



County of El Paso Purchasing Department
800 E. Overland Room 300
El Paso, Texas 79901
(915) 546-2048 / Fax: (915) 546-8180
www.epcounty.com

ADDENDA 1

To: All Interested Vendors
From: Oscar Avila, Procurement Data Analyst
Date: April 3, 2020
Subject: RFP 20-028 Insurance Broker for the County of El Paso

This addendum has been issued to notify vendors of the following:

- The Opening Date has been extended to **Thursday, April 30, 2020 at 2:00 p.m.**

DUE TO THE CURRENT DISASTER DECLARATION

Sealed RFPs must be mailed to the County Purchasing Mail Room located at 500 East San Antonio LL Room 109, El Paso, Texas 79901 before 2:00 p.m., Thursday, April 30, 2020 to be opened at the County Purchasing Mailroom. No in-person submittals are allowed. Vendors must mail via USPS or third-party carrier.

**Bids must be in a sealed envelope and marked:
"RFP to be opened Thursday, April 30, 2020
Insurance Broker for the County of El Paso
RFP 20-028"**

Note: The County of El Paso is not responsible for late deliveries of any kind or any reason.

Due to the County of El Paso Declaration of Local Disaster for the Public Health Emergency regarding COVID-19, The County Courthouse and all County Buildings and Facilities have closed to the public effective Monday, March 23, 2020 until further notice.

While all County buildings are closed to the public, all scheduled bid openings will occur via live video feed at the County YouTube Channel
https://www.youtube.com/channel/UCXwcq_JYs28xwL14oGAVPZg/videos.

During the live broadcast, citizens may call in at telephone (915) 546-2048 ext.4529. Allow for a 10-second delay during the live broadcast.