



MEMORANDUM

Date: June 17, 2026

MAYOR
Renard U. Johnson

To: Offerors of Solicitation #2026-0428R

From: Capital Improvement Department

CITY COUNCIL

Subject: Amendment 1 Solicitation 2026-0428R

District 1
Alejandra Chávez

The tentative schedule and PRF form has been updated for the highlighted sections below:

District 2
Dr. Josh Acevedo

District 3
Deanna M. Rocha

District 4
Cynthia Boyar Trejo

District 5
Ivan Niño

District 6
Art Fierro

District 7
Lily Limón

District 8
Chris Canales

City of El Paso issues the Request for Qualifications (RFQ)	June 4, 2026
Non-mandatory pre-proposal conference (MICROSOFT TEAMS)	June 12, 2026
Deadline for submission of written questions and requests for clarification (5 pm MST)	June 15, 2026
City of El Paso provides responses and clarifications	June 18, 2026
Deadline for submission of Statement of Qualifications (SOQ) and Project Reference Forms (PRF) 5 pm MST	July 1, 2026
Evaluation of Statements of Qualification completed	July 10, 2026
Notifications of ranking completed	July 14, 2026
Protest Period Ends	July 17, 2026
City Council recommended contract approval target date	August / September 2026

CITY MANAGER
Dionne Mack

See Page 2 for updated project reference form:



EXHIBIT "A"
PROJECT REFERENCE FORM (PRF)

Directions: Request references from three (3) public agencies for which you have substantially completed similar work. 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 STREETS AND MAINTENANCE DEPARTMENT EMPLOYEES WILL NOT BE ACCEPTED.**

PRF & SOQ Due: July 1, 2026 @ 5 PM (MDT)

PROJECT NAME: 2026-0428R On Call Professional Services - Traffic Engineering

NAME OF COMPANY TO BE EVALUATED: _____

NAME OF PROJECT AND DATE COMPLETED: _____

QUESTIONS:

1. Has the above-referenced project reached substantial completion? (circle one) Yes No
2. What was the firm's role, and in what capacity did they serve on the above referenced project?
3. 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 or Firm Submitting Evaluation: _____

Name of Reviewer: _____

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