



County of El Paso Purchasing Department
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ADDENDUM 1

To: All Interested Bidders
From: Lucy Balderama, Procurement Data Analyst
Date: May 23, 2017
Subject: BID #17-023, "Scanners" for the County of El Paso 2017 Equipment Program

This addendum is issued to notify vendors of the following modifications and questions:

- Opening date has been extended to scheduled **Thursday, June 1, 2017 at 2:00 p.m.**

1. What vendor won the bid last year for these scanners and at what price? Also, what model was purchased at that time?

Response: Professional Document Systems, Inc. was awarded the scanners on bid #16-045 for \$ 775.00 each.

2. What capture software is currently being used?

Response: Included Software package, (ex. Cannon scanner – Captureperfect, Xerox – Paperport. TWAIN compatibility required for scanning to Justice Management System (Odyssey).

3. For what business unit/s will the scanners be used in?

Response: The scanners will be used throughout various different types of County Government offices.

4. Will there be any automation requirements in connection with the scanners?

Response: There will not be any automation requirements.

5. Does the County of El Paso have a repository where the images are being captured?

Response: Yes.

6. Will the manufacturer be able to go onsite prior to May 25th?

Response: No, a manufacturer site visit will not be required as we are only asking for equipment pricing.

7. Can the County of El Paso please clarification for following:

Per the RFP on pg. 9 the RFP request a 3yr warranty, however; on pg. 11 the RFP request a minimum of 5yr warranty. Could you please state which is required so we can provide accurate pricing?

Response: The County of El Paso is requesting 3 year Warranty.

8. Can an extension of time be granted for this bid?

Response: Opening date has been extended to schedule Thursday, June 1, 2017 at 2:00 p.m.

9. Is this bid exclusive to Dell or HP, as there is no mention of scanner brand that is preferred? Brother International manufactures scanners and we would like to propose our devices for this bid.

Response: The specifications listed are what we need for our operations. Please bid whatever brand/make/model meets or exceeds these specifications.

10. Does all this equipment need to be installed or are you guys just needing the equipment delivered to the desired location?

Response: Equipment delivery only. The County has resources to install its own equipment.