

MASSACHUSETTS PORT AUTHORITY

**GENERAL CONTRACTOR PREQUALIFICATION
(PURSUANT TO MGL C.149, § 44D½ and 810 CMR 9.00)**

REQUEST FOR QUALIFICATIONS

AND

STATEMENT OF QUALIFICATIONS

FOR

FY 24-27 PASSENGER BOARDING BRIDGES AND BAGGAGE HANDLING SYSTEMS

OPERATIONS REPAIR AND MAINTENANCE

LOGAN INTERNATIONAL AIRPORT

WORCESTER REGIONAL AIRPORT

EAST BOSTON AND WORCESTER, MASSACHUSETTS

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Part One: RFQ

Section I: General Project Information

Awarding Authority:	<i>Massachusetts Port Authority (Massport)</i>
Project Number:	<i>LP2301</i>
Project Name:	<i>Passenger Boarding Bridges and Baggage Handling Systems Operations Repair and Maintenance</i>
Project Location:	<i>East Boston and Worcester, Massachusetts</i>
Project Description:	<i>Operations repair and maintenance of passenger boarding bridges and baggage handling systems at Logan International Airport Terminal B, C and E and Worcester Regional Airport</i>
Submission Deadline: <i>(for submission of SOQs in response to this RFQ)</i>	<i>Wednesday, April 12, 2023 at 12 p.m.</i>
Submission Address	<i>Massachusetts Port Authority 1 Harborside drive East Boston, MA 02128 Attn: Luciana Burdi Director, Capital Programs and Environmental Affairs</i>
Estimated Construction Cost:	<i>\$21,000,000.00 for the initial three (3) year term. The Authority will ask for pricing for the two option years as part of the bid.</i>
Estimated Project Duration:	<i>September 1, 2023 to August 31, 2026</i>
Owner's Project Manager:	<i>Massachusetts Port Authority 1 Harborside Drive East Boston, MA 02128 Attn: Diana Teehan</i>
Project Architect:	<i>n/a</i>
Project Specific Requirements:	<i>The contract is subject to the Massachusetts Prevailing Wage Law. In addition, the Authority may set a MBE/WBE participation goal for the Project for prequalified bidders during the bidding phase.</i>

Section II: Detailed Project Description

SCOPE OF WORK:

The Authority is seeking qualified firm or team, with proven experience to provide management and operations personnel to operate, maintain and repair the existing passenger boarding bridges and baggage handling systems. These services are expected to be provided at terminals at Logan International Airport 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 contractor shall be able to maintain the PBB's in accordance with the original equipment manufacturers and shall be responsible for any necessary repairs to the bridges. The contractor shall be able to maintain the BHS in accordance with requirements of the original equipment manufacturers and the Transportation Security Administration (TSA) for such systems. The contractor shall be responsible for the maintenance of all BHS software and hardware, with the exception of the L3 Examiner 6700 screening devices. The contractor shall also be responsible for any necessary repairs to the system.

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

1. Logan International Airport

a. Baggage Handling Systems

- i. **Terminal B:** The baggage systems in Terminal B are located in four separate bagroom areas. In these bagrooms, the scope of the contract will be limited to the baggage screening-related portions of the systems and will include the envelope of the CBIS and CBRA. All bagrooms meet Planning Guidelines and Design Standards (PGDS) 4.1 and are each equipped with a new CBRA with re-insert and out of gauge functionality.
 1. Bagroom B2 consists of three screening lines and a total of approximately 1,320 linear feet of conveyor equipment which includes power turns, merges and HCDs.
 2. Bagroom B3.4 consists of four screening lines and a total of approximately 800 linear feet of conveyor equipment which includes power turns, merges and HSDs.
 3. Bagroom B6 consists of three screening lines and a total of approximately 800 linear feet of conveyor equipment which includes power turns, merges and HCDs.
 4. Bagroom B7 consists of two screening lines and a total of approximately 500 linear feet of conveyor equipment which includes power turns, merges and HCDs.
- ii. **Terminal C:** The baggage system in Terminal C is located in one main bag room with a primary sortation system that delivers bags to three separate locations in the Terminal. In this bagroom, the scope of the contract will be limited to the baggage screening-related portions of the systems. The main bagroom consists of five screening lines and a total of approximately 2700 linear feet of conveyer equipment which includes power turns, merges and HCDs. This bagroom meets PGDS 4.1 standards and is equipped with a new CBRA with re-insert and out of gauge functionality.
- iii. **Terminal E:** The Terminal E baggage system contains approximately 18,760 linear feet (LF) of conveyor divided among the terminal outbound systems, the inbound customs claim systems, and the inbound domestic claim system. The outbound baggage handling system consists 96 common use ticket counters with six ticketing conveyor subsystems and a single curbside conveyor that deliver checked baggage to one of two baggage screening facilities. The outbound and inbound systems are broken down into the following areas:
 1. The East CBIS screens baggage and sorts between the Recheck make-up unit, the North bag room, or the East bag room. CI4 and CI5 serve the East CBIS and are comprised of approximately 625 LF of conveyor. The East CBIS is served by TC4,

TC5, CS1, and RC1 which total approximately 1,300 LF of conveyor. The East CBIS is comprised of a single transport conveyor, SF1, where baggage is distributed between one of 4 L3 screening machines or an “out of gauge” line. Baggage is screened and cleared by the L3 machines or diverted to the CBRA for manual screening. All bags screened will be directed to the main sortation line, ML1 for distribution to the recheck carousel, the North bag room, or the East bag room. The CBIS has a re-input conveyor and a manual encoding conveyor for problem bags. The conveyors of the CBIS total approximately 1,850 LF of conveyor. The East CBIS is connected to three baggage make-up areas. A recheck facility on the Arrivals level allows baggage input to the East CBIS. The recheck make-up area is an incline plate make-up unit of approximately 220 LF and approximately 500 LF of associated transport conveyor. The North bag room has two incline plate make-up units of approximately 140 LF each, a runout conveyor, and an oversize conveyor, OS2. The total for the bag room, inclusive of all conveyors, the make-up devices, oversize, and runout conveyors is approximately 1,040 LF of conveyor. The East bag room has a single flat plate make-up device of approximately 260 LF, associated feed conveyor, and an oversize conveyor, OS3. The total for the bag room, inclusive of all conveyor, the make-up device, and the oversize conveyor is approximately 1,160 LF of conveyor.

2. The West CBIS screens baggage and sorts between the West bag room and the South bag room. The six systems are CI1, CI2, CI3, and TC1W that serve the West CBIS and are comprised of approximately 915 LF of conveyor. Systems CI3 and CI4 can be configured to serve either the East or West CBIS. The transport conveyors from ticketing to the West CBIS and onto the West bag room are approximately 2,940 LF of conveyor. The West CBIS is comprised of a single transport conveyor SF2 where baggage is distributed to one of 4 L3 screening machines. The screening process in the West CBIS is the same as of the East CBIS. Clear baggage is sorted between the West bag room and the South bag room. ML2 and ML3 move bags to the South bag room and TC1B and TC2B move bags to the West bag room. The West CBIS and associated sortation are comprised of approximately 2,625 LF of conveyor. The West CBIS supplies baggage to the South bag room or the West bag room. The South bag room consists of two flat plate make-up units of similar size, MU10 is approximately 160 LF and MU12 is approximately 155 LF. Both make-up units are fed from ML2 via collection conveyors and tip chutes. The total, inclusive of make-up devices, collection conveyors, and the portion of ML2 in the South bag room is approximately 535 LF. The West bag room consists of two sortation lines, a transfer line, four flat plate make-up units of approximately 100 LF each, and oversize conveyor, OS1. The total, inclusive of make-up devices, all conveyors, and oversize conveyor, is approximately 1520 LF of conveyor. Bags are sorted using 8 pusher diverters and 2 ATRs.
3. The international inbound systems consist of six carousels and associated feed conveyors for the customs claim hall. The customs claim hall contains 5 incline plate claim devices of approximately 210 LF each and 1 incline plate claim device of approximately 130 LF. Each claim device is served by a single feed conveyor. Two manual slides are available for delivery of oversize baggage. The total for the claim hall, inclusive of all claim devices and feed conveyors, is 2,920 LF. The customs hall has two manual slides for oversize baggage along the west wall. Domestic inbound baggage utilizes an oversize conveyor with the capability to sort between standard size baggage and over size baggage. Oversize baggage is delivered to an oversize run-out conveyor, DO1, and standard size baggage is delivered to an incline plate claim unit, IB1, of approximately 140 LF. The system,

inclusive of the oversize, standard size conveyor, and claim device, is 605 LF of conveyor.

b. Passenger Boarding Bridges

- i. **Terminal B:** Common use gates including but not limited to: B35A, B36, B39 & B40
- ii. **Terminal E:** Common use gates including but not limited to: E2, E3, E4, E5, E6, E7, E8, E9, E10 U/L, E11 U/L, E12 U/L, E13, E14 A/B, E15 A/B, E16

2. Worcester Regional Airport

a. Baggage Handling Systems

- i. All inbound and outbound baggage handling systems in Worcester Airport will be included in the scope
 1. Inbound Systems: The subject inbound systems in Worcester Airport will consist of two flat plate carousels (total of approx. 400 linear feet) and four roll up security doors.
 2. Outbound Systems: The subject outbound systems consist of four check-in conveyors and related equipment that is associated with one bagroom.
 3. Bagroom related systems generally include the following: Four Ticket Counter and transport lines (1T1 – 1T3, 2T1 – 2T3, 3T1 – 3T3, 4T1-4T2) fed by a total of four one-segment feeder belts (total of approx. 48 linear feet of conveyor equipment (including feeder belts, power turns, transfers, four security doors, four fire doors, etc.).

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

1. Assume responsibility for the passenger boarding bridges maintenance, operations and repair of all bridge components including all ground power units, preconditioned air units, electronic components, mechanical components and PBB software
2. Assume responsibility for the BHS Systems management, operations, maintenance and repair of the specified Baggage Handling System equipment, including transport, merge and metering conveyors, high speed diverters, vertical sortation units, power turns, fire / security doors, etc.;
3. Assume responsibility for all preventative maintenance tasks;
4. Assume responsibility for all non-scheduled repair maintenance tasks;
5. Assume responsibility for responding to and rectifying all fault conditions (which may or may not have been caused by operational personnel). Examples of these types of faults include baggage jams, motor overloads, E-stop conditions, etc.;
6. Assume responsibility for the procurement of all tools and equipment required to perform the preventive maintenance and repair functions;
7. Assume responsibility to be solely accountable for employees including interviewing, hiring, airport security badging, parking, taxes, salaries, etc.;
8. Provide weekly and monthly status reports to Massport;
9. Accurately record the labor time and any purchases made for spare parts, as required, to obtain labor and spare parts reimbursement under the terms of the Warranty Agreement(s) for the PBB/BHS equipment;
10. Assume the responsibility to cooperate in and coordinate all respects of the project with Massport, TSA, user airlines and/or their representatives. Preventative Maintenance (PM) and non-scheduled maintenance tasks, for example, shall be coordinated with and scheduled around the requirements of the TSA and user airlines' operation;
11. Assume the responsibility to provide and maintain all necessary vehicles that may be required to perform these services including but not limited to scissor lifts, fork-lift trucks, golf carts, etc.;
12. Assume the responsibility to acquire the proper insurance and Airport permits for all vehicles that are owned and operated at the site by the contractor and its employees;

13. Assume the responsibility for procuring, storing and re-ordering Spare Parts as required for the maintenance of the BHS. Maintain a full stock of Spare Parts with, at a minimum, quantities of spare parts equal to or greater than existing inventories for the subject systems at Terminal B, C and E and be responsible for the procurement and re-ordering of all spare parts as required to maintain stock. Assume the responsibility for proper storage of the spare parts and maintaining a clean and organized setting within the allocated spare parts storage space(s). Assume full responsibility to accurately record the spare parts purchases, as required, to obtain reimbursement from Massport;
14. Assume responsibility for staffing of the system to eliminate jams at the entrance tunnels of EDS machines;
15. Assume responsibility at Terminal E to obtain, maintain, retrieve and restock baggage tubs as needed;
16. Assume responsibility for maintain bridges during snow events, including removing snow from bridges and around bridge footprint
17. Assume responsibility for training air carrier staff on use of all systems at all associated terminals
18. Assume the responsibility for the production, management and execution of contingency plans to provide 100% availability of BHS and PBB's
19. Assume responsibility to staff the BHS systems during all hours of operation, seven days per week to perform management, operations, maintenance and repairs with full time, on-site staff;
20. Prepare monthly, quarterly and annual audits and reports on supply and stock of spare parts;
21. Assume responsibility at Terminal E, to coordinate with the air carriers to manage and optimize the effectiveness of the available conveyor systems to match the scheduled arrival and departure times.
22. Responsibility to upgrade and adjust control systems and software.
23. Assume responsibility to monitor product bulletins issued by the manufacturer or others for all system components and advise Massport of all material matters contained therein.

Section III: General Instructions

In response to this RFQ, interested General Contractors are required to submit a Statement of Qualifications ("SOQ") application package as follows:

A. Contents Of Statement Of Qualifications Application Package

- a. The required *SOQ application* package consists of the following:
 - i. GC RFQ Form 2
 - ii. Schedules A through K to GC RFQ Form 2;
 - iii. All supporting documentation referenced and required therein; and
 - iv. Required number of copies of items 1-3 above.

B. Submission Deadline: See Section I: General Information

- a. An original and ten (10) complete copies of the interested General Contractor's SOQ application package must be received by Massport on or before the Submission Deadline as set forth in Section I, as determined by Massport's date/time stamp. All envelopes should be mailed or delivered to the address in Section 1.
- b. *SOQ application packages received by Massport later than the Submission Deadline specified in Section I will be rejected and returned to the respondent General Contractor. Respondent General Contractors are cautioned to allow sufficient time for mailed materials to be received. Telecopied, faxed, or e-mailed qualifications will not be accepted. Awarding Authority shall not be responsible for mail not received, deliveries not made, or SOQ application packages not received by the date and time set forth in Section I.*

In response to this RFQ, interested General Contractors are required to submit a Statement of Qualifications (“SOQ”) application package as follows:

A. Contents Of Statement Of Qualifications Application Package

- a. The required SOQ application package consists of the following:
 - i. GC RFQ Form 2
 - ii. Schedules A through K to GC RFQ Form 2;and
 - iii. all supporting documentation referenced and required therein
- b. Submission Deadline: See Section I: General Information
 - i. *SOQ application packages received by Massport later than the Submission Deadline specified in Section I will be not be accepted.*

Additional information as follows:

B. RFQ Informational Meeting (if applicable)

- a. N/A

C. Optional Site Visit

- a. N/A

D. Information Questions

- a. Informational questions can be submitted to CPBidQuestions@massport.com by 1 p.m. Wednesday, April 5, 2023.

E. Review/Availability of Contract Documents

- a. Drawings, specifications and other documents will not be available to respondent General Contractors during the RFQ Phase.

F. Subcontractor Prequalification

- a. N/A

G. Additional Instructions

- a. See Section VII: Additional Information for additional instructions regarding the prequalification process.

Section IV: Overview of Prequalification Process

- This Request for Qualifications (“RFQ”) is issued pursuant to M.G.L. c. 149, § 44D½. Firms interested in providing General Contractor services for the construction of the project described in Section I and Section II (“the Project”) MUST submit a Statement of Qualifications (“SOQ”) in response to this RFQ to Massport as instructed in Section III and Section VIII, herein.
- The General Contractor selection process for this Project is a two-phase process as set forth in M.G.L. c. 149, § 44D½. The project delivery method for construction will be under M.G.L. c. 149. Massport is prequalifying firms interested in providing General Contractor services for the Project through this RFQ prequalification process.
- Massport, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in the award of the contract.

*****IMPORTANT NOTICES*****

Participation in the Bidding Phase of this Project will be limited to ONLY those General Contractor firms who have submitted an SOQ (and required supporting documentation) in response to this RFQ and that have been deemed prequalified by Massport. General Contractors that fail to respond to this RFQ and submit a SOQ with the required supporting documentation by the Submission Deadline set forth in Section I and General Contractors that have not been deemed prequalified by Massport shall be automatically disqualified from bidding on this Project.

Massport is prequalifying General Contractors for this Project. Therefore, responses to this RFQ will be considered ONLY for the prequalification of General Contractors that, if deemed prequalified will be invited to submit a bid pursuant to M.G.L. c. 149, § 44E.

*****IMPORTANT NOTICES*****

Section V: Administration/Schedule for Prequalification Process

A. “Two Phase” Selection Process

- a. Selection of the General Contractor for the Project will be conducted in a two-phase process as set forth in M.G.L. c. 149, § 44D½. General Contractor firms must first be prequalified in the Phase One – RFQ/Prequalification Phase in order to bid on the Project in Phase 2 – Bidding Phase.

i. Phase One – RFQ/Prequalification Process

1. **Submission Of Statement Of Qualifications (“SOQ”)** - Interested General Contractor firms must submit a completed SOQ; completed Schedules A through K, and all required supporting documentation referenced therein in response to this RFQ by the Submission Deadline set forth in Section I.
2. **Prequalification Committee** –Massport has appointed a Prequalification Committee to review and evaluate the SOQs (and supporting documentation) submitted by interested General Contractors. The Prequalification Committee shall consist of seven (7) representatives from Massport.
3. **Evaluation By Prequalification Committee** - The Prequalification Committee shall meet as necessary to evaluate and review the SOQs (and supporting documentation) submitted by each respondent General Contractor firm in accordance with the evaluation criteria set forth in Section VI.
4. **Notice To Respondent General Contractors** – Massport anticipates concluding the RFQ evaluation and review process within the time set forth in Section V(B) herein. Upon completion of the evaluation and review process described herein, the Prequalification Committee shall provide written notice to all respondent General Contractors as to whether they are deemed prequalified or not. Prequalified General Contractor firms shall also be invited to participate in Phase Two, the Bidding Phase of the

General Contractor selection process.

ii. **Phase Two – Bidding Phase**

1. General Contractor firms determined in *Phase One* by the *Prequalification Committee* to be prequalified will be invited to bid on the Project. **Only firms deemed prequalified during Phase One – RFQ/Prequalification Phase will be permitted to participate in Phase Two, the Bidding Phase. Firms that are not prequalified by the Prequalification Committee and firms that do not participate in the RFQ phase will be precluded from participating in Phase Two - the Bidding Phase.**

B. Anticipated Schedule For Prequalification/Bidding

Anticipated Completion of Prequalification Evaluations:	Monday, April 17, 2023
Anticipated Bid Documents to Prequalified Bidders:	Thursday, April 20, 2023
Mandatory Pre Bid Meeting for Prequalified Bidders:	Friday, April 28, 2023
Anticipated Notice To Proceed:	June 16, 2023
Anticipated Construction Schedule:	September 1, 2023 – August 31, 2026

Section VI: Evaluation Procedure/Criteria for Prequalification Selection

A. Sources of Information Considered

- a. Respondent General Contractors must submit Thursday, April 20, 2023 documentation for the four (4) statutory evaluation criteria categories listed herein. Prequalification will be based on the submitted information and materials as well as information on prior project performance, information obtained from references, information obtained from governmental agencies and entities, information contained within DCAMM’s certification files, and such other information as may be obtained relating to the evaluation criteria categories. The Prequalification Committee may also request and review additional information as necessary to clarify or supplement the information provided to or obtained by Massport.
- b. Do not include superfluous material. You must include the SOQ Response Form, GC RFQ Form 2 and Schedules A through K attached hereto. You must give complete and accurate answers to all questions and provide all of the information requested. Making a materially false statement in this SOQ submission is grounds for rejection and debarment.

B. Evaluation Procedure

- a. As set forth herein and in accordance with M.G.L. c. 149, § 44D½ and 810 CMR 9.00, Massport has established a Prequalification Committee for the purpose of reviewing and evaluating responses to this RFQ. The Prequalification Committee shall evaluate interested General Contractors based on the evaluation criteria set forth herein and assign points for each evaluation criterion category and subcategory provided herein. The Prequalification Committee shall prepare a written evaluation score form for each

respondent General Contractor that provides a composite point rating and a specific point rating for each of the evaluation criterion set forth in M.G.L. c. 149 and herein. The Prequalification Committee shall only prequalify those General Contractor firms that have achieved the minimum points required in each category set forth herein and a minimum total score of seventy (70) points.

- b. Only General Contractor firms achieving the minimum score required in each evaluation category set forth herein, as well as a minimum total score of seventy (70) points overall shall be prequalified and invited to submit bids consistent with M.G.L. c. 149, § 44E. An interested General Contractor's score shall be made available to the General Contractor upon request.
- c. The decision of the Prequalification Committee shall be final and shall not be subject to appeal except on grounds of fraud or collusion.

C. Criteria for Prequalification

- a. SOQs must be submitted on the GC RFQ Form 2 attached hereto. Interested General Contractors submitting a SOQ and supporting information in any other form will not be prequalified. The Prequalification Committee shall review and evaluate the information submitted by interested General Contractors in accordance with the statutory point scheme set forth in M.G.L. c. 149, § 44D½. Also in accordance with § 44D½, the RFQ shall set forth the available points for each evaluation sub-category in order to provide interested General Contractors prior notice of the points available in each sub-category.

i. Management Experience - (50 points available in this category; minimum of 25 points required in this category for prequalification approval)

1. **Business Owners:** Provide the name, title, including a detailed description of the role and job responsibilities, scope of work and numbers of years with the firm for each of the business owner(s) of the firm. If the respondent General Contractor is a partnership, YOU MUST provide the requested information for each general and limited partner. If the respondent General Contractor is a corporation or limited liability company, YOU MUST provide the requested information for each officer, director and/or member. (4 points available)
2. **Management Personnel:** Provide the name, title, including a detailed description of the role and job responsibilities, scope of work, education, construction experience, years with the firm and list of all projects completed for all management personnel who will have any direct or indirect responsibility over the Project, including but not limited to project executives, project managers, field superintendents and field engineers. (15 points available)
3. **Similar Project Experience:** Provide the project name(s), description, scope of work, original contract sum, final contract sum with explanation, and date of completion for each and every similar project undertaken by the firm in the last five (5) years of the same approximate dollar value and level of complexity as the Project. (15 points available)
4. **Terminations:** Provide a list of any projects on which the firm was the General Contractor and was terminated, held in default, or failed to complete the work. Include the name of the project, the timeframe of the project and circumstances surrounding the termination or default. (Note: Awarding Authority may elect to limit reporting time period. (4 points

available)

5. **Legal Proceedings:** Provide information regarding each and every legal proceeding, administrative proceeding and arbitration pending against the General Contractor. In addition, provide information regarding each and every legal proceeding, administrative proceeding or arbitration concluded adversely to the General Contractor within the past five (5) years, which relate to the procurement or performance of any public or private construction contract.(4 points available)
 6. **Safety Record:** Provide the three (3) year history of the General Contractor's workers' compensation experience modifier. In addition, provide documentation from the General Contractor's insurance carrier supporting the rating history provided. (4 points available)
 7. **MBE/WBE and Workforce Compliance Record:** Provide information and evidence of the General Contractor's compliance record with respect to Minority Business Enterprise and Women Business Enterprise goals and workforce inclusion goals for all projects completed during the past five (5) years which had such goals. (4 points available)
- ii. **References - (30 points available in this category; minimum of 15 points required in this category for prequalification approval)**
1. **Project References:** Provide reference information for owners and architects for each and every project listed in your response to Section VI(C)(1)(c). Information provided shall at least include project name and the names of the owners and architects, with current address, current telephone and fax numbers, and contact person for each. Note: The Prequalification Committee may also consider project reference information and project evaluations obtained from the Update Statement, DCAMM's certification files and information provided in response to Subsection 2(c) herein. (15 points available)
 2. **Credit References:** Provide a minimum of five (5) credit references, including the telephone and fax numbers of a contact person from key suppliers, vendors and banks. (7.5 points available)
 3. **Public Project Record:** Provide a list of all completed public building construction projects (as defined by M.G.L. c. 149, § 44A) worked on during the past three (3) years with the project name, scope of work, contract value, start date, completion date, status of the project, owner's name (including address, telephone number, fax number, and contact person) and architect's name (including address, telephone number, fax number and contact person). (7.5 points available)
- iii. **Capacity to Complete Projects - (20 points available in this category; minimum of 10 points required in this category for prequalification approval)**
1. **Audited Financial Statement:** Submit an audited financial statement for the most recent fiscal year. The financial information submitted shall remain confidential and shall not be a public record. (10 points)
 2. **Revenue:** Submit revenue under contract for the next three (3) years. (10 points)
- iv. **Mandatory Requirements - (no points assigned)**
1. **Bonding Capacity:** Interested General Contractors must provide a

commitment letter (from a surety company licensed to do business in the Commonwealth of Massachusetts and whose name appears on the United States Treasury Department Circular 570) for payment and performance bonds in an amount equal to or greater than one hundred percent (100%) of the estimated construction cost for Project as set forth in Section I.

2. DCAMM Certification: Interested General Contractors must provide a currently valid Certificate of Eligibility issued by DCAMM to the General Contractor pursuant to M.G.L. c. 149, § 44D, showing a single and aggregate capacity rating sufficient for the Project.
3. Update Statement: Interested General Contractors must provide a current and completed Update Statement prepared by the interested General Contractor.

Section VII: Additional Information

A. Status of Request for Qualifications

- a. This RFQ is solely a request for information. It does not represent an offer nor does it confer any rights on any respondent General Contractor. Massport shall not be responsible under any circumstances for any costs incurred by any respondent General Contractors to this RFQ. Massport reserves the right to cancel this procurement at any time if it is in its the best interest to do so.

B. Treatment of Information Submitted

- a. With the exception of the required audited financial statements, Massport shall have no obligation to treat any information submitted by an interested General Contractor in or in connection with a SOQ as proprietary or confidential unless Massport determines that the information legitimately requires such treatment. In such case, Massport's obligation with respect to protection and disclosure of such information shall at all times be subject to applicable laws. Massport shall have the right to use all or portions of the SOQ, as it considers necessary or desirable in connection with the Project. By the submission of a SOQ, the respondent General Contractor thereby grants to Massport an unrestricted license to use the SOQ, including all materials submitted therewith, in connection with the project.

C. Communication Between Awarding Authority and Respondent General Contractors

- a. Unauthorized communications or contact between General Contractors, their employees, agents or other related entities interested in submitting a SOQ and Massport, the project designer, the project manager, or any other person or entity participating on the Prequalification Committee with regard to the Project are strictly prohibited. The only authorized communications shall be 1) inquiries to Massport for general information about obtaining the RFQ, RFQ submission deadlines, and the existence of any relevant addenda to the RFQ; and 2) inquiries made at the official Pre-RFQ Submission meeting held by Massport.
- b. Contractor shall be required to acknowledge receipt of all addenda on the RFQ Proposal Response Form included in the RFQ package. Massport will post addenda in the listing for this Project. It shall be the sole responsibility of the respondent General Contractor to ascertain the existence of any and all addenda issued by Massport.
- c. From the date of issuance of this RFQ, any respondent General Contractor that contacts directly or indirectly any member or employee of Massport, or the project designer, or the project manager, or any member of the Prequalification Committee in connection with the selection process or the contract contemplated herein for this project is subject to

disqualification.

Part Two: Forms To Be Completed By General Contractors

Statement of Qualifications Application for General Contractors

GC RFQ Form 2

Note: See Sections III and VII of Part One, the RFQ for this Project, for instructions on completing this Statement of Qualifications and accompanying Schedules A through K.

Project Name:	<i>Passenger Boarding Bridges and Baggage Handling Systems Operations, Repair and Maintenance</i>
Project No:	LP2301
Awarding Authority:	Massachusetts Port Authority
General Contractor Name:	
General Contractor Mailing Address:	
General Contractor Street Address:	
Telephone Number:	
Contact Person/Title:	Diana Teehan, Manager, Contract Services

1. Management Experience - (50 points available; minimum of 25 points required for prequalification approval)

- a. ***Business Owners (4 points):*** Interested General Contractors MUST COMPLETE Schedule A and MUST ATTACH to it a resume for each and every business owner of your firm as set forth in Section VI(C)(1)(a) of Part One, the RFQ for this Project.
- b. ***Management Personnel (15 points):*** Interested General Contractors MUST COMPLETE Schedule B and MUST ATTACH to it a resume for each and every person who will have any management responsibility, direct or indirect, for the Project, including, but not limited to, project executives, project managers, field superintendents and field engineers, as set forth in Section VI(C)(1)(b) of Part One, the RFQ for this Project.
- c. ***Similar Project Experience (15 points):*** Interested General Contractors MUST COMPLETE Schedule C and list similar projects for the last [Awarding Authority To Set Reporting Time Period] years. For each project, you must include the name, description of project, description of your firm’s scope of work, original contract sum, final contract sum (with explanation) and date completed. For the purpose of this RFQ, “similar projects” shall be defined as defined in Section VI(C)(1)(c) of Part One, the RFQ for this Project.
- d. ***Terminations (4 points):*** Interested General Contractors MUST COMPLETE Schedule D and list each and every project on which your firm was terminated or failed to complete the work as set forth in Section VI(C)(1)(d) of Part One, the RFQ for this Project.
- e. ***Legal Proceedings (4 points):*** Interested General Contractors MUST COMPLETE Schedule E and list any and all legal proceeding or administrative proceeding or arbitration currently pending against your firm. Interested General Contractors must also list each and every legal proceeding or administrative proceeding or arbitration concluded adversely against your firm within the past five (5) years as set forth in Section

- VI(C)(1)(e) of Part One, the RFQ for this Project
- f. **Safety Record (4 points):** Interested General Contractors MUST COMPLETE Schedule F and provide the three (3) year history of its workers' compensation modifier rating as set forth in Section VI(C)(1)(f) of Part One, the RFQ for this Project, and MUST ATTACH to Schedule F documentation from its insurance carrier supporting the ratings reported therein or no points may be awarded.
 - g. **MBE/WBE and Workforce Compliance Record (4 points):** Interested General Contractors MUST COMPLETE Schedule G and provide copies of documents providing evidence of the firm's compliance record with respect to Minority Business Enterprise and Women's Business Enterprise participation goals and workforce inclusion goals for each and every project completed during the past five (5) years that had a contractual MBE/WBE participation goal or minority and women workforce goals as set forth in Section VI(C)(1)(g) of Part One, the RFQ for this Project. In addition, interested General Contractors MUST ATTACH documentation supporting the actual participation and inclusion amounts reported in Schedule G.
2. **References - (30 points available; minimum of 15 points required for prequalification approval)**
- a. **Project References (15 points):** Interested General Contractors MUST COMPLETE Schedule H and provide project references from owners and architects for all projects as required in Section VI(C)(2)(a) of Part One, the RFQ for this Project.
 - b. **Credit References (7.5 points):** Interested General Contractors MUST COMPLETE Schedule I and provide a minimum of five (5) credit references as required in Section VI(C)(2)(b) of Part One, the RFQ for this Project.
 - c. **Public Project Record (7.5 points):** Interested General Contractors MUST COMPLETE Schedule J and list all completed public building construction projects completed by your firm during the past three (3) years as required in Section VI(C)(2)(c) of Part One, the RFQ for this Project.
3. **Capacity to Complete Project - (20 points available; minimum of 10 points are required for prequalification approval)**
- a. **Audited Financial Statement (10 points):** Interested General Contractors MUST ATTACH to the GC RFQ Form 2 an audited financial statement for the most recent fiscal year (may be submitted in a sealed envelope). (Note: whether submitted in a sealed envelope or not, such audited financial statements shall not be considered public records).
 - b. **Revenue Under Contract (10 points):** Interested General Contractors MUST COMPLETE Schedule K and list revenue under contract for the next three (3) fiscal years. Such financial information shall not be considered public records.
4. **Mandatory Requirements: (no points are assigned)**
- a. **Payment and Performance Bonds:** Interested General Contractors MUST ATTACH to the GC RFQ Form 2 a commitment letter (from a surety company licensed to do business in the Commonwealth of Massachusetts and whose name appears on United States Treasury Department Circular 570) for payment and performance bonds in an amount equal to or greater than one hundred percent (100%) of the estimated construction cost of this Project.
 - b. **Certificate of Eligibility:** Interested General Contractors MUST ATTACH to the GC RFQ Form 2 a currently valid Certificate of Eligibility (issued by DCAMM) showing a single and aggregate capacity rating sufficient for the Project.
 - c. **Update Statement:** Interested General Contractors MUST ATTACH to the GC RFQ Form 2 a current and completed Update Statement.

5. Execution Requirements

- a.** RFQ Response Checklist: Before signing and submitting its SOQ application package for this Project, interested General Contractors are advised to carefully review the RFQ Response Checklist – GC RFQ Form 3.
- b.** Acknowledgement of Addenda. By signing below, the interested General Contractor acknowledges receipt of the following addenda to this RFQ: [Insert Addenda #]
- c.** Incomplete or Inaccurate Information: Failure to accurately and completely provide the information requested may result in the disqualification.
- d.** Authorization to Sign: This form **MUST** be signed by an officer of the firm or an individual so authorized by an officer of the firm who has personal knowledge regarding the information contained herein.
- e.** Debarment Status: By signing below, the interested General Contractor certifies that it is not currently debarred from performing public work for the Commonwealth of Massachusetts or the Federal Government.

SIGNED UNDER THE PAINS AND PENALTIES OF PERJURY:

Signature: _____

Print Name:
Title:
Telephone:
Date:

[Insert GC Firm Name]

SCHEDULE B – MANAGEMENT PERSONNEL: Interested General Contractors **MUST** provide the following information and attach a copy of the resume for each and every person who will have any direct or indirect management responsibility for the Project, including but not limited to, project executives, project managers, project superintendents, etc. in accordance with Section VI(C)(1)(b) of *Part One*, the *RFQ* for this Project.

NAME	TITLE	ROLE/JOB RESPONSIBILITIES/ SCOPE OF WORK	# OF YEARS W/FIRM	EDUCATION/EXPERIENCE	COMPLETED PROJECTS

[Insert GC Firm Name]

SCHEDULE D - TERMINATIONS: Interested General Contractors are required to list each and every project on which it was terminated or failed to complete the project as set forth in *Section VI(C)(1)(d)* of *Part One*, the *RFQ* for this Project.

PROJECT NAME & LOCATION	SCOPE OF WORK PERFORMED	CONTRACTED WITH	START & END DATES	ESTIMATED CONTRACT AMOUNT	% COMPLETE	REASON FOR TERMINATION

[Insert GC Firm Name]

SCHEDULE E - LEGAL PROCEEDINGS: Interested General Contractors are required to list each and every legal proceeding, administrative proceeding or arbitration currently pending and each and every legal proceeding, administrative proceeding and arbitration concluded adversely against it within the past five (5) years as set forth in *Section VI(C)(1)(e)* of *Part One*, the *RFQ* for this Project.

PROJECT NAME & LOCATION	PROJECT OWNER	DESCRIPTION OF LEGAL PROCEEDING (include caption of case, parties, location of proceeding, description of the dispute or enforcement action and status and/or outcome)

[Insert GC Firm Name]

SCHEDULE F – SAFETY RECORD: Interested General Contractors are required to provide the three (3) three year history of its workers’ compensation experience modifier and attached documentation from its insurance carrier supporting the ratings reported herein as set forth in *Section VI(C)(1)(f) of Part One*, the *RFQ* for this Project.

YEAR	WORKERS’ COMP. EXPERIENCE MODIFIER	COMMENTS

[Insert GC Firm Name]

SCHEDULE G – MBE/WBE and WORKFORCE COMPLIANCE RECORDS: Interested General Contractors are required to list each and every project completed within the last five (5) years that had contractual MBE/WBE participation goals or minority and women workforce goals. For the actual participation or workforce inclusion amounts listed, you must attach documentation from the owner supporting the amount reported. In addition, if the goals were not met, then you must explain why and indicate whether any sanctions or penalties were imposed.

PROJECT NAME, LOCATION & AWARDED AUTHORITY	CONTRACT VALUE	MBE GOAL	ACTUAL MBE PARTICIPATION	WBE GOAL	ACTUAL WBE PARTICIPATION	WORK-FORCE GOALS	ACTUAL WORK-FORCE PARTICIPATION	IF GOALS NOT MET EXPLAIN WHY	SANCTION OR PENALTY AND AMOUNT

[Insert GC Firm Name]

SCHEDULE H - PROJECT REFERENCES: Interested General Contractors are required to list references for prior work your firm has performed as set forth in *Section VI(C)(2)(a)* of *Part One*, the *RFQ* for this Project.

PROJECT TITLE	COMPANY NAME	CONTACT PERSON/ADDRESS	TELEPHONE#	FAX#
	OWNER: DESIGNER:			
	OWNER: DESIGNER:			
	OWNER: DESIGNER:			
	OWNER: DESIGNER:			
	OWNER: DESIGNER:			

[Insert GC Firm Name]

SCHEDULE I - CREDIT REFERENCES: Interested General Contractors are required to list a minimum of five (5) credit references from banks, suppliers and/or vendors as set forth in *Section VI(C)(2)(b) of Part One*, the *RFQ* for this Project.

CHECK ONE	COMPANY NAME	CONTACT PERSON	TELE#	FAX#
BANK SUPPLIER VENDOR				
BANK SUPPLIER VENDOR				
BANK SUPPLIER VENDOR				
BANK SUPPLIER VENDOR				
BANK SUPPLIER VENDOR				

[Insert GC Firm Name]

SCHEDULE J - PUBLIC PROJECT RECORD: – Interested General Contractors are required to list all completed public buildings during the past three (3) years in accordance with Section VI(C)(2)(c) of *Part One*, the *RFQ* for this Project. (You may attach additional pages if necessary).

PROJECT INFORMATION	CONTACT INFORMATION Provide business and contact name, address, telephone and fax
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	AWARDING AUTHORITY: DESIGNER:
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	AWARDING AUTHORITY: DESIGNER:
PROJECT NAME: CONTRACT VALUE: SCOPE: START DATE: FINISH DATE:	AWARDING AUTHORITY: DESIGNER:

[Insert GC Firm Name]

SCHEDULE K – REVENUE UNDER CONTRACT: – Interested General Contractors are required to list revenue under contract for next three (3) fiscal years in accordance with Section VI(C)(3)(b) of *Part One*, the *RFQ* for this Project.

Firm's fiscal year runs _____ to _____.

YEAR	REVENUE UNDER CONTRACT (\$)

RFQ RESPONSE CHECKLIST - GC RFQ Form 3

NOTE: LATE APPLICATIONS FOR PREQUALIFICATION WILL NOT BE CONSIDERED. THEREFORE, BEFORE SUBMITTING A RESPONSE TO THIS RFQ, PLEASE REVIEW THE FOLLOWING:

1. Did you complete the entire SOQ Form (GC RFQ Form 2)?
2. Did you fully complete Schedules A through K?
3. Did you include the resumes of owners and management personnel identified in your responses to Schedule A and Schedule B
4. Did you include the required documentation from your insurance company supporting the workers' compensation modifier history you reported in Schedule F?
5. Did you include the required documentation supporting the MBE/WBE and Workforce Compliance record you reported in Schedule G?
6. Do you have the current contact information for all of the references you reported in Schedule H, Schedule I and Schedule J?
7. Did you include an audited financial statement as required in Section 3(a) of Part Two, GC RFQ Form 2?
8. Did you include a commitment letter for payment and performance bonds as required in Section 4(a) of Part Two, GC RFQ Form 2?
9. Did you include a currently valid DCAMM Certificate of Eligibility as required in Section 4(b) of Part Two, GC RFQ Form 2?
10. Did you include a completed and signed Update Statement as required in Section 4(c) of Part Two, GC RFQ Form 2?
11. Did you include the original and all required copies of your entire SOQ application package?
12. Did you address the SOQ envelop correctly (i.e. to reference the Project and other required information set forth herein)?
13. Did you review all of the Execution Requirements before signing the SOQ application form?
14. Is the person who signed the SOQ application form authorized to do so and did his or her correct and current contact information?