

**DEERFIELD VILLAGE COMMUNITY
ASSOCIATION, INC.**

4045 Deerfield Village Drive, Houston, Texas 77084

PROPERTY OWNERS' ASSOCIATION BID SOLICITATION POLICY

DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC. (the "Association") is a Texas Non-Profit Corporation and a property owners' association. The undersigned, being the Association's President and a Director of the Association, submits this Association Bid Solicitation Policy on behalf of the Association. This instrument supersedes any prior Association Policies pertaining only to the herein described matters filed by the Association. The Association certifies as to the following:

- I. The name(s) of the Subdivision(s) is/are DEERFIELD VILLAGE, Sections One (1) through Six (6) inclusive, DEERFIELD VILLAGE, Section Eight (8) and DEERFIELD VILLAGE PATIO HOMES, Sections One (1), Two (2) and Three (3).
- II. The name of the Association is DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC.
- III. The recording data (i.e., Map or Plat reference) for each Section of the Subdivision, recorded in the Map or Plat Records of Harris County, Texas, is as follows:

Map(s) or Plat(s) Records of Harris County, Texas:

Deerfield Village, Section One - Volume 229, Page 1.
Deerfield Village, Section Two - Volume 237, Page 44.
Deerfield Village, Section Three - Volume 256, Page 31.
Deerfield Village, Section Three Replat - Volume 290, Page 50.
Deerfield Village, Section Four - Volume 257, Page 13.
Deerfield Village, Section Five - Volume 306, Page 136.
Deerfield Village, Section Six - Volume 343, Page 40.
Deerfield Village, Section Eight - Volume 308, Page 146.
Deerfield Village Patio Homes, Section One - Volume 235, Page 124.
Deerfield Village Patio Homes, Section Two - Volume 243, Page 142.
Deerfield Village Patio Homes, Section Three - Volume 243, page 149.

- IV (a). The recording data for the Declaration (which may be referred to as the "Declaration," the "Restrictions," the "Deed Restrictions," the "Covenants, Conditions and Restrictions," the "Restrictions and Covenants" or the "CC&Rs") for each Section of the Subdivision, including Amendments, Modifications and/or Supplements as applicable, is as follows:

Declarations (Deed Records of Harris County, Texas):

Deerfield Village, Section One - Clerk's File No. E565236.
Deerfield Village, Section Two - Clerk's File No. E824180.
Deerfield Village, Section Three - Clerk's File No. G961226.
Deerfield Village, Section Four - Clerk's File No. F761973.
Deerfield Village, Section Five - Clerk's File No. J123883.
Deerfield Village, Section Six - Clerk's File No. M276167.
Deerfield Village, Section Eight - Clerk's File No. L792807.
Deerfield Village Patio Homes, Section One - Clerk's File No. E807466.
Deerfield Village Patio Homes, Section Two - Clerk's File No. H029605.
Deerfield Village Patio Homes, Section Three - Clerk's File No. J551385.

IV (b). The recording data for the “Community Services Charge” for each Section of the Subdivision, including Amendments, Modifications and/or Supplements as applicable, is as follows:

Community Services Charge (Deed Records of Harris County, Texas):

Deerfield Village, Section One - Clerk’s File No. E564713.
Deerfield Village, Section Two - Clerk’s File No. E564713.
Deerfield Village, Section Three - Clerk’s File No. E564713.
Deerfield Village, Section Four - Clerk’s File No. E564713.
Deerfield Village, Section Five - Clerk’s File No. E564713.
Deerfield Village, Section Six - Clerk’s File No. E564713.
Deerfield Village, Section Eight - Clerk’s File No. E564713.
Deerfield Village Patio Homes, Section One - Clerk’s File No. E764216.
Deerfield Village Patio Homes, Section Two - Clerk’s File No. E764216.
Deerfield Village Patio Homes, Section Three - Clerk’s File No. E764216.

V. **Background:**

Section 209.0052(c), Title 11, Texas Property Code, provides in part that “...an association that proposes to contract for services that will cost more than \$50,000 shall solicit bids or proposals using a bid process established by the association.”

VI. The Association’s current Bid Solicitation Policy is as follows:

Association’s Bid Solicitation Policy:

1. **“Services” Definition:** The term “Services” may generally be defined as “work done for a client or customer.” Services do not generally include manufactured goods (e.g., the purchase of a computer, telephone system or office supplies for the Association’s onsite office). Services include, but are not limited to: 1) landscaping, grounds maintenance and sprinkler system/irrigation installation and maintenance; 2) swimming pool maintenance and life guards; 3) private security; 4) management; 5) bookkeeping; 6) electrical, plumbing or construction work; and 7) any other Services the Association’s Board of Trustees (the “Board”) determines to be beneficial or necessary for the Deerfield Village Subdivision(s).

2. **“More than \$50,000” Definition:** The determination of whether contract Services provided by a third party service provider are more than \$50,000 may be made by considering the following: 1) a Turnkey or Fixed Price contract; 2) an Engineering, Procurement, and Construction (“EPC”) contract; 3) a Cost-Plus contract; 4) a periodic fee contract (e.g., providing for a weekly, monthly or quarterly fee) over the term of a Services contract, including a base fee and any add-on fees; and/or 5) any other factors as determined by the Board. If a periodic fee contract may be cancelled by the Association at any time (e.g., by providing immediate, thirty-day or sixty-day notice), such a contract is not subject to this Bid Solicitation Policy.

3. **Statutory Bid Solicitation Policy and Association’s Discretionary Bid Solicitation Policy:** Although the statutory requirement to solicit bids or proposals pertains to a contract for Services that will cost more than \$50,000, the Association has determined to apply this same Bid Solicitation Policy for any contract for Services that will cost more than \$5,000.

4. If the Board intends to contract for Services, as described in paragraphs “1,” “2” and “3” above, that will cost the Association more than \$5,000, the Board (in its sole discretion) shall solicit bids or

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proposals using this Association's Bid Solicitation Policy, as follows:

- a. The Board may establish qualifications and/or criteria for any potential bidders as the Board so determines.
- b. The Board shall identify potential bidders to provide the Services to be contracted as the Board so determines.
- c. The Board shall notify potential bidders utilizing any method that the majority of the Board determines to be reasonable and appropriate as the Board so determines.
- d. The Board may notify as many potential bidders as the Board so determines.
- e. The Board may specify in the Bid Solicitation a deadline by which bids must be received; provided, however, that the Board may also consider any bid(s) received by the Association after the deadline as the Board so determines.
- f. If possible, the Board shall obtain multiple bids for the contract Services. However, if there is only one qualified bidder or only one bid received, the Board shall not be required to solicit more bids.
- g. The Board may cancel or nullify a Bid Solicitation process at any time prior to a contract being signed by both parties as the Board so determines.
- h. When determining whether a bid is successful, the Board may consider all aspects of the bid or proposal, including, but not limited to, references, price, payment terms, scope of work, scheduling of work, contract provisions, insurance and indemnification considerations, warranties and other matters as the Board so determines.
- i. As the Board so determines, the Board is not obligated to award any contract for Services to the lowest bidder.
- j. If a Services provider's bid is successful, the Association shall notify the successful bidder in any manner the Board so determines and within a time frame as determined by the Board.
- k. Regarding existing contracts for continuous Services subject to this Bid Solicitation Policy as determined by the Board (e.g., landscaping and grounds maintenance, swimming pool maintenance and private security), the Board shall comply with this policy at least thirty days prior to the expiration of the current contract(s) for Services, unless any such contract for Services converts to a month-to-month contract after its initial term
- l. Regarding the identified categories of contracts for continuous Services, the Board intends, but is not obligated to, solicit a bid or bids at least once every five years.
- m. Determination of compliance with suspension of an amendment of this Bid Solicitation Policy is within the sole discretion of the Board.

(Certification, Signature and Acknowledgment are Contained on Page 4 Hereof)

CERTIFICATION

“I, the undersigned, being the President of DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC., hereby certify that the foregoing Association Bid Solicitation Policy was adopted by at least a majority of the Association’s Board of Directors at an open regular meeting of the Board at which meeting a quorum of the Board was present, and such Association Policy has never been modified or repealed, and is now in full force and effect.”

**DEERFIELD VILLAGE COMMUNITY
ASSOCIATION, INC.
(a Texas Non-Profit Corporation)**

By: 
ERIC JEAN-PAUL TOUREILLES, President

ACKNOWLEDGMENT

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

BEFORE ME, A NOTARY PUBLIC, on this day personally appeared ERIC JEAN-PAUL TOUREILLES, President of DEERFIELD VILLAGE COMMUNITY ASSOCIATION, INC., a Texas Non-Profit Corporation and Property Owners’ Association, known to me to be the person whose name is subscribed to the foregoing instrument and, being by me first duly sworn and declared that he executed same in the capacity and for the consideration therein expressed, and as the act and deed of such Corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 8 day of August, 2024.




**NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS**

After recording, return to:
Deerfield Village Community Association, Inc.
4045 Deerfield Village Drive
Houston, Texas 77084

**Deerfield Village Community Association, Inc.
Association Bid Solicitation Policy**

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Pages 5
08/09/2024 03:53 PM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$37.00

RECORDERS MEMORANDUM

This instrument was received and recorded electronically and any blackouts, additions or changes were present at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or use of the described real property because of color or race is invalid and unenforceable under federal law.

THE STATE OF TEXAS
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED in the Official Public Records of Real Property of Harris County, Texas.



Teneshia Hudspeth
COUNTY CLERK
HARRIS COUNTY, TEXAS

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