

REQUEST FOR STATEMENTS OF QUALIFICATIONS



CITY OF EL PASO

CAPITAL IMPROVEMENT DEPARTMENT

SOLICITATION# 2026-0328R

**YSLETA PORT OF ENTRY EXPANSION
FEASIBILITY STUDY AND MASTERPLAN**

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**

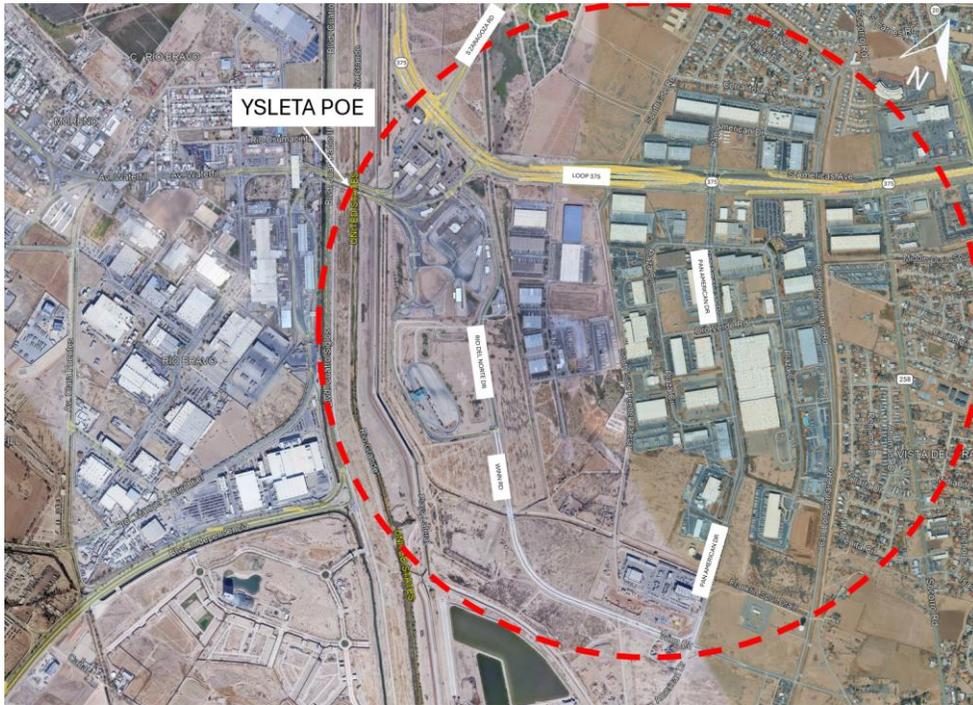
**CITY ENGINEER
Yvette Hernandez, P.E.**

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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 with expertise in master planning and related professional services for the **Ysleta Port of Entry Expansion Feasibility Study and Master Plan** located at 791 S Zaragoza Rd, El Paso, TX 79907. 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 planning, analysis, and coordination services required for this project.



SECTION II – SCOPE OF SERVICES

The purpose of the study is to determine the feasibility of expanding both commercial and POV (Privately Owned Vehicle) traffic operations at the Ysleta Port of Entry.

The City of El Paso is seeking professional engineering services necessary to support the planning and development of feasibility study to include: environmental, permitting, architectural, engineering (including traffic analysis), schematic design, urban design, programming, economic impact, and community engagement, for the Ysleta Port of Entry Expansion Feasibility Study and Masterplan. The planning area for the project falls within the footprint of the existing Ysleta Port of Entry, commercial and POV traffic connecting roads. Proposals shall include improvements and necessary actions for Mexico's stakeholders for success.

The selected firm will contract directly with the City of El Paso and will work cooperatively with the City and other affected entities to successfully provide the full scope of professional services required.

KEY PROJECT OBJECTIVES:

The selected firm is expected to achieve professional services for the following project scope:

- Master planning
- Schematic Design
- Traffic Study/Recommendations
- Community Engagement
- Environmental Review
- Construction Cost Estimates

SECTION II – SCOPE OF SERVICES

The Ysleta Port of Entry Expansion project will be composed of the following improvements:

1. Ysleta Bridge Expansion

The Ysleta Port of Entry consists of two existing bridge structures: one serving POV traffic and one serving commercial traffic. The bridge used for POV traffic includes two southbound lanes and three northbound lanes, one of which is designated exclusively for SENTRI travelers. This bridge structure also holds southbound and northbound pedestrian traffic. The second bridge structure use for commercial truck traffic consists of 2 southbound lanes and 2 northbound lanes.

Proposed improvements shall include the addition of a third bridge structure and the necessary site layout adjustments to improve traffic flow at the port of entry.

Consultant is expected to evaluate the best use of the additional structure(s).

2. Road and Intersection Improvements

Existing road systems connecting to the Ysleta Port of Entry are impacted by queuing traffic going both southbound and northbound. High queuing behavior due to port operations impacts commercial and non-commercial bridge users as well as the surrounding business and residential communities not using the port.

Proposed improvements shall include reconstruction/realignment of Zaragoza Rd (including intersection with Loop 375) for POV. Improvements for commercial traffic shall include improvements at Rio Del Norte Dr., Winn Rd., Pan American Dr., and other connecting roads. Proposed improvements shall provide recommendations to separate local traffic from southbound cross-border traffic.

3. Building and Facilities Improvements

Proposed improvements shall evaluate an expansion of the existing City of El Paso cargo tolling facilities to support additional southbound traffic demand. Up to two (2) conceptual designs.

- a. Provide project cost estimates for both conceptual designs.

Explore a reconfiguration, and expansion of U.S. Customs and Border Protection cargo lot to include primary, nonintrusive and secondary inspection facilities as well as the Federal Motor Carrier Safety Administration (FMCSA) inspection facilities based on future demand. Up to two (2) conceptual designs.

Proposed improvements shall include up to two (2) conceptual facility designs for the reconfiguration, modernization and expansion of and the Texas Department of Public Safety (DPS) inspection facilities according to future demand.

Consultant is expected to evaluate any other agencies or facilities necessary to improve traffic and operations at the port.

SERVICES REQUIRED:

Investigation:

The firm is responsible for meeting with stakeholders to obtain all necessary design standards and specifications such as the, Federal, TxDOT standards, among others.

Review and summarize previous studies and recommendations regarding potential expansions or added capacity for all modes (i.e., commercial trucks, POV, and pedestrians). Consultant to consider TTI's 2024 Framework To Analyze And Optimize Traffic Flow At Commercial Ports Of Entry. Also consider El Paso Metropolitan Planning Organization iTDM and MPO's Border Crossing Strategic Planning study.

Study existing and future conditions (cross-border traffic, sites, surrounding land uses, public transportation, utilities, buildings, current and future City of El Paso and TxDOT projects, etc.) including the effects of the elimination of commercial traffic at BOTA (increased demand).

Study and evaluate public transit route for sun metro integration into the port of entry.

Evaluate and recommend land acquisition, if necessary, maintenance cost over 5 years.

Study and evaluate current port of entry design layout to include local, state and federal properties and facilities and the effect of the potential elimination of commercial traffic at of BOTA (increased demand). Consultant is expected to identify operational constraints based on current processes.

Intelligent Transportation Systems

Propose and evaluate opportunities for potential new installation of Intelligent Transportation Systems and related technologies. Evaluate and propose use new technologies (traffic cameras, automated systems, machine learning, etc.) available to monitor and measure throughput of international bridge traffic across all modes. Proposed improvements should consider existing and current ITS efforts at the ports, the intent for this item is to fill in any gaps in the existing system.

Schematic Design, Landscape Architecture, Urban Design, and Land Planning:

The firm shall be responsible for providing State of Texas licensed Engineers, Architects, and Land Surveyors required by the State to perform this type of project design. The firm shall follow TxDOT design specifications and procedures for the planning of this project and comply with all laws, regulations and policies set by the City of El Paso and TxDOT.

Aside from complying with TxDOT specifications, the firm shall comply, at a minimum, with the City of El Paso Bike Plan, National Association of Transportation Officials Urban Bikeway Design and Urban Street Design Guide, as applicable. The firm is charged with ensuring the project concepts are in compliance with all federal, state, and local regulations and ordinances. Sole sourcing will not be allowed.

Early in the schematic design the firm shall coordinate cross sections, and general layout with the City support departments.

The firm shall assist the City in providing schedules for obtaining easements, permits, environmental clearance, and coordination with all other involved government entities. Design concepts shall meet all City, TxDOT, State and Federal requirements for the project and shall be submitted in phases as presented in the project schedule outlined below.

The firm shall comply with requirements set by the Capital Improvement Department. The firm shall present findings to various organizations. These may include but not limited to the City of El Paso, Bridges Steering Committee, Federal and State Agencies.

The firm shall masterplan the potential uses for the study area.

Pursue LEED or Green Globe certified design concepts, incorporating sustainable technologies solar power, water capture and re-use.

Design Analysis:

The firm shall perform design analysis for the project to ensure public safety. Furthermore, all design analysis must comply with all applicable City, County, State, and Federal laws and regulations. The firm shall include and comply with the Americans with Disabilities Act (ADA), Texas Accessibility Standards (T.A.S), and Texas Department of Licensing and Regulation requirements.

Traffic and Transportation Engineering and Traffic Modeling

Analyze existing baseline data on current traffic flows and levels of service. Explore increasing capacity for better flow of traffic and better spill back traffic queueing management to avoid and solve potential impact to existing state and city roads. Quantifying potential capacity gains resulting from each expansion effort.

The firm shall collect traffic information, as needed while working collaboratively with TxDOT and El Paso MPO to analyze data previously collected. Schematic layout shall equally consider pedestrians and non-motorized forms of transportation as well as motor vehicles and commercial cargo trucks, develop street cross sections and design alternatives for traffic circulation patterns in the study area. Assess the feasibility and impacts to levels of service. Perform traffic modeling scenarios based on design alternatives with focus on enhancements to the cross-border experience. Include a qualitative, planning-level comparison of alternatives that evaluates relative costs and operational performance using non-monetized measures to support decision making.

Site suitability and recommendations to explore overall port expansion into adjacent vacant properties including ingress and egress (roadway connectivity) for added capacity and increase in throughput proportionate with future demand across all modes.

Environmental Issues

An environmental study will be performed by the firm to comply with all National Environmental Protection Act (NEPA) requirements. The firm may use a third-party consultant if the firm does not have the capability to perform this task with their own staff.

Building Permits, Special Permits, and Other Land Use Permits

The firm shall be responsible to comply with all local, state, and federal building codes. The firm shall be responsible for the preparation all documents that include but are not limited to: metes and bounds descriptions, site plans, layouts, and applications for permits, special permits, zoning changes, and land use permits.

Presidential Permit

The firm shall assist with the formal request and application process to modify/amend the Ysleta-Zaragoza Presidential Permit.

Utility Services and Utility Easements

Based on the schematic design, the firm shall coordinate with all utilities, that will be affected by the proposed improvements.

The firm shall be responsible to coordinate schematic efforts with all affected utility companies. The purpose is to minimize utility relocation without compromising design standards. The firm shall meet with all affected utility companies to discuss proposed schematic design.

Public Involvement

The firm shall lead the public outreach activities required by the NEPA or City process in providing plans/exhibits showing the proposed improvements and how proposed improvements will affect adjacent property owners and assist in the identification of stakeholders. Community meetings will be held. The firm shall be responsible to attend and prepare the presentation and required exhibits for the proposed improvements and assist the City in answering any questions.

Firm shall develop and implement a public engagement plan to include significant outreach to traditionally hard-to-reach, Spanish-speaking only, non-internet/smartphone populations. Develop content and social media/on-line presence for the project with tools to capture feedback digitally and measure public sentiment throughout the life of the project. Collaborate with the City of El Paso, Strategic Communications Office. The public engagement plan is expected to be a binational plan incorporating stakeholders on both sides of the border.

Provide a website to present project materials and public engagement information. Produce renderings of design alternatives for inclusion on a project website and distribution to the public as needed.

Include an assessment of equity and distributional impacts to better understand how proposed alternatives may affect different user groups, surrounding neighborhoods, local communities, etc.

Construction Sequencing Plan

A proposed construction sequencing plan for the city's proposed alternative will be required for the future construction phase. International POE traffic shall be maintained active at all times.

Cross Border Considerations

Consultant is expected to understand and evaluate the impact of any proposed facilities or modifications to the port of entry on both sides of the border.

PRODUCTS REQUIRED:

Short-Term Operational Improvements (Immediate Actions)

As part of the feasibility study, the Consultant shall identify and evaluate short-term solutions that can be implemented using existing facilities, infrastructure, and operational resources. These measures are intended to provide immediate or near-term improvements to port-of-entry performance while longer-term capital projects and facility expansions are developed and implemented.

Short-term solutions may include, but are not limited to, operational adjustments, staffing strategies, lane management, traffic control modifications, scheduling changes. Recommendations shall focus on actions that can be implemented in the near term with minimal capital investment and within current physical constraints.

For each recommended short-term measure, the Consultant shall:

- Describe the proposed action and implementation requirements
- Identify the responsible agency or agencies
- Estimate anticipated benefits, including impacts on throughput, wait times, and operational efficiency
- Identify potential constraints, risks, or interagency coordination needs

These recommendations shall be presented as actionable steps that participating agencies could pursue immediately as an initial phase toward improving port-of-entry operations while more complex and capital-intensive solutions are advanced

Long-Term Operational Improvements

Consultant is expected to provide a sufficient number of conceptual ingress and egress designs by mode (i.e., POV and commercial trucks) to improve the POE connectivity.

- a. To include: maps, cross sections, right-of-way, survey, alignment.
- b. Gap analysis, evaluation, environmental constrain matrix.
- c. Specifically for southbound POV traffic. (Possible underpass)
- d. To consider all property owners and users (TxDOT, EPW, EPCWID, Private)
- e. Provide project estimate for both conceptual designs.

Consultant is expected to provide a sufficient number of conceptual designs of a third bridge structure for commercial vehicles including the necessary layout adjustments to improve existing bridge structures and port inspection facilities.

Explore a reconfiguration, modernization and expansion of U.S. Customs and Border Protection cargo lot to include primary, nonintrusive and secondary inspection facilities as well as the Federal Motor Carrier Safety Administration (FMCSA) inspection facilities based on future demand. Consultant is expected to provide a sufficient number of conceptual designs.

Consultant is expected to provide a sufficient number of conceptual facilities designs for the reconfiguration, modernization and expansion of and the Texas Department of Public Safety (DPS) inspection facilities according to future demand.

Phase I – Feasibility Study

The firm shall be responsible to deliver a Pre-Design Analysis before submitting the 30% design phase. This process shall include but not be limited to the following:

- Evaluate existing ROW and expected ROW acquisition if any
- Evaluate street alignment
- Develop typical cross sections
- Identify possible utility conflicts
- Identify possible conflicts
- Provide construction estimate of proposed improvements

If the City considers the submittal as not compliant to the above deliverables, the firm must resubmit as per the request of the City.

Phase II – Design

- Draft Schematic (30% Design) Submittal

If the City considers the submittal as not compliant to the above deliverables, the firm must resubmit as per the request of the City.

- Pre-final Submittal

If the City considers the submittal as not compliant to the above deliverables, the firm must resubmit as per the request of the City.

- Final Submittal

The firm shall re-submit the Pre-Final Submittal with City's comments addressed.

If the City considers the submittal as not compliant to the above deliverables, the firm must resubmit as per the request of the City.

Cost Estimates:

Cost estimates breakdowns for different tasks:

- Bridge Expansion (new bridge structure)
- Road and intersection improvements
- Building and facilities improvements
- Fees and licenses
- ETC.

PROJECT SCHEDULE:

- Phase I – Feasibility Study
- Phase II - Design
 - 30% Design Phase
 - Pre-final Submittal
 - Final Submittal

Deliverables are expected to be completed within 18 months from NTP.

SECTION III – MINIMUM QUALIFICATIONS & EXPERIENCE

Selected firms must comply with minimum qualifications of:

- Assigned project manager or representative must be a registered PE, AIA, or AICP and demonstrate knowledge of applicable City, State, and Federal regulatory requirements.
- Five (5) years of relative traffic engineering, feasibility studies, expansion planning experience.
- Demonstrated knowledge of applicable City, State and Federal regulatory requirements.
- Demonstrated track record of implementing planning technology and / or innovative planning process to inform policy recommendations.

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
Relevant Experience and Methodology: Experience of the project manager and proposed team in preparing comprehensive master plans for large, complex transportation or border facilities. Evaluation will consider demonstrated success with phased expansion planning, operational and capacity analysis, federal agency coordination.	30
Understanding of the Project: Demonstrated understanding of the operational, security, regulatory, and binational context of a major international port of entry. Evaluation will consider the proposer’s planning approach, stakeholder coordination strategy, data collection and forecasting framework, identification of constraints, overall methodology proposed for developing a data-driven, implementable master plan, and ability to develop practical, phased implementation recommendations.	30
Schedule and Deliverables: Clarity, feasibility, and completeness of the proposed schedule for the master planning effort, including key milestones, coordination requirements, and delivery of interim and final products. Evaluation will consider identification of anticipated challenges and strategies to maintain progress and meet project objectives.	10
Federal Environmental and Regulatory Experience: Experience preparing NEPA documentation and coordinating federal environmental review and approvals applicable to international border infrastructure, including Presidential Permits or comparable federal processes. Evaluation will consider the team’s ability to integrate regulatory strategy into the overall master planning effort.	20
Innovation and Long-Term Value: Proposed planning approaches, tools, or technologies that enhance operational efficiency, security integration, resilience, sustainability, and long-term adaptability of the port of entry, with emphasis on phased implementation and durable capital investment decision-making.	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 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.

Firms shall submit a proposed schedule for the master planning effort.

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 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	February 19, 2026
Non-mandatory pre-proposal conference	February 25, 2026
Deadline for submission of written questions and requests for clarification (5:00 PM MST)	February 27, 2026
City of El Paso provides responses and clarifications	March 3, 2026
Deadline for submission of Statement of Qualification (SOQ)	March 18, 2026
Evaluation of Statements of Qualification completed	March 30, 2026
Notification of rankings and interview notice	April 2, 2026
Protest Period Ends	April 7, 2026
Interview Period	April 13 – April 15, 2026
Notification of rankings	April 17, 2026
Protest Period Ends	April 22, 2026
City Council recommended contract approval target date	June 2026

The non-mandatory pre-proposal conference will be held via Microsoft Teams on Wednesday, February 25, 2026 at 11:00 AM MST.

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

Microsoft Teams meeting

Join: Join the Meeting Now

Meeting ID: 211 563 011 308 00

Passcode: BH7oR3b6

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
Elsa Rodriguez, Contracts 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 | 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 Elsa Rodriguez, Contracts Manager and authorized representative at aeselection@elpasotexas.gov. All inquiries shall be in writing.