Serenity Pines

SERENTIY PINES RESIDENTIAL ASSOCIATION, INC.
BID SOLICITATION POLICY

STATE OF TEXAS §
§
COUNTY OF LIBERTY §

I. PURPOSE

The purpose of this Bid Solicitation Policy (this "***Policy***") is to establish a systematic procedure for soliciting bids or proposals from contractors with whom Serentiy Pines Residential Association, Inc., a Texas nonprofit corporation (the "***Association***") may desire to contract for Services (as defined below). The Board of Directors (the "***Board***") of the Association has determined that it is in the best interest of the Association to establish this Policy for property subject to its jurisdiction.

II. APPLICABILITY AND AUTHORITY

The property encumbered by this Policy is that property restricted by the Declaration of Covenants, Conditions, and Restrictions for Serenity Pines (Residential Property), recorded under Clerk's File No. 2026022712 in the Official Public Records of Liberty County, Texas, as same has been or may be amended from time to time (the "***Declaration***"), and any other property which has been or may be subsequently annexed into Serenity Pines and made subject to the authority of the Association.

Reference is made to the Declaration for all purposes. Unless otherwise set forth in this Policy, the capitalized terms used in this Policy are defined in the same manner as set forth in the Declaration and the interpretation provision set forth in the Declaration applies to this Policy, which definitions and interpretation provision are incorporated in this Policy for all purposes by this reference.

Pursuant to the Dedicatory Instruments governing the Property, the Board is vested with the authority to adopt policies, rules, and guidelines.

The Board adopts this Policy, which runs with the land and is binding on all Owners and Lots within the Property. The provisions of this Policy are in addition to any other applicable guidelines, rules, or policies. This Policy is effective upon the recording of same. After the effective date, in the event of a conflict between the terms of this Policy and any previously adopted guidelines, rules, or policies addressing the subjects contained in this Policy, this Policy will

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control.

Invalidation of any one or more of the covenants, conditions, restrictions, or provisions contained in this Policy will in no way affect any one of the other covenants, conditions, restrictions, or provisions of this Policy, which remain in full force and effect.

III. BID SOLICITATION POLICY

For purposes of this Policy, "***Services***" includes, by way of illustration and not limitation, pool maintenance and management services, fitness center management services, gate system management services, access system maintenance services, lighting and light inspection services, janitorial services, landscaping services, pest control services, accounting and legal services, and any other services which the Association may deem to be necessary to or desirable for the administration and maintenance of the Property.

1. Applicability.

a. Development Period. *This Policy does not apply to a contract entered into by the Association during the Development Period.*

b. Contract Amount. After the termination of the Development Period, this Policy only applies to contracts entered into by the Association for Services to be performed by third-party service providers (referred to in this Policy as "***Contractors***") in exchange for payment by the Association of an amount greater than $50,000.00 over the term of the contract. This Policy does not apply to any contract for the performance of Services in exchange for payment by the Association of an amount less than or equal to $50,000.00 over the term of the contract, regardless of whether such contract automatically renews resulting in total payment by the Association of an amount greater than $50,000.00.

2. Bid Solicitation. In the event the Association proposes to contract for Services that are subject to this Policy, the Board must solicit bids or proposals using the bid process established below.

3. Bid Process.

a. Solicitation. The Board must notify potential bidders of an opportunity to submit a bid for Services. Such notification may consist of an invitation to bid, a request for proposals, the submission of a master services agreement, or such other method that the Board, in its sole discretion, deems appropriate for the solicitation of the Services sought (the "***Solicitation***").

The Board must obtain multiple bids for the Services sought, provided there are multiple Contractors who offer the Services available. Notwithstanding the foregoing, the Board may determine, in its sole discretion, the number of bids to seek for the Services. If there is only one qualified bidder for the Services sought, there will be no requirement to

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solicit multiple bids.

The Board may implement deadlines by which Contractors must respond to a Solicitation for a bid, which deadlines, if implemented, will be stated in the Solicitation. The Board has the right, but not the obligation, to remove from consideration any Contractor who fails to respond to the Solicitation by the deadline, if implemented.

b. Evaluation. The Board may determine the method and criteria by which each bid received will be evaluated. In conducting its evaluation, the Board may rely on factors such as, by way of illustration and not limitation, the scope of services, pricing and payment terms, insurance available to the Contractor, Contractor warranties and indemnification obligations, references obtained, and past experiences with the Contractor. The Board has the sole discretion to determine which bid to select, and the Board is not obligated to select the lowest bid if the Board determines that a higher bid will better meet the needs of the Association.

c. Selection and Notification. The Board must notify the Contractor whose bid was successful of its selection within a reasonable time period after the date of the Board's decision, which time period will be determined in the sole discretion of the Board. Such notification may be sent by certified mail, via email, or by any other method that the Board determines that the notification may be received by the selected Contractor. The Board may, but is not obligated to, notify Contractors whose bids were not selected of the rejection of their bid.

d. Frequency of Solicitation. Regarding Services subject to this Policy that are an ongoing need in the Property (by way of illustration, landscaping services), at least 3 months prior to the expiration of the term of a contract for such Services, the Association must follow the bid process set forth in this Policy. The Board, in its sole discretion, may determine which Services constitute an ongoing need within the Property.

e. Board Discretion. Notwithstanding anything contained in this Policy to the contrary, the Board has the authority to suspend the Solicitation requirements set forth in this Policy for any particular contract for Services as it deems necessary in its sole discretion.

[SIGNATURE PAGE FOLLOWS]

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CERTIFICATION

I certify that, as President of the Serenity Pines Residential Association, Inc., a Texas nonprofit corporation, the foregoing Bid Solicitation Policy was approved on the 19th day of August, 2026, at a meeting of the Board of Directors at which a quorum was present.

DATED, this the 19th day of August, 2026.

Serenity Pines Residential Association, Inc.,
a Texas nonprofit corporation

By: Kevin Campbell
Print Name: Kevin Campbell
Title: President

THE STATE OF TEXAS §
§
COUNTY OF Liberty §

BEFORE ME, the undersigned notary public, on this 19th day of August, 2026 personally appeared Kevin Campbell, the President of the Serenity Pines Residential Association, Inc., a Texas nonprofit corporation, known by me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that s/he executed the same for the purposes and in the capacity stated in this instrument, and as the act and deed of said corporation.

SANDRA LOPEZ MARTINS NOTARY PUBLIC STATE OF TEXAS ID 125675759 EXP. 07-31-2030

Notary Public in and for the State of Texas

After Recording Please Return to:
Lisa L. Gambrell
Roberts Markel Weinberg Butler Hailey PC
2800 Post Oak Blvd., Suite 5777
Houston, Texas 77056

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THE STATE OF TEXAS
COUNTY OF LIBERTY

I hereby certify that this instrument was FILED on the date and the time stamped hereon by me and was duly RECORDED in the Records of Liberty County, Texas.

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08/25/2026 10:29:08 AM Total Fees: $37.00

Lee Haidusek Chambers,County Clerk
Liberty County, Texas