



County of El Paso Purchasing Department  
500 East San Antonio, Room 500  
El Paso, Texas 79901  
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## ADDENDUM 2

**To: All Interested Proposers**

**From: Lucy Balderama, Inventory Bid Technician**

**Date: March 19, 2008**

**Subject: BID # 08-028, Management for Two (2) County Parking Facilities**

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The Purchasing Department received questions relating to the above referenced proposal; the response to the following question:

1. Page 6 of the Bid Request, # 3 & 4?  
Does # 3 actually request a financial statement?

**Vendor shall supply a copy of their most recent audited financial statements, including income statements and balance sheets.**

2. Does # 4 actually request a detailed description on accounting & reporting procedures or does it mean what type of method; cash or accrual method?

**Vendor shall supply a copy of their company's Guidelines of Financial Reporting, which should include the type of method (cash or accrual) that they follow. For example, the County follows GAAP (Generally Accepted Accounting Principals). The County maintains records on a modified or full accrual based on the type of fund. Otherwise, vendor shall indicated that their company does not have established procedures.**

**Vendor shall specify the Reporting Procedures they will used to report their revenue to the County Auditor's Office. Specifically, will the revenue be reported when they receive it, or when they bill it.**