

LAKES OF COPPELL

BID SOLICITATION POLICY

WHEREAS, the Board of Directors ("Board") of the Lakes of Coppell Owners Association, Inc. ("Association"), in accordance the requirements of Section 209.0052 of the Texas Property Code, desires to adopt a bid solicitation policy for all proposed service contracts that are anticipated to exceed \$50,000 in cost, exclusive of taxes and government fees (hereinafter "Policy"); and

NOW, THEREFORE, IT IS RESOLVED that in accordance with the authority established through Section 209.0052(c) of the Texas Property Code, the following Policy is hereby established by the Board:

1. For service contracts anticipated to exceed \$50,000 in cost, the Association's Board of Directors shall make a reasonable effort to solicit a minimum of three (3) bids for the proposed services subject to the following exemptions:
 - a. The Association, through reasonable efforts, is unable to readily identify sufficient vendors qualified or deemed by the Board to be capable of providing the requested type of proposed services;
 - b. If for any specific services, the Board of Directors determines in its sole discretion that:
 - i. the additional services are substantially the same, similar and/or an extension of an existing contractor's services provided in accordance with an unexpired contract, extension of that contract or a provision in that existing contract applicable to additional services; and
 - ii. hiring a separate contractor to provide the proposed services could risk interfering with the existing contractual relationship, cost of services already being provided, warranties, and/or could cause confusion related to scope of work and responsibilities of each contractor providing the services.
 - c. The Board in its sole discretion determines that the time required to solicit bids for the proposed services could unreasonably delay and risk increased cost incurred by the Association if bids or sought and/or where the services sought relate to an emergency involving imminent threat to health and safety and/or property damage.
2. The bid submission requirements may be unique for each service solicited and will be established by the Board as it deems appropriate, including but not limited to, required documentation, insurance, qualification/experience, references, licensing, conditions and terms of the proposed contract, and deadlines for submission of bids. Failure by bidders to

comply with the established requirements for each bid solicitation can be grounds for disqualification or rejection of a bid.

3. This Policy is intended as a general guide for the bid solicitation process stated herein, however, it is not intended to address each and every potential scenario or unique situation that may or may not require solicitation of bids as determined in the sole discretion of the Board.
4. The Board will have the exclusive right to determine if this Policy requires solicitation of bid proposals and the discretion to consider and award service contracts subject to this Policy. In awarding a contract pursuant to this policy, the Board will have the discretion to consider various factors other than cost, including but not limited to, history of prior relationship with vendor, knowledge of the community, expertise or reputation, special needs, references, and recommendations, staffing requirements, and other matters the Board reasonably believes are of importance in the contract award decision.
5. The Board and Association are not obligated to disclose the specific bid information of any bidder to other bidders or third parties unless authorized by the bidder, a court order, or other statutory authority.

This Policy shall supersede and render invalid any and all previously adopted bid solicitation policies or guidelines.

IT IS FURTHER RESOLVED that this Policy is effective upon adoption and is to remain in effect until revoked, modified or amended.

This is to certify that the foregoing resolution was adopted by the Board of Directors at a meeting of same on February 16, 2022.

DATE: 2/16/21
BY: Daniel Gray
Board President
[Signature]
Printed Name
Daniel Gray