



# CAPITAL IMPROVEMENT DEPARTMENT

## MEMORANDUM

### MAYOR

Renard U. Johnson

**Date:** June 11, 2026  
**To:** Offerors - Solicitation #2026-0426R  
**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

#### District 6

Art Fierro

#### District 7

Lily Limón

#### District 8

Chris Canales

- 1. In lieu of the PMI Project Management Professional certification, would the city consider a registered Professional Engineer?**

*Yes, a licensed engineer (PE) can be an alternative.*

- 2. Will the city primarily be using this contract for vertical construction projects? Can you provide examples of projects you anticipate?**

*The City will use this contract for both vertical and horizontal projects. Projects anticipated are new buildings, building renovations, streets reconstruction/resurfacing, park improvements.*

- 3. We are seeking clarification on a requirement in the City of El Paso's On-Call Construction Management RFQ related to personnel qualifications. Section III, Minimum Qualifications and Experience, references a Certified Construction Manager or Certified Professional Constructor designation for the proposed construction manager, as well as a Project or Program Management Professional certification for the project manager. Would a licensed Professional Engineer be considered an acceptable equivalent to meet this requirement?**

*Yes, a professional engineer can be considered as an acceptable equivalent.*

- 4. If awarded this proposal does this restrict us from applying for other projects with the City of El Paso?**

*No, consultants may apply for a/e contracts at any time, even if a previous contract is awarded.*

### CITY MANAGER

Dionne Mack

Yvette Hernandez, P.E., – City Engineer

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





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5. The selected firms are to minimize the use of large amounts of paper to promote a “green approach” to document management. Several available web-based programs or software to store, manage, view, review, and comment are commercially available. Access to the document management software used by the firms shall be provided to the City representative(s) throughout the duration of each task order issued under this contract." Is the City currently using a PMIS system, if so which system? Does the city have any preference on the system selected by the consultant other than the capabilities listed on page 5 of 14?

*The city does not have a specific or preference on system used, selected firm to provide access to city staff on the system they currently use.*

6. Approximately how many qualified firms are expected to be selected for this contract? What is the contract dollar ceiling amount? Will there be any renewal options? Is it assumed this will be a task order procurement process for the selected firms? How many years is the anticipated contract period of performance?

*Five firms will be selected for this two-year on-call contract. The estimated contract capacity is \$500,000; this represents the maximum potential usage and is not a guaranteed award amount. This on call is for a two-year term with no option to renew.*

7. The firms are to identify key personnel and level of commitment. Substitution of key personnel will not be permitted without written approval by the City. Statements of Qualification will be evaluated using the following criteria: Please clarify which positions the city considers key personnel for purposes of proposal submission. Is the City requiring commitment of all labor categories identified in Exhibit B at the time of proposal submission, or only the proposed Project Manager and Construction Manager?

*The city will require commitment to all labor categories.*

8. Exhibit A PRF form - If the consultant has existing performance reviews from government clients may they be submitted in place of the PRF form?

*Performance reviews will not be accepted in place of PRF form, please submit PRF form to government clients so they may submit the form directly to [aeselection@elpasotexas.gov](mailto:aeselection@elpasotexas.gov)*



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9. For positions classified as Office Personnel on Exhibit B can we assume they will typically be offsite during working hours? For positions listed as Field Personnel can we assume they will be expected to be onsite during construction based upon the task order need?

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*Yes, however, this will be determined on a task-by-task basis, classifications provided on the RFQ are for reference only.*

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10. Section III of the RFQ requires that the proposed Construction Manager possesses a current Certified Construction Manager (CCM) credential and/or Certified Professional Constructor (CPC). Would the City consider equivalent qualifications for the proposed Construction Manager, such as a bachelor's degree in civil engineering, Construction Management, Architecture, or a related engineering/construction field combined with the required construction management experience outlined in the RFQ?

*City will keep the requirements as stated in section III.*

11. Required Knowledge and Skills. If consultant has no prior experience with the City of El Paso on the listed documents will that reflect poorly on the evaluation criterion total point matrix?

*No.*

12. Can we use a Professional Engineer with over 15 years in Construction Management in lieu of the Certified Construction Manager and PMI Certification?

*Yes.*

13. Under "Minimum Qualifications and Experience" it states: "The project manager for these services shall have a minimum of 7 years' experience in the management and administration of facility engineering, design and construction and shall be certified by the Project Management Institute as a Project or Program Management Professional." Is the PMI Certificate required, or will a PE Certification be acceptable?

*PE Certification is acceptable.*

14. How many firms will be selected for this contract?

*Five.*

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