

CITY OF EL PASO, TEXAS
CAPITAL IMPROVEMENT DEPARTMENT

**REQUEST FOR STATEMENTS OF
QUALIFICATION**

SOLICITATION# 2026-0461R

CONSTRUCTION MANAGEMENT & INSPECTION SERVICES

FOR

EL PASO INTERNATIONAL AIRPORT

Terminal Ramp Rehabilitation Stage 1&2

Mayor Renard U. Johnson

District 1 – Alejandra Chavez	District 5 – Ivan Niño
District 2 – Dr. Josh Acevedo	District 6 – Art Fierro
District 3 – Deanna Maldonado-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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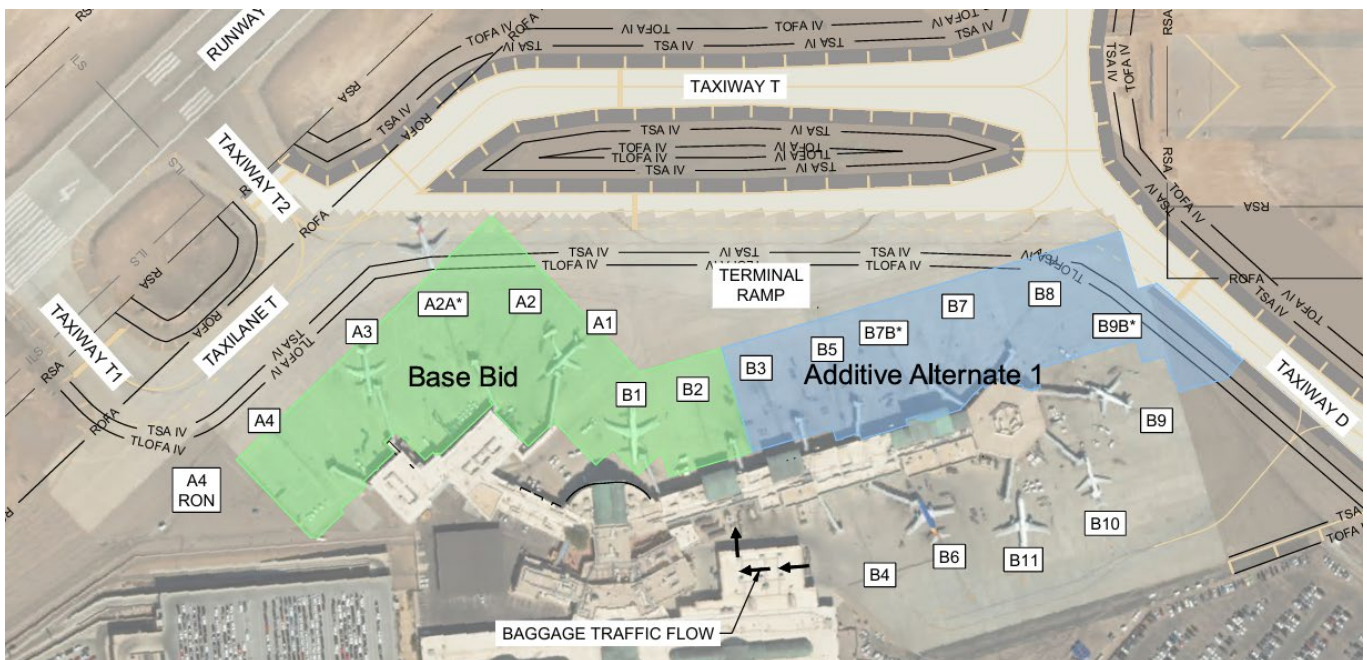
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SECTION I – PROJECT(S) DESCRIPTION

The intent of this RFQ is to select a qualified firm for Construction Management & Inspection Services for the Terminal Ramp Rehabilitation Stage 1 & 2 project located at the El Paso International Airport (ELP).

The completion of the project will be contingent upon availability of adequate funding. The project may be awarded and/or completed in phases based on available resources.

The project improvements consist of rehabilitation of the terminal ramp pavement. Work includes pavement removal, pavement construction and associated grading, drainage, and electrical items.



The improvements include reconstruction and rehabilitation of the terminal ramp pavement.

Demolition (Base Bid):

- Removal of full depth concrete pavement, asphalt mill and overlay transitions

Demolition (Additive Alternate 1):

- Removal of full depth concrete pavement, asphalt mill and overlay transitions

Ramp Construction and Rehabilitation (Base Bid):

- FAA P-501 Concrete Pavement, P-304 Cement Treated Base P-403 Asphalt Surface Course, Concrete Pavement patching, joint and crack repair. The work will require establishing erosion control measures.

Ramp Construction and Rehabilitation (Additive Alternate 1):

- FAA P-501 Concrete Pavement, P-304 Cement Treated Base P-403 Asphalt Surface Course, Concrete Pavement patching, joint and crack repair. The work will require establishing erosion control measures.

Pavement Markings (Base Bid):

- FAA P-620 Permanent and Temporary Markings, marking removal. Markings will require a phased approach with multiple mobilizations.

Pavement Markings (Additive Alternate 1):

- FAA P-620 Permanent and Temporary Markings, marking removal. Markings will require a phased approach with multiple mobilizations.

Contract Time:

Base Bid Substantial Completion: 275 Calendar Days

Final Completion: 305 Calendar Days

Additive Alternate 1: +225 Calendar Days

Total Project Contract Time: 530 Calendar Days

Holiday Season: The City of El Paso will issue a Stop Work Order Letter the Friday prior to Thanksgiving (11/20/26) and will resume construction activities on Tuesday following New Years Day (1/5/26).

The project scope descriptions as shown above, are only a general overview of this project. Project plans and specifications will be provided to the selected offeror upon award.

Construction Project Budget: \$22.23 million (estimated)

Funding Source: FAA- EPIA

Estimated Construction Start Date: October 2026

Estimated Construction Completion Date: 530 days from construction start

SECTION II – SCOPE OF SERVICES

The construction management firm is expected to provide 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;
- Ensure compliance with the City of El Paso's Capital Improvement Department Construction Document Guidelines;
- Ensure compliance with current Federal Aviation Administration (FAA) advisory circulars
- Provide on-sight construction oversight;
- Stakeholder coordination during construction including project design teams where substantive design changes are requested during construction and/or to respond to requests for information/clarification/deviation;
- Ensure timely responses to contractor inquiries as required from project stakeholders;
- 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;
- Coordinate material testing in strict alignment with FAA regulations, project technical specifications and construction phases. Eliminate redundant and excessive testing through strategic sequencing.
- Perform quarterly contract compliance labor interviews.
- Validate contractor schedules and cost estimates; monitor/report project progress and scope, schedule, and budget performance;
- Perform constructability reviews and discuss alternatives with the contractor and EPIA PM to minimize impacts to EPIA Operations;
- 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
- Develop change order documentation in a timely manner. Process each RFP as an individual change order unless explicitly authorized in writing by the EPIA Project Manager
- Draft and develop detailed Scopes of Work (SOW) for El Paso International Airport (EPIA) Project Manager (PM) review and formal issuance to contractors.
- Provide independent cost estimates to the EPIA PM before receiving contractor proposals to establish baseline negotiations.

- 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, weekly FAA construction progress reports and other documentation, 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
- Leadership in Energy and Environmental Design (LEED) or Green Globes Compliance and 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.

SECTION III – MINIMUM QUALIFICATIONS AND EVALUATION CRITERIA

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:

MINIMUM QUALIFICATIONS AND EXPERIENCE:

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), or a valid Texas Professional Engineer (P.E) License, or a valid Project Management Professional (PMP) certification and a minimum of five (5) years of construction management experience on FAA regulations, policies and procedures.
- The project team is to include all disciplines to meet all quality standards and successfully deliver the project on time and within budget.
- The project manager and team members shall have demonstrated knowledge of construction means and methods of projects at FAA Part 139 certificated airports and all FAA requirements.

EVALUATION CRITERIA:

The following are the criteria the City will use to evaluate the Statements of Qualification (SOQ) received in response to this RFQ.

Criterion	Points
PROJECT MANAGER AND TEAM EXPERIENCE	
The proposed project manager's experience performing construction management service of FAA regulations, policies and procedures.	10
Capability to perform all aspects of the project and recent experience in airport projects comparable to the project's scope of work.	10
Evaluation of prior customer's satisfaction with construction management services for FAA regulations, policies and procedures.	10
PROJECT UNDERSTANDING AND APPROACH	
Understanding of the objectives, products and services required and demonstrate understanding of FAA advisory circulars, AIP funding requirements and operational safety on airports.	20
Potential project risks and challenges in successfully delivering the project on time, within budget, and in accordance with FAA and El Paso International Airport requirements.	25
Project Management Plan	10
Team approach: Strategies and practices for coordination of project team/subconsultants	15
Total Points	100

SECTION IV – 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, time, and place. **The SOQ shall be a maximum length of twelve (12) pages (8 ½" x 11")**, 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, and dividing tab inserts will not count toward the 12-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.

Please submit the SOQ electronically via One Drive or other file sharing platform or e mail at the time and date listed in the schedule on the following page. Direct your submission to aeselection@elpasotexas.gov. The submittal package please display the firm name and the project title, principal point. of contract including phone 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.*** If the

offeror has previously worked for the City it is likely that Vendor Performance Reports (VPRs) completed by Capital Improvement Department (CID) Project Managers are on file. The offeror is encouraged to contact CID at aeselection@elpasotexas.gov to determine if VPRs are on file. If three or more VPRs are on file, the offeror, in lieu of using the PRF, can request that the VPRs be used to gauge past performance.

Please see Exhibit A – Project Reference Form (PRF)

SECTION V – SELECTION PROCESS AND SCHEDULE

The selection process shall consist of:

- Submittal of Statements of Qualification
- Evaluation of Statements of Qualification
- Notifications of ranking
- Protest period
- Interviews, if necessary
- Notification of selection
- Protest period
- 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 6, 2026
Non-mandatory Pre-proposal Meeting	July 10, 2026
Deadline for submission of written questions and requests for clarification	July 17, 2026
City of El Paso provides responses and clarifications	July 22, 2026
Deadline for submission of Statements of Qualification (SOQ) Deadline for submission of Project Reference Form (PRF)	August 7, 2026 (5:00PM MDT)
Evaluation of Statements of Qualification completed	August 21, 2026
Notifications of shortlisted firms completed	August 25, 2026
City Council recommended contract approval target date	October 2026

The non-mandatory pre-proposal conference will be held via Microsoft Teams on Friday, July 10, 2026 at 10:00 AM (MDT).

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/265405979947009?p=SGJdWi9966T4BQ0u0o>

Meeting ID: 265 405 979 947 009

Passcode: Ny9uL9Su

Questions regarding this RFQ, please contact Mrs. Michael Daniels; Business Contract Manager at aeselection@elpasotexas.gov.

SECTION VI – 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, which will be furnished to all registered RFQ holders.

Indebtedness Ordinance 016529

An indebtedness verification form will be submitted on behalf of the firm preliminarily selected by the Evaluation Committee for contract award. Ordinance No. 016529 applies to contracts for engineering and architectural services, and states the City may refuse to enter into a contract with a contracting entity who is indebted to the City.

Statement of Qualifications

All Statement of Qualifications meeting the minimum qualifications outlined in the RFQ will be evaluated and scored by the Evaluation Committee. The Evaluation Committee will submit the score sheet to the Capital Improvement Department Contract Development Coordinator. The Contract Development Coordinator will compile all scores and based on the scores, determine the rank. The final rankings will then be forwarded to the City Engineer for approval.

Notice of results of review and ranking

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

Protesting the ranking

Firms who submitted Statements of Qualification may protest the rankings issued by the City. The firm have three (3) business days after written notification was provided to them of the ranking to submit an official written protest letter. The letter shall state the reasons why the firm is protesting the ranking and results. **All firms will be notified of any protests filed.**

Review of Protests

The City Engineer will review the validity of the protest regarding the ranking and shall make a determination. The City Engineer's determination may consist of one of the following: (1) approve the original ranking of firms (2) direct 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 his designee shall negotiate the fee with the highest ranked firm. If either the City Engineer or his designee come into an agreement then the process will move forward with contract preparation and award. If the City Engineer or his designee are not successful in coming to an agreement with the highest-ranking firm then the City Engineer will terminate negotiations in writing with the highest ranked firm and move on to negotiations with the second ranked firm.

City Council Approval of Contract

When the City Engineer or his designee come into an agreement with selected firm the City Engineer shall recommend to Council that the contract be awarded to firm.

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 Department
Michael Daniels, Ed.D; Business 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 received. 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 City Manager, Deputy City Managers, Department Heads, and other 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 Mrs. 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 7, 2026 (5 P.M. MDT)

NAME: 2026-0461R Construction Management - Terminal Ramp Rehabilitation Stage 1&2

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 Mrs. Michael Daniels at aeselection@elpasotexas.gov by the time and date shown above