

A RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS AUTHORIZING THE USE OF ELECTRONIC BIDDING IN ACCORDANCE WITH THE TEXAS LOCAL GOVERNMENT CODE

WHEREAS, the City of Fair Oaks Ranch is authorized to make purchases requiring competitive bidding in accordance with Chapter 252, Texas Local Government Code; and

WHEREAS, Chapter 252, Texas Local Government Code authorizes the use of electronic bidding; and

WHEREAS, the use of electronic bidding for formal bids requires City Council approval by resolution; and

WHEREAS, electronic bidding will continue to maintain the integrity and confidentiality as the existing process for hard copy bids; and

WHEREAS, the City Council authorizes the use of electronic bidding in accordance with the rules shown in **Exhibit A**.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIR OAKS RANCH, TEXAS:

Section 1. The City Council hereby approves the use of electronic bidding for purchases that require formal bidding procedures, in accordance with Chapter 252, Texas Government Code, and as outlined in **Exhibit A**.

Section 2. That the recitals contained in the preamble hereto are hereby found to be true and such recitals are hereby made a part of this resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. If any provision of this resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this resolution would have been enacted without such invalid provision.

Section 4. That it is officially found, determined, and declared that the meeting at which this resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

Section 5. All resolutions or parts thereof, which are in conflict or inconsistent with any provision of this resolution are hereby repealed to the extent of such conflict, and the provision of this resolution shall be and remain controlling as to the matters resolved herein.

Section 6. This resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 7. This resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED, APPROVED, and ADOPTED on this 18th day of September 2025.

Gregory C. Maxton, Mayor

ATTEST:

APPROVED AS TO FORM:

Christina Picioccio, TRMC
City Secretary

Denton Navarro Rodriguez Bernal Santee &
Zech P.C., City Attorney

EXHIBIT A
RULES FOR UTILIZING ELECTRONIC BIDDING

1. The City shall use a secure web-based system for electronic bidding.
2. The Procurement Manager will coordinate with the IT Manager to ensure all applicable security standards are met.
3. The web-based system shall ensure the confidentiality of submissions and bids shall remain inaccessible until the posted bid opening time.
4. Bids must be submitted in acceptable file types as stated in the specified web-based system.
5. The system shall log the user identity and submission time to ensure bids are submitted prior to the posted deadline.
6. Bidders must create authenticated accounts.
7. Submissions can be updated or withdrawn prior to the deadline.
8. At the published opening deadline, City staff will electronically unseal the bids.
9. Late submissions will not be allowed.
10. Only the Procurement Manager, or authorized City staff can access the system.
11. The system will maintain an audit log to record actions specific to each bidding opportunity, and must notify submitters of a successful final submission for each bid.