



CASPER AREA

METROPOLITAN PLANNING ORGANIZATION

Working with the public, elected officials, and professional staff to plan our road, trail, bus, and rail systems.

Bar Nunn | Casper | Evansville | Mills | Natrona County | WYDOT

**Request for Proposals
For
Platte Park Bridge Planning and Environmental Linkage (PEL) Study
Project ID: MPO 15-04**

The Casper Area Metropolitan Planning Organization (MPO) of Casper, Wyoming, will accept proposals until **4:00 p.m., local time, January 30, 2015**, from individuals and/or organizations that specialize in traffic planning studies. Five (5) hard copies of the proposal and one (1) electronic copy on a thumb drive shall be submitted to the following individual and address, by the above noted deadline.

Andrew Nelson
Casper Area MPO
200 North David Street
Casper, Wyoming 82601

The Request for Proposal, including a more in-depth Scope of Service definition, is available from Andrew Nelson by calling (307) 235-8255 or on the City of Casper's website at <http://www.casperwy.gov>

Proposals will be evaluated on the Consultant's depth of response to the RFP. Certain Consultants may be selected for personal interviews based on the proposals before a final selection is made. The successful Consultant should be prepared to define service delivery dates and sign a contract no later than March 6, 2015.

Proposals received after the deadline of January 30, 2015 will not be considered. If there are any questions regarding any part of the Request for Proposals, they should be directed to Andrew Nelson at anelson@cityofcasperwy.com (preferred) or (307) 235-8255. Proposals delivered in person should be sealed and hand carried to the Casper City Hall. Mailed proposals should be sent to Andrew Nelson at the above address; both methods of delivery are subject to the proposal deadline date and time. Firms are encouraged to submit proposals as a Disadvantaged Business Enterprise (DBE) or to partner with a DBE for this project.

Andrew Nelson
MPO Manager

Publish
Date: December 15

Platte Park Bridge Planning and Environmental Linkage (PEL) Study
Request for Proposals

Solicited by the
Casper Area MPO
200 North David Street, Room 203
Casper, Wyoming 82601
anelson@cityofcasperwy.com

(307) 235-8255

**This study is being funded through the Federal Highway Administration in cooperation
with WYDOT and the Casper Area MPO.**

Evansville Northern Bridge PEL Study

The Metropolitan Planning Organization of Casper, Wyoming (hereinafter referred to as “MPO”), is seeking proposals from individuals and/or organizations (hereinafter referred to as “Consultant”) specializing in professional planning and engineering consulting services. The proposals should be designed to provide the MPO with the costs of performing the individual services being solicited. The specific nature of the scope of work for the project is outlined in the following Request for Proposals (RFP). Proposals shall be submitted Attn: Andrew Nelson, Casper Area MPO, 200 North David, Casper, WY, 82601, by **4:00 p.m. local time, on January 30, 2015**.

Those firms responding to this request by 4:00 p.m. Mountain Time, on January 30, 2015, will be considered by the MPO and a selection committee according to the process outlined in the section entitled **Submittal Procedures**. The MPO may invite finalists to an interview. See the procurement schedule below for interview dates.



Consultants are advised that proposals should be as responsive as possible to this Request for Proposals. However, Consultants may make exceptions to or propose alternative methods to these provisions without their proposal being disqualified. *These exceptions must be duly noted in the Consultant's response documents.*

Background

The Casper urban area consists of the City of Casper (population 58,000), and suburbs in the Town of Evansville (population 2,800), the Town of Mills (population 3,500), and the Town of Bar Nunn (population 2,500). The entire metropolitan area has a population between 75,000 and 80,000.

The region has undergone significant growth due to the energy boom of the last five years. The area's economy is highly dependent on the energy industry. New commercial areas are being developed, and the rising demand for housing continues. The significant growth requires vigilance in order for the transportation system to support the increased activity in the area.

In particular, the Town of Evansville has faced substantial growth. Situated to the north of I-25, the town has a large residential population and a growing commercial and industrial base. It also has a large growth boundary extending to the northeast of the Casper area. Currently, access to the town is limited to at-grade railroad crossings of the Burlington Northern Santa Fe (BNSF) railroad at Western Avenue, Curtis Street, and Evans Street. When trains pass through the town, all three at-grade crossings are blocked, cutting off emergency services, residents, and commercial traffic.

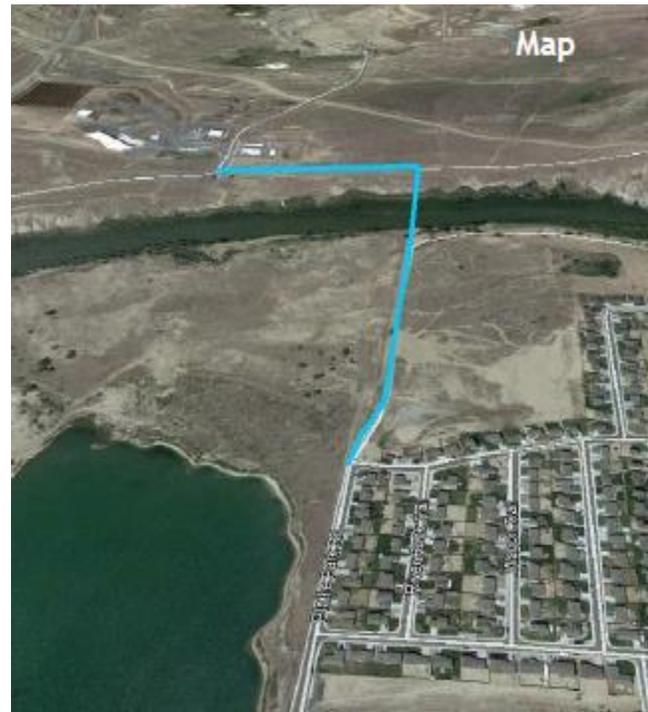
Recently, town administrators commissioned a feasibility study to identify alternative accesses to the town. The top two alternatives were (1) a bridge crossing the North Platte River at Platte Park Road and connecting with Metro Road and (2) another at-grade crossing further to the east of town. An additional crossing would provide enough distance between accesses, allowing at least one crossing to be open at any given time. Ultimately, town officials requested an MPO study examining the northern bridge believing that this would not only provide additional access to town but also open up developable land north of the river in Evansville's growth boundary.

Study Objectives

This project has strong political support from the Town of Evansville and may be funded for construction in the short term future. The purpose of this report is to provide pre-NEPA planning and environmental analysis that will expedite the project through preliminary design, engineering, and the full NEPA process.

Objectives:

- Develop a sound purpose and need evaluation for the proposed bridge.
- Conduct a feasibility study that includes three conceptual plans of the Platte Park Bridge. The approximate location is at the northern terminus of Platte Park Road in Evansville, WY. The bridge should be designed to meet transportation needs projected by the study during a 25 year horizon. The bridge must include pedestrian and bicycle facilities. Provisions should be included for the bridge to be expanded in the future with additional lanes. Provide complete cost estimates associated with the three conceptual



plans for the proposed bridge as described, right-of-way and easement acquisition costs, legal fees, appraisal and right-of-way negotiation, land surveying, design engineering, and construction engineering.

- Evaluate improvements needed to connect the proposed bridge to Metro Road on the north bank of the North Platte River. This connection should include various intersection configurations, including a roundabout.
- Evaluate existing conditions and improvements needed to connect the extended Metro Road to Station Road.
- Create a “no-build” alternative scenario.
- Provide a preliminary assessment of the environmental impacts of each of the scenarios presented in the study and potential mitigation strategies for the same in preparation for a full NEPA report.
- Compile all data in a format that can be integrated with analytic tools located on <http://geosmart.casperwy.gov> for further analysis and policy evaluation.

SCOPE OF WORK

The MPO has budgeted \$52,000 to complete this project.

Federal Requirements

The MPO is seeking a qualified Consultant to provide the defined professional services described herein. The Consultant is expected to be familiar with all Federal regulations regarding Metropolitan Transportation Planning.

While preparing the planning document, the Consultant shall also be guided by the MPO planning requirements contained in Moving Ahead for Progress in the 21st Century (MAP-21) legislation. The Study must discuss the performance measures and targets outlined in MAP-21 that apply to the Study. The national performance goals for Federal Highway programs are:

- (1) Safety—to achieve significant reduction in traffic fatalities and serious injuries on all public roads;
- (2) Infrastructure Condition—to maintain the highway infrastructure asset system in a state of good repair;
- (3) Congestion Reduction—to achieve a significant reduction in congestion on the National Highway System;
- (4) System Reliability—to improve the efficiency of the surface transportation system;

- (5) Freight Movement and Economic Vitality—to improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development;
- (6) Environmental Sustainability—to enhance performance of the transportation system while protecting and enhancing the natural environment; and
- (7) Reduced Project Delivery Delays—to reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The Consultant will present its optimization plan in person to the Casper Area MPO Technical and Policy Committees after completing a final draft. This will consist of one meeting with each committee on separate days. The Consultant will then issue a final report.

Review

This task involves data collection and documentation of existing policy frameworks, assets and opportunities, and an assessment of the condition of the existing facilities the study area. A review of other plans and policies related to this study shall be performed in this task.

Conceptual Planning

The Consultant will develop a plan and cost estimates for improvements including four conceptual designs that include:

1. Option A – No build scenario

2. Option B.

- a. Two 12 foot travel lanes
- b. Two 8 foot parking lanes
- c. 1,800 feet of roadway from 7th Street to the bridge, including curb, gutter, a detached 10 foot pathway on the west side and a five foot sidewalk on the east side of the road and bridge
- d. 1,100 feet of roadway to connect Station Road to Metro Road and the bridge to City of Casper standards, including:
 - i. Standard intersection configuration
 - ii. Roundabout intersection configuration

3. Option C.

- a. Two 12 foot travel lanes
- b. One 12 foot median
- c. Two five foot sidewalks

- d. 1,800 feet of roadway from 7th Street to the bridge, including curb, gutter, a detached 10 foot pathway on the west side and a five foot sidewalk on the east side of the road and bridge
- e. 1,100 feet of roadway to connect Station Road to Metro Road and the bridge to City of Casper standards, including:
 - i. Standard intersection configuration
 - ii. Roundabout intersection configuration

4. Option D.

- a. Two 12 foot travel lanes
- b. 1,800 feet of roadway from 7th Street to the bridge, including curb, gutter, and five foot sidewalks on both sides of the road and bridge
- c. 1,100 feet of roadway to connect Station Road to Metro Road and the bridge to City of Casper standards, including:
 - i. Standard intersection configuration
 - ii. Roundabout intersection configuration

The Consultant shall address the improvements needed to connect Station Road to Metro Road and Metro Road to the bridge. The intersection of Metro Road and the bridge will consider both a standard intersection as well as a roundabout with sufficient size to accommodate emergency and large service vehicles. All roadway connections shall include curb and gutter, sidewalk, ADA ramps, and bicycle lanes and/or pathways. This section will include the cost estimates for the proposed bridge, roadway connections, associated right-of-way, legal, and engineering cost analyses.

The Consultant should plan to accommodate sewer, water, gas, and telecommunications utilities in the future land development that will occur along the bridge and any street connections.

The Consultant shall also consider arterial and collector spacing, access management, and Complete Streets design principles when making recommendations.

The Consultant shall also prepare a no-build alternative plan and include cost estimates for that plan.

Project Schedule

It is anticipated that this study, including presentation of final report to the MPO Committees, will be completed and delivered to the MPO Supervisor within a nine month timeframe, beginning in April 2015 and ending in December 2015.

Draft Report

The Consultant shall provide the MPO with twelve (12) hard copies and one (1) electronic copy on a thumb drive of a draft report for review by the MPO Technical Committee.

Final Report

After final review and acceptance, the Consultant shall provide the MPO with three (3) copies of their final report suitable for reproduction and a copy of the final report on appropriate electronic media.

SUBMITTAL PROCEDURES:

The following general framework should be used in the proposals:

1. Introduction: A brief introduction of the individual(s) or firm(s) involved in the proposal and relevant experience with similar projects.
2. Work Plan: A proposed work plan for project tasks and work products. Please include a scope, schedule, and separate sealed budget. The work plan must show how each task outlined in the scope of services is to be accomplished and the format of the work products. The work plan may show additional suggested tasks or work products that would improve this project's ability to fulfill stated objectives. Also include a proposed project management timeline with appropriate milestones and regular status meetings.

The MPO supports the Natrona Regional GIS Cooperative (NRGC). As part of the work plan, the successful consultant will discuss their strategy for collecting, managing, and transferring data to the MPO for use with the NRGC. The MPO will provide a central contact person for all data concerns.

3. Personnel: Tasking of personnel, including expertise and qualifications of key team members assigned to the project, should be included. A project manager should also be identified.
4. Budget: Include, in a ****SEPARATE SEALED**** envelope, the budget for the tasks, work products, all time and costs, including any work completed by subcontractors.
5. Capacity of the respondent. The respondent's current workload and future project obligations must allow for the timely completion of this project. Do not submit a percentage of time to be spent on this project; a listing of current and obligated future projects will suffice.
6. References: Provide a list of past clients for whom the firm has performed work of a similar nature. For each reference, include a contact name, phone number, email address and mailing address. Include a minimum of four references and no more than seven.

Please verify that the listed reference is still employed by the agency prior to submitting the reference.

Proposals prepared in response to this solicitation must be submitted as five (5) copies plus one electronic copy on or before 4:00 p.m., local time, January 30, 2015, to:

Andrew Nelson
MPO Supervisor
200 North David Street
Casper, WY 82601-1815

Addenda, clarifying questions, exceptions, or other issues with this RFP must be submitted **in writing** (either by letter or email) to Andrew Nelson. Official statements regarding these questions will be processed and uploaded to the City of Casper’s website after two separate cutoff dates.

Cutoff deadline	Responses uploaded
11:59 PM – Jan 2, 2015	Jan 9, 2015
11:59 PM – Jan 16, 2015	Jan 23, 2015

Selection Process:

Evaluation Criteria:

Proposals will be evaluated according to the standards listed below:

1. Conformance with submission requirements. Proposals not meeting the specifications of this RFP will not be considered. Late submissions will not be considered.
2. Work Plan/Project Management. This category will evaluate the proposed project timeline, proposed plan to achieve stated objectives, project management strategies to ensure timely completion, and an evaluation of the consultant team’s capacity given other current and obligated project commitments. (40%)
3. Qualifications, including relevant experience, financial capacity, and staff capabilities. (40%)
4. Qualifications of staff and ability to produce GIS and IT deliverables in a format acceptable to the MPO in a timely manner, including an action plan for working with City staff for the transfer of those files. We care enough about this particular subset of staff qualifications that we attribute a specific weight to it in evaluations. (5%)
5. Conformance with and application of identified MAP-21 performance targets to the project proposal. (5%)
6. Previous experience with Consultant and recommendations from previous employers. (10%)
7. Budgets will remain sealed until the evaluation team selects a proposal for negotiation.

Pre-Proposal Conference:

The MPO does not intend to conduct a pre-proposal conference.

Finalist Interviews:

The MPO reserves the right to conduct in-person interviews with any number of finalists it chooses. If necessary after a preliminary screening, Consultants will be shortlisted and the MPO will hold onsite interviews.

Acceptance:

The MPO reserves the right to reject any and all proposals, to waive informalities and irregularities in proposals, and to enter into a contract with any Consultant based solely upon the initial proposal.

Other Considerations:

All costs associated with preparation, submittal of proposals and interviews shall be borne by the submitting firm. After a firm is selected, contract negotiations will focus on developing a detailed scope of services. In the event a satisfactory agreement cannot be reached, negotiations will be terminated and another firm will be selected. This process will be followed until a mutually satisfactory agreement is reached or the shortlist of the Consultants is exhausted.

Tentative Selection and Project Schedule:

December 12, 2014	RFP released
January 30, 2015	Proposals due
February 2, 2015	Proposal Compliance Review by MPO staff
February 5, 2015	RFP Review/Selection by Technical subcommittee - MPO Supervisor - Four at-large Technical Committee members
February 19, 2015	Finalist Interviews
February 20, 2015	Federal Compliance Review of selected consultant by MPO staff
February 26, 2015	Selected Proposal to MPO Policy Committee
February 27, 2015	Notification of Award
March 6, 2015	Contract Negotiation complete; contract submitted to Casper City Council
March 17, 2015	Contract Authorization by Casper City Council
March 20, 2015	Notice to Proceed (approximate)
April 2015	Project Kickoff
October 30, 2015	Draft Report due
November 30, 2015	Final Draft due
December 18, 2015	Final Report and GIS data package due

Conflicts of Interest:

The qualification statement shall specifically address any possible conflicts of interest and the Consultant's position or response as to whether or not such other work or relationship may be deemed a conflict of interest with this study.

Special Qualifications:

The qualification statement shall identify any specific credentials which might make the Consultant uniquely skilled to provide the requested services. These may include similar work experience related to another community of similar size or a project of similar design.

Subcontractors:

The Consultant shall be responsible to retain and pay for the services of any subcontractor necessary to complete the work. The MPO and the Consultant must mutually agree to the use of any subcontractor which the Consultant desires to retain.

Ownership:

The MPO and participating partners will retain full ownership of any and all data and materials derived from this project. The MPO and participating partners will also retain full control of the distribution, use and sale of these data. The Consultant is prohibited from using or redistributing these data without prior approval of the MPO.

Response Material Ownership:

The material submitted in response to the RFP becomes the property of the MPO and will only be returned to the Consultant at the MPO's option. Responses may be reviewed by any person after a contract is entered into with the successful Consultant. The MPO has the right to use any or all ideas presented in reply to this request. Disqualification of a Consultant does not eliminate this right.

Acceptance of Proposal Content:

The contents of the proposal of the successful Consultant may become a contractual obligation if the MPO wishes to execute a contract based on the submitted proposal. Failure of the successful Consultant to accept these obligations in a contract may result in cancellation of the award and such Consultant may be removed from future solicitations.

Reference Checks:

The MPO reserves the right to contact any reference or any client listed in the documents for information which may be helpful in evaluating the Consultant's performance on previous assignments. Consultant shall include a list of organizations (local and otherwise) for this purpose.

