



**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

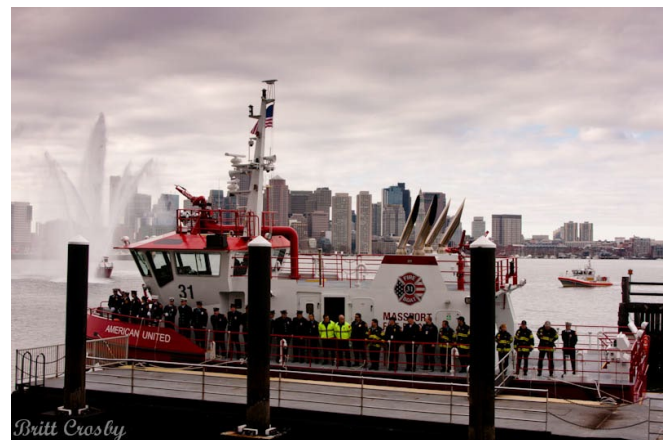
## **REQUEST FOR QUALIFICATIONS**

### **M687 – MAINTENANCE DREDGING CONSULTING**

### **SERVICES, FLYNN CRUISEPORT BOSTON AND**

### **MASSPORT FIRE DOCK, SOUTH BOSTON AND EAST**

### **BOSTON, MASSACHUSETTS**



## **SUPPLEMENTAL INFORMATION PACKAGE**



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

The MASSACHUSETTS PORT AUTHORITY (Authority) is soliciting consulting services for **MPA CONTRACT NO. M687 – MAINTENANCE DREDGING CONSULTING SERVICES, FLYNN CRUISEPORT BOSTON AND MASSPORT FIRE DOCK, SOUTH BOSTON AND EAST BOSTON, MASSACHUSETTS**. The Authority is seeking qualified multidiscipline consulting firm or team, with proven experience to provide professional services including planning, design, permitting, bidding support, and resident inspection, relative to the maintenance dredging of Massport waterfront 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 Waterfront and Dredging Engineering, Geotechnical Engineering, Permitting, Hydrographic Survey, Diving Inspection, Cost Estimating, and Construction Phasing.

The contract will be work order based, and Consultant’s fee for each work order shall be negotiated; however, the total fee for the contract shall not exceed **SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$750,000)**.

A Supplemental Information Package will be available, on **September 27, 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](http://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](mailto: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, Director of Capital Programs and Environmental Affairs and received no later than **12:00 Noon on November 9, 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.

**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 maintenance dredging of Massport waterfront facilities. These services are expected to be provided for two specific Authority properties: Flynn Cruiseport Boston and the Massport Fire Dock; however, additional locations may also be included in the scope of services, as required. 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 Waterfront and Dredging Engineering, Geotechnical Engineering, Permitting, Hydrographic Survey, Diving Inspection, Cost Estimating, and Construction Phasing.

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

- (1) Investigation and Data Gathering
- (2) Preliminary Design
- (3) Regulatory Applications
- (4) Final Design and Bid Documents
- (5) Bid Phase Services
- (6) Construction Phase Services
- (7) Construction Phase Surveys and Water Quality Monitoring

**BACKGROUND:**

**FLYNN CRUISEPORT BOSTON**

Flynn Cruiseport Boston, owned and operated by the Massachusetts Port Authority (Massport), opened in 1986 and welcomed 13 cruise ships and a total of 11,723 passengers in its first season. Flynn Cruiseport Boston’s main terminal is known as Black Falcon Cruise Terminal.

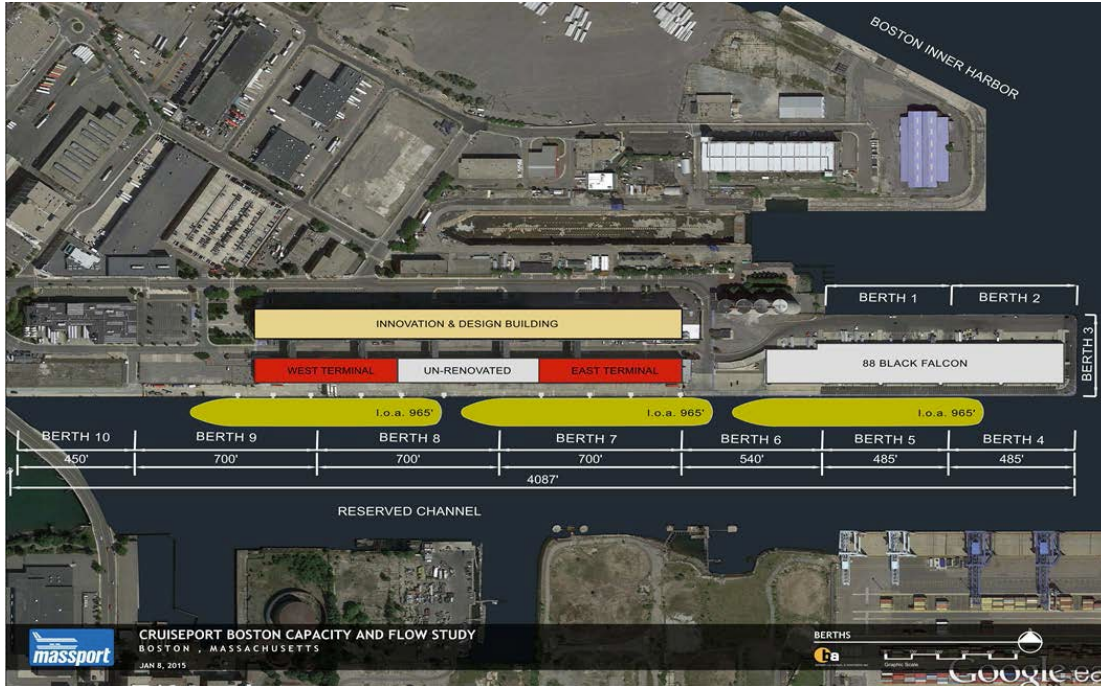
In 2018, Flynn Cruiseport Boston welcomed 151 ships and set a new passenger record of 389,619, including maiden calls by MS Fram (Hurtigruten), Hebridean Sky (Noble Caledonia) and Celebrity Silhouette (Celebrity Cruises). In 2019, Flynn Cruiseport Boston welcomed over 400,000 passengers through a mix of 145 homeport and port of call ships.



In 2019, five ships were homeport in Boston:



- Norwegian Cruise Lines’ Norwegian Gem sails weekly to Bermuda in summer and fall, and sails the Canada/New England coast in September/October. The Gem will offer 3 additional southern Caribbean sailings in March, October, and November.



- Holland America Line’s Zaandam, Zuiderdam, and Veendam sail to Montreal and Quebec, respectively, between May and October.
- Royal Caribbean International’s Serenade of the Seas sails from Boston to ports up and down the Canada/New England coast in September and October as well as to Bermuda three times in 2019.

Flynn Cruiseport Facility Overview			
Berth	Main Berth	Warehouse Berth	88 Black Falcon Berth
Utilities	Water, Telecommunication, Sewage, Power		
Depth alongside	35 ft		
Length	1,200 ft	1,200 ft	1,200 ft
Tidal range	9 ft		
Apron width	60 ft	60 ft	45 ft
Gangway	Automated	Manual	Manual
Terminal service	Full Homeport Service Facility	Port-of-Call Facility	None – Open Berth
Bollards	ranges between 20 ton and 100 ton capacity		
Fenders	Trelleborg Seaguard 2500x4000 Standard Capacity		Pile and Timber Face

Homeport itineraries include sailings to Bermuda, Canada/New England, and various repositioning cruises to Iceland/Greenland, Europe, and the Caribbean. Currently, more than 150 ships from thirty (30) different cruise lines will call Flynn Cruiseport Boston during the 2023 cruise season, which runs from late March through mid-November.



The three berths, and the surrounding channel and basins serving Flynn Cruiseport have been shoaling and will need to be dredged. The authorized historic maintenance dredging depth at all three berths is -35 MLLW. The work proposed as part of this project is only for maintenance dredging. The three berths were last dredged in the summer of 2015. In addition, debris, primarily from a historic timber fender system, has collected at the base of the berth and will need to be removed. Some debris was removed from the three berths in 2021.

### **LOGAN INTERNATIONAL AIRPORT FIRE BOAT BERTH**

Logan International Airport is the largest airport in the New England area. It is located in East Boston, and is surrounded on most of its perimeter by Boston Harbor. All runway approaches and departures are over Boston Harbor. Logan International airport is served by the Massport Fire Department. In addition to the ARFF services at the airport, Massport maintains a marine division to support fire / rescue emergencies around the airport and within the port of Boston.



Massport's Fire Rescue responsibilities include aircraft rescue and fire fighting, structural fire protection, hazardous materials response (Hazmat), emergency medical services, responding to off-shore emergencies in and around Boston Harbor with the Marine division, which includes the 79-foot American United fireboat, as well as fire prevention and inspections. Massport Fire Rescue is part of the Massachusetts Metro Fire District and responds to surrounding communities on a mutual aid system.

Massport's Fire and Rescue marine unit is stationed at a Fire Boat Dock located immediately to the west of the Logan Office Center at Logan International Airport. The inlet serving the Fire Boat Dock is referred to as "Jeffries Cove". The dock and the surrounding channel and basin serving the Fire Boat Dock has been shoaling and debris has been washing into the area, resulting in channels and basins that are starting to be restricted based on tidal conditions, which is not acceptable for a Fire and Rescue Service that must be available on a 24/7 basis.



### **SCOPE OF WORK:**

Massport seeks a consulting firm or team, with proven experience to provide professional services including planning, design, permitting, bidding support, and resident inspection, relative to the maintenance dredging of Massport maritime facilities. These services are expected to be provided for two specific Authority properties: Flynn Cruiseport Boston and the Massport Fire Dock; however, additional locations may also be included in the scope of services, as required by the Authority. Debris removed as part of this project will be segregated and sent to an appropriate upland disposal facility. Maintenance dredge spoils will be



placed into the Boston Harbor Main Shipping Channel Confined Aquatic Disposal (CAD) Cell (see diagram), which was constructed by the US Army Corps of Engineers.

Key tasks included but are not limited to:

### Investigation and Data Gathering

This task is anticipated to include review of existing information, historic permits, etc., developing proposed dredge footprints, along with plans, sections and proposed dredge volumes, determining the controlling depth for the subject location, performing and overseeing core sampling and testing to support permit submissions, sidescan sonar or other means (including high density bathymetric surveys or possibly diving) to assess and identify the presence of, and estimate the volume of debris in the subject dredge areas.

### Preliminary Design

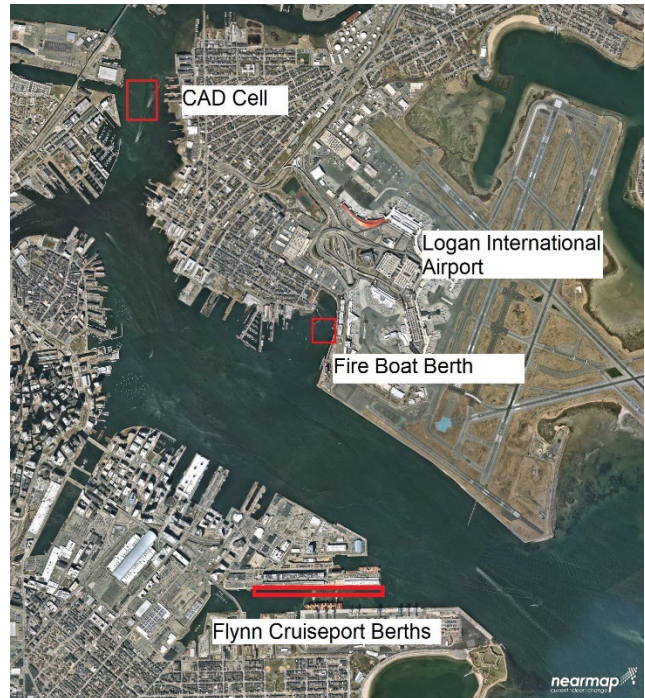
This task is anticipated to include preparation of preliminary designs for a dredge footprint in the subject area, preparation of preliminary design drawings suitable for permit applications, confirmation of estimated dredge volumes, preparation of a design schedule and an anticipated construction schedule, preparation of a preliminary cost estimate and meetings with Massport to present findings.

### Regulatory Applications

This task is anticipated to include preparation of a draft sampling and analysis plan for review by MassDEP and USACE, coordination with USACE and MassDEP to confirm requirements, preparation of a project narrative for permitting documents, preparation of a Notice of Intent for the Boston Conservation Commission, providing required copies and public/abuttor notices, permit application fees, preparation of a USACE permit, preparation of a 401 Water Quality Certification, and additional regulatory coordination. All permitting activities will run through Massport for review, coordination and submission.

### Final Design and Bid Documents

This task is anticipated to include preparation of final construction and bid documents, preparation of the final design of the dredge footprint, including construction plans, technical specifications, an anticipated construction schedule, a final constructability review, and a construction level cost 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 for dredging, 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.



### Construction Phase Surveys and Water Quality Monitoring

This task includes technical and field activities that will be required during construction oversight, including pre-dredge, post-dredge, and periodic monitoring multibeam bathymetric surveys of the dredge and CAD Cell locations, calculation of dredge and disposal volumes based on the collected surveys, generation of plans showing bathymetric survey results in contour and posting methods. Review of CAD Cell survey data to confirm all dredge material was suitably disposed into the cell. Review of contractor generated surveys and survey data for accuracy and for comparison to consultant's data. Preparation of a water quality monitoring plan for regulatory agency review, performance of water quality monitoring during dredging activities and as required by regulatory agencies, and preparation of a final report on water quality monitoring.

### **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. Familiarity with public construction procurement under MGL Ch. 30, 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) 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 should also specify how best practices in environmental stewardship will be applied to this project, and



- (5) 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, (% 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 ([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.

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 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, 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 <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.

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 at **10:00 AM on October 6, 2023** via the following link: <https://massport.zoom.us/j/82141064506?pwd=RGFKS3RUblU3QzJqMm5FRlZuWkhpUT09>, Meeting ID: 821 4106 4506, Passcode: 536154, Dial In Number: (646) 558-8656. 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.

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 November 9, 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
<b>Solicitation: Release Date and Supplemental Package Available</b>	<b>September 27, 2023</b>
<b>Consultant Briefing</b>	<b>October 6, 2023 @ 10 AM via Zoom</b>
<b>Deadline for submission of written questions</b>	<b>October 12, 2023 at 12:00PM (noon)</b>



<b>Official answers published (Estimated)</b>	<b>October 19, 2023</b>
<b>Solicitation: Close Date / Submission Deadline</b>	<b>November 9, 2023 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 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:**

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 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 in the Commonwealth of Massachusetts be credited toward meeting Project M/WBE goals.

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