

PURCHASING AND ACQUISITION

Exhibit A—Resolution of the Board Establishing Criteria for Accepting Electronic Bids or Proposals

WHEREAS, Section 44.0313 of the Texas Education Code and the District's CH(LOCAL) policy permit a school district to receive bids or proposals through electronic transmission if the Board adopts rules to ensure the identification, security, and confidentiality of electronic bids or proposals and to ensure that the electronic bids or proposals remain effectively unopened until the proper time;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Ector County Independent School District establishes the following procedures to be followed when bids and proposals are submitted electronically:

1. Bids or proposals will be received through eBid utilizing the District's electronic bid portal during the open bid period. Access to the portal is: <https://ecisdbid.ionwave.net/>.
2. Bids or proposals sent to any other method will not be considered.
3. Those interested in responding to a solicitation MUST register through eBid.
4. Registered vendors may view open and closed bids through eBid.
5. Registered vendors will be notified via email when a solicitation corresponds to the commodity code selected by the provider as it relates to the goods or service posted in the electronic bidding system.
6. Bidders/Proposers will receive an email invitation to participate in a bid solicitation.
7. Bids or proposals must be uploaded to the eBid portal to participate in a particular bid solicitation.
8. Unopened bids or proposals will remain "unsealed" by the District until the scheduled date and time for closing all bids. All proposals received after the prescribed deadline, regardless of the mode of delivery, shall not be accepted.
9. A confirmation email will be sent to bidder after a bid or proposal has been uploaded.
10. Addendums or changes to specifications will be released in eBid. Changed or modified specifications not made by ECISD will be rejected.
11. ECISD will not be responsible or the rejection of a response for failure to follow instructions contained in an addendum and/or if incomplete or inaccurate information is supplied by the Bidder.
12. ECISD will not be responsible for any delay of delivery, including delays related to email programs, erroneous emails, servers, or acts of nature.
13. Bidders may redact uploaded proposals during the open bid period.
14. Bid proposals are first evaluated by an evaluation committee, recommended for board approval then approved by the ECISD Board before an award is announced. Bidders will receive an eBid Bid Award or Non-Award Notification after a bid has been awarded.

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Adopted this _____ (*date*) day of _____ (*month*), _____ (*year*), by the Board of Trustees.

Presiding officer: _____

Secretary: _____