REQUEST FOR QUALIFICATIONS

A381-D5 FY19-22 TERM AIRFIELD DESIGN SERVICES,

MASSPORT AVIATION FACILITIES,

BOSTON, BEDFORD, AND WORCESTER,

MASSACHUSETTS

SUPPLEMENTAL INFORMATION PACKAGE
LEGAL NOTICE
REQUEST FOR QUALIFICATIONS

The MASSACHUSETTS PORT AUTHORITY (Authority) is soliciting consulting services for MPA CONTRACT NO. A381-D5, FY19-22 TERM AIRFIELD DESIGN SERVICES, AVIATION FACILITIES, BOSTON, BEDFORD AND WORCESTER, MA. The Authority is seeking multiple qualified multidiscipline consulting firms or teams, with proven experience to provide professional services, including planning, design, construction administration, and resident inspection on an on-call, as needed basis. These services are expected to be provided at Boston-Logan International Airport, L.G. Hanscom Field, and Worcester Regional Airport. The Consultant must be able to work closely with the Authority and other interested parties in order to provide such services in a timely and effective manner.

The consultant(s) shall demonstrate experience in several disciplines including but not limited to Civil, Structural, Electrical, Environmental, Geotechnical, Code Compliance, Cost Estimating, Construction Phasing, and Sustainable Design.

The Authority expects to select three (3) consultants. However, the Authority reserves the right to select a different number if it is deemed in its best interest to do so. Each consultant shall be issued a contract in an amount not to exceed ONE MILLION, FIVE HUNDRED THOUSAND DOLLARS ($1,500,000). The services shall be authorized on a work order basis.

A Supplemental Information Package will be available, on Wednesday, February 27, 2019, on the Capital Bid Opportunities webpage of Massport http://www.massport.com/massport/business/bids-opportunities/capital-bids as an attachment to the original Legal Notice, and on COMMBUYS (www.commbuys.com) in the listings for this project. If you have problems finding it, please contact Susan Brace at Capital Programs SBrace@massport.com The Supplemental Information Package will provide detailed information about Scope of Work, Selection Criteria and Submission Requirements.

There will not be a Consultant Briefing for this Request for Qualifications.

By responding to this solicitation, consultants agree to accept the terms and conditions of Massport’s standard work order agreement, a copy of the Authority’s standard agreement can be found on the Authority’s web page at http://www.massport.com/massport/business/capital-improvements/important-documents/. The exception to this standard agreement is the insurance coverage of $10,000,000 minimum is required for commercial general liability. The Consultant shall specify in its cover letter that it has the ability to obtain requisite insurance coverage.

This submission, including the litigation and legal proceedings history in a separate sealed envelope as required, shall be addressed to Houssam H. Sleiman, PE, CCM, FCMAA, NAC, Hon. D.Eng., Director of Capital Programs and Environmental Affairs and received no later than 12:00 Noon on Thursday, April 11, 2019 at the Massachusetts Port Authority, Logan Office Center, One Harborside Drive, Suite 209S, Logan International Airport, East Boston, MA 02128-2909. Any submission which is not received in a timely manner shall be rejected by the Authority as non-responsive. Any information provided to the Authority in any Proposal or other written or oral communication between the Proposer and the Authority will not be, or deemed to have been, proprietary or confidential, although the Authority will use reasonable efforts not to disclose such information to persons who are not employees or consultants retained by the Authority except as may be required by M.G.L. c.66.

MASSACHUSETTS PORT AUTHORITY
JOHN P. PRANCKEVICUS
ACTING CEO & EXECUTIVE DIRECTOR
**Scope of Work:**

The Authority is seeking qualified multidiscipline consulting firms or teams, with proven experience to provide professional services, including planning, design, construction administration, and resident inspection on an on-call, as needed basis. These services are expected to be provided at Boston-Logan International Airport, L.G. Hanscom Field, and Worcester Regional Airport. The Consultant must be able to work closely with the Authority and other interested parties in order to provide such services in a timely and effective manner.

The consultant shall demonstrate experience in several disciplines including but not limited to Civil, Structural, Electrical, Environmental, Geotechnical, Code Compliance, Cost Estimating, Construction Phasing, and Sustainable Design.

The scope of work shall include, but not be limited to:

1. Planning and/or design of new facilities or the upgrade/rehabilitation of existing facilities including, but not limited to, the following airport systems:
   a. Runways, taxiways and apron pavements;
   b. Drainage;
   c. Airfield lighting, signing and marking;
   d. Electrical power and communications;
   e. Computer control/monitoring of airfield lighting and navigation aids.
2. Updating an airport’s AGIS/eALP in accordance with FAA standards,
3. Performing special studies,
4. Investigating pavements and related materials,
5. Airspace penetrations,
6. Safety area improvements,
7. Taxiway/runway aircraft clearance areas,
8. De-icing, and
9. Providing technical reports quantifying environmental impacts to support environmental permitting
10. The Consultant shall have an extensive working knowledge of the Federal Aviation Administration (FAA) rules and regulations. The Consultant shall complete all designs consistent with FAA Design standards to ensure the Authority’s ability to maximize grant potential. Consultant shall comply with all federal contract provisions (e.g., Buy American, Disadvantage Enterprise participation, etc.).
11. Services may include but shall not be limited to conceptual or schematic drawings and outline specifications, preparation of a BIM model and/or Civil 3D (as appropriate), design development or construction drawings and specifications, construction services, resident inspection services, cost estimates and analyses, investigations, reports, value engineering, and energy audits. Consultant may also be required to manage commissioning and closeout of the construction contract.

In recognition that this contract is not specific to any particular area of the airfield, there will not be a Consultant Briefing for this Request for Qualifications.
**Evaluation Criteria:**
The submission shall be evaluated on basis of:

1. current level of experience and knowledge of the team for similar projects, particularly the Project Manager,
2. geographic location and availability of the Project Manager, resident inspectors and other key personnel to be assigned to the project,
3. experience and expertise of subconsultants,
4. demonstrated ability to respond quickly and perform work with minimal disruption to facility operations,
5. familiarity with Massachusetts General Laws (MGL),
6. cost management and scheduling capabilities, (what measures the consultant will take to properly staff the assignments and how their designs will be performed to minimize project costs, and manage potential cost and schedule overruns?)
7. D/M/WBE and affirmative action efforts, Consultant shall indicate its proposed % of D/M/WBE participation, assuming that FAA Grants may be required,
8. current level of work with the Authority,
9. past performance for the Authority, if any,
10. experience with BIM Modeling and/or Civil 3D, and
11. experience with sustainable design concepts and resiliency.

The selection shall involve a two-step process including the shortlisting of a minimum of three firms based on an evaluation of the Statements of Qualifications received in response to this solicitation, followed immediately by a final selection of the consultant by the Authority. The Authority reserves the right to interview the firms prior to final selection, if deemed appropriate.

**Submissions Requirements:**

Each submission shall include a Statement of Qualifications that provides detailed information in response to the evaluation criteria set forth below and include Architect/Engineer & Related Services questionnaires SF 330 (www.gsa.gov/portal/forms/download/116486) with the appropriate number of Part IIs. This contract may involve Federal Grant funds, therefore DBE goals may apply. Certification of the prime and subconsultants shall be current at the time of submittal and the Consultant shall provide a copy of the appropriate certification letter(s) from the Supplier Diversity Office, formerly known as State Office of Minority and Women Business Assistance (SOMWBA) within its submittal.

The Consultant shall also provide an (1) original and eight (8) copies of litigation and legal proceedings information, **signed under the pains and penalties of perjury**, in a separate sealed envelope entitled “Litigation and Legal Proceedings”. See [http://www.massport.com/massport/business/capital-improvements/important-documents/](http://www.massport.com/massport/business/capital-improvements/important-documents/) for more details on litigation and legal proceedings history submittal requirements.

All individuals responsible for technical disciplines shall, upon commencement of the project, be registered Architects or Engineers, in that discipline, in the Commonwealth of Massachusetts.

**The Authority may reject any application if any of the required information is not provided: Cover Letter, Insurance Requirements, Litigation and Legal proceedings, and SF330 Part IIs for the Prime and every sub-consultant. Make sure that in the Cover Letter you mention the Insurance requirements and Litigation and Legal proceedings.**

Submissions shall be printed on both sides of the sheet (8 1/2" x 11"), no acetate covers. An (1) original and eight (8) copies of a bound document AND one PDF version on a disc each limited to:

1. an SF 330 including the appropriate number of Part IIs,
2. resumes of key individuals only - each limited to one (1) page under SF 330, Section E,
3) no more than ten (10) projects each limited to one (1) page under SF 330, Section F,
4) no more than 3 sheets (6 pages) of information contained under SF 330 Section H addressing the evaluation items (except for the litigation and legal proceedings history), and
5) no more than 2 sheets (4 pages) of other relevant material not including a 2 page (max.) cover letter, SDO certification letters, covers, dividers, and other required information.

By responding to this solicitation, consultants agree to accept the terms and conditions of Massport’s standard work order agreement, a copy of the Authority’s standard agreement can be found on the Authority’s web page at http://www.massport.com/massport/business/capital-improvements/important-documents/. The exception to this standard agreement is the insurance coverage of $10,000,000 minimum is required for commercial general liability. The Consultant shall specify in its cover letter that it has the ability to obtain requisite insurance coverage.

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The procurement process for these services will proceed according to the following anticipated schedule:

<table>
<thead>
<tr>
<th>EVENT</th>
<th>DATE/TIME</th>
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<tbody>
<tr>
<td>Solicitation: Release Date and Supplemental Package Available</td>
<td>Wednesday, February 27, 2019</td>
</tr>
<tr>
<td>Consultant Briefing</td>
<td>N/A</td>
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<tr>
<td>Deadline for submission of written questions</td>
<td>Thursday, March 7, 2019 at 12:00PM (noon)</td>
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<tr>
<td>Official answers published (Estimated)</td>
<td>Wednesday, March 13, 2019</td>
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<tr>
<td>Solicitation: Close Date / Submission Deadline</td>
<td>Thursday, April 11, 2019 at 12:00PM (noon)</td>
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Times are Eastern Time (US).

Questions may be sent via email to CPBidQuestions@massport.com subject to the deadline for receipt stated in the timetable above. In the subject lines of your email, please reference the MPA Project Name and Number. Questions and their responses will be posted on Capital Bid Opportunities webpage of Massport http://www.massport.com/massport/business/bids-opportunities/capital-bids as an attachment to the original Legal Notice and on COMMBUYS (www.commbuys.com) in the listings for this project.

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