



Decatur Independent School District
Board of Trustees Agenda Item

To: Board of Trustees
From: Taylor Williams
Subject: Administrative Recommendations for Electronic Submissions for Competitive Procurement
Meeting Date: June 15, 2026
Type of Item: Information Presentation Consent Agenda Discussion Action
Supporting Documents: Yes No

Background Information and Rationale:

Board Policy CH (Legal) permits the submission of bids or proposal responses from vendors electronically if the Board sets standards in place.

Board Policy CH (Local) permits the submission of bids or proposal responses from vendors electronically, but does not set any guidance as of yet.

The reality is almost every procurement is beginning to involve at some state electronic submissions of data. Accordingly, the Administration summarized for approval the basics of processes to guide electronic submission. Between some trades, paper transmission of data is becoming nonexistent.

The practices and goals of these rules is to be both efficient and fair. These rules represent some part past practices but in order to coordinate with Board policy, the Administration is summarizing the processes as the starting of documenting the processes of the District.

Support of Strategic Goals:

- 4.1 DISD will ensure strong financial stewardship and fiscal responsibility.
- 4.3 DISD will provide operational efficiency, effectiveness, and transparency to maximize taxpayer dollars.

Fiscal Implication:

Process approval only

Administrative Recommendation:

The Administration recommends the Board approve the Administration's electronic submission practices as detailed in the attached Administrative Recommendations for Electronic Submissions for Competitive Procurement.

Contact Person(s)

Gary Micinski
Taylor Williams

Respectfully submitted,

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Taylor Williams
Superintendent

Handwritten signature of Gary Micinski in blue ink.

Gary Micinski
Interim CFO