

**YWCA El Paso del Norte Region**

**Request for Qualifications for Administration Office Space Relocation Needs Assessment**

**RFQ # 20-0501 Questions & Answers**

**1. Due to the current quarantine situation, are hard copies submittals still required?**

Yes, we still required that you submit hard copies to our Administration office located at 201 E. Main St., Suite 400, El Paso, TX 79901. If you wish to coordinate drop off, you may contact Rocio Castruita at [r.castruita@ywcaelpaso.org](mailto:r.castruita@ywcaelpaso.org). Please note that our offices are sanitized daily and all staff use personal protection equipment (PPE) for the safety our participants and staff.

**2. Is there a limit in the number of pages?**

There is no page limit but we prefer that responses be concise.

**3. Should we include as part of our team, the engineering consultants that might be required for the project's scope of work?**

Yes, please include and identify the consultants being considered for this project's scope of work. This will part of your firm's qualification and experience.