



County of El Paso Purchasing Department  
800 E. Overland Room 300  
El Paso, Texas 79901  
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### ADDENDUM 1

**To: All Interested Proposers**

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

**Date: June 10, 2010**

**Subject: BID # 10-039, Re-bid Copiers for the County of El Paso**

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**Please Note: The Bid opening has been extended to Tuesday, June 22, 2010 at 2:00 p.m. Deadline for questions has passed.**

**The questions and answers are from the pre-bidders conference.**

1. Total amount of copiers are being purchased?  
**Thirteen floor model copiers for Council of Judges Administration and one floor model copier for the other Departments list in the specification. A total of nineteen floor model copiers for this Bid.**
2. Is this a purchase or lease? **Purchase**
3. Do you want any service contract? **No**
4. Will any past history for volume be provided for each Department?

**Auditors—102,000 per year**

**Court Administrator-approx. 35,000 per yr**

**Council of Judges- approximately 200,000 per year for each Court**

**County Clerk 1 year History: Xerox Phaser 363 MFP**

**Prints: 10,800**

**Copies: 9,400 per year**

**District Clerk--290000 per copier/printer per year**

**District Attorneys - approximately 240,000 per year**

**Tax Office- approximately 200,000 per year**

5. Council of Judges Administration -- you have an item that states two 250 sheet bypass trays, most copiers don't have 2-bypass do you mean 2 – 250 sheet trays a bypass is something different?  
**2-250 sheet trays**
6. Council of Judges – specs state they do not want a small machine the size of Xerox Phaser 3635 does this apply to all the other Department's copiers or just this one?  
**Applies only to the Council of Judges**
7. Council of Judges- specs you require a large copier the size of a Xerox Workcenter Pro 238 those are the same type copier –same speed this one is not 55 ppm. Please clarify.  
**Floor model - Range from 45 to 55ppm**
8. All copiers specs state 55 ppm some companies do not have 55 ppm they have 56 or 60 ppm 50 or 53 ppm are you stating it has be 55 ppm? **No**
9. Can it meet or exceed speeds? **Yes**
10. The other Departments for example County Clerk, District Clerk are providing the number of drawers they would like hence providing total paper capacity, although on Council of Judges and it might be a miss print we have a total capacity for 500 but not for the drawers. Please Clarify  
**Range from 500 to 550 per drawer**
11. All Departments - specified Two 520 paper trays does it have to be specific per drawer or can we have total paper capacity per machine?  
**Range from 500 to 550 per drawer**
12. All Departments- You said meet or exceed what about companies have less than 55 ppm but still give you the same capacity? Please give a range.  
**Range from 45 to 55ppm**
13. Are they to be brand new machines? **Yes**
14. Auditors Office can you clarify scanning options scanning digital, scanning desktop, scanning to email, scan to fax?  
**Scan to desktop.**

15. All Departments who have scanning need to clarify what type of scanning options are you requesting?  
**Court Administrator- No scanning needed**  
**Council of Judges- scan to email**  
**County Clerk-Black & white scanning to email such as the current feature of Xerox Phaser 363 MFP.**  
**District Clerks –scan to email**  
**District Attorney— color CCD scan to e-mail,**
16. All Departments - On your 520 sheet paper tray most of the copiers are 500 or 525, the standard is 500. Please clarify?  
**Range from 500 to 550**
17. Auditors Office can you specify letter, legal, 11x17 letter size for each device.  
**All three**
18. Districts Attorney - it states print: 60 DbA, Copy: 62 dbA, Standby: 43 DbA what is that?  
**That is sound level not a necessary spec.**
19. District Attorney—max paper capacity 3,240 can we go above?  
**Yes**
20. District Attorney Office – how many page you need to staple and hole puncher, and what type of finisher?  
**50 sheets (8.5" x 11", 20 lb. Bond) or better.**
21. District Attorney-- What is a tall stand and can it be removed from the specifications?  
**Yes it may be removed.**
22. District Clerk & Tax Office --- full color scanning are you asking for black & white machine that you can scan in color?  
**District Clerk – yes**  
**Tax Office --yes**
23. Can you alternate machines if it does not meet the volume or one area?  
**No, by Law if the machine does not meet the specs we cannot award the bid to a machine that does not meet specifications. We will address the ppm, tray capacity, to where it meets a certain range or standard.**
24. You have cost per Department are you going to award sole source or split up?  
**Split up -- Line Item which is cost effective.**
25. All Departments - Can you clarify analyst fees on the network?  
**For all Departments – no analyst required.**

26. All Departments - Are you looking for installation on your network?  
**For all Departments - No installation to our network is required.**
27. All Departments - Are you looking for installation to hook it up the scanning?  
**For all Departments - No**
28. All Departments - What kind of installation are you requesting?  
**For all Departments - Physical installation**
29. All Departments - What type of training are you requesting?  
**For all Departments - Basic training operating procedure**
30. All Departments--In regards to network printing do you need to be compatible just in the windows environment, mac environment, post script? Please clarify what running on your network.  
**Court Administration –Not Applicable**  
**Windows 2007 – for the rest of the Departments**
31. County Administration is this a full size desk top they not asking for 11x17?  
**The request is for a Floor Model**
32. All Departments-- You're networking machines how are you securing your machines? **By our IT Department.**