

# Request for Proposals



## Alley Mid-Block Pedestrian Street Crossings Feasibility Study

Urban Design-Consulting Services  
Issue date:  
December 16, 2025



**Owner:**

Downtown Development Authority  
19 Old Town Square, Suite 230  
Fort Collins, CO 80524

## I. Introduction

The Fort Collins Downtown Development Authority (DDA) is an economic development organization formed to focus redevelopment efforts into the Fort Collins' downtown central business district through the use of tax increment financing. The DDA also sponsors projects that improve the downtown experience adding to the vitality, excitement, activity, vibrancy, diversity and attractiveness of our entire community. Recent DDA public and private development projects include the following:

<b>Public Revitalization Projects</b>	<b>Tax Increment Investments in Private Developments</b>
East Mulberry Street Alley	Woodward Headquarters Campus
Chestnut Street Alley	
Tenney Court North Alley	
West Oak Alley	Uncommon
West Olive Alley	Ginger and Baker
Dalzell Alley	Poudre Garage
Harper Goff Alley	Oak 140
East Myrtle Alley	Cortina
Montezuma Fuller Alley	Pine Street Lofts
Old Firehouse Alleys	Old Town Lofts
Seckner Alley	Home State Bank
Beardmore/Godinez/Reidhead Alleys	Urban Living Lofts
Old Town Square	Northern Hotel
	Union

Such reinvestment in Downtown Fort Collins has reinforced it as the historic, specialty commercial, cultural and governmental center of the city and Larimer County. Fort Collins is vibrant and successful as a major community center. The Downtown district typically generates approximately 11 to 14 percent of the city's total annual sales tax revenues.

## II. Background

In 2004, the Fort Collins Downtown Strategic Plan identified as a "pedestrian strategy," a concept to integrate pedestrian infrastructure in the downtown by dramatically enhancing alleyways that connect street blocks and prominent destinations such as parking structures and Old Town Square. In 2006, the DDA initiated a pilot project which included enhancing the pedestrian-only Trimble Court Alley (connecting College Avenue and Old Town Square) and Tenney Court Alley (connecting Mountain Avenue with the Civic Center Parking Structure). The goal was to elevate the pedestrian experience and increase multimodal use of the alleys by improving infrastructure and aesthetics, therefore improving the overall economic vitality of the downtown.

In 2008, the DDA engaged local design firm Russell+Mills Studios to create a master plan of the alleys (see attached 2008 Fort Collins Downtown Alleys Master Plan Report) between CSU, Downtown and the River District. Beginning in 2010, the first phase of alley enhancements began with the construction of two multi-modal alleys: Montezuma-Fuller and Old Firehouse Alleys. These two installations were followed in 2011 by the construction of the Dalzell Alley enhancements. Two additional square blocks of enhanced alleyways at Old Firehouse Alley East and Godinez/Beardmore/Reidhead Alleys (formerly West Mountain Avenue Alleys) were constructed in 2018. West Oak and Tenney Court Alleys were constructed in 2021 and West Olive, Harper Goff and East Myrtle Alleys were constructed in 2023. Most

recently, construction of the East Mulberry Street and Chestnut Street Alley enhancements are scheduled for completion in late 2025.

Multiple square blocks of the downtown have since been transformed with enhanced, multi-modal alleyways accessible at the “mid-block”. The goal of encouraging increased pedestrian foot traffic has been realized and with it highlighted the need to explore the feasibility of street crossings at the busiest informal connections between enhanced alley segments.

### III. Project Overview

The Downtown Development Authority (DDA) seeks proposals from qualified consultants to conduct a **Mid-Block Crossing Feasibility Study** focused on enhanced alley locations within the Fort Collins, Colorado Downtown Development Authority (DDA) district. The study will examine currently un-improved mid-block crossings at alleys, evaluate which are feasible for enhancement according to regulatory and operational criteria, establish a basic typology of mid-block crossings, and propose a standardized approach for implementation through a basic kit-of-parts framework for each mid-block crossing type.

This feasibility study is not intended to be an in-depth urban design process resulting in concept, schematic or design development level drawings. Rather, the DDA is seeking a simple feasibility analysis that examines the blending of high-level vision with known regulatory requirements that can lead to an opportunity for compromise with local municipal departments with jurisdictional oversight. The feasibility study shall recognize existing mid-block crossings, which are already functioning informally as pedestrian connections, but exhibit the opportunity to be improved for safety and visibility in a more formal manner, though in many instances may not be able to achieve 100% of the regulatory criteria for formal mid-block crossings. Gaining buy-in through a critical thinking lens and engagement process with local municipal departments with jurisdictional oversight is a key outcome of the study.

#### A. Definition: Mid-Block Crossing at Enhanced Alleys

According to the Manual on Uniform Traffic Control Devices (MUTCD), a mid-block crossing is a pedestrian crossing installed at any point other than an intersection, subject to standards for visibility, signage, and appropriate traffic control devices to ensure pedestrian safety.

A Mid-Block Crossing, as defined by the DDA, refers currently to a pedestrian crossing situated between intersections, and located where the DDA has completed the construction of an enhanced alley that connect across a street to a second enhanced alley. These crossings provide critical pedestrian connectivity within high-activity downtown areas and are functioning as an informal crossing by pedestrians today, but without the regulatory control devices that correspond with a standard MUTCD mid-block crossing.

The feasibility study will reconcile these definitions within the local urban context and the regulatory framework to achieve functional, safe, and visually consistent crossing typology with a suggested kit of parts for each crossing type.

#### B. Stakeholders

Key stakeholders to be engaged throughout the process include:

- City Engineering
- City Traffic Engineer and Operations Division
- City Parking Services Division

- FC Moves (City Mobility Team)
- Adjacent Businesses and Property Owners

Consultant engagement must include structured opportunities for dialogue and input from each stakeholder group to ensure final recommendations reflect interdisciplinary perspectives and operational realities. This will be accomplished through a technical advisory committee comprised of DDA, City, and consultant team members. Engagement with business and property owners will occur at a lesser frequency for the purposes of ascertaining operational and access needs of the stakeholders, respectively, and for the purpose of informing mid-block crossing types.

### **C. Goals**

The objectives of this study are to:

- Identify existing, unimproved mid-block alley crossings to better support pedestrian mobility and safety as an opportunity for future improvements.
- Identify, from the downtown's inventory of enhanced alleys, which mid-block crossings are physically and operationally feasible for enhancement based on the following criteria:
  - I. High pedestrian functionality and connectivity.
  - II. Practical compromise between urban design vision and MUTCD safety/regulatory requirements.
  - III. Avoidance of negative operational or economic impacts to adjacent businesses.
- Develop a flexible kit-of-parts for each crossing type, illustrating adaptable design and traffic control elements suitable for varying site conditions. Future design enhancements, not part of the scope of this feasibility analysis, will integrate elements from the kit-of-parts with individual aesthetic design features at mid-block crossings.

### **D. Consultant Qualifications**

Proposals should demonstrate the consultant's qualifications in the following ways:

- Proven success in engaging a wide range of municipal and community stakeholders in urban contexts.
- A strong track record of balancing creative urban vision with compliance to regulatory standards.
- Expertise in traffic engineering, pedestrian safety, and urban design acumen.
- Demonstrated experience working in pedestrian-focused, urban contexts where design innovation and factual safety analysis must coexist.

### **E. Deliverables**

The consultant will produce and present the following deliverables:

- Narrative of existing conditions detailing current alley configurations, pedestrian activity, and traffic operations.
- A detailed evaluation of the alley system to identify feasible mid-block crossing opportunities based on defined project criteria.

- A summary of all reviewed mid-block crossings, clearly identifying those **included** in recommendations for future enhancement (with rationale and typological criteria), and **excluded** from recommendation for future enhancement (with rationale and justification).
- Classification of included crossings by type and compliance level—fully compliant or creatively compromised but within safety limits that achieve a better safety outcome than mid-block crossings that function in their current un-improved condition.
- A high-level kit-of-parts articulating representative examples of devices, materials, and applications suitable for various mid-block crossing conditions.
- A robust engagement budget and plan that accounts for:
  - Technical advisory coordination meetings with City stakeholders. A minimum of 6 technical advisory meetings.
  - Field visits and necessary revisits.
  - One-on-one stakeholder interviews and consultations with business and property owners pre-selected by the DDA. DDA will limit this list to 20 or fewer business and property owner stakeholders.
  - Presentations to decision-making bodies for awareness and feedback.
- Final feasibility analysis report summarizing the process, findings, and recommendations

## F. Project Schedule

Event	Date
RFP Released:	December 16, 2025
Questions Due ( <b>by 3:00 p.m. MST</b> )	January 7, 2026
Responses to Questions:	January 9, 2026
<b>Proposals Due (by 4:00 p.m. MST):</b>	January 15, 2026
(emailed to <a href="mailto:tdangerfield@fcdda.com">tdangerfield@fcdda.com</a> )	
<i>Shortlist by:</i>	<i>January 20, 2026</i>
<i>Interviews:</i>	<i>Week of January 26<sup>th</sup></i>
<i>Award Recommendation to Board of Directors</i>	<i>February 12, 2026</i>

The project schedule dates listed in *italics* above are approximate and may change.

## IV. Instructions to Consultants

### A. Submittal Requirements

Qualified consultants interested in performing the work described in this RFP should submit the following information. The information listed below is in no specific order of importance or organization.

1. Provide an original, signed cover letter identifying your interest and desire to work on this project. The letter must be signed by an officer of the firm.
2. Qualifications of your firm and staff proposed, as well as key consultant team members identified to perform work on this project. This should include resumes of staff. Please include full availability of your key team members to perform work tasks outlined in this RFP.
3. Provide recommendation or commendation letters, awards received and special recognitions your firm may have received as part of similar work.
4. A list of similar projects your firm has completed with the key personnel proposed for this project. Please provide at least three (3) complete references with full contact information. The DDA will contact one or more of your references as part of the selection process.
5. Detail experience your firm has with similar feasibility studies in an urban context. Highlight projects where your firm has engaged and coordinated with diverse stakeholder groups to gather feedback, understand regulatory requirements and gain consensus on design concepts. Discuss how this was achieved and the overall success of the process. Discuss how success is measured.
6. Discuss your project approach to developing the feasibility study, discuss what you see to be the challenges and opportunities in the process and what measures will need to be implemented to address the challenges.
7. Provide a summary (spreadsheet format required) of your estimated costs to produce the outlined in Section E: Deliverables. The summary shall outline the activities for each activity, and indicate the cost per activity with total of hours per estimated labor category, reimbursables and the total project cost. Assume all schedule and work products as outlined in this RFP.
8. Discuss your willingness to enter into the Professional Services Agreement included as part of this RFP and list any exceptions your firm may have to the Agreement.
9. Limit the total length of your proposal to a maximum of **10** individual pages, double sided (excluding covers and dividers). All elements of the proposal, except covers and dividers count towards the page limit.
10. Submit a single electronic copy emailed to Todd Dangerfield, DDA Project Manager at [tdangerfield@fcdca.com](mailto:tdangerfield@fcdca.com) and limit file size to 20MB.

## B. Contacts

**Submit all questions via email by 3:00 p.m. MST on January 7, 2026 to:**

Todd Dangerfield  
Project Manager  
Fort Collins Downtown Development Authority  
(970) 419-8254  
[tdangerfield@fcdada.com](mailto:tdangerfield@fcdada.com)

## V. Terms and Conditions

The payment for services, as described under the Scope of Services, shall be based upon hourly rates provided in the Scope of Services billed up to a **guaranteed maximum; hourly, not-to-exceed amount**. Any changes in scope to the original contract will be treated as a negotiated change order to the contract.

(End of Request For Proposal)

