

REQUEST FOR STATEMENTS OF QUALIFICATIONS



**CITY OF EL PASO, TEXAS
CAPITAL IMPROVEMENT DEPARTMENT**

SOLICITATION #2025-0439R

**BORDER HIGHWAY
CONNECTOR (PHASE 2) TRAFFIC IMPACT
AND IMPROVEMENTS FEASIBILITY STUDY**

MAYOR

Renard U. Johnson

CITY MANAGER

Dionne Mack

CITY ENGINEER

Yvette Hernandez, P.E.

EPMPO EXECUTIVE DIRECTOR

Eduardo R. Calvo

TABLE OF CONTENTS

REQUEST FOR QUALIFICATIONS	PAGE#
Section I - Project Overview.....	03
Section II - Project Scope of Services.....	04
Section III - Minimum Qualifications and Experience.....	07
Section IV - Evaluation Criteria & Submittal Requirements.....	08
Section V - Submittal Requirements.....	10
Section VI - Selections Process and Schedule.....	11
Section VII - General Information.....	12

SECTION I - PROJECT OVERVIEW

The El Paso Metropolitan Planning Organization (EPMPO) seeks Statements of Qualifications through the City of El Paso and pursuant to the Professional Services Procurement Act, Subchapter A, Chapter 2254, of the Texas Local Government Code, from qualified firms to provide professional planning and engineering services for the development of the Border Highway Connector Phase 2 Traffic Impact and Improvements Feasibility Study (BHC-Ph2).

The study will analyze vehicular traffic impacts on the regional transportation network that result from the construction of the Border Highway Connector (BHC) project, and identify infrastructure improvements to mitigate those impacts. The BHC is currently in project development activities and it is anticipated to initiate construction in late 2025.

Several EPMPO member agencies and stakeholders have expressed concerns about the resulting increased traffic volumes of passenger vehicles and trucks on roadways in the vicinity of the eastern limit of the BHC project, which is the connection to NM273 (McNutt Rd.) It is anticipated that the additional traffic, especially heavy trucks, will have an origin or destination in the City of El Paso and will create new congested conditions due to the roadway network in that area not having adequate capacity. Specific expressed concerns include, among several, the following:

- McNutt Rd. - US85 (Paisano Rd.) corridor, including the Courchesne Bridge over the Rio Grande
- Anapra Rd. - Racetrack Dr. – Doniphan Dr. corridor, including intersections
- Sunland Park Dr. corridor, including intersections
- NM136 (Pete Domenici Rd.) – SH178 (Artcraft Rd.) corridor

The BHC-Ph2 study will be performed by the EPMPO in close coordination with stakeholders from the States of New Mexico, Texas and Chihuahua from the public and private sectors. A steering committee will be created to provide guidance and assist in making decisions throughout the study.

General Project Timeline

Phase One Completion	Winter 2025
Phase Two Completion	Summer 2026

SECTION II – PROJECT SCOPE OF SERVICES

Task 1. Project Management and Administration

The EPMPO team will be responsible for managing the execution of the work and will assemble a team to ensure that all work activities are executed on time and on budget. Once the notice to proceed is issued, EPMPO will develop the following documents that will describe how the work will be managed:

Deliverables:

- Project Management Plan
- Project Schedule and Controls
- Quality Assurance and Quality Control Plan
- Quarterly invoices that will include progress report detailing the work performed in that period.
- Agendas, presentation materials, and minutes of management coordination meetings

Task 2. Public and Stakeholder Involvement (Ongoing)

An important element of the strategic plan is the involvement of all key stakeholders from both sides of the border as well as from the public. This task will describe how the following activities will be performed:

- Identify key stakeholders to include, but not limited to:
 - Public sector agencies from U.S. and Mexico (local, state, and federal levels)
 - Private sector organizations from U.S. and Mexico
 - Community groups
 - Interest groups
- Create a Steering Committee with adequate representation from all groups
- Organize and hold periodic meetings of the steering committee
- Organize and hold informational and involvement activities for the general public

Deliverables:

- Public and Stakeholder Involvement Plan
- Agenda, materials and minutes for all meetings

Task 3. Evaluation of current conditions (baseline) at the EPMPO regional level

The EPMPO team will establish current conditions (base year 2024) of cross-border operations and impacts to the regional transportation network as a baseline reference for the evaluation of alternative 2024 scenarios as well as short- and long-term scenarios. The analysis will be performed using the EPMPO's International Travel Demand Model (iTDM). While some statistics from the iTDM are relevant at the total EPMPO regional level, an appropriate area of influence of the BHC project will be determined in consultation with the Steering Committee. The following data will be gathered and

assembled for northbound and southbound directions and for all modes of transportation, including commercial vehicles and privately-owned automobiles:

- Determination of the appropriate area of influence for the BHC Phase 2 analysis
- Traffic volumes at all six International Border Crossings (IBC) for all modes of transportation
- Crossing times and delay analysis at each IBC
- Traffic volumes and level of service (LOS) analysis on the EPMPO network facilities, focusing on those that are in the area of influence of the BHC project (i.e., corridors and intersections).
- Regional air quality and emissions analysis
- Identification of congestion and air quality hot-spots

Deliverables:

- Technical memorandum documenting procedures, evaluations and results

Task 4. Analysis of impacts due to anticipated construction projects in the short-, medium- and long-term

The EPMPO team will develop short-term scenarios to evaluate the impacts of known construction projects in the area of influence of the BHC. These scenarios will be compared against the baseline to identify the specific areas (i.e., corridors, segments, intersections) that will have worse traffic conditions. This task will:

- Identify the construction projects that are anticipated to have impacts including, but not limited to, the Bridge of the Americas (BOTA) modernization projects, the SH178 (Artcraft Rd.) improvements, Downtown10 (improvements to I-10 between Executive Center Blvd. and Copia Rd.).
- Develop scenarios using the i-TDM to analyze the impacts of these projects during construction along the corridors and intersections in the area of influence of the BHC project with and without the BHC project.
- Develop scenarios using the i-TDM to analyze the impacts of these projects once they are open to traffic along the corridors and intersections in the area of influence of the BHC project with and without the BHC project.
- Identify the anticipated “hot-spots” within the area of influence of the BHC resulting from the analysis.

Deliverables:

- Technical memorandum documenting procedures, evaluations and results

Task 5. Evaluation and Prioritization of Hotspots

The EPMPO Team, in conjunction with the Steering Committee, will take the initial list of anticipated hot-spots and will evaluate and prioritize which of these will move to the next phase of analysis based on:

- Traffic volumes of trucks and private vehicles
- Level of Service degradation
- Safety concerns

Deliverables:

- Technical memorandum documenting procedures, evaluations and results

Task 6. Feasibility analysis to improve for specific hot-spots

The EPMPO team will take the hot-spots at the top of the prioritized list, as determined by the Steering Committee in Task 5, and identify potential solutions to mitigate the impacts. At a feasibility level, the proposed improvements may include operational and/or capacity improvements. As an example, for intersections the proposed improvements may include dedicated turn lanes, increased turning radii to accommodate large commercial vehicles and improved different signal timing. The work product of this phase will be a technical report of proposed improvements at a feasibility level that provides sufficient data to understand the scope, cost, and implementation benefits and challenges. It is anticipated that the feasibility report will allow for a sponsoring agency to move seamlessly into more detailed project development activities and to pursue funding for implementation.

Deliverables:

- Technical Report for each identified “hot-spot” that may include
 - Environmental constraints information and maps
 - Existing and proposed major utilities
 - Plan view and horizontal geometry for existing and proposed
 - Mainline and roadway alignment
 - Intersection geometry
 - Existing and typical sections
 - Anticipated ROW requirements and property ownership information
 - Current and projected traffic volumes
 - Level of Service analysis
 - Planning level costs estimates
- Draft Final Report for the BHC-Ph2 Study
- Final Report for the BHC-Ph2 Study

III. MINIMUM QUALIFICATIONS & EXPERIENCE

The competing firms must comply with the minimum qualifications of:

- The project team is to include all disciplines to meet all quality standards and successfully deliver the project on time and within budget
- Understanding of traffic engineering and transportation planning
- Commitment to innovative problem solving and producing quality deliverables
- Demonstrated knowledge of applicable City, State and Federal regulatory requirements.
- Demonstrated track record of implementing planning technology and/or innovative planning process to inform project recommendations.
- Team shall include a project manager with relevant education and experience as Project Lead in the development of projects of similar size, scope, and budget.

Disadvantaged Business Enterprises (DBE) Policy

It is the policy of the Department of Transportation (DOT) that Disadvantaged Business Enterprises (DBEs) as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal Funds.

All offerors shall make good faith efforts, as defined in Appendix A of 49 CFR Part 23, Regulations of the Office of the Secretary of Transportation, to subcontract eight-point twenty four percent (8.24%) of the dollar contract value to small business concerns owned and controlled by socially and economically disadvantaged individuals (DBE). In the event that the offeror for this solicitation qualifies as a DBE, the contract goal shall be deemed to have been met.

Individuals who are rebuttably presumed to be socially and economically disadvantaged include women, Blacks, Hispanics, Native Americans, Asian-Pacific Americans and Asian-Indian Americans. The apparent successful offeror will be required to submit information concerning the DBE's that will participate in this contract. The information will include the name and address for each DBE, a description of the work to be performed by each named firm, and the percent of total work effort of the contract (subcontract). If the offeror fails to achieve the contract goal as stated herein, it will be required to provide documentation demonstrating that it made good faith efforts in attempting to do so. A solicitation that fails to meet these requirements will be considered non-responsive.

The DBE Goal for this project as determined by The EPMPO is 9%.

IV. EVALUATION CRITERIA AND SUBMITTAL REQUIREMENTS

EVALUATION CRITERIA: The following are the criteria the MPO will use to evaluate the Statements of Qualification (SOQ) received in response to this RFQ. The highest-ranking firms will be selected for the interview process.

CRITERION	POINTS
<p>A. Experience of Team and Key Staff Provide a brief history and description of the prime provider and other sub-consultant firms, describing relevant experience in successfully completing similar assignments to those requested in this solicitation. Resumes of consultant team key staff must be provided as an appendix. In addition, consider and/or address the following:</p> <ul style="list-style-type: none"> • Submit a proposed consultant project team matrix or organizational chart that clearly illustrates the key elements of the organizational structure proposed to accomplish the management, technical, and administrative services required. • Demonstrate specific experience in working successfully with MPOs and local governments in Texas and New Mexico, with TxDOT and NMDOT District offices. • Describe the relevant technical skills of team members in relation to their location in the proposed team matrix or organizational chart. Demonstrate the breadth of knowledge and thoroughness of relevant experience of the consultant team and key staff to showcase a well-rounded consultant team. • Provide information documenting the staffing capabilities of each individual team member as well as a table clearly showing the availability of key personnel to work on this contract as a percentage of their total work load. Include information on permanent location of key staff and their ability to travel to El Paso for the duration of this contract. • Certification with the American Institute of Certified Planners or Professional Engineer license are preferred, but not required, for the Project Manager. 	25

<p>B. Approach to Services Demonstrate the consultant team's understanding of the scope of work and the required services needed at the different stages of the Study. The discussion should include, but not limited to the following:</p> <p>Global, regional and local economic and political and other factors that may influence the movement of people, vehicles and goods in the short-, medium- and long-term across the US-Mexico border, and specifically across the Borderplex region. The discussion should lead to setting the context to identify scenarios to be run with the International Travel Demand Model (i-TDM)</p> <p>Stakeholder involvement plan considering the multi-jurisdictional nature of the project.</p> <p>Process to evaluate and prioritize needed improvements that result from the traffic analysis.</p> <p>Approach to developing innovative, practical and efficient design concepts to address the identified traffic hot-spots.</p>	30
<p>C. Travel Demand Modelling and Microsimulation Experience Provide a discussion on the consultant team's experience in the travel demand modeling and microsimulation, which are elements of the El Paso MPO's i-TDM. The i-TDM uses TransCAD and TransModeler platforms. Include the team's approach to integrating the two levels of analysis leading to accurate representations of the movement of vehicles and people in the Borderplex area. Additionally, include the team's experience in performing microsimulation analysis in the development of specific improvements to address congestion hot-spots.</p>	20
<p>D. Schedule for Completion of the Study Provide a discussion on the approach to complete the study, including the use of specific tools and procedures to ensure that milestones and the final product are delivered on time.</p>	25
TOTAL POINTS	100

The submittal shall follow an outline that mirrors the selection criteria above. In addition, the firm shall clearly label and provide contact information where necessary to establish the minimum qualification requirements.

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 twenty (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 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:

Elsa Rodriguez, 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 IV – SELECTION PROCESS AND SCHEDULE

The selection process shall consist of:

- Submittal of statements of qualifications
- Evaluation of statements of qualifications
- Notification of rankings
- Protest period
- Notification to 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	April 4, 2025
Non-mandatory pre-proposal conference	April 11, 2025
Deadline for submission of written questions and requests for clarification (5 PM MST)	April 16, 2025
City of El Paso provides responses and clarifications	April 21, 2025
Deadline for submission of Statement of Qualifications (SOQ) And Project Reference Forms (PRF) 5 PM MST	April 30, 2025
Evaluation of Statements of Qualification completed	May 14, 2025
Notifications of rankings and interview notice	May 16, 2025
Protest Period Ends	May 21, 2025
Interview Period	Week of May 26, 2025
Notification of rankings	June 2, 2025
Protest Period Ends	June 5, 2025
Final Selection	June 7, 2025

SECTION VII – GENERAL INFORMATION

❖ Instructions

The City of El Paso or the El Paso MPO 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 EPMPO Designee for approval.

❖ 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 a written protest letter. The letter shall provide the reasons the firm is protesting the rankings. All offerors will be notified of any protests filed.

❖ Review of protests

The EPMPO Executive Director will review the validity of a protest 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 protest appeal process of the EPMPO Executive Director's determination.

❖ Authorization to negotiate

The designee from the El Paso MPO shall negotiate the fee with the highest-ranked firm. If the designee successfully negotiates the scope, schedule, and fees with the selected offeror a professional services agreement will be prepared and executed by both the Offeror and the El Paso MPO, for the award by the Transportation Policy Board of the El Paso MPO. If the designee is not successful in negotiating with the highest-ranking firm the designee will terminate negotiations with the said firm in writing and initiate negotiations with the second highest-ranked firm.

❖ El Paso MPO Transportation Policy Board approval of contract

Successfully negotiated agreements will be presented to Transportation Policy Board for award.

❖ 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.

❖ **Debarment Check**

Prior to presenting to Transportation Policy Board 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: <https://www.sam.gov/portal/SAM##1>.

❖ **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 Transportation Policy Board 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
Elsa Rodriguez, Contracts Manager
aeselection@elpasotexas.gov

❖ **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 and EPMPO 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, other City or El Paso MPO 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 Elsa Rodriguez, Contracts Manager and authorized representative at aeselection@elpasotexas.gov. All inquiries shall be in writing.