



MEMORANDUM

MAYOR
Renard U. Johnson

Date: April 20, 2026
To: Offerors of Solicitation #2026-0327R

CITY COUNCIL

District 1
Alejandra Chávez

From: Capital Improvement Department
Subject: Amendment 1 Solicitation 2026-0327R

District 2
Dr. Josh Acevedo

The COEP team is issuing an amendment to the proposed schedule for the highlighted sections below:

District 3
Deanna M. Rocha

| | |
|---|----------------|
| City of El Paso issues the Request for Qualifications | March 27, 2026 |
| Deadline for submission of written questions and requests for clarification (5:00 PM MST) | April 6, 2026 |
| City of El Paso provides responses and clarifications | April 8, 2026 |
| Deadline for submission of Statement of Qualification (SOQ) and Project Reference Forms PRF (5:00 PM MST) | May 4, 2026 |
| Evaluation of Statements of Qualification completed | May 12, 2026 |
| Notifications of ranking completed | May 14, 2026 |
| Protest Period Ends | May 19, 2026 |
| City Council recommended contract approval target date | June 2026 |

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

Project reference form has been updated. See Page 2:



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: May 4, 2026 (5 P.M. MST)

PROJECT NAME: 2026-0357R On-Call Real Estate Appraisal Services

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:

- 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)

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TOTAL POINTS (maximum 70 points): _____

Name of Agency Submitting Evaluation: _____

Name of Reviewer: _____

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