



County of El Paso Purchasing Department  
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## ADDENDUM 1

**To: All Interested Proposers**

**From: Linda Mena, Inventory Bid Technician**

**Date: October 26, 2010**

**Subject: RFP #10-079, E-Filing for the County Clerk's Office**

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The following questions/answers were asked in the pre-bidders Conference on October 20, 2010:

1. RFP responses due October the 27<sup>th</sup> and opening November 3<sup>rd</sup> clarify.

**October 27, 2010 at noon is the deadline for questions.  
November 3, 2010 bid opening at 2:00 p.m.**

2. On page 7, of the RFP it states it is intended that the technical and application data be presented separate from the cost data and that the cost data contain no technical data, then on page 19, Section F - Overview of Vendor Proposal is the title of section F it state provide any pricing associated with the scope of work.  
Please confirm that you do not want any pricing included in our response section A thru J and also confirm that you want pricing sealed and delivered separately.

**The pricing can be in a separate section, separate tab, and as long as the proposal comes in sealed - technical information segregated from the cost.  
We do not want the pricing combined with the technical data.**

3. On page 12, number 9, The County Clerk will submit an invoice to the vendor on a monthly basis requiring payment of the fees need clarification.

**As we continue to accept your documents that are already filed through the process County Clerks will keep a running tally in our cashiering system at the end of the month County Clerks will invoice you for all the recording fees that you incurred.**

4. The main thing is that you want your recording fees and you will pay us process daily and provided daily in a form of a HCH payment or something like that of all the audit trails of what has been filed and what has been issued.

**Yes, as long as it has an audit trail of what has been filed what document numbers were filed we can pair it up and remove it from that bill. Depending on the volume that we are looking at it might be too much for the County to keep track of it every day and that is the County's concern if we gone on a monthly basis it could be easier for all those involved. When we chose the best Company for this project know that that is what we are looking at and requiring. Once we get into negotiating a contract we can work out between you and the auditors how the County will take care of the payment/invoice.**

5. On page 12, as we were reviewing the document item number 10, regarding the vendor many charge a convenience fee. Item A - The County reserves the right to negotiate the option of profit sharing as it relates to the convenience fee. Is there an intent there or do you want one?

**The County just wants to reserve that right; we are not going to reserve to you what you want to charge the title companies or the other vendors we wanted to put that clause in there to reserve that right. There is no cost to us if this project becomes huge we would like to reserve that right.**

6. Do you have any diversion programs that you would allow to use with implanted ports?

**No.**