

Request for Proposals (“RFP”)
Design Concept
For a 9/11 Airport Memorial
Logan International Airport
September 9, 2003

A. INTRODUCTION:

The Massachusetts Port Authority (the “Authority”), which manages Logan International Airport (“Logan Airport”), is inviting proposals for conceptual design (a “design concept”) for an appropriate Logan Airport Memorial to acknowledge the events of September 11, 2001 (“9/11”) and the profound impacts of those events on the Logan Airport community. The memorial is intended as the Logan Airport 9/11 Memorial (the “Airport Memorial”). An on-airport site has been identified. The Authority is inviting submissions for a design concept that is site-appropriate and that responds to the project’s goals, objectives, and requirements as described herein.

The design competition is open to all including artists, design professionals, and the general public. The Authority will not compensate the winning entrant for the design concept; however, it is anticipated that the winning entrant will participate in subsequent design and construction phases and then will be compensated accordingly. Submission materials are required to assist the Authority in the selection process and these materials are described in Section H. PROPOSAL REQUIREMENTS of this document. **The Authority must receive all proposal submissions no later than 4 P.M. on Monday, December 1, 2003. The Authority will not accept late submissions.**

B. PROJECT INTENT:

In a time of unimaginable tragedy, the Logan Airport community demonstrated extraordinary compassion, dedication, and professionalism. The Airport Memorial should acknowledge those qualities, the lives lost, and the impact of 9/11 on all of us. A number of 9/11 memorials are being planned throughout Massachusetts. The Airport Memorial at Logan Airport is intended as a place for personal reflection and remembrance for anyone who has been affected by the events of 9/11, especially the Logan Airport community which includes: the airport and airline employees who lost family, colleagues and friends; the Authority’s and the airlines’ Care Teams who provided support for the grief-stricken; and the airport workers who kept the airport operational. The Airport Memorial will be the Authority’s way of honoring the passengers and crew of the 9/11 flights, especially those members of the Logan Airport community who lost

their lives, and the compassion and professionalism of the Logan Airport work force.

C. GOAL AND OBJECTIVES:

The Authority's goal is to create an Airport Memorial that acknowledges, in a life-affirming manner, the impact of 9/11 on the Logan Airport community. The objectives of the design competition are to identify and advance a design concept for an Airport Memorial that:

- Provides a place for personal reflection and remembrance for anyone;
- Acknowledges the dedication, professionalism and compassion demonstrated by the Logan Airport community;
- Respects the Authority's budget and the Airport's operational and public safety standards and procedures; and
- Complements the airport landscape and airport architecture especially in the vicinity of the proposed Airport Memorial site.

D. SITE DESCRIPTION:

A 1.6-acre parcel has been identified as a suitable site for the Airport Memorial. All or a portion of the site might be utilized depending upon the design concept selected for the Airport Memorial. Please refer to the site plan and images of the existing site that are accessible via the Authority's web site:

www.massport.com/press_news_911am.html. The site is situated at the entrance to Logan Airport's Terminal Area and is located adjacent to the Hilton Hotel and the West Garage. The memorial site was selected because of its visibility, pedestrian accessibility, and proximity to the Hilton Hotel, the center of Care Team operations (Care Teams from the Authority and the airlines administered to the friends and families of the 9/11 passengers). The parcel also is visible from vehicles via the surrounding terminal roadways and from pedestrian routes including the elevated walkways from the West Garage to the Hilton Hotel and Terminal A.

E. PROJECT SCHEDULE:

The Airport Memorial will be a three-phase development:

Phase I - Design Competition: Selection of design concept

Phase II - Design Development: Development of concept through final design and bid package preparation

Phase III - Construction Phase: Contractor selection and construction

After selecting a preferred design concept (Phase I), the Authority will seek a qualified consultant to provide Design Development Services (Phase II). These

services may include landscape architecture and urban design, architecture, lighting design, civil engineering, electrical engineering, cost estimating, construction phase services, and other related disciplines. If design professionals submit the winning design concept and the design professionals possess the requisite skills and expertise to carry the design concept through final design, the Authority may, in its sole discretion, engage the services of those design professionals for Phase II - Design Development Services.

F. BUDGET:

The project budget for design development and construction is estimated at \$1 million. It is anticipated that the design concept consultant, the entrant, selected under this RFP shall participate in the design development (Phase II) and construction (Phase III) phases of the Airport Memorial project, either by assignment to the design development and/or construction team(s), or under separate contract, and shall be compensated accordingly, at a fair and reasonable hourly rate to be negotiated between the parties.

G. DESIGN CONCEPT SELECTION PROCESS:

Authority staff will manage the selection process for the design concept that will involve short-listing up to five design concepts from among the proposal submissions. The short-listed entrants then will be invited to present their individual design concept proposals to a designated selection panel and a preferred design concept will be selected. At a minimum, Authority staff will manage the short-listing process in consultation with senior representatives from the Boston Society of Architects (“BSA”) and the Boston Society of Landscape Architects (“BSLA”). The selection will be based upon the goals, objectives and requirements (including the individual interviews and presentations) as described in this document.

The Authority has established a 9/11 Memorial Design Advisory Committee (the “Committee”) that will advise and recommend a preferred design concept to the Authority. The Committee is comprised of Authority employees, airline representatives, tenants, 9/11 family members, City of Boston officials, the Logan Airport Chaplain, and the Chairpersons of the BSA and a BSLA. The BSA and BSLA representatives will co-chair the Committee.

H. PROPOSAL REQUIREMENTS:

In the spirit of an open competition and to encourage a range of creative design entries, the following base-line criteria have been established for written and visual materials. Each entrant should determine the most effective technique for communicating that entrant’s design concept to the selection committee, visually and in written format. In addition to illustrative graphics and visual materials, an

entrant's submittal must not exceed twelve single-sided (12) pages of written text that include the following:

- A statement of design concept intent
- A description of the Airport Memorial's physical characteristics including project scale and dimensions and project materials
- A discussion of accessibility; how the memorial will be experienced by the public - physically, visually, audibly
- Seasonal and twenty-four hour characteristics
- Estimated project cost for design and construction
- Point of contact for the entrant's submittal (name, phone, address)
- Other additional information

In addition to the maximum twelve pages of written text, each entrant is encouraged to submit visual materials to illustrate and further explain the design concept. Visual materials might include sketches, sections, plans, photomontage, 3-D electronic images video, or CD-ROM. Entrants are encouraged to illustrate their design concepts for an Airport Memorial using scaled drawings.

NOTE: An entrant may submit more than one design concept; however, a complete submission packet must be developed for each individual design concept.

I. REFERENCE MATERIALS

To assist entrants in the preparation of their submission, the Authority is making the following reference materials available via the Authority's website:

- Request for Proposals Document
- Attachment A: Site plan of the proposed Airport Memorial site
- Attachment B: Image of existing site conditions
- Attachment C: View of the future Airport Memorial Site
- Attachment D: Draft Contract

The Authority's website address is:

www.massport.com/press_news_911am.html

Note regarding Attachment D: The successful proposer shall enter into a contract in substantially the same form as the draft contract attached hereto. Certain terms of the contract will be completed in accordance with the terms of the successful proposal. The provisions of Section IV in the contract may be modified, only as deemed necessary or desirable, and approved, by the Authority's Chief Legal Counsel, in his sole discretion.

J. EVALUATION CRITERIA:

Each entrant's proposal will be evaluated on the following criteria:

1. Project understanding and response to GOALS AND OBJECTIVES (Refer to Section C) and requirements as described in this document.
2. Response to PROPOSAL REQUIREMENTS (Refer to Section H.).
3. Quality of submittal materials – the strength and clarity of the written statement of design intent and the success of the visual materials in communicating the design concept.
4. Creativity.
5. Response to budget and project feasibility – the ability of the Authority to construct and maintain the design concept.

The winning proposal will be selected from among the short-listed entries and will be based in large part upon the winning entrant's interview and presentation. The Authority will distribute supplemental criteria and guidelines for these interviews to the short-listed entrants in advance of their presentations.

K. SUBMISSION PROCESS:

The Authority has scheduled pre-submission project briefings to provide opportunities for entrants to ask questions and visit the proposed Airport Memorial site. Two briefings have been scheduled. The first will be held on Wednesday, October 1, 2003 from 10 A.M. to 12 Noon. The second briefing will be held on Wednesday, October 8, 2003 from 2 P.M. to 4 P.M. The briefings will consist of a brief project overview by project staff and a tour of the proposed site. Attendance at either of these briefings is not required, but is strongly encouraged. The briefings are identical; therefore, a prospective entrant does not need to attend both briefings.

The briefings will be held in Room 114 North at the Logan Office Center, One Harborside Drive, Logan International Airport, East Boston, Massachusetts. Directions to the Airport and the Logan Office Center are available on the Authority's website. Directions to Logan Airport are available at: **www.massport.com/logan/getti_direct.html**

Each entrant should submit twenty (20) complete sets of a proposal for a single design concept to:

Ms. Betty Desrosiers
Director of Strategic Projects and Technology Integration
Aviation Department
Logan Office Center - One Harborside Drive
Logan International Airport
Boston, MA 02128

Please note that the Authority will not return an entrant's proposal materials.

The Authority must receive all proposals no later than 4 P.M. on Monday, December 1, 2003. The Authority will not accept late submissions.

Please contact John Krajovic, Manager of Airport Planning, at (617) 568-3559 with any questions about this RFP or the submission requirements.