

# REQUEST FOR PROPOSALS

## Parsley Boulevard & Wallick Road Extensions Feasibility Study

### Project Location

### Study Corridors

#### Parsley Boulevard Extension

Terry Ranch Road (WYO 223) North to West College Drive (WYO 212)  
Approximate Length: **3.7 miles**

#### Wallick Road Connection

The intersection of Division Avenue & Wallick Road to the intersection of West College Drive & Broken Arrow Road  
Approximate Length: **1.4 miles**



### Cheyenne Metropolitan Planning Organization

2101 O'Neil Avenue, Room 304  
Cheyenne, WY 82001

**Proposals Due March 18, 2026**

## **BACKGROUND:**

The Cheyenne Metropolitan Planning Organization (Cheyenne MPO) hereby requests professional consulting services to prepare a feasibility study for two planned roadway extensions in south Cheyenne. The consultant will conduct all tasks identified in the **SCOPE OF WORK**.

This study will include planning-level base mapping, conceptual roadway alignment evaluation, preparation of approximately **ten percent (10%) conceptual design plans** and planning-level construction cost estimates for each corridor.

## **REQUEST FOR PROPOSALS (RFP)**

The Cheyenne Metropolitan Planning Organization (Cheyenne MPO) is seeking requests for proposals from qualified consultants for the following:

### **Parsley Blvd. and Wallick Rd. Extensions Feasibility Study**

Qualifications based selection criteria will be used to analyze proposals from responding consultants. The most qualified consultant teams will be invited to interview in-person, virtually, or in a hybrid format. Upon completion of technical ranking and interviews, Cheyenne MPO will enter into negotiations with the top ranked firm. **Sealed cost proposals shall be submitted with the RFP**. The cost proposal of the top ranked firm will be opened during contract negotiations. Those firms not selected for direct negotiations will have their unopened cost proposals shredded after a contract has been signed. Cheyenne MPO reserves the right to reject any or all submittals.

All proposals received by 3:30 p.m. (Mountain Time) on Wednesday, March 18, 2026, at the Cheyenne MPO's office will be given equal consideration. Minority, women-owned and disadvantaged business enterprises are encouraged to apply. Respondents must submit one electronic PDF of the proposal, and one sealed hard copy of the cost proposal. The full length of the proposal should not exceed 30 pages (double sided); including any supporting material, cover sheet, resumes, charts, or tables.

A PDF of the proposal may be emailed or delivered by USB. Hard copies of sealed cost proposals shall be delivered to the contact below:

Christopher Yaney  
Cheyenne MPO  
2101 O'Neil Ave, Room 304  
Cheyenne, WY 82001  
307-638-4308

# PROJECT OVERVIEW:

The proposed feasibility study will evaluate two roadway corridors to determine roadway alignment, design considerations, multimodal opportunities, and conceptual construction costs.

## 1. Parsley Boulevard Extension (Project 1)

- **Limits:** Terry Ranch Road (WYO 223) North to West College Drive (WYO 212), tying into the planned intersection at Parsley Boulevard & West College Drive
- **Length:** Approximately 3.7 miles
- **Description:** This corridor traverses mostly undeveloped land east of I-25 and is intended to provide a new north-south arterial connection. The feasibility study will examine roadway alignment, access considerations, intersection treatments, and potential utility and drainage impacts.

## 2. Wallick Road Connection (Project 2)

- **Limits:** The intersection of Division Avenue & Wallick Road to the intersection of West College Drive & Broken Arrow Road
- **Length:** Approximately 1.4 miles
- **Description:** This corridor would serve as an east-west connector improving mobility between South Greeley Highway and West College Drive. The study will review roadway alignment, adjacent land use impacts, intersection control needs, and drainage requirements.

Both corridors are envisioned as future **complete streets**, accommodating automobiles, freight, bicycles, pedestrians, and long-term multimodal enhancements.

## Purpose of Request

The Cheyenne Metropolitan Planning Organization is issuing this Request for Proposals to obtain professional consulting services to conduct a feasibility study for the planned extensions of Parsley Boulevard and Wallick Road in south Cheyenne. The purpose of this study is to evaluate potential roadway alignments, identify constraints and opportunities, and develop conceptual design alternatives and planning-level cost estimates that will inform future transportation investments and decision-making.

The feasibility study will support long-range transportation planning efforts by assessing how these corridors can improve connectivity, mobility, and access in a rapidly growing area of the metropolitan region. The results of this study will provide MPO member jurisdictions with technically sound, implementable information needed to determine whether and how these roadway extensions should advance to future phases of design, funding, and construction.

## **Project Narrative**

The Cheyenne Metropolitan Planning Organization is seeking a consultant with demonstrated qualifications and experience in transportation planning, roadway feasibility analysis, and conceptual design to successfully complete the Parsley Boulevard and Wallick Road Extensions Feasibility Study. The selected consultant must possess the technical expertise necessary to evaluate new roadway corridors from planning through conceptual design, including centerline survey coordination, alignment development, multimodal accommodation planning, and planning-level cost estimation. Given the undeveloped and transitional nature of the study areas, the consultant must also be capable of identifying right-of-way, utility, drainage, and environmental constraints early in the process to ensure that proposed concepts are feasible, implementable, and consistent with local and regional standards.

The scope of work requires a consultant that can effectively coordinate with MPO staff, the City of Cheyenne, Laramie County, WYDOT, utility providers, and other stakeholders while delivering clear, defensible technical analyses and well-documented recommendations. The consultant must demonstrate the ability to follow the established performance tasks outlined in this RFP, meet schedule and budget expectations, and produce high-quality deliverables that support informed decision-making by elected officials and partner agencies. Experience with similar corridor feasibility studies, complete streets planning, and growth-area transportation planning is critical to ensuring that the resulting concepts support long-term mobility, safety, and development goals for the southern Cheyenne area.

## **Scope of Work and Performance Tasks**

The selected consultant shall conduct a comprehensive feasibility study for the planned extensions of Parsley Boulevard and Wallick Road to support long-range transportation planning and future project development. The work shall begin with the collection and review of existing conditions data, applicable plans, and local, state, and regional standards to establish a clear understanding of the project corridors and their planning context. Using planning-level base mapping developed primarily from available datasets, the consultant shall evaluate potential roadway alignments, multimodal opportunities, and corridor constraints to determine overall feasibility.

Based on this analysis, the consultant shall prepare feasibility-level (approximately ten percent [10%]) conceptual roadway designs for each corridor, including preliminary alignment concepts, typical sections, intersection concepts, and access management considerations consistent with complete streets principles. The consultant shall identify potential right-of-way needs, environmental considerations, utility conflicts, and drainage constraints that may influence corridor implementation. Planning-level construction cost estimates shall be prepared based on the conceptual designs and planning-level data, reflecting conceptual quantities and assumptions rather than final design measurements. Throughout the study, the consultant shall coordinate with the Cheyenne MPO, City of Cheyenne, Laramie County, WYDOT, and other stakeholders,

support public and stakeholder engagement consistent with the MPO Public Participation Plan, and document findings and recommendations through draft and final feasibility deliverables intended for planning and decision-making purposes only.

The selected consultant will perform the following tasks for both corridors:

### **Task 1 — Data Collection & Existing Conditions**

Compile existing plans, mapping, zoning, land use, and transportation data relevant to both corridors.

Review applicable City of Cheyenne and Laramie County roadway and development standards. Coordinate with MPO staff, City Engineering, County Public Works, WYDOT, and utility providers as needed.

### **Task 2 — Centerline Survey & Base Mapping**

Develop planning-level base mapping suitable for evaluation of conceptual roadway alignments and feasibility analysis for both corridors. Base mapping shall rely primarily on available aerial imagery, GIS data, LiDAR, existing survey information, and other readily available datasets to establish existing conditions and topography sufficient for conceptual (10%) design.

Limited or targeted field survey work may be proposed by the consultant only if necessary to resolve specific feasibility questions or constraints that cannot be adequately addressed using available data. Any proposed survey effort shall be clearly justified, scoped at a planning level, and subject to prior review and approval by the Cheyenne MPO before proceeding.

### **Task 3 — Conceptual Alignment & Roadway Design (10%)**

Conceptual roadway designs shall be prepared using the planning-level base mapping developed under Task 2, with any targeted survey information incorporated only where approved by the Cheyenne MPO and necessary to support feasibility-level (10%) design. Develop conceptual roadway designs at approximately 10% design level, including:

Horizontal and vertical alignment concepts

Typical roadway cross sections

Conceptual intersection layouts

Access management considerations

Multimodal accommodation opportunities

Identify key constraints that may affect feasibility, including terrain, drainage, and adjacent development.

### **Task 4 — Environmental, Utility, and Right-of-Way Review**

Evaluate potential:

Right-of-way needs

Environmental constraints

Drainage impacts and mitigation concepts

Utility conflicts and relocation considerations

Provide planning-level documentation of major constraints for each corridor.

### **Task 5 — Conceptual Cost Estimates**

Planning-level construction cost estimates shall be developed based on the feasibility-level (10%) conceptual designs prepared under Task 3 and the planning-level base mapping developed under Task 2 and shall reflect conceptual quantities and assumptions rather than final design measurements. Prepare planning-level construction cost estimates for each corridor, including the following:

- Roadway grading and paving,
- Drainage and stormwater infrastructure,
- Intersection improvements,
- Right-of-way acquisition assumptions,
- Multimodal facility allowances

### **Task 6 — Stakeholder Coordination & Feasibility Recommendations**

Conduct coordination meetings with MPO staff and partner agencies at key milestones, including:

- Project kickoff

- Draft concept review

- Final feasibility recommendation

Provide a clear recommendation for next steps, including whether corridors should advance into higher-level design.

### **Task 7 — Deliverables**

The selected consultant shall provide all materials, documentation, and products necessary to support completion of the Parsley Boulevard and Wallick Road Extensions Feasibility Study. Deliverables shall include base mapping and centerline survey information; conceptual alignment exhibits and approximately ten percent (10%) conceptual design plan sheets for each corridor; and planning-level construction cost estimates identifying major roadway, drainage, intersection, right-of-way, and multimodal elements. All technical analyses and recommendations shall be clearly documented and suitable for use by MPO staff and partner agencies in future planning and programming efforts.

The consultant shall prepare draft and final feasibility reports summarizing existing conditions, constraints, alternatives evaluated and recommended next steps. Deliverables shall also include meeting materials, presentation exhibits, and summaries documenting stakeholder and public involvement activities conducted in accordance with the MPO Public Participation Plan. Final deliverables shall be provided in electronic format (PDF and GIS shapefiles) and as two (2) hard copies of the final feasibility report, suitable for public distribution, interagency coordination, and consideration by MPO committees, elected officials, and partner agencies.

All deliverables prepared under this contract are intended for feasibility and planning purposes only, are based on planning-level data and assumptions, and do not constitute preliminary engineering, final design, or construction documents.

**NOTE:** If the consultant wishes to modify or include additional tasks deemed necessary to complete the study, this must be agreed to by Cheyenne MPO before developing a Professional Service Agreement and issuing the notice to proceed.

## **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 Scoring Criteria sheets included in this RFP. One firm will then be selected based on the highest total weighted score. The selected firm's price proposal envelope will be opened, and 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 a qualifications-based selection process consistent with 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.

## **TENTATIVE SELECTION SCHEDULE (*SUBJECT TO CHANGE*)**

RFP on MPO Website	2/23/2026
Legal Ad in Paper #1	2/25/2026
Legal Ad in Paper #2	2/28/2026
Deadline for Questions	3/9/2026
Answers to Questions (Only on PlanCheyenne.org)	3/11/2026
Proposals Due (Delivered to Room 304)	3/18/2026
Select consultants to be interviewed	4/7/2026
In person and/or virtual interviews held	4/14/2026

## **COST**

The Cheyenne Metropolitan Planning Organization has allocated funding for the Parsley Boulevard and Wallick Road Extensions Feasibility Study in the FY 2026 Unified Planning

Work Program. The MPO anticipates a total project budget of \$350,000, inclusive of all labor, direct expenses, and subconsultant costs necessary to complete the scope of work. The final project cost will be negotiated with the selected consultant based on the approved scope of work, staffing approach, and fee schedule, and may be adjusted as necessary to ensure consistency with project needs and available funding.

This project will utilize federal pass-through funds administered through the Wyoming Department of Transportation, and all consultant costs shall comply with applicable federal, state, and local requirements. Consultants with approved overhead or billing rates on file with WYDOT or another state department of transportation shall use those rates in their cost proposal. The MPO reserves the right to amend the project budget or scope of work as necessary during contract negotiations to achieve the most efficient and effective use of available funds.

# First Round Selection Criteria of Proposal

<b>PROJECT: Parsley Blvd. and Wallick Rd. Extensions Feasibility Study</b>				
<b><u>CRITERIA</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>WEIGHT</u></b>	<b><u>SCORE</u> <u>(0 - 10)</u></b>	<b>TOTAL</b>
<b>Planning process</b>	Demonstrated technical expertise and ability of consultant to develop and implement a comprehensive transportation planning process. Such process will foster consensus building between various stakeholders involved in the plan.	<b>10</b>		
<b>Written Proposal quality</b>	Readability, completeness, brevity, and organization of the written proposal.	<b>10</b>		
<b>Applicable education and experience</b>	Education, experience with similar work, and verification of pertinent requirements of Wyoming law concerning the practice of the professional services required.	<b>9</b>		
<b>Performance on past projects</b>	Success on previous projects in the way of project quality, budget, schedule, and cost control.	<b>9</b>		
<b>Project innovations</b>	Ideas or suggestions to improve the schedule, feasibility, cost savings and/or scope of the project.	<b>8</b>		
<b>Familiarity with project</b>	Knowledge of project background, needs, goals, limitations, and special considerations.	<b>8</b>		
<b>Public process and involvement</b>	Demonstrated ability to work with the citizens, public agencies, and private sector. Consultant's ideas, methods and past experiences that will be utilized to obtain public participation.	<b>7</b>		
<b>Adequate resources</b>	Sufficient available staff and equipment to complete the proposed work within the requested time frame.	<b>7</b>		
<b>Equal opportunity</b>	Consultant's record on affirmative action and response to relevant policies regarding minorities, women, and disadvantaged business in employment contracts. (Points awarded as follows: No policy shown in proposal 0 points, policy provided 5 points, demonstrated in team composition 10 points)	<b>5</b>		
<b>Total:</b>				

## Second Round Project Selection Criteria for Interview

<b>PROJECT: Parsley Blvd. and Wallick Rd. Extensions Feasibility Study</b>				
<u>CRITERIA</u>	<u>DESCRIPTION</u>	<u>WEIGHT</u>	<u>SCORE</u> (0 - 10)	<u>TOTAL</u>
<b>Related Project Experience</b>	How do you rate the overall experience and qualifications of the key consultant team and personnel?	<b>8</b>		
<b>Grasp of the Project Requirements</b>	Did the consultant team address the requirements of the Project SCOPE OF WORK?	<b>10</b>		
<b>Ability to Communicate</b>	Overall Impression of the interview (i.e., Organization, teamwork, problem solving ability, and ability to communicate).	<b>9</b>		
<b>Performance on past projects</b>	Success on previous projects in the way of project management, project quality, and ability to meet the schedule.	<b>9</b>		
<b>Project innovations</b>	Did the consultant team offer innovative or creative ideas or value-added alternative scoping to enhance the project?	<b>8</b>		
<b>Familiarity with project</b>	Rate the consultant team's knowledge of the community, project area, project constraints, opportunities, and/ or threats?	<b>10</b>		
<b>Public process and involvement</b>	Did the consultant team demonstrate the program and ability to work with the citizens, public agencies and private sector? Did the consultant team provide past project success and experiences that will be utilized to obtain public participation?	<b>7</b>		
<b>Interview Team</b>	Did the personnel who will be assigned key tasks in the project participate in the interview?	<b>7</b>		
<b>Other</b>	Did the consultant team respond effectively to direct questions or issues raised from the committee? How do you rate the consultant team's planning process, interview preparation, and level of interest?	<b>5</b>		
<b>Total:</b>				