

**DALLAS COUNTY  
NEIGHBORHOOD REVITALIZATION PROGRAM**

**INSTRUCTIONS FOR  
BID AND PURCHASE AGREEMENT**

***BID SOLICITATION NO. 2023-002-6969***

**YOU MUST SUBMIT A COMPLETE BID TO BE CONSIDERED OR IT MAY BE DISQUALIFIED.**

1. Do not enter vacant structures without the express consent of Dallas County Public Works Department.
2. Read Carefully the entire Bid and Purchase Agreement before signing.
3. The required deposit is to be included with the Bid and Purchase Agreement. Acceptable forms of payment are: Cashier's Check and Money Order.

Note: Personal Checks and Cash will not be accepted.

4. Complete all the following Documents (Bid Package):
  - a. Sign the Bid and Purchase Agreement.
  - b. Sign Exhibit A—No Title-Policy Statement.
  - c. Sign Exhibit B—No Conflict of Interest Statement.
  - d. Sign and Notarize Exhibit C—Affidavit.
  - e. **NEW: Include a Written Statement from the County Tax Office**
5. Submit your bid for each Property in a separate sealed envelope to: **Dallas County Purchasing Department, 500 Elm Street, Suite 5500, Dallas, Texas 75202**, with the following information clearly indicated on the front face of each sealed envelope:

For: **Tax Foreclosure Property Resale Bid/Solicitation No.: 2023-002-6969**

Address of Property: \_\_\_\_\_

To Be Opened On: **February 7, 2023** @ **2:00 p.m.**

**The amount of the bid must not appear on the face of the sealed envelope.**

6. COMMUNICATIONS REGARDING THE BID

All questions regarding this bid are to be submitted in writing to **Kimberly Gould**, Dallas County Purchasing Department, via e-mail to [kimberly.gould@dallascounty.org](mailto:kimberly.gould@dallascounty.org) by **2:00 p.m. (CST) on February 7, 2023**. You may inquire regarding your previous email, by calling 214-653-7580 or via mail to Dallas County Public Works Department, 500 Elm Street, Suite 5500, Dallas, TX 75202.

All questions, comments and requests for clarification must reference the bid number on all correspondence to Dallas County. Any oral communication shall be considered unofficial and non-binding.

Only written responses to written communications shall be considered official and binding upon the County. The County reserves the right, at its sole discretion, to determine appropriate and adequate responses to the written comments, questions, and requests for clarification.

All addenda and/or any correspondence (general information, questions and responses) to this bid will be made available **exclusively** through the Dallas County website for retrieval. Bidders are solely responsible for frequently checking the following website for updates to this bid. Select the appropriate **bid number**, then, click on the document for viewing and/or downloading.

<https://www.dallascounty.org/department/purchasing/currentbids.php>

7. All bids **MUST** be received at the Dallas County Purchasing Department, 500 Elm Street, Suite 5500 Dallas, Texas 75202 **no later than 2:00 PM.** on February 7, 2023.
8. The person or entity submitting the bid need not be present at the bid opening. The link to attend the **VIRTUAL BID READING** is located here→ [LINK](#) and will also be posted on the website.
9. The Dallas County Commissioners Court reserves the right to accept or reject any and all bids for any or no reason, to waive all irregularities, nonconformities, and technicalities and there are no implied guarantees to negotiate or sell the properties. All bids are subject to the approval of each taxing entity entitled to receive proceeds of the sale under the judgment.
10. ALL SALES ARE SUBJECT TO AND CONDITIONED UPON APPROVAL BY THE DALLAS COUNTY COMMISSIONERS COURT AND EACH TAXING ENTITY ENTITLED TO RECEIVE PROCEEDS OF THE SALE UNDER THE JUDGMENT.

## ADDITIONAL INFORMATION:

The following are a few typical sources of information that may be helpful in your investigation and research of tax foreclosed properties:

1. [www.dallascounty.org](http://www.dallascounty.org) | Dallas County’s home page. Click on the “**REAL ESTATE**” icon for Tax Foreclosure Resales.  
**OR** go directly to <https://www.dallascounty.org/departments/pubworks/property-division.php> | This is the website for Dallas County Public Works and where you can find the listing of all properties available for resale and FAQs. This does not include properties for sealed bid.
  2. [www.dallascad.org](http://www.dallascad.org). | Dallas Central Appraisal District website provides details of property and allows you to search by Owner, Account or Address under “Search Appraisals”. You can also see the property map on this site.
  3. <https://dallas.tx.publicsearch.us/> | This is the link to the Dallas County Clerk’s Official Records Search site.
  4. [https://www.dallasact.com/act\\_webdev/dallas/index.jsp](https://www.dallasact.com/act_webdev/dallas/index.jsp) | Tax Office site allows you to look up property tax information. There are a few reports you can retrieve such as the *Taxes Due Detail by Year & Jurisdiction*.
  5. <https://courtsportal.dallascounty.org/DALLASPROD/> | Use the “**Smart Search**” tool via this link to locate information regarding the tax case files which contain documents associated with the foreclosure of a property, i.e., the Judgment, Order of Sale, Citations, etc., This information can also be found in the District Clerk’s Office, Records Department at the George L. Allen Sr. Courthouse at 600 Commerce Street, Dallas, Texas, 75202 (Telephone No. 214-653-6011). Advance notification may be required and fees may be charged to view or purchase documentation.
- NEW**
6. <https://www.dallascounty.org/departments/tax/certificates.php> | The Request for the Written Statement **MUST** be completed, notarized and sent to the Dallas County Tax Office either by US Mail or by email to [special.inventory@dallascounty.org](mailto:special.inventory@dallascounty.org), along with a check for \$10, payable to John R. Ames, Tax Assessor/Collector to: Dallas County Tax Administration Office, Records Building, 500 Elm Street, Suite 3300, Dallas, TX 75202.



**COUNTY OF DALLAS  
NEIGHBORHOOD REVITALIZATION PROGRAM**

**BID AND PURCHASE AGREEMENT**

**BID SOLICITATION NO. 2023-002-6969**

**BIDS WILL BE RECEIVED UNTIL 2:00 PM ON FEBRUARY 7, 2023.**

**To: Dallas County Purchasing Department  
500 Elm Street, Suite 5500  
Dallas, Texas 75202**

I, \_\_\_\_\_, hereafter called "Bidder," hereby submit this bid to the County of Dallas hereinafter and interchangeably referred to as "Dallas County" and "Seller" for the purchase of the following described property:

Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_  
(Lot, Block, Addition and/or Abstract No.)

Purchase/Bid Amount: \_\_\_\_\_

Deposit Amount: \_\_\_\_\_

The Bidder understands and agrees that on all bids of \$20,000 or less, the Bidder is required to include a deposit in the form of a cashier's check or money order payable to the County of Dallas in the amount of \$2,000 or the purchase amount, whichever is less. For bid amounts greater than \$20,000, the Bidder must submit a deposit in the form of a cashier's check or money order payable to the County of Dallas for ten percent (10%) of the purchase price. Cash money will not be accepted. The bid shall remain in effect for 120 days after the date of submission, unless such time period is extended by written agreement of both parties.

**CONDITIONS OF BID AND ACCEPTANCE  
READ CAREFULLY**

- (1) The land and/or improvements described above shall hereinafter be referred to as "the property."
- (2) Bidder understands that the County of Dallas acquired the property through a tax foreclosure proceeding and is trustee for itself and the other taxing entities party to the judgment.
- (3) Bidder understands and agrees that immediately upon acceptance of this bid by Dallas County, this bid becomes a binding and enforceable contract upon the Bidder, his heirs, assigns, successors in interest, executors and administrators, provided that such acceptance occurs before Seller receives any written notice of revocation signed by Bidder.
- (4) Acceptance by Dallas County shall occur immediately upon Dallas County Commissioners Court issuing a court order accepting Bidder's bid, and shall be conditioned on all other taxing entities having given their approval to the sale prior to Seller's acceptance, if necessary.
- (5) Bidder contracts and agrees that it is his sole obligation to make all inspections deemed necessary by Bidder prior to the submission of this bid. Such inspections shall include, but not be limited to all matters of title, zoning, building codes, ordinances, deed restrictions, easements, rights-of-way, encroachments, conditions and reservations, mineral reservations, judgments, code enforcement liens (eg. weed/brush liens), demolition liens, tax consequences, physical or environmental conditions, availability of access, ingress or egress, operating history or projection, valuation, governmental approvals, governmental regulations, or any other matter or thing relating to or affecting the property including, without limitations:
  - a. The value, condition, merchantability, marketability, profitability, suitability or fitness for a particular use or purpose of the property;
  - b. The manner or quality of the construction or materials incorporated into any of the property; and
  - c. The type, manner and quality of the land, soil condition, hazardous or other governmental regulated materials in or upon the land, buildings, structures and the state of repair, or lack of repair, of the property.
- (6) Bidder contracts and agrees that with respect to the property, the Bidder has not relied upon and will not rely upon, either directly or indirectly, any oral contracts, representations or warranties of Seller, or any agent or affiliate of Seller, if any, and that no such contract, representations or warranties have been made. Bidder represents and warrants that Bidder is a knowledgeable Bidder of real property and is relying solely on Bidder's own expertise and that of his consultants and that Bidder has conducted such inspections and

investigations of the property as Bidder deems necessary including, but not limited to, the physical and environmental conditions thereof. Bidder contracts and represents that he shall rely solely upon what he, through his own investigations, tests and research has learned.

- (7) Upon closing (execution of the Quitclaim Deed conveying title to Bidder), Bidder assumes all risks that adverse matters may not have been revealed by the Bidder's inspections and investigations. Bidder also acknowledges and agrees that the property is sold and conveyed by the County of Dallas and accepted by the Bidder, "**as is and with all faults.**"
- (8) **Bidder has read and fully understands §§ 33.52 and 34.01 (l) of the Tax Code. Purchaser further understands that any bid submitted to Seller is made subject to post judgment taxes, penalties and interest, except if sold pursuant to §34.05(j). Bidder further understands that he is responsible for the payment of said post judgment taxes, if any, and for the pro rata (current year) property taxes from the date of closing through all future years so long as Bidder owns the property.**
- (9) Bidder further understands and acknowledges that Dallas County acquired the property via a tax foreclosure proceeding, and that he is familiar with tax foreclosure proceedings and/or has consulted with an attorney regarding the legal issues that are involved in this type of real estate transaction, including the subsequent resale to him, and of the risks and limitations of such sales.
- (10) Bidder agrees to accept a Quitclaim Deed to the property and understands that there are no warranties or guarantees associated with a Quitclaim Deed, and that such deed conveys only what interest the Seller has acquired in the property, if any. Bidder understands and agrees that the Quitclaim Deed will contain an acknowledgment that the property is subject to the prior owner's right of redemption, if any. Bidder further acknowledges that said Quitclaim Deed might also contain restrictions and/or reverter provisions required by federal and/or state law.
- (11) Bidder understands and agrees that he is solely responsible and obligated for any and all outstanding liens, pending or subsequent code enforcement actions, current and subsequent notices of nuisance or hazardous or regulated material abatement or any mitigation and of all repair or demolition orders, if any, and expressly assumes immediate responsibility therefore.
- (12) Bidder understands, contracts and agrees that the Seller shall have no responsibility for or liability arising from the accuracy of any matter, fact or thing relating to the property. Seller is not obligated and will not provide or pay for a survey, plat, phase one environmental study or other related documents.
- (13) Bidder understands and agrees that Dallas County will retain the top two highest bid deposits submitted until an award is made by the Dallas County Commissioners Court, and that all other bid deposits will be returned at the bid opening or upon request of the unsuccessful Bidder. The County's responsibility to return the deposit to Bidder shall

extend only to depositing the refund in the U.S. mail on or before 30th day from the date of the bid opening.

- (14) Within thirty (30) days after acceptance of the bid by the Dallas County Commissioners Court, Bidder shall consummate the sale of the property by paying the balance of the purchase price to the County of Dallas by certified funds or wire transfer, unless such time period is extended by written agreement. A one-time extension, if granted, may not exceed thirty (30) days. If the County agrees to such extension, the Bidder shall be required to submit an additional deposit of fifty percent (50%) of the purchase price, which shall be payable before the expiration of the current contract term. Bidder understands and agrees that if the Bidder is unable to or refuses to timely consummate the sale and accept a Quitclaim Deed, for any reason whatsoever, except through fault of Dallas County, Bidder shall be deemed to have breached the contract by default, in which case Dallas County at its sole discretion, may determine the contract terminated, and **Bidder's ENTIRE deposit shall be forfeited to Dallas County for administrative costs.**
- (15) Bidder hereby represents to Seller that in executing this agreement, he has at his immediate disposal or immediate access, sufficient funds to pay the balance of the bid amount/purchase price in a timely manner.
- (16) Bidder understands and acknowledges that Dallas County will not provide a title policy, and Bidder agrees to sign a ***No Title-Policy Statement***, attached hereto as **Exhibit A**. Bidder acknowledges that he may, prior to closing, purchase a title policy at his sole cost and expense. However, failure to obtain such a policy shall not inure to the detriment of Dallas County.
- (17) Bidder understands and acknowledges that Dallas County requires all prospective Bidders to sign a ***No Conflict of Interest Statement***, attached hereto as **Exhibit B**.
- (18) Bidder does hereby release any and all rights, claims and causes of action at law or in equity, that he may now have or may acquire in the future against the Seller, its officers, agents, and employees, in connection with this bid and the subsequent sale to him, if any.
- (19) Bidder agrees to indemnify and hold harmless Dallas County, its County Commissioners, County Judge, Elected Officials, directors, employees, agents and consultants from any and all claims, demands, actions, suits, losses, damages, liabilities, costs and/or every expense of every kind and nature (including, but not limited to court cost, litigation expense and attorney fees), or causes of action arising out of or in any way related (whether directly or indirectly, causally or otherwise), from any misrepresentations, failures of disclosure, errors, any acts or omission negligent, intentional, wrongful acts or failure to act by the County of Dallas, arising from or pertaining to, directly or indirectly, this bid, acceptance, sale, and the subsequent closing of this transaction.
- (20) By submitting this bid, Bidder hereby immediately, unconditionally, fully and completely releases any rights, claims, actions and causes of action he may now have or may acquire in the future, against Dallas County, the county sheriff's department, the County Sheriff in

his/her individual capacity, and all taxing entities who have an interest in this property for failure to properly advertise or conduct the tax foreclosure sale on this property, wherein the County of Dallas became the owner of the property through the sheriff's deed to the County of Dallas, including the subsequent sale to the Bidder. Bidder has been advised to, and expressly assumes the responsibility for, checking the appropriate records concerning the tax foreclosure sale before submitting this bid.

- (21) Upon Bidder's death or mental incapacity, occurring before the closing, this agreement shall become null, void and unenforceable, and Dallas County shall have no further obligation to the Bidder, his estate, or his legal representatives, heirs, executors or administrators. Bidder hereby waives and releases to Dallas County any rights, claims, or causes of action he may have to an award of damages or a conveyance of the property, in the event of his death or mental incapacity.
- (22a) Bidder represents and states that he is not purchasing this property on behalf of the immediate and previous foreclosed owner. Bidder further represents and certifies that he, the individuals or entities submitting the bid to purchase the property, their spouses and any individual, their spouse or entity with a shared controlling interest, have no outstanding county judgments, no tax delinquencies owed to any of the taxing entities party to the tax judgments affected herein, no unpaid liens or fees owed to the County of Dallas, have not defaulted on a Dallas County agreement within the past twelve months, and that he has executed and notarized the appropriate *Affidavit* to that effect which is attached hereto as **Exhibit C**.
- (22b) In addition, Bidder to provide a *Written Statement* from the Dallas County Tax Office.
- (23) Any notice or communication required or permitted hereunder shall be in writing. All addenda and/or any correspondence (general information, questions and responses) to this bid will be made available **exclusively** through the Dallas County website for retrieval. Bidders are solely responsible for frequently checking the website for updates to this bid.
- (24) Bidder states that he is aware that the property may have been declared a public nuisance and/or a public health, safety and fire hazard. Bidder agrees that it is his sole responsibility to verify the condition and status of the property, and states that before signing this Bid and Purchase Agreement, he personally contacted, or caused his agents or employees to contact, the city, city/county fire marshal and the health department within whose jurisdiction this property is situated, and has been made aware of any citations, restrictions, public nuisances, health, safety and fire hazards that may exist on this property. The Bidder understands and agrees that any such nuisances, health, safety and fire hazards, if any, shall be Bidder's sole responsibility, obligation and expense to immediately abate. Bidder hereby releases, indemnifies, holds harmless, and shall defend the Seller from any and all claims, demands and causes of action, litigation expenses, attorney's fees, liabilities, warranties and guarantees associated with or arising out of the Seller's conveyance of this property to Bidder, and the property's status or condition and whether or not such claims, demands and causes of action arise from the negligence, intentional tort, warranties or guarantees of the



Seller, its officers, agents or employees, or from the Bidder, or any third party, their officers, agents and employees.

- (25) Bidder agrees that if the property is to be conveyed to any name other than that of the person or entity making this bid, this fact must be set out at the time of the bid and contained in the bid. Conveyance of the property shall be made and accepted subject to any interest not acquired by said sheriff's deed; any and all easements, rights-of-way, and prescriptive rights, whether of record or not, including but not limited to those in favor of Seller, all presently recorded instruments that affect the property, and subsequent taxes and assessments for prior years, due to changes in land usage, ownership, or both, the payment of which Bidder assumes restrictions, reservations, title exceptions, and other instruments of record adversely affecting the property either directly or indirectly.
- (26) Seller shall have the absolute right to accept or reject this bid and all other bids on this property at any time for any or no reason whatsoever, and there are no implied guarantees to negotiate or sell the properties at all. Seller reserves the right to withdraw this property from any sale prior to closing.
- (27) Bidder understands and agrees that this agreement and all the terms and conditions therein shall survive the closing of the sale and shall not merge into it.
- (28) All sales are subject to and conditioned upon approval by the Dallas County Commissioners Court, and, if applicable, each taxing entity that is entitled to receive proceeds from this sale. The taxing entities are as follows: \_\_\_\_\_

\_\_\_\_\_.

Bidder's Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Please print exactly the name(s) as they should appear on the deed if different in any way from the above:**

\_\_\_\_\_

**All bids must be signed by hand.**

**EXHIBIT A**

**NO TITLE-POLICY STATEMENT**

I/we \_\_\_\_\_

\_\_\_\_\_ agree to the following:

I/we fully understand and acknowledge that a title policy is not being issued by any title company, nor has one been requested, and a title company has made no new title search regarding the property to this transaction, to wit:

I/we acknowledge that a title company has made no representations as to the title of the above referenced property, and I/we fully agree that I/we will hold harmless and indemnify the County of Dallas from any defects in title of the above referenced property.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT B**

**NO CONFLICT OF INTEREST STATEMENT**

I/we \_\_\_\_\_

\_\_\_\_\_ agree to the following:

1. Neither I, nor my spouse, are a County of Dallas officer, employee, or Commissioners Court appointee to any board or commission.
2. If bid is submitted on behalf of another person, partnership, corporation or other business entity, I/we swear and affirm that said other person, partnership, corporation or other business entity shall not have financial interest, direct or indirect, with a Dallas County official, employee, or a commissioners court appointee.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT C**

**AFFIDAVIT**

**THE STATE OF TEXAS    )**  
**COUNTY OF DALLAS     )**

**KNOW ALL PERSONS BY THESE PRESENTS**

BEFORE ME, the undersigned authority, personally appeared \_\_\_\_\_

\_\_\_\_\_

who being duly sworn according to law, upon oath deposed as follows:

THAT I, \_\_\_\_\_,  
individually and/or as an authorized representative of the entity submitting a bid for the property (“Bidder”), represent and certify to the County of Dallas that Bidder is not buying this property on behalf of the foreclosed owner. Bidder further represents and certifies that Bidder, the individuals or entities submitting the bid to purchase the property, their spouses and any individual, their spouse or entity with a shared controlling interest, have no outstanding judgments, tax delinquencies, unpaid liens or fees owed to the County of Dallas, **and have not defaulted on a County of Dallas contract within the past twelve months.**

\_\_\_\_\_  
Signature

**SUBSCRIBED AND SWORN TO BEFORE ME**, on the \_\_\_\_\_ day of \_\_\_\_\_, to certify which witness my hand and official seal.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF TEXAS

\_\_\_\_\_  
Print or Type Name)