



# CAPITAL IMPROVEMENT DEPARTMENT

## MEMORANDUM

**MAYOR**  
Renard U. Johnson

Date: June 18, 2026  
To: Offerors - Solicitation #2026-0427R  
From: Elsa Rodriguez, Contracts Manager  
Subject: Response to questions

### CITY COUNCIL

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- 1. Scope of Services, the first two items are Investigating and Planning. Could you go into more detail about these services?**

*For this on-call contract, Investigating and Planning cover preliminary activities needed to understand and prepare for surveying tasks. Investigating generally involves reviewing available information and visiting the site as needed, while Planning focuses on determining the approach, coordination, and resources required. Both will be performed only as needed, based on the scope of each task order.*

- 2. Do the references for the PRF form have to come from three different public agencies?**

*The PRF may come from the same public agency but for three different projects.*

- 3. Can PRF forms come from other City of El Paso departments that are not the Capital Improvement Department?**

*Yes.*

**CITY MANAGER**  
Dionne Mack

- 4. Are we allowed to use EP Water as a reference on the PRF form?**

*Yes.*

- 5. Our firm submitted for solicitation No. 2025-0147R and received notice of multiple extensions. Does this new RFQ #2026-0427R replace the solicitation number 2025-0147R that hasn't been awarded yet?**

*The referenced solicitation number does not correspond to a professional services solicitation. This is a new surveying on-call solicitation and does not replace any pending solicitation. All task orders issued under the previous surveying on-call will continue through completion.*

**Yvette Hernandez, P.E., – City Engineer**

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