

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

### REQUEST FOR QUALIFICATIONS

# MPA CONTRACT NO. AP2406 TERM STORMWATER PERMIT COMPLIANCE AND POTABLE WATER CONSULTANT SERVICES LOGAN INTERNATIONAL AIRPORT, HANSCOM FIELD, WORCESTER REGIONAL AIRPORT, PAUL W. CONLEY CONTAINER TERMINAL AND BOSTON FISH PIER

SUPPLEMENTAL INFORMATION PACKAGE



***SUPPLEMENTAL PAC	CKAGE – NON-BU	J <b>ILDING – TERM</b>	***



## LEGAL NOTICE REQUEST FOR QUALIFICATIONS

The MASSACHUSETTS PORT AUTHORITY (Authority) is soliciting consulting services for MPA CONTRACT NO. AP2406 TERM STORMWATER PERMIT COMPLIANCE AND POTABLE WATER CONSULTANT SERVICES. The Authority is seeking qualified multidiscipline consulting firms or teams with proven experience, to provide professional services in stormwater permit compliance and program implementation and potable water quality assessment on an on-call, as needed basis. These services are expected to be provided at LOGAN INTERNATIONAL AIRPORT, HANSCOM FIELD, WORCESTER REGIONAL AIRPORT, PAUL W. CONLEY CONTAINER TERMINAL and BOSTON FISH PIER. 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 expertise in the following areas including: Stormwater and Potable Water Quality Assessment and Implementation of complex stormwater drainage basins to comply with NPDES Stormwater Permits and state water quality standards, Aircraft and Pavement Deicing Glycol Usage Tracking, Pathogen Source Tracking and Cross Connection Investigations, Stormwater Modeling, Development and Design of Treatment Systems to achieve surface water and/or potable water quality standards, Civil Engineering, and Cost Estimating.

The Authority expects to select three (3) 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 **Three Million Dollars (\$3,000,000) PER CONTRACT.** The services shall be authorized on a work order basis.

A Supplemental Information Package will be available, on **AUGUST 9, 2023** on the Capital Bid Opportunities webpage of Massport <a href="http://www.massport.com/massport/business/bids-opportunities/capital-bids">http://www.massport.com/massport/business/bids-opportunities/capital-bids</a> as an attachment to the original Legal Notice, and on COMMBUYS (<a href="www.commbuys.com">www.commbuys.com</a>) 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 to be held via zoom (<a href="https://massport.zoom.us/j/85115391320">https://massport.zoom.us/j/85115391320</a>) at **10:00AM on AUGUST 17, 2023.** 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 <a href="http://www.massport.com/massport/business/capital-improvements/important-documents/">http://www.massport.com/massport/business/capital-improvements/important-documents/</a>. 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, Director of Capital Programs and Environmental Affairs and received no later than 12:00 Noon on SEPTEMBER 21, 2023 Via Bid Express <a href="https://www.bidexpress.com/businesses/27137/home">https://www.bidexpress.com/businesses/27137/home</a>. Any submission which is not received by the deadline shall be rejected by the Authority as non-responsive.

MASSACHUSETTS PORT AUTHORITY LISA S. WIELAND CEO & EXECUTIVE DIRECTOR



### **SCOPE OF WORK:**

The Authority is seeking qualified multidiscipline consulting firms or teams, with proven experience to provide professional services in stormwater permit compliance and program implementation and potable water consultant services that may involve assessment, design of water treatment systems, on an on-call, as needed basis. These services are expected to be provided at LOGAN INTERNATIONAL AIRPORT, HANSCOM FIELD, WORCESTER REGIONAL AIRPORT, PAUL W. CONLEY CONTAINER TERMINAL and BOSTON FISH PIER. 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 expertise in the following areas including: Stormwater and Potable Water Quality Assessment and Implementation of complex stormwater drainage basins to comply with NPDES Stormwater Permits and state water quality standards, Aircraft and Pavement Deicing Glycol Usage Tracking, Pathogen Source Tracking and Cross Connection Investigations, Stormwater Modeling, Development and Design of Treatment Systems to achieve surface water and/or potable water quality standards, Civil Engineering, and Cost Estimating.

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

All aspects of stormwater permit compliance and program implementation for the following National Pollution Discharge Elimination System (NPDES) Permits: Logan International Airport NPDES Individual Permit; Logan Fire Training Facility NPDES Individual Permit; Paul W. Conley Container Terminal Multi-Sector General Permit (MSGP); Boston Fish Pier MSGP; Hanscom Field MSGP; Worcester Regional Airport MSGP, Potable Water Quality Assessment at Logan International Airport, and any other location that may arise during the contract term.

Summarized below are program requirements of the following NPDES Permits and Potable Water Quality Assessment Programs:

- 1. Logan International Airport NPDES Individual Permit (MA0000787) and the Fire Training Facility NPDES Individual Permit (MA0032751): Consultant services shall provide sufficient depth of staff (project management through field staff) and experience commensurate with the complexity of the NPDES Permit compliance management and technical support required to administer the program described below and detailed within the respective permits. See attached Logan International Airport Drainage Areas plan for reference. Tasks will include, but not be limited to:
  - a. Conducting monthly dry and wet weather outfall sampling during low tide (including multiple deicing events;); includes (5) primary and (44) airfield outfalls that discharge to Boston Harbor collectively encompassing more than 1700 acres of drainage. Multiple field teams may be required to capture the low tidal cycle.
  - b. Performing the Marine Acute Toxicity Test Protocol and documenting test results.
  - c. Preparing agency netDMR data monthly reporting with corresponding summary memos.
  - d. Conducting annual stormwater pollution prevention plan (SWPPP) reviews and updates by year end with distribution to co-permittees. Updating the SWPPP upon receipt of the newly issued EPA and MassDEP permits (issued separately). The NPDES permits and current status can be found with the following link: <a href="https://www.epa.gov/npdes-permits/massport-logan-international-airport-npdes-permit">https://www.epa.gov/npdes-permits/massport-logan-international-airport-npdes-permit</a>.
  - e. Preparing a new SWPPP training module to align with the new permits (EPA and MassDEP).



- f. Coordinating and performing Logan-wide monthly and quarterly comprehensive SWPPP inspections, interfacing with co-permittees, and providing follow-up inspection reports to copermittees and verifying deficiency corrections when warranted.
- g. Preparing for and participating in annual co-permittee meetings, and any other permit briefing meetings the Authority may require.
- h. Conducting video and dye-testing to storm water drainage system integrity to ascertain if illicit cross-connections exist with mapping and report documentation.
- i. Data management and report preparation of aircraft deicing application reductions pursuant to the Deicer Discharge Reduction Plan.
- j. Obtaining technical familiarity with the airport fuel farm (BOSFUEL) and associated wastewater treatment system.
- k. Providing expertise in non-point sources of elevated bacteria and providing recommendations on how to remedy to comply with the Massachusetts Surface Water Quality Standards.
- 1. Assisting in preparing responses to Requests for Information from regulatory agencies or other parties.
- m. Providing regular calendar updates to the 12-month look ahead of scheduled activities.
- n. Any other water quality related tasks that may arise pertaining to stormwater permit compliance.
- 2. Paul W. Conley Container Terminal MSGP No. MAR053144 (Sector Q Water Transportation and Sub-sector AA1 Metal Finishing), and the Boston Fish Pier MSGP No. MAR053656 (Sector U, Food & Kindred Products). See attached Conley Terminal Site Drainage Stormwater Pollution Prevention Plan and Boston Fish Pier Stormwater Pollution Prevention Plan Site Plan for reference. Tasks will include, but not limited to:
  - a. Conducting quarterly Facility SWPPP Inspections and preparing/distributing written SWPPP inspection reports to co-permittees.
  - b. Performing quarterly visual assessments and corresponding documentation.
  - c. Conducting Indicator Monitoring and Annual Impaired Waters Monitoring.
  - d. Conducting Quarterly Benchmark Monitoring (Sectors Q and AA, only). Consultant shall demonstrate expertise in benchmark monitoring, identifying triggers for initiating AIM (Additional Implementation Measures), and providing guidance to the Authority on steps that should be taken to remedy exceedance/s, including preparation and execution of AIM Plan, associated inspections, sampling, and assessment of existing conditions and recommended alternatives. Development of basis of design for new end-of-pipe treatment structures if recommended.
  - e. Preparing and uploading the Annual Reports onto NeT-MSGP.
  - f. Conducting annual stormwater pollution plan (SWPPP) reviews and updates by year end with distribution to co-permittees.
  - g. Preparing for and conducting annual co-Permittee/tenant meetings.
  - h. Preparing SWPPP training modules and conducting training sessions.
  - i. Assisting with optimizing Best Management Practices implementation and providing recommendations for corrective actions and/or changes to BMPs and procedures when warranted.
  - j. Providing regular calendar updates to the 12-month look ahead of scheduled activities.
- 3. Hanscom Field MSGP No. MAR053045 (Sector S Air Transportation) and Worcester Regional Airport MSGP No. MAR053044 (Sector S Air Transportation). See attached Hanscom Air Field Stormwater Pollution Prevention Plan Site Plan and Worcester Airport Stormwater Pollution Prevention Plan Site Plan for reference. Tasks will include, but not limited to:



- a. Conducting quarterly Facility SWPPP Inspections and preparing/distributing written SWPPP inspection reports to appropriate parties.
- b. Performing quarterly visual assessments and corresponding documentation.
- c. Conducting Indicator Monitoring and Annual Impaired Waters Monitoring.
- d. Preparing and uploading the Annual Reports onto NeT-MSGP.
- e. Conducting annual stormwater pollution plan (SWPPP) reviews and updates by year end with distribution to co-permittees.
- f. Preparing for and conducting annual co-Permittee/tenant meetings.
- g. Assisting with optimizing Best Management Practices implementation and providing recommendations for corrective actions when warranted.
- h. Providing monthly calendar updates to the 12-month look ahead of scheduled activities.

# **4.** Logan International Airport Terminal E Potable Water Quality Monitoring. Tasks will include, but not limited to:

- a. Conducting quarterly sampling and analysis at Terminal E potable water cabinets for a prescribed set of water quality parameters.
- b. Preparing Monitoring Reports for the Authority.
- c. Providing immediate notification to the Authority if water quality standards are not met and provide follow-up sampling upon completion of corrective actions.
- d. Performing potable water quality sampling at any other location specified by the Authority.

# **5.** On-call Potable Water Quality Monitoring and Assessments. Tasks will include, but not be limited to:

- e. Assessing water quality at various Massport properties, as requested.
- f. Monitoring water quality via field observations and screening and/or laboratory sampling.
- g. Reviewing existing information and gathering field information as needed to support further study, preparation of technical memoranda, and presentation of findings and recommendations, as warranted.
- h. Designing supplemental water treatment systems if warranted, oversight of system installation, performing inspections and tracking operation and maintenance of treatment systems.

In recognition of the unique nature of the project and the services required to support it, the Authority has scheduled a Consultant Briefing to be held via zoom at (<a href="https://massport.zoom.us/j/85115391320">https://massport.zoom.us/j/85115391320</a>)
10:00AM on AUGUST 17, 2023. 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, and
- (2) Project understanding and proposed technical approach including QA/QC process during document preparation, cost management and scheduling capabilities, ability to plan and perform work with minimal disruption to operations, and
- (3) 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



(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. field sampling, analytical, utility surveys, 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 (<a href="www.gsa.gov/portal/forms/download/116486">www.gsa.gov/portal/forms/download/116486</a>) 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 and from the MassUCP for DBE, 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 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 in the Cover Letter you mention the Insurance requirements.

### RFQ Instructions for Electronic Submission:

Electronic submissions will be via <a href="https://www.bidexpress.com/businesses/27137/home">https://www.bidexpress.com/businesses/27137/home</a>. Please refer to <a href="https://www.massport.com/massport/business/bids-opportunities/capital-bids/">https://www.massport.com/massport/business/bids-opportunities/capital-bids/</a> 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 <a href="http://www.massport.com/massport/business/capital-improvements/important-documents/">http://www.massport.com/massport/business/capital-improvements/important-documents/</a>. The Consultant shall specify in its cover letter that it has the ability to obtain requisite insurance coverage.

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This submission, shall be addressed to Luciana Burdi, Intl. Assoc. AIA, CCM, MCPPO, Director of Capital Programs and Environmental Affairs and received no later than 12:00 Noon on SEPTEMBER 21, 2023 via Bid Express <a href="https://www.bidexpress.com/businesses/27137/home">https://www.bidexpress.com/businesses/27137/home</a>. 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	AUGUST 9, 2023
Consultant Briefing	AUGUST 17, 2023 at 10:00AM
Deadline for submission of written questions	AUGUST 22, 2023 at 12:00PM (noon)
Official answers published (Estimated)	AUGUST 28, 2023
Solicitation: Close Date / Submission Deadline	SEPTEMBER 21, 2023 at 12:00PM (noon)

Times are Eastern Standard Time (US).

Questions may be sent via email to <a href="mailto:cPBidQuestions@massport.com">cPBidQuestions@massport.com</a> 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 <a href="http://www.massport.com/massport/business/bids-opportunities/capital-bids">http://www.massport.com/massport/business/bids-opportunities/capital-bids</a> as an attachment to the original Legal Notice and on COMMBUYS (<a href="www.commbuys.com">www.commbuys.com</a>) 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 <a href="http://www.massport.com/massport/business/capital-improvements/important-documents/">http://www.massport.com/massport/business/capital-improvements/important-documents/</a>.

### 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 Guidelines and Standards that can be found on the Authority's web page at <a href="http://www.massport.com/massport/business/capital-improvements/important-documents">http://www.massport.com/massport/business/capital-improvements/important-documents</a>.

### 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.

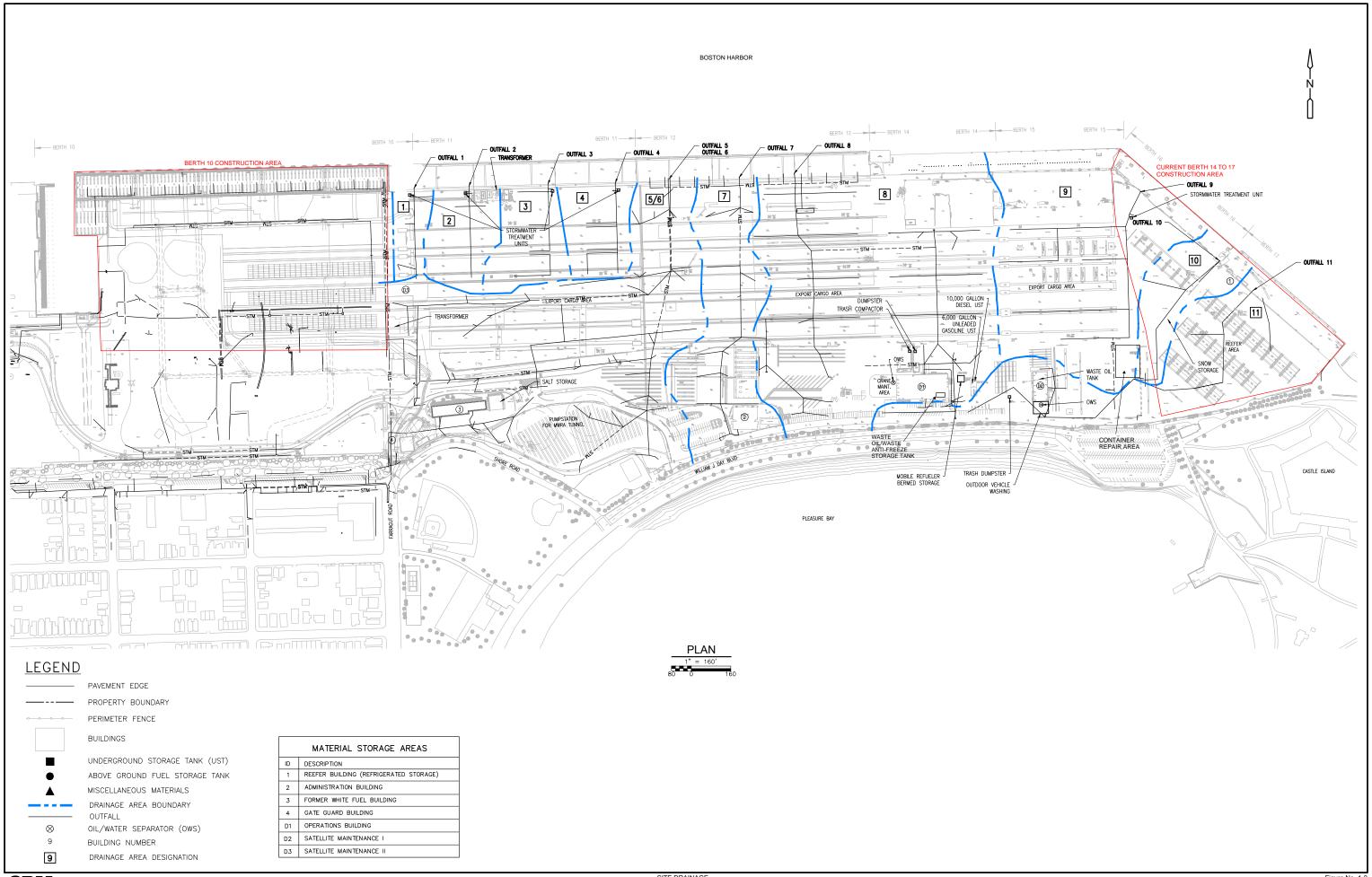
The Commonwealth of Massachusetts establishes combined M/WBE participation goals of 21.6% for design of state-funded and state-assisted projects. Massport will be highly interested in those proposals whose strategy and approach exceed the stated goal.

Applications from M/WBE firms as prime consultant are encouraged. Applicants that are themselves M/WBE 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 and DBE in the Commonwealth of Massachusetts be credited toward meeting Project M/WBE or DBE goals.

# MASSACHUSETTS PORT AUTHORITY LISA S. WIELAND CEO & EXECUTIVE DIRECTOR





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