

CHEYENNE MPO

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CHEYENNE, WY 82001
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HIGH PLAINS RAILROAD OVERPASS

Request for Letter of Interest

Due November 2, 2023



HIGH PLAINS RR OVERPASS

SCOPE OF WORK

PROJECT OVERVIEW

The Cheyenne Metropolitan Planning Organization (Cheyenne MPO) hereby requests professional services to design 35% plans for a railroad overpass at the High Plains Road roundabout east of I-25 and the BNSF railroad.

The project will involve extensive coordination with BNSF and WYDOT to establish the final overpass location, railroad clearance heights, identification of permitting requirements, earthwork and drainage within the railroad right-of-way, estimated construction costs, and a proposed construction timeline. Also, there are two private property owners that will be impacted as the overpass descends to the east. Identification of right-of-way needed is an additional task within this scope of work.

BACKGROUND

The High Plains Road Corridor Study was completed in October 2016. The study examined three route alignments for a minor arterial road connecting the High Plains interchange at I-25 to South Greeley Highway. The selected alignment highlights the location of a railroad overpass at the High Plains roundabout on the east side of the interchange.

The High Plains area south of Cheyenne is prime for new development; however, the railroad overpass is a critical linkage that is necessary for future growth. This project will complement additional corridor studies that are planned for south Cheyenne to establish the road network accommodating development in the area.

It is anticipated that additional funding will be secured to take these 35% plans to full design in 2024.

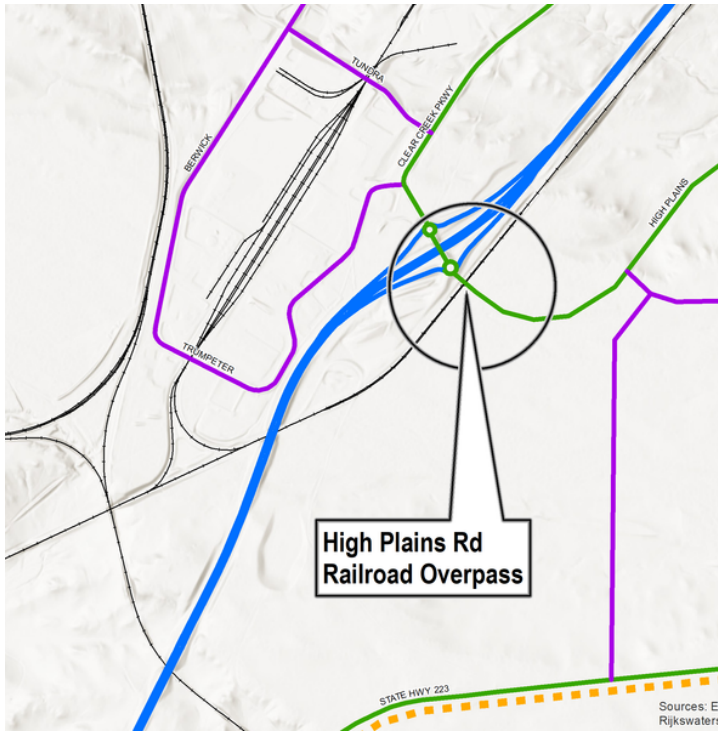
EXISTING DOCUMENTS

The High Plains Road Corridor Study and Appendices from October 2016 can be found at <https://www.plancheyenne.org/project/high-plain-road/>

HIGH PLAINS RR OVERPASS

SCOPE OF WORK

LOCATION



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LETTER OF INTEREST

To be considered, a Letter of Interest must be received by the MPO at the following location before **3:00 p.m. MST on November 2, 2023**:

Contact: Jeffrey M Noffsinger, MPO Director
Address: Cheyenne MPO
2101 O'Neil Avenue, Room 304
Cheyenne, WY 82001
www.plancheyenne.org
Phone: 307-637-6299
Email: jnoffsinger@cheyennecity.org

Any Letter of Interest received after that time shall not be considered. The Letter of Intent may be emailed.

All interested parties may submit inquiries in writing to the MPO by October 27, 2023. Any written question of a proposer regarding the meaning or interpretation of the scope of work must be submitted to the MPO prior to the above specified date. All clarifications given to the proposer shall be similarly furnished to all prospective proposers in summary form as an addendum to the scope of work and placed on the MPO webpage by October 30, 2023. No technical assistance shall be given by the MPO to any proposer in preparation of its proposal.

SELECTION PROCESS

Proposals will be reviewed by a selection committee appointed by the Cheyenne MPO. This committee may be composed of representatives of the City of Cheyenne, Laramie County, Cheyenne MPO, WYDOT, and/or other stakeholders. The committee will conduct interviews for up to three selected consultants responding to this announcement. After interviews are completed, the committee will score the consultants using the Selection Criteria included in this scope of work. One firm will then be selected based on the highest total weighted score. The Cheyenne MPO will proceed to negotiate a contract. The negotiations will focus on finalizing a detailed scope of work and cost for the project. In the event a satisfactory agreement cannot be reached, negotiations will be terminated, and the Cheyenne MPO will then negotiate with the second-place firm. This process will be followed until a mutually satisfactory agreement is reached.

The Cheyenne MPO follows the qualification-based selection found in The Brooks Act, Public Law 92-582. The Cheyenne MPO will award the project to the proposing firm that meets the requirements and best meets the needs of the project.

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SELECTION CRITERIA

Related Work Experience - This evaluates the firm's established expertise and job history as it relates to the services required for the project.

Personnel Qualifications - This evaluates the capability of the firm's staff to perform the required services.

Knowledge of Project - There is usually some benefit to the Department if the consultant has some prior knowledge of the project and required services.

Ability to Meet Project Schedule - This evaluates the firm's ability to meet the requirements of the project schedule. The committee may request a list of current projects that the firm is working on.

Local Presence - This criteria may be used where a local presence will add value to the quality or efficiency of the project delivery, but will still allow for the consideration of a sufficient number of qualified firms. In-state versus out-of-state cannot be considered as part of this criteria. This criteria may only equal up to 10% of the total weighted factors.

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TENTATIVE SCHEDULE

Advertise on MPO Website	October 16, 2023
Deadline for Questions	October 27, 2023
Answers to Questions	October 30, 2023
Letters of Interest Due	November 2, 2023
Select consultants to be interviewed	November 3, 2023
In person and/or virtual interviews held	November 17, 2023

COST

The Cheyenne MPO has \$83,000 budgeted for this project in FY '24 Unified Planning Work Program. The Cheyenne MPO reserves the right to amend the budget, as necessary. The final budget will depend upon the specific and final scope of work and the negotiated fee schedule. If the consultant feels that portions of the work should be done by others, this should be discussed in the interview within the modifications to the scope of work.

ADDITIONAL INFORMATION

The City of Cheyenne is the fiscal agent for the Cheyenne MPO and the awarding of this contract will be sent to the City Governing Body for approval. All proposals received will be considered public information. Consultants are advised that any information considered by them to be trade secret, privileged or confidential data should not be revealed in the proposal. Contents of proposals received and completed rating sheets will be made available to anyone requesting them after the selection process has been completed and the contract has been awarded.

Any or all changes, additions, or clarifications about this project shall be issued by the MPO in the form of written addenda. The MPO is not bound by any oral comment, response, or representation regarding this project.

This project uses federal pass-through funding from WYDOT. If a firm has current approved billing rates or overhead audit with WYDOT, or another state DOT, those rates will need to be used. This requirement also applies to any proposed subconsultants.