



**MASSACHUSETTS PORT AUTHORITY**

CAPITAL PROGRAMS AND ENVIRONMENTAL AFFAIRS DEPARTMENT

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EAST BOSTON MA 02128-2909

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**REQUEST FOR QUALIFICATIONS**

**MPA PROJECT #A474**

**TERM ARCHITECTURAL/ ENGINEERING CONTRACT**

**SUPPLEMENTAL INFORMATION PACKAGE**



## **LEGAL NOTICE**

### **REQUEST FOR QUALIFICATIONS**

The MASSACHUSETTS PORT AUTHORITY (Authority) is soliciting consulting services for MPA CONTRACT NO. A474, TERM ARCHITECTURAL/ ENGINEERING CONTRACT. The Authority is seeking multiple qualified multidiscipline consulting firms or teams, with proven experience to provide professional services, including planning, design, and construction related services which shall include resident engineer services on an on-call, as needed basis. These services are expected to be provided at various locations at Massport properties and also Massport projects on leased sites. 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 (Prime), Civil, Structural, Mechanical, Electrical, Plumbing, Fire Protection, Geotechnical, Waterfront engineering, Vertical Transportation, Landscape Architecture, Code Compliance, Cost Estimating, Construction Phasing, Climate Resiliency, Sustainable Design, Lean and VDC.

The Authority expects to select multiple consultants. Each consultant shall be issued a contract in an amount not to exceed \$3,000,000.00. The services shall be authorized on a work order basis.

A Supplemental Information Package will be available, on April 23, 2025 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 on zoom **on Tuesday, April 29, 2025 Via Zoom <https://massport.zoom.us/j/88421642590>** **Meeting ID: 884 2164 2590** 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, Chief Infrastructure Officer, Capital Programs and received no later than **12:00 Noon on Thursday, June 5, 2025 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**  
**Richard A. Davey**  
**CEO & Executive Director**



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## **SCOPE OF WORK:**

The Authority is seeking multiple qualified multidiscipline consulting firms or teams, with proven experience to provide professional services including planning, design, and construction related services, which shall include resident engineer services on an on-call, as needed basis. These services may be requested for many types of projects at various locations at Massport properties and Massport projects on leased sites. The Consultant/s must be able to work closely with the Authority and other interested parties in order to provide such services in a timely and effective manner.

The Consultant/s shall demonstrate experience in several disciplines including but not limited to Architectural, Structural, Mechanical, Electrical, Plumbing, Fire Protection, Civil, Geotechnical, Waterfront engineering, Vertical Transportation, Landscape Architecture, Code Compliance, Cost Estimating, Construction Phasing, Climate Resiliency, Sustainable Design, Lean and VDC.

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

- (1) Design and construction services associated with new construction, alterations or additions to various facilities such as airline terminals, cruise facilities, parking garages, bus transit facilities, maintenance facilities, garages, sheds, warehouses, electrical substations, pump houses, elevators, escalators, waterfront fenders and piers, and security systems. Services may include but shall not be limited to conceptual or schematic drawings and outline specifications, preparation of a BIM model, design development or construction drawings and specifications, construction services, resident inspection services, cost estimates and analyses, investigations, reports, value engineering, and energy audits. Consultant may also be required to manage commissioning of systems and closeout of the construction contract.
- (2) Create buildings and facilities that are functional, welcoming and beautiful. Utilizing a project development philosophy inspired by innovation, creativity and thoughtful design with the proposed facility occupants, customers and community in mind. When appropriate, consideration shall be given to incorporating project features such as building finishes, design, art and informational elements to enhance customer experience and to reflect elements such as local culture and community.
- (3) Develop Total Cost of Ownership (TCO) assessments for proposed projects. TCO shall consider all direct and indirect costs associated with owning, operating, maintaining and disposing of a building over its entire life cycle. TCO's shall consider acquisition costs, operating costs, maintenance/repairs, energy efficiency and sustainability costs, end of life costs, and opportunity costs.
- (4) Perform Post-Occupancy Evaluations (POE) of how well buildings are functioning and meeting their intended purpose based on user experience and building performance data. POE's shall assess technical data (e.g. energy and water usage, space utilization), social performance (e.g. user comfort and satisfaction), and strategic performance (e.g. alignment with project goals). POE's shall identify successes and deficiencies in a building's design and construction, with lessons learned utilized to refine design strategies, improve building performance and enhance the user experience in future buildings.
- (5) Develop Building Design Programming Guidelines (BDPG) for proposed projects. BDPG shall include the following: project objectives and vision; needs assessment; site analysis; performance criteria; development of programmatic elements; budget and schedule assessment; regulatory and code compliance; iterative design and refinement process; documentation and deliverable requirements; ongoing evaluation and adjustment to programming throughout the process; and post-occupancy evaluation regarding satisfaction of goals and possible adjustments for future phases or projects.
- (6) All projects shall utilize smart technologies to optimize end user satisfaction and to also meet Massport LEED, sustainability, resiliency and net zero initiatives. Smart building technologies would include, but not be limited to advanced systems, devices and solutions that use automation, data collection and real time monitoring to improve efficiency, comfort and sustainability of a building. Such technologies may integrate various building



systems such as lighting, heating, ventilation, air conditioning, security and energy management into a unified platform that can be controlled, monitored and optimized.

- (7) All projects shall utilize innovative design tools including, but not limited to BIM/VDC, Lean and project modeling and visualization technologies to enhance the building design process, improve collaboration, optimize efficiency, and ensure better project outcomes. BIM shall be utilized to improve collaboration and coordination, clash detection, visualization, documentation/compliance and for integration with cost estimation technologies. VDC shall be utilized for Integrated Project Delivery (IPD), 3D/4D/5D simulations (as deemed appropriate), performance monitoring and risk mitigation. Lean construction methodologies shall be utilized for value stream mapping, collaboration, communication and continuous improvement. Visualization technologies shall be utilized to create visual representations of buildings and projects to aid decision making, collaboration and communication among stakeholders.

In recognition of the unique nature of the project and the services required to support it, the Authority has scheduled a Consultant Briefing on zoom on **Tuesday, April 29, 2025 Via Zoom <https://massport.zoom.us/j/88421642590>** **Meeting ID: 884 2164 2590** 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:

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

- (1) 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
- (2) 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 others tools) to increase the reliability and significantly improve projects and teams' performance, and
- (3) 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
- (4) 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.

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

(<https://www.gsa.gov/system/files/SF330-21.pdf>) with the appropriate number of Part IIs.



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 1/2" 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, , Chief Infrastructure Officer of Capital Programs and received no later than **12:00 Noon on Thursday, June 5, 2025 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>April 23, 2025</b>
<b>Consultant Briefing</b>	<b>April 29, 2025 at 1:45PM</b>
<b>Deadline for submission of written questions</b>	<b>May 5, 2025 at 12:00PM (noon)</b>
<b>Official answers published (Estimated)</b>	<b>May 9, 2025</b>
<b>Solicitation: Close Date / Submission Deadline</b>	<b>June 5, 2025 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 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 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/>.

### **Non-Discrimination**

Massport is committed to ensuring non-discrimination in its contracting. Minority-owned Business Enterprises ("MBEs"), Woman-owned Business Enterprises ("WBEs"), and small businesses are encouraged to participate as Prime or Sub consultant for this RFQ. The terms MBEs and WBEs refer to businesses that meet the certification criteria of 425 CMR Section 2.00 et seq., and/or are certified by the Massachusetts Supplier Diversity Office ("SDO") as such.

## **MASSACHUSETTS PORT AUTHORITY**

**Richard A. Davey**  
**CEO & Executive Director**