



MEMORANDUM

Date: June 22, 2026

MAYOR

Renard U. Johnson

To: Offerors of Solicitation #2026-0439R

From: Capital Improvement Department

CITY COUNCIL

District 1

Alejandra Chávez

Subject: Amendment 1 Solicitation 2026-0439R

Project Reference form has been updated. Please see page 2:

District 2

Dr. Josh Acevedo

District 3

Deanna M. Rocha

District 4

Cynthia Boyar Trejo

District 5

Ivan Niño

District 6

Art Fierro

District 7

Lily Limón

District 8

Chris Canales

CITY MANAGER

Dionne Mack

EXHIBIT “A”
PROJECT REFERENCE FORM (PRF)

Directions: Request references from three (3) public or private agencies for which you have substantially completed similar work within the last 5 years. Reference form should be completed and submitted by the person directly responsible for oversight of the project. Please submit via email prior to the date and time listed below. If the form is received after the date and time specified, it will not be accepted. If your firm has not completed prior projects with the City of El Paso, you will not be penalized. **PROJECT REFERENCE FORMS FROM CURRENT CITY OF EL PASO CAPITAL IMPROVEMENT DEPARTMENT EMPLOYEES WILL NOT BE ACCEPTED.**

PRF & SOQ Due: July 7, 2026 – 5 PM MDT

PROJECT NAME : 2026-0439R On-Call Professional Services Geotechnical Engineering & Materials Testing Services

NAME OF COMPANY TO BE EVALUATED: _____

NAME OF PROJECT AND DATE COMPLETED: _____

QUESTIONS:

1. Has the above-referenced project reached substantial completion? (circle one) Yes No
2. What project delivery method was utilized? (circle one) Designed-Bid-Build Design-Build CMAR
3. What was the firm’s role, and in what capacity did they serve on the above-referenced project?

On a scale of 1 to 10 (1 being poor, 10 being Excellent) how would you rate this company’s performance on the following:

How would you rate work performed by this firm on your project?

Was the project completed on time?

Was the project completed within budget?

What was the quality of the work performed?

Was staff proactive in solving problems that may have occurred on your project?

What was the extent of staff turnover? (10=low staff turnover, 1=high staff turnover)

Would you be willing to contract with this firm again? (10=Yes, 1=No)

Rate: 1-10 (Only)

TOTAL POINTS (maximum 70 points): _____

Name of Agency or Firm Submitting Evaluation: _____

Name of Reviewer: _____

Please email form directly to Elsa Rodriguez at aselection@elpasotexas.gov by the time and date shown above.



MEMORANDUM

Date: July 14, 2026

To: Offerors of Solicitation #2026-0439R

From: Capital Improvement Department

Subject: Amendment 2 Solicitation 2026-0439R

The tentative schedule has been updated for the highlighted sections below

City of El Paso issues the Request for Qualifications	June 18, 2026
Non-mandatory pre-proposal conference	N/A
Deadline for submission of written questions and requests for clarification (5:00 PM MST)	June 15, 2026
City of El Paso provides responses and clarifications	June 29, 2026
Deadline for submission of Statement of Qualification (SOQ) and Project Reference Forms (PRF)	July 7, 2026
Evaluation of Statements of Qualification completed	July 23, 2026
Notifications of ranking completed	July 28, 2026
Protest Period Ends	July 31, 2026
City Council recommended contract approval target date	September 2026

MAYOR
Renard U. Johnson

CITY COUNCIL

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CITY MANAGER
Dionne Mack



MEMORANDUM

Date: July 20, 2026

To: Offerors of Solicitation #2026-0439R

From: Capital Improvement Department

Subject: Amendment 3 Solicitation 2026-0439R

MAYOR

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CITY COUNCIL

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Chris Canales

The tentative schedule has been updated for the highlighted sections below:

City of El Paso issues the Request for Qualifications	May 28, 2026
Deadline for submission of written questions and requests for clarification (5:00 PM MST)	June 5, 2026
City of El Paso provides responses and clarifications	June 11, 2026
Deadline for submission of Statement of Qualification (SOQ) and Project Reference Forms (PRF)	June 23, 2026
Evaluation of Statements of Qualification completed	July 29, 2026
Notifications of ranking completed	August 5, 2026
Protest Period Ends	August 7, 2026
City Council recommended contract approval target date	September 2026

CITY MANAGER

Dionne Mack

