

REQUEST FOR STATEMENTS OF QUALIFICATIONS



CITY OF EL PASO

CAPITAL IMPROVEMENT DEPARTMENT

SOLICITATION# 2026-0478R

CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES

FOR THE EL PASO INTERNATIONAL AIRPORT

GEORGE PERRY BOULEVARD EXTENSION

MAYOR: RENARD U. JOHNSON

DISTRICT REPRESENTATIVES	
District 1 – Alejandra Chavez	District 5 – Ivan Niño
District 2 – Dr. Josh Acevedo	District 6 – Art Fierro
District 3 – Deanna M. Rocha	District 7 – Lily Limon
District 4 – Cynthia Boyar Trejo	District 8 – Chris Canales

CITY MANAGER

Dionne Mack

CITY ENGINEER

Yvette Hernandez, P.E.

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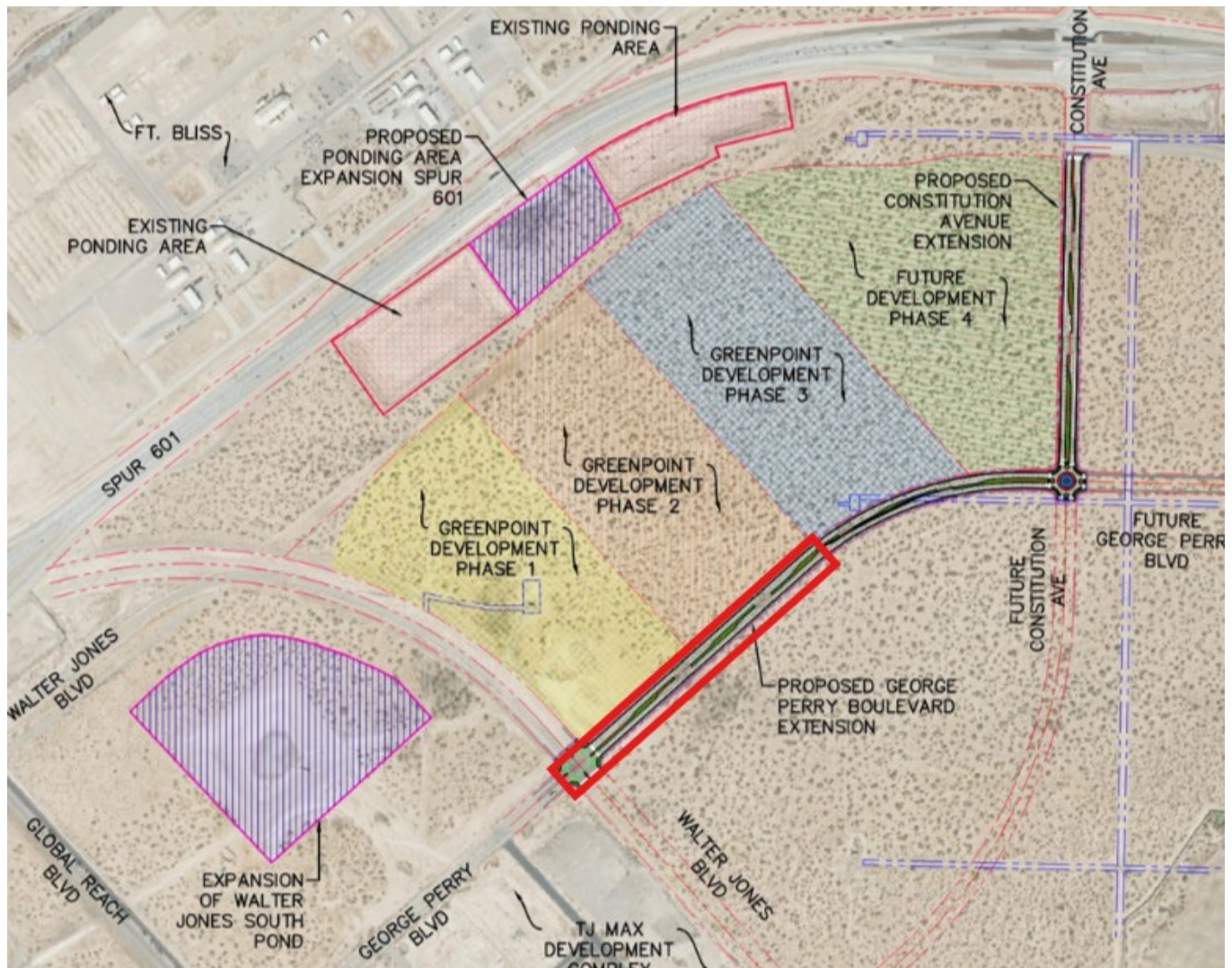
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SECTION I – PROJECT OVERVIEW

The City of El Paso seeks Statements of Qualifications, pursuant to the Professional Services Procurement Act, Subchapter A, Chapter 2254, of the Texas Local Government Code, from interested firms to provide Construction Management and Inspection Services for the George Perry Extension, project that is located at the intersection of Walter Jones Boulevard George Perry Boulevard, El Paso, TX 79925. The selected firm will contract directly with the City of El Paso and will work cooperatively with the City and other project members to successfully provide the full scope of the required professional services.

The project consists of the construction of new roadway corridors including:

- George Perry Boulevard Extension starting from Walter Jones Boulevard and going northeast towards the proposed Constitution Avenue.



The project scope of work involves the construction of approximately 2,000-linear feet of roadway including new paved surface, curb and gutters, reinforced concrete driveways, ADA wheelchair ramps and sidewalks, that will serve the current Sky Park Phase I development and the future Phase II. Additionally, the project will incorporate intersection/safety improvements inclusive signing, pavement markings. The project will

also include utility infrastructure/improvements related to drainage, potable water, and sanitary sewer. The drainage infrastructure will consist of a new underground storm sewer system which will convey stormwater to the existing ponding area located along the Walter Jones Boulevard, in addition to the construction of a new ponding area south of Spur 60. New drainage inlets are anticipated throughout the new roadway surface to ensure it meets the required drainage criteria and ensure the runoff generated within the project limits is captured. Potable water line and sanitary sewer line improvements, consisting of manholes, valves, fire hydrants, fittings, and all associated appurtenances for the systems, will be incorporated for the future commercial and industrial development within the project envelope. The project will add irrigation.

SECTION II – SCOPE OF SERVICES

The selected firm shall provide comprehensive construction management and inspection services, including, but not limited to the following:

- Serve as the Owner's representative for construction; identify and make recommendations for approaches deviating from design documents, specifications and standards;
- Administer all phases of construction contracts from on-site mobilization, submittal reviews, change administration, project control, and closeout; ensure contractor compliance with construction contract requirements;
- Provide on-sight construction oversight;
- Provide coordination, oversight, and administrative support for the LOMR process, including monitoring progress, facilitating communication between the Design Builder team and relevant agencies, and ensuring that required deliverables and supporting data are incorporated into the submittal in accordance with project schedule requirements.
- Verify that the LOMR process is properly integrated into the overall project closeouts activities and shall track submittal status through FEMA approval.
- Perform pre-construction/readiness reviews; schedule and lead regular construction progress meetings
- Perform construction inspections and provide quality oversight; coordinate materials testing and verify acceptability of test results;
- Perform quarterly contract compliance labor interviews.
- Validate contractor schedules and cost estimates; monitor/report project progress and scope, schedule, and budget performance;
- Coordinate access, security, and construction with EPIA operations;
- Review and disposition construction submittals, including shop drawings, technical data, samples, etc., requests for information/change/deviation;
- Review/approve progress payment applications;
- Develop and recommend schedule and budget recovery measures as necessary;
- Negotiate change orders, estimate cost of work;
- Provide monthly status reports of construction activities completed during the month and milestones to be completed next month;
- Develop and maintain change order, correspondence, submittals, and Requests for Proposal/Information (RFP/RFI) logs
- Provide independent cost estimates to the EPIA PM before receiving contractor proposals to establish baseline negotiations for Change Orders.
- Develop and draft technical justifications for all proposed additional costs or contract

change orders.

- Evaluate contractor proposals for fair and reasonable pricing and deliver formal recommendation (letter or email) to EPIA PM.
- Develop and maintain construction documentation, including meeting minutes, daily reports, including photo-documentation, as required;
- Provide value engineering recommendations;
- Coordinate all issues arising from projects to ensure the contractor has all the necessary information to complete projects; and,
- Monitor construction safety and implementation of the contractor(s) safety program and maintain alertness for any security threats that could impact the operation of EPIA.
- Support EPIA security protocols and report potential violations or security threats to the Construction Superintendent, EPIA PM and EPIA Operations.

KEY OBJECTIVES:

The construction management firm is expected to achieve the following:

- Serve as the owner's representative for construction projects, coordinating directly with EPIA and the Capital Improvement Department on all related tasks and construction activities.
- Advocate the interests of EPIA.
- Implement creative and innovative approaches to problem solving.
- Provide effective and informative reports of the progress of construction.
- Implement an effective quality assurance program.
- Ensure the project will meet the intended results.

KNOWLEDGE AND SKILLS:

The construction management firm shall have knowledge in the architectural, engineering and construction field and be familiar with engineering and construction practices. The firm shall be familiar and have experience with the following:

- Current International Building Code
- Pertinent Federal Aviation Administration (FAA) advisory circulars
- EPIA Operations and Security Constraints
- City of El Paso Subdivision Ordinance
- City of El Paso Grading Ordinance
- Engineering and Construction Management Design Manual for Construction
- Texas Commission and Environmental Quality (TCEQ) requirements
- Occupational Safety and Health Administration (OSHA) requirements.
- Texas Department of Health Requirements
- ADA and Texas Accessibility Standards (TAS)
- Other local, state, and federal codes, ordinances, and requirements

The construction management firm shall have the following skills and abilities:

- Must know how to use project management software
- Prepare and formulate independent cost estimates and cost analysis
- Prepare detailed requests for proposals

- Prepare back up documentation for Change Orders
- Prepare detailed project schedules using Gantt Charts
- Review architectural and engineering drawings and specifications
- Effective conflict resolution skills
- Effective communication skills, both verbal and written
- Willingness to meet with stakeholders
- Multi-task several activities
- Prepare meeting agendas and meeting minutes
- Effective negotiation skills
- Effective organizational skills
- Track project and activity status
- Follow-up on pending items
- Economize project resources
- Effective public relation skills
- Prepare daily and monthly reports
- Review pay applications
- Keep a photo log
- Maintain an accurate and current submittal log

ELECTRONIC DOCUMENT MANAGEMENT:

The construction management firm will be encouraged to minimize the use of large amounts of paper in an effort to promote a “green approach” to document management. Several available web-based programs or software to store, manage, view, review, and comment will be available. While not exhaustive, the following are some of the documents to be placed on web-based software:

- Concept documents
- Design documents including specifications and estimates
- Bid documents
- Contract terms and conditions
- Construction drawings
- Reissued construction drawings
- Submittals
- Correspondence
- Environmental Documentation
- Quality Assurance/Quality Control
- Meeting minutes
- Project schedules
- Daily reports
- Monthly reports
- Requests For Information/Change/Deviation
- Inspection reports
- Observation reports
- Pay applications
- Change Orders
- Operations and maintenance documentation
- Closeout documents

- Warranty documents
- Photos
- Project account and budget information

The web-based software shall be for review and approval and not only storage.

The construction management firm will be one of the administrators of the software. They will be responsible to setup the project on the software and provide training to the project team on how to use the software. The web-based software shall be user friendly and easy to access. Identified stakeholders including City staff shall be provided user-friendly access to software.

Required Knowledge and Expertise

The firm shall have knowledge in the building commissioning field and have experience with the following:

- Current International Building Code.
- National Electrical Code (NEC).
- ASHRAE standards and guidelines.
- Applicable FAA advisory circulars (if applicable to airport-related facilities).
- City of El Paso codes and ordinances.
- Texas Commission on Environmental Quality (TCEQ) requirements.
- Occupational Safety and Health Administration (OSHA) requirements.
- Other applicable local, state, and federal codes and regulations.

SECTION III – MINIMUM QUALIFICATIONS & EXPERIENCE

The construction management firm will be selected through a qualifications-based selection process. Firms interested in providing construction management services must submit a Statement of Qualifications (SOQ) that addresses the following issues in the following order:

The proposed construction management firm and/or its team members shall comply with the following qualifications:

- The proposed project manager shall possess a current Certified Construction Manager credential from the Construction Management Association of America (CMAA) and a minimum of five (5) years of construction management services for roadway and infrastructure projects.
- The project team is to include all disciplines to meet all quality standards and successfully deliver the project on time and within budget.
- Demonstrated knowledge of applicable local, state and federal regulatory requirements.

SECTION IV – EVALUATION CRITERIA

The following are the criteria the City will use to evaluate the Statements of Qualifications received in response to this RFQ.

The City is interested in the prime firm's history and success with projects of similar programs, budgets, and/or clients as the project described in this solicitation. The City may consider the history of the firm in complying with project programs, schedules, and budgets on previous City projects.

CRITERIA	POINTS
1. Project Manager Experience • Project Manager's experience performing construction management in roadway and infrastructure construction projects of similar size and complexity.	25
2. Project Team Experience • Project team experience. Identify the proposed Discipline Leads that have delivered previous projects to demonstrate project experience. Provide an organizational chart of the project team.	20
3. Project Understanding • Understanding of the objectives, products and services required in this RFQ	15
4. Project Approach • Solution/Approach to fulfilling the objectives, products and services required and addressing any anticipated challenges and/or associated risks • Project Management Plan	30
5. Evaluation of Prior Customer's Satisfaction with the Work of the Firm (PRFs)	10
TOTAL POINTS	100

SECTION V - SUBMITTAL REQUIREMENTS

Firms interested in the above project shall submit a Statement of Qualifications (SOQ) to address the SOQ criteria by the specified cutoff date and time. The SOQ shall be a maximum length of **twelve or twenty (12) or (20) pages (8 ½" x 11")** single sided, of at least 11-point font, including an organization chart. Resumes for each key team member shall be limited to a maximum length of two pages, and should be attached as an appendix to the SOQ. Resumes, cover letter, table of contents and dividing tab inserts will not count toward the **12 or 20** page limit.

Pages with criteria information will be counted towards the maximum page limit, including pages with project photos, charts and graphs. The City reserves the right to accept or reject SOQs that exceed the maximum page limit.

The submittal package must include the firm name, address, project title, principle point of contract including name, phone number and email address.

All firms shall submit a Project Reference Form for all references. Current City of El Paso Capital Improvement Department employees may not provide references. Please be advised that the City has recently implemented a Vendor Performance Management System and reserves the right to use current vendor performance reports in evaluating past performance.

Please see Exhibit A – Project Reference Form (PRF)

DO NOT SUBMIT A COST PROPOSAL AS PART OF THE SOQ PACKAGE:

Please submit the SOQ electronically via email, One Drive or other file sharing platform at the time and date listed in the schedule on the following page.

Direct your submission to:

Michael Daniels, Business Contracts Manager

aeselection@elpasotexas.gov

A confirmation email will be sent for all SOQs within 3 business days of receipt

PLEASE BE ADVISED THAT FAILURE TO ADHERE TO THE SPECIFICATIONS DETAILED IN THE SUBMITTAL REQUIREMENTS MAY RESULT IN DISQUALIFICATION.

SECTION VI – SELECTION PROCESS & SCHEDULE

The selection process shall consist of:

- Submittal of Statements of Qualifications
- Evaluation of Statements of Qualifications
- Notification of rankings
- Protest period
- Notification with selected firm
- Negotiations with selected firm
- Contract award

TENTATIVE SCHEDULE

The following tentative schedule has been prepared:

City of El Paso issues the Request for Qualifications	July 10, 2026
Non-mandatory pre-proposal conference	July 16, 2026
Deadline for submission of written questions and requests for clarification (5:00 PM MST)	July 24, 2026
City of El Paso provides responses and clarifications	July 29, 2026
Deadline for submission of Statement of Qualification (SOQ) and Project Reference Forms (PRF)	August 12, 2026
Evaluation of Statements of Qualification completed	August 26, 2026
Notifications of ranking completed	September 02, 2026
Protest Period Ends	September 08, 2026
City Council recommended contract approval target date	October 2026

The non-mandatory pre-proposal conference will be held via Microsoft Teams on Thursday, July 16, 2026 at 3.00 PM (MDT).

Meeting can be accessed by clicking directly on “Join the meeting now” below:

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/283950313680117?p=Z7SvCS0TUXhTIFeefi>

Meeting ID: 283 950 313 680 117

Passcode: ni2JZ3QB

SECTION VII - GENERAL INFORMATION

❖ Instructions

The City of El Paso shall not be held responsible for any oral instructions. Any changes to this RFQ will be in the form of an addendum, posted on the City's solicitation page at <https://www.elpasotexas.gov/capital-improvement/solicitation/>

❖ Statement of Qualifications

All Statements of Qualifications meeting the minimum qualifications outlined in the RFQ will be evaluated and scored by the Evaluation Committee. The Evaluation Committee will submit scores to the Capital Improvement Department Contract Manager. The Contract Manager will compile all scores and based on the scores, determine the ranking. The final rankings will then be forwarded to the City Engineer for approval. Interviews may be requested if deemed necessary by the City Engineer.

❖ Indebtedness Ordinance 016529

Prior to presenting to City Council for award an indebtedness verification will be performed on behalf of the firms. Ordinance No. 016529 applies to contracts for engineering, architectural, and construction management services. The Ordinance stipulates that the City may refuse to enter a contract with a contracting entity that is indebted to the City.

❖ Notice of Results of Review and Ranking

The Contract Manager will notify all firms in writing of the final rankings.

❖ Protesting the Rankings

Firms that submit a SOQ may protest the rankings issued by the City. The firm has three (3) business days after being notified in writing of the ranking by submitting an official written protest letter. The letter shall provide the reasons the firm is protesting the rankings and results. All firms will be notified of any protests filed.

❖ Review of Protest

The City Engineer will review the validity of a protest regarding the ranking and shall make one of the following determinations: (1) approve the original ranking of firms and (2) direct the Evaluation Committee to reconsider the rankings.

❖ Appeal of Final Ranking and Protest

There is no appeal process after a protest has been reviewed by the City Engineer and a determination has been made.

❖ Authorization to Negotiate

The City Engineer or designee shall negotiate the fee with the highest-ranked firms. If the City Engineer or designee successfully negotiates the scope, schedule, and fees with the selected firm a professional services agreement will be prepared and executed by both the firm and the City, for the award by City Council. If the City Engineer or designee is not successful in negotiating with the highest-ranking firm the City Engineer will terminate negotiations with the said firm in writing and initiate negotiations with the second highest-ranked firm.

City Council Approval of Contract

Successfully negotiated agreements will be presented to Council for award.

❖ Debriefing

It is strongly recommended that unsuccessful offerors request a debriefing on the evaluation of their SOQ. Debriefings can be requested upon final notice of the rankings but no later than seven (7) consecutive calendar days after the agreement is posted for approval on the City Council Agenda. All debriefing request(s) after seven (7) consecutive calendar days following posting will not be considered. Debriefing requests shall be sent to:

City of El Paso
Capital Improvement Program Department
Michael Daniels, Business Contract Manager
aeselection@elpasotexas.gov

❖ Debarment Check

Prior to presenting to City Council for award a debarment verification will be performed prior to entering into a contract. The Contract Manager, in conducting his/her due diligence, shall verify that the vendor does not appear on the list maintained by the federal government. The System for Award Management can be accessed at the following web link: [SAM.gov](https://www.sam.gov) | [Search](#)

❖ City Rights

The City of El Paso reserves the right to accept or reject any or all SOQs, to waive any informality or irregularity in any SOQ received, and to be the sole judge of the merits of the respective SOQs. If the City cannot come to terms with the finalist, the City reserves the right to approach the next ranked firm for negotiation of services.

❖ Contact with City Employees

All firms interested in this project (including the firm's employees, representatives, agents, lobbyists, attorneys, and sub-consultants) will, under penalty of disqualification, refrain from direct or indirect contact for the purpose of influencing the selection or creating bias in the selection process with any person who may play a part in the selection process including, but not limited to, the evaluation panel, the Mayor, City Council Members, City Manager, Deputy City Managers, Department Heads, and other City staff. This policy is intended to maintain the integrity of the selection process. All contact on this selection process must only be addressed to the authorized representative identified below.

❖ CONE OF SILENCE/ANTI-LOBBYING POLICY

The City's Cone of Silence/Anti Lobbying Policy was adopted to ensure a fair and competitive procurement environment by preventing communication between City officials, employees, or representatives and parties involved in the procurement process that could create an unfair advantage to any party with respect to the award of a City contract.

The Cone of Silence shall begin on the day that the RFQ is issued and will end on the date that the notice of the award has been posted for placement on the City Council agenda, no person or registrant shall engage in any lobbying activities with City officials and employees.

If contact is required with City employees, such contact will only be through the Capital Improvement Department email address aeselection@elpasotexas.gov.

The Cone of Silence/Anti Lobbying Policy prohibits any communication or lobbying activities during the Cone of Silence period, by any person, including but not limited to, lobbyists or service providers or potential vendors, and any of the following:

- City Staff and City Consultants, including any employee of the City of El Paso, any person retained by the City of El Paso as a Consultant on the project, or any person having participated in the development, design, or review of documents related to the project.
- City Officials, including the Mayor, Council Representatives, and their respective staff.

The Cone of Silence/Anti-Lobbying Policy does not apply to:

- Questions of process and procedure - all communications with the Capital Improvement Department will be through the Capital Improvement Department email address aeselection@elpasotexas.gov, provided the communications are strictly limited to matters of process or procedure already contained in the Request for Qualifications.
- Pre-proposal conference - Prospective consultants will be able to ask oral questions to the Capital Improvement department staff. However, all questions and responses will be made available to all consultants to whom the RFQ was issued.
- Written Communications - all written communications are to be sent through the Capital Improvement Department email address aeselection@elpasotexas.gov.
- Questions - Questions pertaining to the selection process or contract issues shall be directed to Michael Daniels, Business Contracts Manager and authorized representative at aeselection@elpasotexas.gov. All inquiries shall be in writing.

EXHIBIT "A"
PROJECT REFERENCE FORM (PRF)

Directions: Request references from three **(3) public 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: August 12, 2026 (5 P.M. MDT)

NAME: 2026-0478R- Construction Management & Inspection Services for EPIA – George Perry Blvd Extension

NAME OF COMPANY TO BE EVALUATED: _____

NAME OF PROJECT: _____

COMPLETION DATE: _____

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:

	Rate: 1-10 (Only)
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)	

TOTAL POINTS (maximum 70 points): _____

Name of Agency Submitting Evaluation: _____

Name of Reviewer: _____

Please email form directly to Michael Daniels at aeselection@elpasotexas.gov by the time and date shown above