



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

REQUEST FOR QUALIFICATIONS

**A475 AERIAL PHOTOGRAPHY SERVICES,
ALL MASSPORT PROPERTIES**

SUPPLEMENTAL INFORMATION PACKAGE



LEGAL NOTICE REQUEST FOR QUALIFICATIONS

The MASSACHUSETTS PORT AUTHORITY (Authority) is soliciting consulting services for MPA CONTRACT NO. **A475, AERIAL PHOTOGRAPHY SERVICES, ALL MASSPORT FACILITIES**. Authority is seeking a qualified consulting firm or team, with proven experience to provide professional aerial photography services of the Authority's facilities. 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 aerial photography.

The Authority expects to select multiple consultants. However, the Authority reserves the right to select a different number if it is deemed in its best interest to do so. Each consultant shall be issued a contract in an amount not to exceed **\$5,000,000**. The services shall be authorized on a work order basis.

A Supplemental Information Package will be available, on Wednesday, August 6, 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) in the listings for this project. If you have problems finding it, please contact Susan Brace at Capital Programs SBrace@massport.com The Supplemental Information Package will provide detailed information about Scope of Work, Selection Criteria and Submission Requirements.

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, FCMAA Chief Infrastructure Officer and received no later than **12:00 Noon on September 18, 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



SCOPE OF WORK:

The Authority is seeking a qualified consulting firm or team, with proven experience to provide professional aerial photography of the Authority's facilities. These services are expected to be provided for all Authority properties. 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 aerial photography.

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

- (1) Vertical photographs shall be provided of the following facilities:

Facility	Scale
Massport Boston Area Facilities, Inner Harbor and Downtown Boston	1" = 3000'
Logan International Airport	1" = 1600'
Hanscom Field, Bedford, MA	1" = 1600'
Worcester Airport	1" = 1600'
Logan International Airport (2 flight lines/3 photos per line)	1" = 600'
Logan International Airport (centered on passenger terminals)	1" = 600'
Logan International Airport (passenger and airfreight terminals)	1" = 600'
Logan (roadways from Ted Williams Tunnel to Route 1A)	1" = 600'
Black Falcon Cruise Terminal	1" = 600'
Conley Terminal	1" = 600'
Moran Terminal	1" = 600'
South Boston Seaport District	1" = 600'

- (2) Oblique photographs shall be provided of the following facilities focusing on the major structures and features at each facility:

Facility
Logan International Airport
Hanscom Field
Worcester Airport
Black Falcon Cruise Terminal
Conley Terminal
Moran Terminal
South Boston Seaport District including the World Trade Center and Fish Pier
East Boston Piers and Parks
Bremen Street Park
Logan Express facilities in Braintree, Framingham, Woburn and Peabody



EVALUATION CRITERIA:

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

- (1) Current relevant experience for similar projects, and
- (2) Samples of similar work, and
- (3) Geographic location and availability of key staff and equipment, and
- (4) Experience and expertise of key staff, and
- (5) M/W/DBE participation and affirmative action efforts, and
- (6) Past performances for the Authority, if applicable.

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:

Submission shall include:

- (1) Name and address of the firm and the year it was established; Type of ownership;
- (2) Resumes of key staff to be assigned to the work;
- (3) List of firm's offices with addresses, identifying the location from which the work will be performed;
- (4) Photographic technology to be employed and the format of the photographs to be provided;
- (5) Proposed billing rates;
- (6) Any M/W/DBE participation.

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, and Insurance Requirements.

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, FCMAA Chief Infrastructure Officer and received no later than **12:00 Noon on September 18, 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. 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
Solicitation: Release Date and Supplemental Package Available	Wednesday, August 6, 2025
Deadline for submission of written questions	Monday, August 11, 2025, at 12:00PM (noon)
Official answers published (Estimated)	Friday, August 15, 2025
Solicitation: Close Date / Submission Deadline	Thursday, September 18, 2025, at 12:00PM (noon)

Times are Eastern Standard Time (US).



Questions may be sent via email to CPBidQuestions@massport.com subject to the deadline for receipt stated in the timetable above. *In the subject lines of your email, please reference the MPA Project Name and Number.* Questions and their responses will be posted on 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) 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/>.

M/WBE Participation:

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.

MASSACHUSETTS PORT AUTHORITY

Richard A. Davey

CEO & Executive Director