SEALED BID INSTRUCTIONS
4911 San Jacinto, Houston, Texas 77004

1. METROPOLITAN TRANSIT AUTHORITY OF HARRIS COUNTY, TEXAS (“METRO”) will receive sealed bids on or before Monday, June 1, 2020, for the sale of its real property located 4911 San Jacinto Street, Houston, Texas 77004 (the “Property”). A brief description of the property follows:

   0.1550-acre (6,750 sq. ft.) of land in the Obedience Smith Survey, Abstract No. 696, Harris County, Texas, being a portion of Lots 9, 11 and 12 and all of Lot 8, Block 6 in Outlot 109 of MacGregor & Demeritt’s Southmore Addition, Harris County, Texas.

2. METRO has established a floor bid price of $237,300.00 for the surplus property, and METRO will consider only those bids that equal or exceed the floor bid price.

3. To be considered, all offers to purchase the Property must be made by delivering to METRO, in a sealed envelope: (i) two (2) copies of the Agreement included in this information package, with all blanks filled in, with all exhibits attached and duly executed by the prospective bidder, (ii) a certified or cashier’s check drawn on a national bank located in Houston, Texas, payable solely to Metropolitan Transit Authority of Harris County, Texas, in the amount of $7,500, as a guarantee that bidder will enter into a contract upon final approval by METRO (the “Bid Deposit”), (iii) a Confidentiality and Non-Disclosure Agreement in the form provided by METRO, duly executed by the bidder, and (iv) delivered to the METRO Procurement Division Plan Room, 2nd Floor, 1900 Main Street, Houston, Texas 77002, no later than 3:00 PM on Monday, June 1, 2020. Other than filling in the appropriate blanks in the Agreement. DO NOT MAKE ANY INTERLINEATIONS OR CHANGES TO THE AGREEMENT. ANY INTERLINEATIONS OR-ChANGES WILL RENDER THE SEALED BID VOID AND DISQUALIFY IT FOR ACCEPTANCE BY METRO.

4. All bids will be opened and read aloud at 10:00 a.m. on Tuesday, June 2, 2020, in the METRO Procurement Division Plan room, 2nd Floor, 1900 Main Street, Houston, Texas 77002. After receiving the bids, METRO will have three (3) business days to review and select the winning bidder, and METRO shall publicly announce the bid selected on its website no later than 5:00 PM on Friday, June 5, 2020. METRO reserves the right, in its sole discretion: (i) to: (i) waive any informalities or minor defects in bids; (ii) reject any or all bids for any reason or for no reason; and/or (iii) cancel the solicitation for bids at any time prior to the bid submittal deadline, without penalty. METRO may accept the highest and most advantageous bid, as determined by METRO in its sole discretion. METRO reserves the right to accept the next highest and advantageous bid if the previously selected bid fails to close in accordance with the terms of the bid package documents.

5. Except for the three (3) highest and most advantageous bidders, all Bid Deposits will be returned within five (5) days after the bid deadline.

6. Within two (2) business days of being notified of its selection, the selected bidder must deliver the earnest money to the Escrow Agent, as defined in the Commercial Contract – Unimproved Property, in the amount of at least ten percent (10%) of the winning bid amount less the $7,500 Bid Deposit already paid to METRO, by cashier’s check or certified funds payable to Charter Title Company. Upon the Escrow Agent’s timely receipt of the selected bidder’s earnest money deposit, METRO will (i) provide the selected bidder with an executed copy of the Agreement and (ii) return the Bid Deposit for the second and third highest and most advantageous bidders.

7. For information or clarifications regarding these instructions or this sealed bid auction, contact Gabriel Matos at 713-652-8006. All inquiries will be responded to in writing only, and any responses will be placed on METRO’s website at www.ridemetro.org/Pages/RealEstate.aspx.