



Legislation Text

File #: RES 21-132, **Version:** 1

Consideration of and action on a resolution adopting rules governing the receipt of electronic bids and proposals through CIVCAST for construction projects in accordance with section 252.0415 of the Texas Local Government Code.

Summary:

Sec. 252.0415 of the Texas Local Government Code contains provisions for cities to receive electronic bids or proposals. A municipality may receive bids or proposals if the governing body of the municipality 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.

The City of Deer Park has used CIVCAST for several years for posting and advertising construction bids to active bidders and allowing contractors to electronically download plans and bidding documents without having City produce multiple copies of plans and specifications, sharing plans, and tracking plan holders in order to notify in the case of an addendum. The process has been that contractors would download the bidding documents and mail or hand deliver bids to City Hall for a bid opening. Bids would be opened and read aloud and City staff and/or the consulting architect or engineer (if any) would later tabulate the bids and produce a bid tabulation sheet. On several occasions there have been mathematical (either extension of unit prices or adding) errors which have to be corrected after the fact and noted by the City.

CIVCAST also provides electronic bidding where the entire process is managed electronically. Bids are posted on CIVCAST, contractors download documents, addenda are posted electronically and bids are submitted electronically. CIVCAST tracks plan holders and keeps a public plan holders list, sends addendum alerts, and keeps a public record of questions and answers. CIVCAST allows receipt e-bids, eliminating math errors and non-responsive bids. CIVCAST provides instant bid results and bid tabulations.

CIVCAST has established processes to ensure the identity, security, and confidentiality of electronic bids. CIVCAST ensures bid remains unopened until the proper time.

It is proposed that Council adopt a resolution allowing construction bids to be submitted electronically through CIVCAST. The proposed resolution and exhibits are attached. We are not proposing to use electronic bidding for all goods and purchases procured by the City at this time. Should this position change in the future, additional procedures would be submitted to City Council for review/approval.

Fiscal/Budgetary Impact:

Approve the resolution adopting rules governing the receipt of electronic bids and proposals through CIVCAST for construction projects in accordance with section 252.0415 of the Texas Local Government Code.

