



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

REQUEST FOR QUALIFICATIONS

MPA PROJECT NO. L1366-D2

NORTH SERVICE AREA GREEN BUS DEPOT

REPURPOSING

LOGAN INTERNATIONAL AIRPORT

EAST BOSTON, MASSACHUSETTS



SUPPLEMENTAL INFORMATION PACKAGE



LEGAL NOTICE
REQUEST FOR QUALIFICATIONS

The MASSACHUSETTS PORT AUTHORITY (Authority) is soliciting consulting services for **MPA CONTRACT NO. L1366-D2 NORTH SERVICE AREA GREEN BUS DEPOT REPURPOSING, BOSTON LOGAN INTERNATIONAL AIRPORT, EAST BOSTON, MASSACHUSETTS**. The Authority is seeking qualified multidiscipline consulting firms or teams, with proven experience to provide professional services including planning, design, and construction-related services including resident inspection relative to the programming, design, and construction to repurpose the existing Green Bus Depot (GBD) for Facilities Maintenance II operations currently housed in Building 3. 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, Programming, Planning, Civil, Structural, Mechanical, Electrical, IT/Communications/Security, Fire Protection, Plumbing, Vertical Transportation, Code Compliance, Permitting, Lean Design and Construction, Cost Estimating, Construction Phasing, Climate Resiliency, Sustainable Design, and energy efficiency.

The contract will be work order based, and the Consultant's fee for each work order shall be negotiated;

A Supplemental Information Package will be available, on **Wednesday, July 26, 2023** 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.

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 at **11:00AM on Thursday, August 3, 2023 via ZOOM MEETING**. **All participants shall use the following Zoom instructions. Link: <https://massport.zoom.us/j/89339625090>**. 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, Director of Capital Programs and Environmental Affairs and received no later than **12:00 Noon on Thursday September 14, 2023** at the Massachusetts Port Authority, Logan Office Center, One Harborside Drive, Suite 209S, Logan International Airport, East Boston, MA 02128-2909. 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.

MASSACHUSETTS PORT AUTHORITY
LISA S. WIELAND
CEO & EXECUTIVE DIRECTOR



SCOPE OF WORK:

The Authority is seeking qualified multidiscipline consulting firm or team, with proven experience to provide professional services including planning, design, and construction related services including resident inspection relative to the programming, design, and construction to Repurpose the Existing Green Bus Depot, approximately, 72,000 SF, some of the programs included in the existing Facilities Maintenance II. The main operation to be relocated includes the small fleet maintenance program, which includes maintenance and repair bays, general storage, part storage, fluids storage, to mentioned a few. Programming coordination with the new Large Vehicles Service Maintenance Facility (LVSMF), currently in design, will be required. The intent of this project is to provide improved and efficient maintenance facilities and relocate the existing GBD operations on/off airport.

For reference, see Figure 1 below for the referenced location of the existing GBD. 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 primary function of the existing GBD building will remain industrial in use. Moreover, the building’s existing amenities and programming specific to a bus depot such as, but not limited to, bus maintenance bays, tools & parts storage, office space, bathroom(s), break room, stock room, and janitor’s closets will need refresh and/or reconfiguration based on the new facilities maintenance programming needs. In addition, MEP systems and IT will require review per new programming needs, including any upgrades to move toward Massport Net-Zero goals.

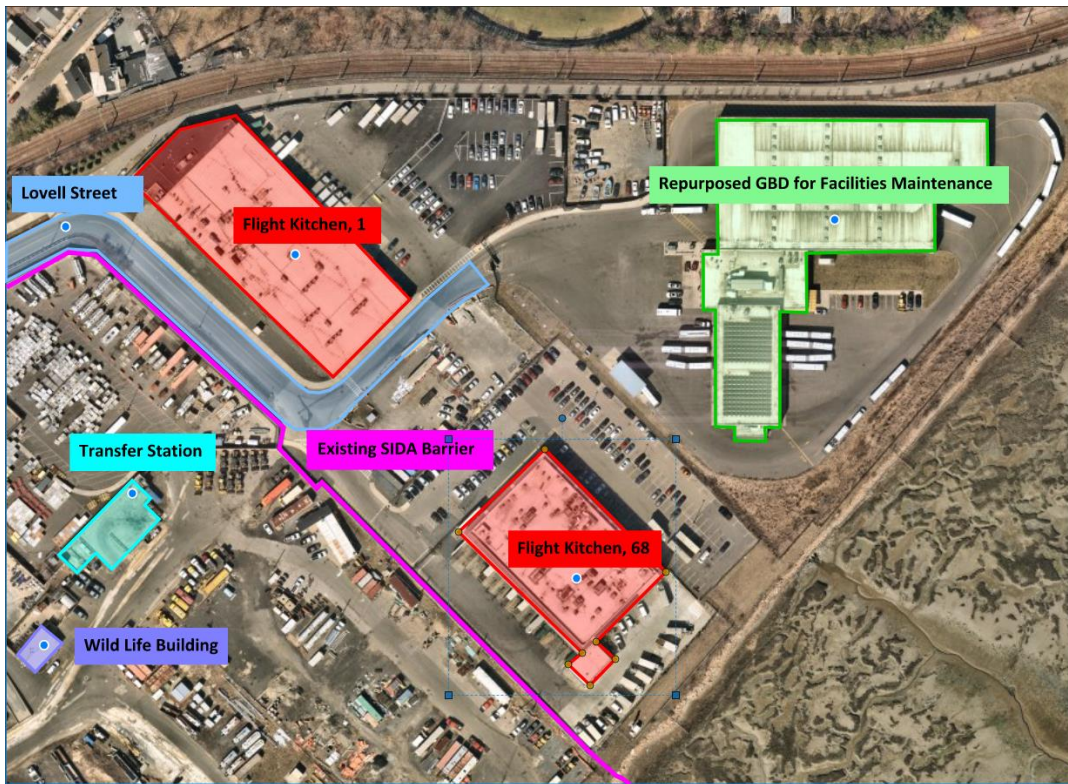


Figure 1: NSA Proposed Repurposed Green Bus Depot for Facilities Maintenance

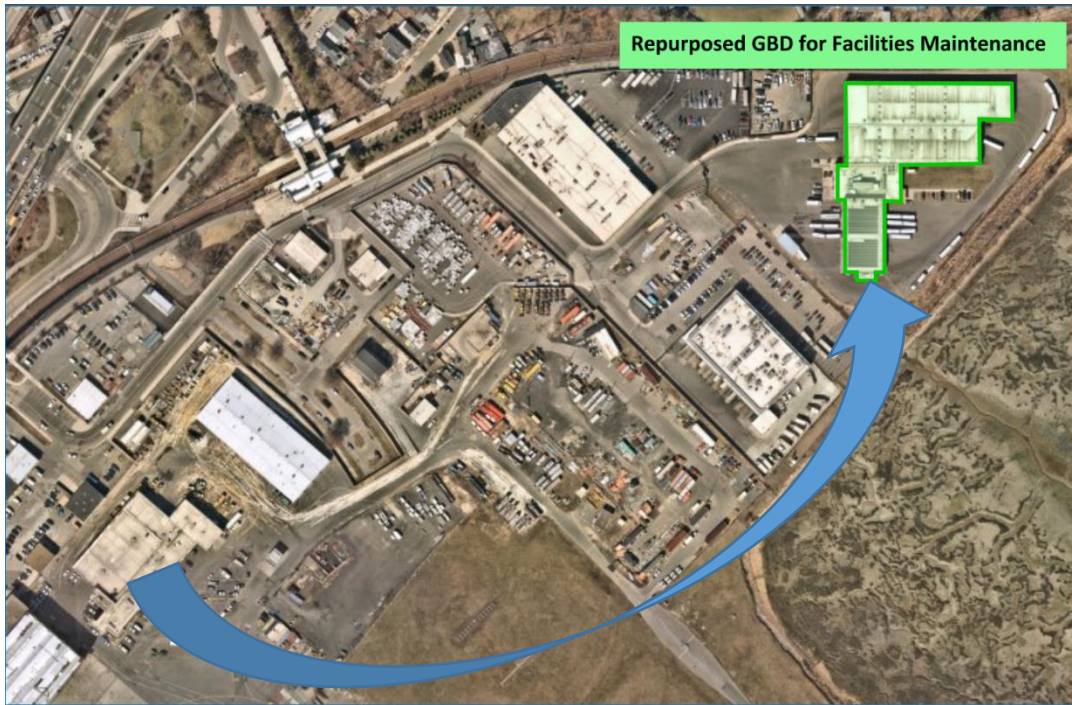


Figure 2: NSA Proposed Move Facilities II to GBD



Figure 3: Existing GBD Maintenance Bays, Main Entry & Cold Storage



Figure 4: Existing GBD Main Entry LEED Silver Certification



Figure 5: Existing GBD Storage

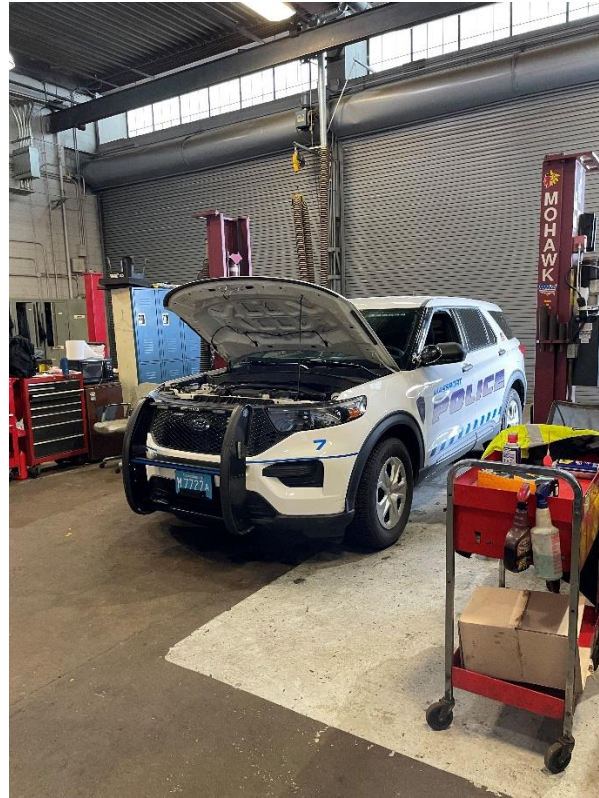


Figure 6: Existing Facilities Maintenance II, Bldg. 3- Small Fleet Repair Bay

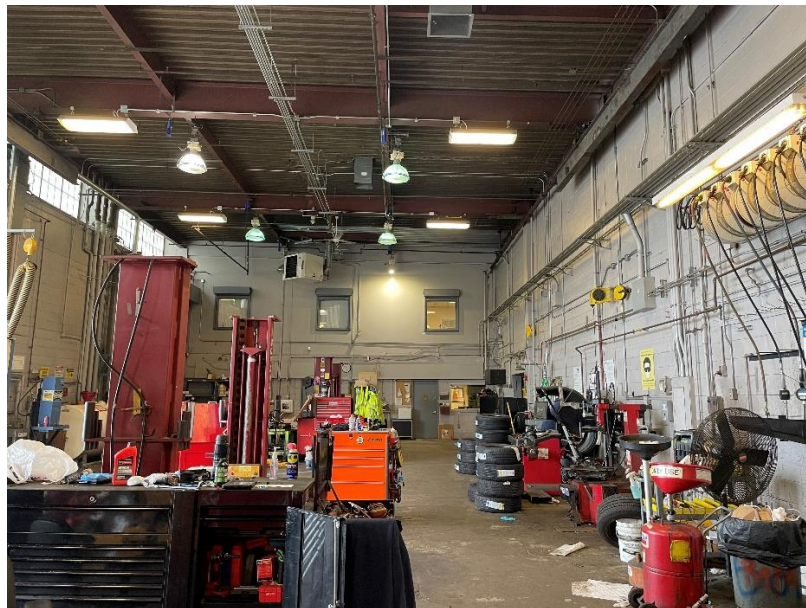


Figure 7: Existing Facilities Maintenance II, Bldg. 3- Small Fleet Repair Bays



Figure 8: Existing Facilities Maintenance II, Bldg. 3-Small Fleet Storage

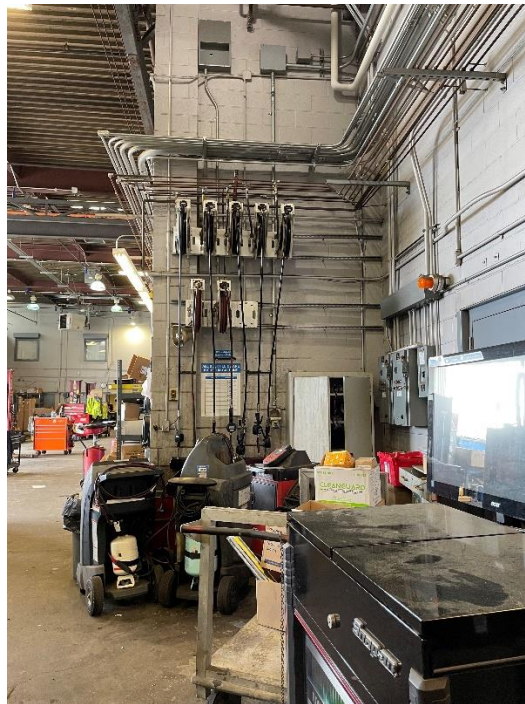


Figure 9: Existing Facilities Maintenance II, Bldg. 3- Vehicle fluids piping distribution



Figure 10: Existing Facilities Maintenance II, Bldg. 3-Small Parts Storage

The consultant shall demonstrate experience in several disciplines including but not limited to Architectural, Programming, Planning, Civil, Structural, Mechanical, Electrical, Permitting, Communications/IT/Security, Plumbing, Fire Protection, Vertical Transportation, Code Compliance, Cost Estimating, Construction Phasing, Climate Resiliency and Sustainable Design, and Resident Engineering Services.

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

- (1) **Programming:** The Authority seeks to repurpose the GBD in its current location for the use of Facilities Maintenance II to support its current and future operations (see Figure 1-2 above). The ultimate function of the building will include small fleet maintenance and storage of ground service equipment and parts. See Figures (3-10) for examples of current equipment, space, and storage for small fleet repair & maintenance in the current Facilities Maintenance II, Building 3. The prospective Consultant will work with Capital Programs to determine the final programming based on input from the Facilities Department and other stakeholders. Options may include straddling or reconfiguring the Airside/Landside boundary in this area.
- (2) **Design and Specifications:** The Consultant shall prepare design submissions showing the progression of the work at stages determined by the Authority. Coordination with other ongoing and planned MPA Projects will be required. The coordination of surveying existing site conditions and the follow-on inclusion of the survey results into construction documents will be extremely important. BIM/VDC models shall be the basis of design for the Repurposed GBD for Facilities Maintenance II.



- (3) **Sustainable Design, Resiliency, and Net-Zero Emissions:** The Authority places high value in sustainable design and resiliency, and actively strives to achieve net-zero emissions. Therefore, the prospective consultant(s) will be expected to consider a creative approach to the development of the design of this project so as to optimize energy efficiency, innovative elimination of carbon emissions and indoor air quality improvements and management, building infrastructure resiliency and sustainability (*Noted: The existing GBD achieved LEED Silver Certification in 2014).
- (4) **Constructability and Phasing:** The construction phase of the project will be developed to ensure constructability in coordination with ongoing airport operations and adjacent projects. The Consultant will need to incorporate the necessary phasing elements to support the Authority's requirement for maintaining 24-hour operations in the vicinity of the project's footprint. The Consultant shall have expertise in phasing techniques and in Lean Design & Construction Methodology in order to provide an overall construction duration and durations for specific construction activities. The Consultant shall be capable of preparing schedules with sufficient detail to advise the Authority and other Stakeholders of durations for activities that may result in impacts to adjacent projects and/or surrounding airport operations. This information will be utilized to identify potential project milestone completion dates and other long-term operational planning.
- (5) **Cost Management & Estimating:** The Consultant will prepare cost estimates for each design submission with appropriate design contingency included for the level of completion. The Consultant shall be prepared to participate in Target Value Design (TVD) exercises to identify causes of potential cost over-runs, and areas to contain costs, and should be capable of working with Target Value Delivery as a cost control measure. The prospective consultant(s) should note that PMWeb is the Authority's Project Management Information System and all parties associated with the Project will be expected to make use of it.
- (6) **Procurement:** The Consultant shall provide services related to Construction Manager-at-Risk or General Contractor procurement as well as developing trade partner procurement packages. Such procurement will include but is not limited to, response to bidders' inquiries, participation at the Pre-bid Meeting, and analysis of bid results in comparison to the Engineer's Estimate.
- (7) **Construction Administration:** The Consultant shall support the Authority with performance of construction phase duties to maintain the pace and schedule of the project as well as the highest quality. The Consultant shall pay special attention to long lead items and partner with the Authority and Contractor to seek ways to streamline the acquisition of materials or structures.
- (8) **Resident Engineering:** The Resident Engineering Team will be on-site Full Time and will need to work closely with the Authority, Design Consultant(s), and Contractor(s) concerning, at a minimum, Operational impacts, stakeholder management, utility cut-overs/tie-ins, construction QA/QC, and Contractor adherence to the Contract Documents.
- (9) **Code Compliance:** As an industrial use maintenance building, including the maintenance of fully fueled ground service equipment, the detailed review of all building elements from a code perspective and the development of a detailed plan for code compliance will be fundamental to the successful completion of this project.



- (10) **Security:** It is anticipated that this project will have an impact on the airside/landside boundary. As such, the consideration of security will be a primary consideration in each project phase. Also, the consideration of security in the end condition of the area will also be a factor in decision-making.
- (11) **Project Closeout:** The Consultant shall perform a thorough reconciliation of all required closeout documents and financial obligations in order to avoid a protracted closeout phase. A final BIM model will be required for this project. In addition, the prospective consultant(s) will be required to collect, package, and submit the conformed record documents upon the final close out of the 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 at **11:00AM on Thursday, August 3, 2023 via ZOOM MEETING. All participants shall use the following Zoom instructions. Link: <https://massport.zoom.us/j/89339625090>**. 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 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 others 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) 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.

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 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 Board of Director as defined in MGL Chapter 7C Section 44, and SF330 Part IIs for the Prime and every sub-consultant. Make sure that, in the Cover Letter, you mention the Insurance Requirements, Registration of the Board of Director as defined in MGL Chapter 7C Section 44.

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, Director of Capital Programs and Environmental Affairs and received no later than **12:00 Noon on Thursday, September 14, 2023** 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	Thursday, July 26, 2023
Consultant Briefing	11:00AM, Thursday, August 3, 2023 via ZOOM
Deadline for submission of written questions	Thursday, August 17, 2023
Official answers published (Estimated)	Thursday, August 24, 2023
Solicitation: Close Date / Submission Deadline	12:00 Noon, Thursday, September 14, 2023

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 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 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 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**