

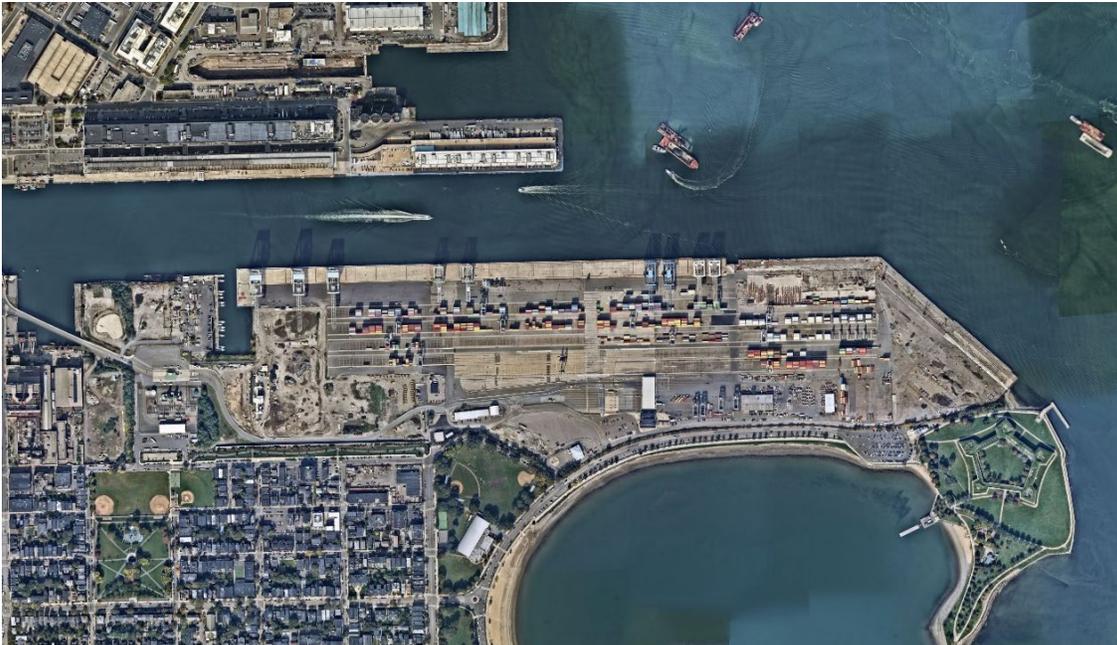


**MASSACHUSETTS PORT AUTHORITY**  
CAPITAL PROGRAMS AND ENVIRONMENTAL AFFAIRS DEPARTMENT  
SUITE 209S – LOGAN OFFICE CENTER SUITE 209S  
ONE HARBORSIDE DRIVE  
EAST BOSTON MA 02128-2909

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## **REQUEST FOR QUALIFICATIONS**

# **M728 – CONLEY CONTAINER TERMINAL WATER DISTRIBUTION SYSTEM IMPROVEMENTS CONLEY TERMINAL 700 SUMMER STREET SOUTH BOSTON, MASSACHUSETTS**



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## **SUPPLEMENTAL INFORMATION PACKAGE**

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**LEGAL NOTICE**  
**REQUEST FOR QUALIFICATIONS**

The MASSACHUSETTS PORT AUTHORITY (Authority) is soliciting consulting services for **MPA CONTRACT NO. M728 - CONLEY CONTAINER TERMINAL WATER DISTRIBUTION SYSTEM IMPROVEMENTS, CONLEY TERMINAL, 700 SUMMER STREET, SOUTH BOSTON, MASSACHUSETTS**. The Authority is seeking a qualified multidiscipline consulting firm or team, with proven experience to provide professional services including planning, design, bid, and construction related services, including resident inspection, relative to the enhancement of the existing water distribution system at Conley Container Terminal in South Boston, Massachusetts. 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, Utility Design, Container Port Operations, Cost Estimating, Construction Phasing, Climate Resiliency, and Sustainable Design.

The contract will be work order based, and Consultant's fee for each work order shall be negotiated; however, the estimated total project budget is **\$4,000,000**.

A Supplemental Information Package will be available, on **February 14, 2024** 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](http://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](mailto:SBrace@massport.com) The Supplemental Information Package will provide detailed information about Scope of Work, Selection Criteria and Submission Requirements.

In recognition of the unique nature of the project and the services required to support it, the Authority has scheduled a Consultant Briefing **via zoom at 11:30 AM on Thursday, February 22, 2024** via the following link: <https://massport.zoom.us/j/88686221520?pwd=WjJ3NGF6ek1pTDRRc1ZxRXNxrGN4Zz09>, Meeting ID: 886 8622 1520, Passcode: 587536, Dial In Number: (646) 518-9805. At this session, an overview of the project will be provided, the services requested by the Authority will be described, and questions will be answered.

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 Consultant shall specify in its cover letter that it has the ability to obtain requisite insurance coverage.

This submission shall be addressed to Luciana Burdi, Intl. Assoc. AIA, CCM, MCPPO, NAC, Director of Capital Programs and Environmental Affairs and received no later than **12:00 Noon on March 28, 2024** Via **Bid Express** <https://www.bidexpress.com/businesses/27137/home>. Any submission which is not received by the deadline shall be rejected by the Authority as non-responsive.

**MASSACHUSETTS PORT AUTHORITY**  
**EDWARD C. FRENI**  
**INTERIM CEO & DIRECTOR OF AVIATION**



## **SCOPE OF WORK:**

The Authority is seeking a qualified multidiscipline consulting firm or team, with proven experience to provide professional services including planning, design, bid, and construction related services, including resident inspection, relative to the enhancement of the existing water distribution system at Conley Container Terminal in South Boston, Massachusetts. 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, Utility Design, Container Port Operations, Cost Estimating, Construction Phasing, Climate Resiliency, and Sustainable Design.

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

- (1) Review of historic information associated with the existing water distribution system at Conley Container Terminal as well as the Conley Terminal Facility Plan.
- (2) Inspection and evaluation of the existing conditions and any testing necessary to assess the condition of the existing water distribution system at Conley Container Terminal.
- (3) Evaluation of improvements necessary to improve the water distribution system at Conley Terminal.
- (4) Recommendations of updates to the water distribution system at Conley Terminal.
- (5) Prepare design, bid, and procurement documents to implement improvements to the water distribution system at Conley Terminal.
- (6) Use of design and spatial technologies, including Autodesk's Civil 3D and ESRI's ArcGIS. Deliverables are to be in compliance with Massport's Site/Civil CAD standards (<https://www.massport.com/sites/default/files/2023-10/CAD%3AGIS%20Guidelines.pdf>) and delivered to Massport in .DWG format.
- (7) Prepare engineering cost estimates.
- (8) Provide construction support services, field inspections and resident engineering during construction to ensure contractor's compliance.
- (9) Manage commissioning of new water distribution system improvements.

## **CONLEY TERMINAL:**

The Port of Boston's Paul W. Conley Terminal (Conley Terminal) is owned and operated by the Massachusetts' Port Authority (Massport). Conley Terminal is the only full-service container terminal in New England. All of the world's leading container lines ship through the Port of Boston's Conley Terminal, moving nearly 1.5 million metric tons of cargo each year. The Terminal also services warehousing and distribution for all six New England states. Conley Terminal is an economic engine fueling the New England regional economy. The terminal facilitates the movement of goods to New England's markets with speed and efficiency ensuring that the region's 14 million consumers have the products they need, when they need them, while also providing a gateway to the world for the region's exporters.

The Working Port supports \$8.2 billion in economic impact annually and more than 9,000 jobs. Over 2,500 businesses throughout New England utilize Conley Container Terminal. In 2018, Conley Container Terminal saw record-breaking growth in container volume, setting a record of more than 298,000 TEUs (twenty-foot equivalent units) shipped through the terminal.



Several top shipping lines call the Port of Boston on a weekly basis including MSC, COSCO, OOCL, Evergreen and CMA CGM, while ZIM calls on a bi-weekly basis. There are now six services connecting New England to China, North Europe, Southeast Asia, including Vietnam and India, the Mediterranean, Middle East, and Latin America.

The Port of Boston is an economic engine fueling the New England regional economy. This is a testament to the technology, the convenience and the efficiency of the only full-service container terminal in New England. Conley Terminal handles nearly 1.5 million metric tons of cargo each year. Key containerized cargos include: Seafood, Beer/Wine, Footwear, Apparel, Furniture, Waste paper, and Scrap metal.

### **WATER DISTRIBUTION SYSTEM:**

The water in the Conley Terminal water distribution system originates from the Massachusetts Water Resources Authority (MWRA), which serves over two million people and is by far the largest water system in New England. MWRA's water sources include Quabbin Reservoir, the Ware River, and Wachusett Reservoir. Raw water from these sources is conveyed to the Carroll Water Treatment Plant (WTP). Finished water is conveyed from the WTP to 47 MWRA member communities, including Boston.

The Boston Water & Sewer Commission (BWSC) purchases MWRA water at various revenue meters located around the city. As a customer of BWSC, Massport purchases its water for distribution throughout Conley Terminal and adjoining areas.

Conley's water system is estimated to include approximately 5.14 miles of water main, with a volume of approximately 105,000 gallons. On Figure 1, the water mains have been colored for ease of reference. Four colors are used, as follows:

- **Green coloring** denotes the drinking water mains in the vicinity of the main gate at the western extremity of the Conley system, with a length of approximately 0.56 miles. Pipe diameters range from 4 inches to 8 inches, with a volume of approximately 5,000 gallons
- **Blue coloring** denotes the fire suppression water mains in the vicinity of the main gate at the western extremity of the Conley system, with a length of approximately 0.45 miles. Pipe diameters range from 6 inches to 12 inches, with a volume of approximately 7,000 gallons.
- **Magenta coloring** denotes water mains in the southeastern part of the Conley system, extending along Shore Road and William J. Day Boulevard to Castle Island, with a length of approximately 1.07 miles. These mains provide both domestic service and fire protection. The magenta- and orange-colored mains are interconnected in several places. Pipe diameters in the magenta-colored mains range from 6 inches to 12 inches, with a volume of approximately 28,000 gallons.
- **Orange coloring** denotes water mains in the northern and northeastern part of the Conley system, with a length of approximately 3.06 miles. These mains provide both domestic service and fire protection. The magenta- and orange-colored mains are interconnected in several places. Pipe diameters in the orange-colored mains range from 3 inches to 12 inches, with a volume of approximately 65,000 gallons.

Most of the system consists of cement-lined ductile iron mains (abbreviated as DI, CLDI, DIDL, or DIP). Other materials are polyvinyl chloride (PVC) and asbestos-cement pipe (ACP).



Water usage between April 2021 and April 2022 ranged from approximately 200,000 gallons to 2.4 million gallons, with an average monthly usage of approximately 700,000 gallons.

Vessels are usually at the terminal twice to four times per week, at which time vessels are offered ship water. Conley Terminal provides water to the vessels upon request with no predetermined frequency or volume. This flow is metered for billing purposes. Based on available records, ships that received water from Conley Terminal in 2021 and 2022 received anywhere from 17,700 gallons to 67,998 gallons of water at a time.

The overall size of the Conley Terminal water distribution system is very large, and the majority of the system serves both fire suppression and potable water uses. The existing water usage at Conley Terminal

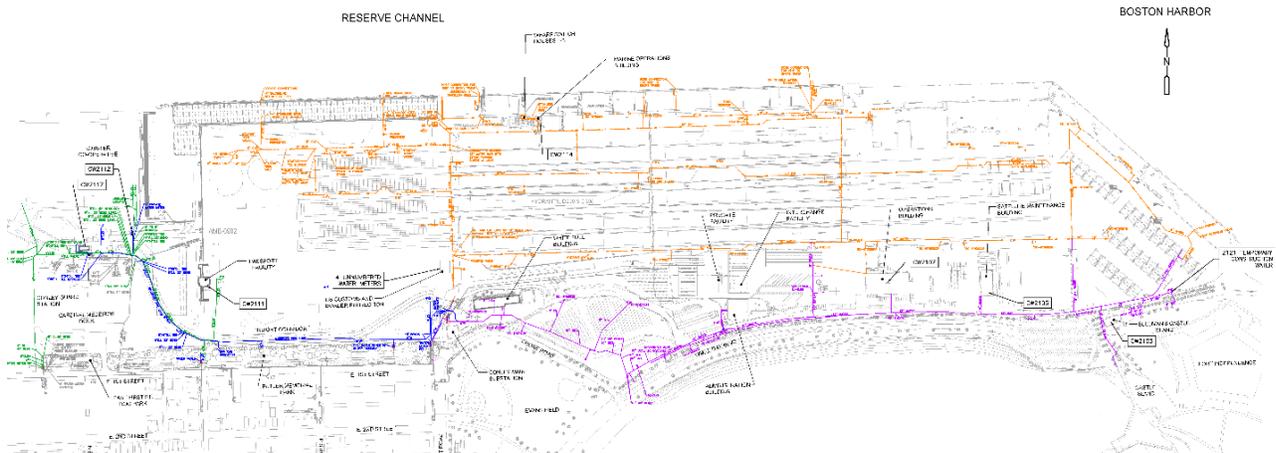


Figure 1: Conley Terminal Water Distribution System

is low compared to the overall size of the system. As such, it is currently believed a new separate potable water distribution system is needed to improve the system serving Conley Terminal.

## **SCOPE OF WORK**

As part of the scope of work for this project, Massport seeks to enhance the existing water distribution system at Conley Container Terminal in South Boston, Massachusetts by creating a new, separate potable water distribution system, with redundancy, consistent with Conley Terminal’s usage.

Key tasks include but are not limited to:

### *Investigation and Data Gathering*

This task is anticipated to include review of historic information, and assessment of the existing water distribution system at Conley Container Terminal, as well as the gathering of additional data regarding existing conditions and any testing necessary to evaluate the condition of the existing water distribution systems. This review will also include review of the most recent updated version of the Conley Terminal Facility Plan and Conley Terminal Utility Condition Assessments.

Massport’s utility data is stored in its GIS as well as its AutoCAD files. In addition, record drawings are stored and organized in Massport’s drawing management system, Adept. These sources of data are to be utilized for the review of historic information, existing conditions and the assessment of the water



distribution system. All design and data conversion or creation must be done utilizing Civil 3D and delivered in its .DWG format.

#### Water Distribution System Assessment and Recommendations

Once this background work is complete, the primary task will be to assist Massport in assessing the existing conditions and preparing recommendations for how to improve the system. Work will include:

- An assessment of the size of the existing water distribution system as well as the potential for stagnation in the existing system.
- Evaluation of improvements necessary to the water distribution system at Conley Terminal.
- Preparation of Recommendations of updates to the water distribution system, including addition of new potable water segments, with redundancy, at Conley Terminal.
- Preparation of concept designs for updates to the water distribution system, including addition of new segments, with redundancy, at Conley Terminal.
- Evaluation of the proposed updates and evaluation of the best allocation of available funds.



The consulting team will be required to work with Massport stakeholders to prioritize how best to use limited funding. The results of such assessment will be presented to Massport in a report for review before moving into the Preliminary Design phase.

#### Preliminary Design

Once the final scope of work has been approved by Massport, this task is anticipated to include preliminary designs for new water distribution systems, preparation of preliminary design drawings, preparation of a final design, preparation of an anticipated construction schedule, preparation of a preliminary cost estimates and meetings with Massport to present the design. All design must be done utilizing Civil 3D and delivered in its .DWG format.

#### Final Design and Bid Documents

This task is anticipated to include preparation of final construction, procurement, and bid documents, including construction plans, technical specifications, an anticipated construction schedule, a final constructability review, a construction phasing plan taking into consideration Conely Terminal's operational requirements, and a construction level cost estimate. Please note that Massport may elect to bid items out in separate bid packages.

#### Bid Phase Services

This task is anticipated to include providing assistance to Massport during the bidding process, including attendance at the pre-bid conference, as necessary, preparation of addenda as may be required, and assistance in responding to questions from bidders during the bidding process. Additionally, this task will include review of bids and preparation of a recommendation as to qualifications of the bidders.



### Construction Phase Services

This task will include attendance at the pre-construction meeting, review of contractor submissions, periodic inspections/coordination for construction activities, attendance at job site meetings, visits to verify work progress and ongoing activities, resident engineering, provision of meeting minutes for site meetings, review of change orders, responses to requests for information, review of submittals, review of payment applications, commissioning of new water distribution systems, final site inspections, and preparation of record drawings and project close-out information.

In recognition of the unique nature of the project and the services required to support it, the Authority has scheduled a Consultant Briefing **via zoom at 11:30 AM on Thursday, February 22, 2024** via the following link: <https://massport.zoom.us/j/88686221520?pwd=WjJ3NGF6ek1pTDRRc1ZxRXNxRGN4Zz09>, Meeting ID: 886 8622 1520, Passcode: 587536, Dial In Number: (646) 518-9805. At this session, an overview of the project will be provided, the services requested by the Authority will be described, and questions will be answered.

### **EVALUATION CRITERIA:**

The submission shall be evaluated on the basis of the following equally weighted criteria:

- (1) Demonstrated experience and knowledge of the team for similar projects of similar size and complexity particularly important to demonstrate for the Project Manager. Highlight the experience and expertise for major sub-consultants and their assigned staff. Familiarity with public construction procurement under MGL Ch. 30, and
- (2) Project understanding and proposed technical approach including QA/QC process during document preparation, cost management and scheduling capabilities, construction oversight, ability to plan and perform work with minimal disruption to operations, and
- (3) Demonstrated experience in integrating and managing BIM/VDC, GIS, Civil 3D in planning, design and construction, and experience of utilizing Lean Processes (Last Planner System®, Scrum or other tools) to increase the reliability and significantly improve projects and teams' performance, and
- (4) Firms are encouraged to demonstrate “outside of the box” thinking for examples of inclusion of sustainable practices into its projects and specify how those practices may be applied to this project proposal. Firms should also specify how best practices in environmental stewardship will be applied to this project, and
- (5) Proposed approach to enhance diversity and inclusion of the project team to increase the pool of consultants working on the Authority's projects. For those M/WBE firms proposed, please describe type and/or category of work (i.e. architecture, structural, Lean, etc.); include the specific roles to be played by M/WBE, and the extent to which such M/WBE involvement is anticipated as of date of the proposal submission, (% goal).



The Authority recommends that each evaluation criteria is addressed in the response as a separate section.

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.



### **SUBMISSION 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](http://www.gsa.gov/portal/forms/download/116486)) with the appropriate number of Part IIs. M/WBE certification of the prime and subconsultants shall be current at the time of submittal and the Consultant shall provide a copy of the M/WBE certification letter from the Supplier Diversity Office for M/WBE within its submittal.

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 Consultant shall specify in its cover letter that it has the ability to obtain requisite insurance coverage.

***The Authority may reject any application if any of the required information is not provided: Cover Letter, Insurance Requirements and SF330 Part IIs for the Prime and every sub-consultant. Make sure that the Cover Letter is signed “Under the pains and penalties of perjury”, and that you mention the Insurance in the Cover Letter itself.***

### **RFQ Instructions for Electronic Submission:**

Electronic submissions will be via <https://www.bidexpress.com/businesses/27137/home>. Please refer to <https://www.massport.com/massport/business/bids-opportunities/capital-bids/> website for instructions on how to submit an electronic RFQ submittal.

1. Download RFQ documents in Bid Express and fully review them before submitting your electronic Statement of Qualifications.
2. Upload ALL required documents listed below in accordance with the instructions on Bid Express and those in the RFQ. Failure to include all required materials or to provide materials in a format different than that specified may have a negative effect on the evaluation or result in disqualification.
3. Click the “Submit” button in Bid Express to review your response for completeness and to encrypt/submit your response electronically.

### **File Naming Convention:**

MPA project #\_Company Name-YY-MM-DD.pdf

*Example:* L2302\_Massport-23-04-24.pdf

Files submitted via Bid Express must follow the above filing naming convention specific in the “Description” field for each document in the “Required Document Upload” table in Bid Express. The file name and description entered during the file upload process ensures each file can be readily identified by Massport.

All submissions must be in .pdf format and must be in such a way that they can be read on a computer and printed on 8 ½” x 11” paper, unless otherwise specified.

Please consider the number of pages being submitted, including the following:

- Resumes of the top 10 key individuals, each limited to one (1) page under SF 330, Section E,
- No more than ten (10) projects each limited to one (1) page under SF 330, Section F,
- No more than ten pages (5 sheets) between SF 330 Section H and “other relevant materials” section of the submission.



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 Consultant shall specify in its cover letter that it has the ability to obtain requisite insurance coverage.

In recognition of the unique nature of the project and the services required to support it, the Authority has scheduled a Consultant Briefing **via zoom at 11:30 AM on Thursday, February 22, 2024** via the following link: <https://massport.zoom.us/j/88686221520?pwd=WjJ3NGF6ek1pTDRRc1ZxRXNxRGN4Zz09>, Meeting ID: 886 8622 1520, Passcode: 587536, Dial In Number: (646) 518-9805. At this session, an overview of the project will be provided, the services requested by the Authority will be described, and questions will be answered.

This submission, shall be addressed to Luciana Burdi, Intl. Assoc. AIA, CCM, MCPPO, NAC, Director of Capital Programs and Environmental Affairs and received no later than **12:00 Noon on March 28, 2024** via **Bid Express** <https://www.bidexpress.com/businesses/27137/home>. Any submission which is not received by the deadline 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.

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

EVENT	DATE/TIME
<b>Solicitation: Release Date and Supplemental Package Available</b>	<b>February 14, 2024</b>
<b>Consultant Briefing</b>	<b>February 22, 2024 @ 11:30 AM</b>
<b>Deadline for submission of written questions</b>	<b>February 29, 2024 at 12:00PM (noon)</b>
<b>Official answers published (Estimated)</b>	<b>March 7, 2024</b>
<b>Solicitation: Close Date / Submission Deadline</b>	<b>March 28, 2024 at 12:00PM (noon)</b>

Times are Eastern Standard Time (US).

Questions may be sent via email to [CPBidQuestions@massport.com](mailto: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](http://www.commbuys.com)) in the listings for this project.

**PROJECT REQUIREMENTS:**

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, all bidders/proposers 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 consideration for an award.

Project requirements include, but are not limited to:

Terms & Conditions:

By responding to this solicitation, consultants agree to accept the terms and conditions of Massport's standard 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/>.

Additional Requirements and Guidelines:

As deemed appropriate and required by the Authority or the project's needs, the consultant agrees to follow the requirements set forth in the various Guidelines and Standards that can be found on the Authority's web page at [http://www.massport.com/massport/business/capital-improvements/important-documents](http://www.massport.com/massport/business/capital-improvements/important-documents/).

M/WBE Participation:

The Authority is committed to helping address the disparity in the participation of minorities and women in design. Along with the M/WBE which reflect ownership status set forth below, the Authority's Designer Selection Panel are interested in learning about the applicant firm's approach and commitment to diversity in its HR policy, its overall business practices and in assembling this Project team. Firms are encouraged to be creative in assembling their teams by considering dividing the work of a particular discipline, when appropriate, including work it would typically provide in house, partnering, offering opportunities to qualified firms with which it or its consultants have not previously worked or firms that may have less experience working on public projects, and other means that provide additional opportunities for M/WBE firms in new ways.

Applicants, as prime firm and team lead, in their application, should directly address their approach to enhancing diversity in assembling the team for this Project, including a clear description of each working relationship, and in their overall HR and business practices. The Authority strongly encourages teams composed of firms that expand the overall breadth of different firms working on Authority Projects.

The Commonwealth of Massachusetts establishes combined M/WBE participation goals of 21.6% for design of state-funded and state-assisted projects. Massport will be highly interested in those proposals whose strategy and approach exceed the stated goal.

Applications from M/WBE firms as prime consultant are encouraged. Applicants that are themselves M/WBE certified may use their participation toward meeting the determined work order goal for the certification they hold and will be required to bring participation by additional firm(s) that holds the necessary certifications to meet or exceed the goals assigned. Applicants are strongly encouraged to utilize multiple disciplines and firms to meet the M/WBE goals. Consultants to the prime can team within their disciplines in order to meet the M/WBE goals, but must state this relationship.

Please note that only firms that are currently certified as M/WBE in the Commonwealth of Massachusetts be credited toward meeting Project M/WBE goals.

**MASSACHUSETTS PORT AUTHORITY  
EDWARD C. FREN  
INTERIM CEO & DIRECTOR OF AVIATION**