



County of El Paso Purchasing Department  
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#### ADDENDUM 1

To: All Interested Bidders

From: Linda Mena, Inventory Bid Technician

Date: December 8, 2010

Subject: RFP # 10-090, Process Server for the County Attorney's Office

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The Purchasing Department received questions relating to the above referenced RFP; below are the responses to the following questions:

1. Does the current proposal total more than \$ 100,000 that we require us to furnish the 5% bond?

We are requesting for an itemized unit cost per service see page 6.

2. What is the estimated value of the contract on a yearly bases?

Approximately 85,000 to 91,000, depending legal papers needing service per month.

3. What is the average number of services that are given per month?

We are approximately averaging 471 legal papers needing service per month.

4. Due to the fact this proposal requests a per-service amount for the bid, the potential total amount of the contract cannot be readily determined. Therefore, how do I address the bid bond issue? Is a bid bond of 5% required in this case?

No, a bid bond is only required when the Bids or RFP's are requesting total cost. In this RFP the Department is requesting itemized unit cost per service.