



CAPITAL IMPROVEMENT DEPARTMENT

MEMORANDUM

MAYOR

Renard U. Johnson

Date: May 23, 2025
To: Offerors - Solicitation #2025-0454R
From: Elsa Rodriguez, Contracts Manager
Subject: Response to questions

CITY COUNCIL

District 1

Alejandra Chávez

District 2

Dr. Josh Acevedo

District 3

Deanna M. Rocha

District 4

Cynthia Boyar Trejo

District 5

Ivan Niño

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Chris Canales

CITY MANAGER

Dionne Mack

1. **Who must email the Project Reference Form (Exhibit A) to the City? Our client references, or someone from our firm?**

The PRFs must be submitted directly by the agency providing the reference for your firm. Please refer to the directions on the PRF form.

2. **May we submit a proposal to provide services for part of the scope of work, or must all scope items be covered?**

The consultant should be able to provide all services described in the RFQ.

3. **Could a list of the current incumbents for this contract be shared?**

The following consultants were present at the pre-proposal conference: Terracon, Turner & Townsend, Daniel B Stephens.

4. **How many firms will be selected for this contract?**

One firm will be selected for this contract.

5. **What is the anticipated contract value for each firm?**

To be determined. This contract will be used on a task-by-task basis.

6. **We do Phase I and Phase II ESAs, can we submit if we just provide these services, or should we work to get on a team with a larger firm that provides more services?**

Yes, teaming up is an option. The team will be evaluated to determine if they meet all the requirements of this request. By combining strengths and resources, the goal is to ensure they fully satisfy the criteria and submit a stronger, more competitive proposal.

Yvette Hernandez, P.E., – City Engineer

City 2 | 218 N. Campbell, 2nd Floor | El Paso, Texas 79901 | (915) 212-0065



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7. What happens if the firm doesn't meet all the listed requirements?

The firm may submit their SOQ and the criteria will be evaluated accordingly.

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8. With the exclusion of the CID, local public reference opportunities are limited. Would the Capital Improvement Department consider removing the “public agency” component? Also, would references from EPIA be allowed?

References from a public agency are required, as this work involves a government/public entity and must align with similar projects. References from EPIA will not be accepted as this is an Airport project; however, references from the Capital Improvement Department are permitted. An amendment reflecting this change has been posted on the solicitations page.

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