



**MASSACHUSETTS PORT AUTHORITY**  
CAPITAL PROGRAMS AND ENVIRONMENTAL AFFAIRS DEPARTMENT  
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## **REQUEST FOR QUALIFICATIONS**

### **M712 – MARITIME PARK IMPROVEMENTS D STREET AND NORTHERN AVENUE, SOUTH BOSTON, MASSACHUSETTS**



### **SUPPLEMENTAL INFORMATION PACKAGE**



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

The MASSACHUSETTS PORT AUTHORITY (Authority) is soliciting consulting services for MPA CONTRACT NO. **M712 – MARITIME PARK IMPROVEMENTS, D STREET AND NORTHERN AVENUE, SOUTH BOSTON, MASSACHUSETTS**. The Authority is seeking qualified multidiscipline consulting firms or teams, with proven experience to provide professional services including planning, design, permitting and construction related services, including resident inspection, relative to improvements to buildings and park amenities at Maritime Park located 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 Architectural, Civil, Structural, Mechanical, Electrical, Plumbing, Exterior Lighting, HVAC, Code Compliance, Landscape Architecture, Permitting, Cost Estimating, Construction Phasing, Climate Resiliency, Sustainable Design and Lean Design.

The contract will be work order based, and the Consultant’s fee for each work order shall be negotiated; however, the estimated total project budget is **\$1,000,000**.

A Supplemental Information Package will be available, on **March 27, 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.

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 **2:00 PM on April 2, 2024** via the following link: <https://massport.zoom.us/j/87292628312?pwd=NG9iYktlamluSGpxbCtvN3F1UEc1UT09>, Meeting ID: 872 9262 8312, Passcode: 356146, 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/>. 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 May 9, 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**



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

- (1) Investigation and Data Gathering,
- (2) Preliminary Design,
- (3) Permitting,
- (4) Final Design and Bid Documents,
- (5) Bid Phase Services, and
- (6) Construction Phase Services.

Limited funding will be available to accomplish these goals, and one of the first tasks for the selected Consultant will be to prioritize repairs based on Massport preferences, existing conditions and available funds.

**BACKGROUND:**

Massport’s South Boston Maritime Park is located on Massport property in the heart of the dynamic and mixed-use South Boston Waterfront neighborhood. This area has evolved over the past 20 years to become a vibrant district with millions of square feet of new development (including office, lab, residential, hotel, and retail uses) together with a blend of historic landmarks, distinctive architecture, and Boston’s modern working waterfront.

As one of the largest landowners in the South Boston Waterfront, Massport has played a key role stimulating development in the district through early master planning, infrastructure investments, and pioneering projects. Since the late 1990s, Massport has initiated more than 5 million square feet of commercial development on its land in South Boston, with another 3.5 million square feet anticipated over the next decade.

Massport’s real estate portfolio in South Boston contains millions of square feet of office and lab space (including Commonwealth Pier, Seaport Science Center, and Seaport East and West Office Buildings), over





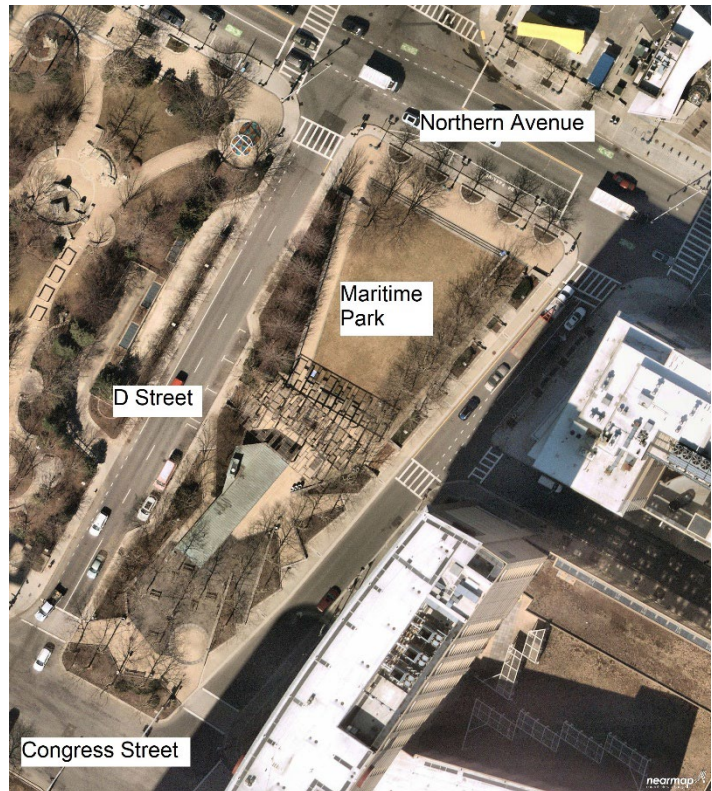
2,250 hotel rooms (the Seaport Hotel, Renaissance Boston Waterfront Hotel, Hyatt Place Hotel, and the Omni Boston Hotel at the Seaport), approximately 1,300 residential units (Park Lane Seaport, Waterside Place, Ora Seaport and Gables Seaport) and approximately 170,000 square feet of retail space (including Liberty Wharf).

Massport owns and operates (in some cases in collaboration with its tenants) the streets, sidewalks, and certain utilities on its property. Massport also owns the Boston Fish Pier, other maritime industrial facilities, several parking facilities, and a number of parks and open spaces, including the South Boston Maritime Park.

### **SOUTH BOSTON MARITIME PARK**

Massport helps to facilitate growth and development in South Boston through the enhancement of the Public Realm, which includes creation and enhancement of parks and open spaces. The South Boston Maritime Park, constructed in 2003 was one of the first parks constructed by Massport in the South Boston area and continues to serve as a primary anchor point for the Public Realm in the district.

The South Boston Maritime Park is bounded by D Street on the east and west, Northern Avenue on the north and Silver Line Way on the south. The park features a great lawn, a three-season café with outdoor seating, two tall pergola structures, a bosque of shade trees, Partisans Sculpture, and special lighting. Its nautical theme is evident throughout the park, which includes interpretive inscriptions and sculptural works that evoke the maritime heritage of the Seaport District.



*South Boston Maritime Park*

The Maritime Park hosts free concerts and other events throughout the year.

The building at the Maritime Park is one story, approximately 80 feet long, with a variable width ranging from 20 feet to 30 feet wide, and outfitted to support a restaurant tenant. The space has been leased to Larry Js BBQ café since 2012. The space is heated, but not currently air conditioned. It hosts an electrical room that serves the building and other electrical sources in Maritime Park, and also hosts two public bathrooms which serve park attendees and customers.

### **SCOPE OF WORK:**

The Authority is seeking qualified multidiscipline consulting firms or teams, with proven experience to provide professional services including planning, design, permitting and construction related services, including resident inspection, relative to improvements to buildings and park amenities at Maritime Park located in South Boston, Massachusetts. The keys to successful improvements include:



- Ensuring that the basic infrastructure at the Maritime Park is modernized to ensure longevity,
- Ensuring that building facilities at Maritime Park are maintained such that they support the uses to which they are engaged,
- Ensuring exterior and infrastructure is capable of supporting daily operation of the park as well as special events held at the park, and
- Ensuring space for the vendor at the facility is adequately maintained.

To accomplish these tasks, certain upgrades and enhancements are anticipated to be necessary. These renovations may include the following:

- Upgrade the exterior park areas at Maritime Park;
- Enhance the building façade and windows, where necessary;
- Upgrade the internal building structure, including walls and ceilings,
- Upgrade the HVAC system,
- Upgrading of existing electrical systems,
- Upgrade of the bathrooms,
- New flooring systems,
- Upgrade of the exterior lighting and plantings, and
- Enhance of the sidewalks, patios and trellis structures.



The budget for this project has not yet been finalized. One of the primary goals of the selected Consultant will be to design future renovations and enhancements within the specified budget to be outlined by Massport, and subject to the priorities of Massport and the stakeholder groups. The selected Consultant will assist Massport in developing the exact scope of future renovations and enhancements.

It is anticipated that activities under this contract will include:

### **Investigation and Data Gathering**

This task is anticipated to include review of existing information, including as-built information, historic permits, and other documents. In addition, as part of this task the consulting team will conduct a comprehensive inspection of existing conditions. The team will complete laser scanning of existing facilities and will utilize the data to construct a BIM model of existing conditions from which design activities will be promulgated. The team will produce an Existing Conditions Report documenting their findings.

### **Preliminary Design**

Preliminary design is anticipated to include preparation of concept designs and concept cost estimates, which will be formalized into a concept design report. The consulting team will prepare preliminary designs in BIM for the scope of work, to a suitable design level for permit applications. The team will also prepare a phased design schedule and an anticipated construction schedule, and a preliminary cost estimate for the work. The team will meet with Massport to present its findings.



### **Permitting**

This task is anticipated to include preparation of a draft plan, BIM model, and a project narrative for permitting documents, including preparation of a Notice of Intent for the Boston Conservation Commission, as well as providing required copies and public/abutter notices, permit application fees, and additional regulatory coordination. All permitting activities will run through Massport for review, coordination, and submission.



### **Final Design and Bid Documents**

After the preparation of the preliminary design, this task is anticipated to include preparation of final construction documents and BIM models, specifications, and cost estimates and bid documents, including construction plans, technical specifications, and anticipated construction schedule, a final constructability review, and an engineer's probable construction cost level estimate.

### **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 with contractor and Massport, 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 payment applications, final site inspections, and preparation of record drawings and project close-out information.

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### **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 proposed Project Manager. Highlight the experience and expertise for major sub-consultants and their assigned staff. Familiarity with MGL, including filed sub-bid experience, 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 in the planning, design and construction. Experience of utilizing Lean Design & Construction (Last Planner System®,





- Scrum or other tools) to increase the reliability and significantly improve projects and teams' performance, and
- (4) Demonstrated project experience in sustainable and resilient high-performance building and infrastructure design and construction, including experience with low, net zero ready or net zero emissions, water, and waste, lifecycle analysis including embodied carbon, innovative renewable energy strategies, and building and infrastructure sustainability certification schemes relevant to this proposal. 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 must demonstrate the capability to incorporate design features into any project type that reflect best practices in environmental stewardship, and
  - (5) Proposed approach to enhance diversity and inclusion of the proposed 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 recommend 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.

In order to be eligible for selection, all aspects of Chapter 7C, Section 44 of the General Laws of the Commonwealth of Massachusetts shall be satisfied including the CEO/President and majority of the firm’s Board of Directors or ownership shall be registered in the Commonwealth of Massachusetts in accordance with the applicable provisions of the statute. Consultants shall furnish professional registration status of the firm’s board of directors or ownership. 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, Registration of the Prime “Designer” as defined in MGL Chapter 7C Section 44, 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 Requirements and Registration of the Prime “Designer” as defined in MGL Chapter 7C Section 44 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.

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 May 9, 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>March 27, 2024</b>
<b>Consultant Briefing ZOOM</b>	<b>April 2, 2024 @ 2 pm via Zoom</b>
<b>Deadline for submission of written questions</b>	<b>April 8, 2024 at 12:00 PM (noon)</b>
<b>Official answers published (Estimated)</b>	<b>April 12, 2024</b>
<b>Solicitation: Close Date / Submission Deadline</b>	<b>May 9, 2024 at 12:00 PM (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 Bid Express <https://www.bidexpress.com/> and 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:**

Project requirements include, but are not limited to:

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.

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 as set forth in the Guidelines and Standards that can be found on the Authority’s web page at <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 commitments 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 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. FRENI  
INTERIM CEO & DIRECTOR OF AVIATION**