

HIGH PLAINS RR OVERPASS

SCOPE OF WORK

QUESTIONS

The Cheyenne MPO received the following questions in regard to the High Plains RR Overpass project by Friday, October 27th.

- To address the Related Work Experience, can project example write-ups be included in the letter, or perhaps as an attachment?
- Is any environmental clearance effort expected to be scoped for the 35% design phase?
- Has any coordination with the BNSF railroad been initiated to date?
- Is there a percentage requirement to utilize M/WBE or DBE firms for the design phase of the project?
- It is anticipated that a multi-discipline team will be required. Should the letter of intent include information about the size of the proposed consultant team, and included a comprehensive list of team members and their roles?
- There are three documents listed in the request as potential submittals from consultants – Letter of Interest, Letter of Intent, and Proposal. Can you please provide clarification of which submittal document you are asking for?
- Though selection criteria are provided, the request does not provide expectations of information to be included in the submittal or other submittal requirements such as a page limit, etc. what are the basic elements/table of contents of the submittal you are expecting?
- It appears that the scope of work consists of producing 35% plans for the future RR overpass. Additional information about the scope of work would be helpful to know for preparing this submittal, such as: public involvement tasks, anticipate design process requirements such as milestone submittals and level of detail, surveying needs, etc. Are you able to provide additional detail at this time?
- Our firm currently holds a Master Services Agreement (MSA) with BNSF and is in the process of renewing that agreement. Does the MPO view this as a conflict of interest? FYI – we are not currently working on any BNSF projects in WY.
- What, if any, is the state of the relationship between BNSF and the Cheyenne MPO?
- Has the MPO completed any projects or have any underway with BNSF?
- Does the LOI response need to be in writing or is emailed sufficient?
- Does the MPO believe that topographical surveying or geotechnical investigation should occur at this stage or can it be accomplished in the next stage (before 60% design submittal)?
- Will there be a DBE level/component to this pursuit?

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ANSWERS

The Cheyenne MPO is simplifying the RFP/RFQ process and implementing a Request for Letters of Interest. There is no minimum or maximum page length. You may submit documentation that best represents your firm's or multi-discipline team's ability to complete this project. Letters of Interest may be emailed to jnoffsinger@cheyennecity.org.

The general Scope of Work is highlighted in the Request for Letters of Interests. The final Scope of Work and contract amount will be negotiated upon selection of the most qualified consultant; however, topological surveying and geotechnical investigation shall be included in this Scope of Work to finalize exact placements, design, and cost of the bridge structure.

To date, there has been no contact with BNSF about this project. It is expected that the selected consultant will initiate the conversation with BNSF to coordinate planning and design. The city has worked with BNSF recently on the Reed Avenue Corridor project.

There are no requirements for MBE, WBE, or DBE firms with this project. It is not anticipated that environmental clearance is needed at this stage of the project. The MPO does not perceive prior relationships with BNSF as a conflict of interest.