



CAPITAL IMPROVEMENT DEPARTMENT

MEMORANDUM

MAYOR
Oscar Leeser

CITY COUNCIL

District 1
Brian Kennedy

District 2
Alexandra Anello

District 3
Cassandra Hernandez

District 4
Joe Molinar

District 5
Isabel Salcido

District 6
Art Fierro

District 7
Henry Rivera

District 8
Chris Canales

**INTERIM
CITY MANAGER**
Cary Westin

Date: September 30, 2024
To: Offerors - Solicitation #2024-0077R
From: Elsa Rodriguez, Contracts Manager
Subject: Response to questions

1. Is there an existing Facility Assessment for this project?

Yes, the facility assessment will be provided to the selected consultant.

2. Is there a provided budget for this project?

The project budget will be provided to the selected consultant.

3. Regarding criterion 5 on page 15: In prior RFQ solicitations in past years, CID has indicated that PRF forms are not required for the evaluation of prime firms submitting that have a track record on past projects with the City. If the prime firm does have an established record of service with the City of El Paso, will the scoring of these 10 points be taken from prior project evaluations on City projects? Or does the City still require the prime firm to have PRF forms submitted from other agencies to fulfill this criterion?

If the prime firm has an established record with the City, the Vendor Performance Report score will be used in place of the PRF. If they do not have an established record, or VPR is unavailable the PRFs will be used.

4. Per page 14 of the Solicitation, it lists a Lighting Designer as one of the required disciplines to provide a fully coordinated design. May the lighting designer be a Specification Lighting Representative, with over 7 years of experience in the lighting industry who has worked on several local fire station projects and is also familiar with the Dark Sky Ordinance? If not, may the city provide the specific qualifications required for the Lighting Designer?

A lighting designer is not specifically required. The Lighting designer may be a Specification Lighting Representative.

5. Can each of the Criteria job titles be more than 1 person?

Please provide primary Individual.

Yvette Hernandez, P.E., – City Engineer
City 2 | 218 N. Campbell, 2nd Floor | El Paso, Texas 79901 | (915) 212-0065





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6. Are there any restrictions or preferred methods regarding the selection of subcontractors, especially concerning MEP, structural, or IT services?

Subcontractors must be registered by the TBELS as required.

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7. Will the fire station remain operational during the renovation, and what plans or requirements will be placed on the construction team to avoid disruptions?

No, the fire station will not be operational during renovation.

District 2

Alexsandra Anello

8. Are there any specific restrictions or logistical challenges concerning site access (e.g., road closures, ongoing fire station operations) during the construction phase?

Per city codes and ordinances.

District 3

Cassandra Hernandez

9. Are all of the disciplines shown required for this project?" or do we just need to have these people on our team in case they are needed.

As needed to comply with scope of work.

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