appraisal Practice (USPAP)
- Code of Professional Ethics of USPAP and the Appraisal Institute
- Applicable State Regulations
- the published guidelines of the COH

Report Format: The report should be prepared in accordance with Standard Rule 2-(a) of USPAP

Valuation Methodology: The appraiser should use all of the applicable approaches to value and discuss the reasoning behind the absence of any approach.

Fee _____

Delivery _____

Submitted by:



Jack W. Bass, II, MAI
Senior Managing Director - Healthcare
Work: 713.335-9634
jbass@bbgres.com

PROFILE

Mr. Bass is currently Senior Managing Director of Healthcare at BBG. BBG is a multi-faceted real estate valuation, advisory and assessment firm specializing in all types of real estate properties.

Mr. Bass has been involved in the appraisal and consultation of real estate and business properties for over 35 years. Prior to becoming associated with BBG, he was Director of Seniors Housing & Healthcare for IRR, prior to IRR, he was Vice President and Regional Manager for the Commercial Appraisal Group with Bank of America in Houston. From 1978 to 1992, Mr. Bass was an independent fee appraiser with offices in Houston and Boston.

Mr. Bass has extensive, national experience with all types of healthcare properties including acute care hospitals, specialty hospitals, LTACH's, nursing homes, independent living facilities, assisted living facilities, Alzheimer's facilities, cancer centers, ambulatory surgery centers, urgent care facilities, dialysis facilities and medical office buildings. Mr. Bass has performed Stark compliance appraisals and litigation support of hospital ground leases and medical properties on a national basis. Mr. Bass is HUD certified for the Senior Housing LEAN and MAP programs and is on the SBA Going Concern Registry. Mr. Bass has national experience with the appraisal of vacant land, retail, office, industrial, apartments, hospitality properties and historical buildings, and Uniform Appraisal Standards for Federal Land Acquisitions (Yellow Book).

Mr. Bass has extensive litigation support experience regarding real estate fraud, federal bankruptcy, construction defects and damages, property tax appeal and other real estate matters.

PROFESSIONAL AFFILIATIONS

Member of the Appraisal Institute

State Appraisal Related Certifications

Alabama, Certified General Real Property Appraiser, G00657
Arizona, Certified General Real Estate Appraiser, 31948
Arkansas, State Certified General Appraiser, CG 2524
California, Certified General Real Estate Appraiser, AG016031
Colorado, Certified General Real Estate Appraiser, CG.200001210
Florida, Certified General Appraiser, RZ3802
Georgia, Certified General Real Property Appraiser, 367926
Kansas, Certified General Real Estate Appraiser, G-3107
Louisiana, Certified General Appraiser License, G1021
Michigan, Certified General Appraiser License, L989958
Minnesota, Certified General Real Estate Appraiser, 40587284
Mississippi, State Certified General Real Estate Appraiser, GA-782
Missouri, State Certified General Real Estate Appraiser, 2015044852
New Mexico, General Certified Appraiser, 03330-G
North Carolina, Certified General Real Estate Appraiser, A8026
Oklahoma, Certified General Real Estate Appraiser, 13167CGA
South Carolina, Certified General Appraiser, 7313
Tennessee, Certified General Real Estate Appraiser, 4378
Texas, Certified General Real Estate Appraiser, TX-1326152-G
Utah, Certified General Real Estate Appraiser, 6496187-CG00
Virginia, Certified General Real Estate Appraiser, 4001017758
Massachusetts, Certified General Real Estate Appraiser, 4001017758

EDUCATION

BS – Louisiana Tech University
Major – Marketing/Management

COURSEWORK

Successfully completed numerous real estate valuation courses and seminars supported by the Appraisal Institute, accredited universities and various others.

Currently certified by the Appraisal Institute's voluntary program of continuing education for its designated members.

QUALIFIED BEFORE COURTS & ADMINISTRATIVE BODIES

County Courts: Harris County, Texas; Denton County, Texas; Suffolk County, Massachusetts, and Cameron Parish, Louisiana

Federal Courts: Houston, Texas; Galveston, Texas; Corpus Christi, Texas and Boston, Massachusetts

MISCELLANEOUS

February 15, 2007: Presentation to IRWA - The Effects of Healthcare Properties in New Orleans Following Hurricane Katrina

Medical Office Market - IRR 2010 and 2016 Viewpoint

BBG Blog Contributor

Previous Instructor on Real Estate with Houston Community College and Champions School of Real Estate