

BOARD ADOPTED
RULES FOR
RECEIVING
COMPETITIVE
ELECTRONIC BIDS
OR PROPOSALS

Electronic bidding application must comply with Section 44.0313 of the Education Code by providing the following security steps and/or features:

- Application is hosted in secure datacenter.
- The datacenter must utilize a network architecture that will provide intrusion detection, routers, switches, redundant power systems, and redundant bandwidth providers.
- The datacenter is monitored 24/7/365 for server information and alerts.
- The datacenter is secured by keycards.
- Have a dedicated hosting support team that is available 24/7/365.
- All users are required to use a unique username and password to access the application.
- All user logins are recorded with the users IP address.
- Key buyer and supplier activities are recorded for a running history of bid activities.

Electronic Bid Responses are time-stamped upon acceptance by the system. Timestamps are reported in the Bid History logs. Authorized users, as established by system roles, may “Unseal” a bid at the appropriate time to begin bid evaluation and review.

PROCEDURES FOR
COMPETITIVE
SEALED BIDS AND
PROPOSALS

All bids and proposals shall be submitted in sealed envelopes, plainly marked with the name of the bidder and the time of opening.