



**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 CONTRACT NO. M711 - HOOSAC PIER**

**BULKHEAD REHABILITATION**

**1 CONSTITUTION PLAZA,**

**CHARLESTOWN, MASSACHUSETTS**



**SUPPLEMENTAL INFORMATION PACKAGE**



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

The MASSACHUSETTS PORT AUTHORITY (Authority) is soliciting consulting services for MPA CONTRACT NO. **M711 HOOSAC PIER BULKHEAD REHABILITATION**. The Authority is seeking qualified multidiscipline consulting firm or team, with proven experience to provide professional services including resident inspection, relative to bulkhead rehabilitation work at Hoosac Pier in Charlestown, Massachusetts. 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 design, bathymetric surveying, geotechnical design, civil and utility design, cost estimating, construction phasing, diving inspections, electrical design and related environmental consulting services associated with construction debris and soil management, inspections, cost estimating and scheduling.

The contract will be work order based, and the Consultant's fee shall be negotiated; however, the total project budget shall not to exceed **TWO MILLION DOLLARS (\$2,000,000)**. It is anticipated that funding for each phase of the project (site investigations/studies, preliminary design, final design, bid and construction) will be authorized incrementally.

A Supplemental Information Package will be available, on **WEDNESDAY, APRIL 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](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.

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 **9:00 AM on THURSDAY, May 4, 2023**. The following Zoom instructions shall be used by all participants <https://massport.zoom.us/j/83721027548>; Meeting ID: **837 2102 7548** One tap mobile at: **+13126266799,,83721027548#**. 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/>. 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 JUNE 8, 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:**

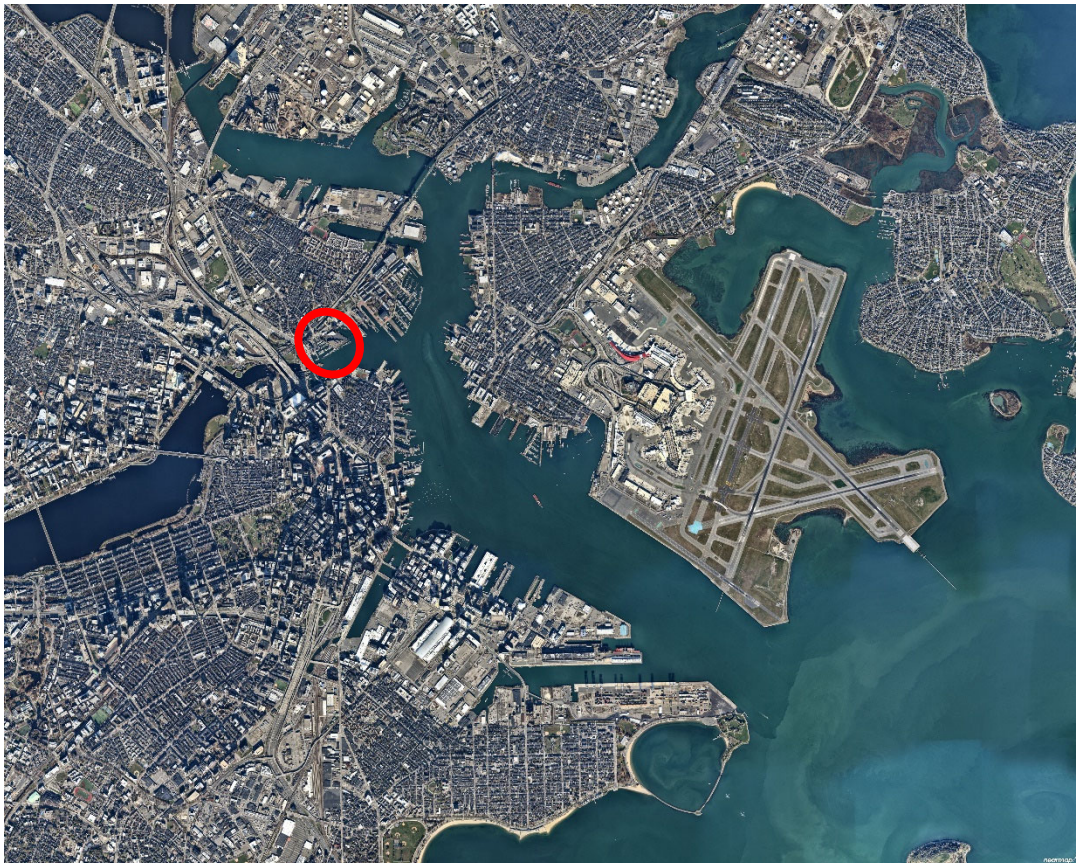
The Authority is seeking qualified multidiscipline consulting firm/s or team/s, with proven experience to provide professional services including planning, design, and construction related services including resident inspection, for rehabilitation work at Hoosac Pier in Charlestown, Massachusetts. The 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.



**View of Hoosac Pier looking towards Boston**

The consultant shall demonstrate experience in several disciplines including but not limited to waterfront structural (Prime), bathymetric surveying, geotechnical, civil and utility, construction phasing, diving inspections, electrical, environmental, cost estimating, scheduling, resident engineering, and permitting.

The scope of work shall include, but not be limited to review of historic construction, inspection, and maintenance activities, survey and inspection of existing infrastructure, prioritization of repairs based on existing conditions and budget, preparation of construction documents for repairs, assistance during the bidding phase, and providing construction phase services and resident inspection for construction work.



**Location of Hoosac Pier in Charlestown, Massachusetts**



## **BACKGROUND:**

The Massachusetts Port Authority's Hoosac Pier is a tenant-leased property in Charlestown, Massachusetts. Hoosac Pier consists of Constitution Wharf and Constitution Marina, located immediately to the west of Constitution Wharf. Constitution Wharf contains three waterfront office buildings, totaling approximately 180,700 square feet of office space as well as associated parking lots, which offer approximately 470 public parking spots. The Boston Harborwalk extends around the perimeter of Hoosac Pier, along the bulkhead line. The property is adjacent to the USS Constitution Museum and several restaurants, hotels, and public transportation stops.



**Hoosac Pier**

Hoosac Pier is a filled structure surrounded by a steel sheet pile bulkhead. This bulkhead is approximately 1,830 feet long and has a maximum water depth of 28 feet at Mean Lower Low Water (MLLW) in certain locations. It extends east from an access gangway for the Constitution Marina to the property line for the Charlestown Navy Yard and USS Constitution boat basin. The steel sheet pile bulkhead has a steel formed concrete girdle extending from roughly 5 feet above MLLW to 6 feet below MLLW. The girdle was installed in 2016 to repair section loss due to corrosion in the sheet pile bulkhead wall and is equipped with upper and lower weep holes to relieve hydrostatic pressure behind the bulkhead. A timber fender system



**Steel bulkhead with concrete girdle and batter piles**

is located against the bulkhead to provide protection for berthed vessels or the adjacent floats of the Constitution Marina. The bulkhead is topped with a concrete cap and handrail. The area behind the bulkhead is primarily used as a pedestrian walkway as part of the Boston Harborwalk with a large building and parking areas further inshore.

A stone revetment extends west of the steel sheet pile bulkhead (west of the Constitution Marina gangway) consisting of a slope lined with small stones and rubble topped with larger granite blocks. The revetment slope lines the waterway on the western half of the Constitution Marina.

## **Inspections**

In 2014, Massport selected Bourne Consulting Engineering to conduct an Inspection and Condition Assessment of Hoosac Pier (in concert with studies on two other piers owned by Massport). The assessment report is included within **Attachment A**. The study results were utilized to design and construct maintenance activities at Hoosac Pier including: batter pile repairs, concrete beam repairs, pile cap repairs, and weep hole drain cleaning. Construction work was completed in 2015.

Subsequent to the completion of Massport's repairs and as a requirement of their lease, Massport's tenant, Jamestown Urban Management, has had its consultant, Childs Engineering, complete inspections of the Hoosac Pier Bulkhead in 2020, 2021, and 2022, which have been memorialized within reports that are also included within **Attachment A**.



**Concrete Spall**

### **Scope of Work:**

This project provides for inspection of the existing condition of Hoosac Pier, identification of areas that require repairs, and rehabilitation of certain sections of the pier. Work is anticipated to include, but will not be limited to, repairs to the sheet pile bulkhead, repairs to the batter piles, repairs to the girdle system, repairs to existing corrosion control systems, pile cap repairs, sinkhole repairs, patching holes within the sheet pile wall, and filling of voids behind the sheet pile wall (if necessary).

The consulting team will be expected to provide inspection services, design services for the repairs, preparing signed and stamped drawings and specifications suitable for public bidding, bid phase services, construction administration and resident engineering services during construction. It is essential that the work be designed and constructed in such a manner that disruptions to tenant operations, and the Boston Harborwalk, are minimized.

To accomplish the above, certain tasks are anticipated to be necessary, including, but not limited to:

- Review of historic construction documentation.
- Review of repairs conducted in 2015.
- Review of historic and recent inspection and maintenance activities.
- Survey and inspection (including underwater inspection) of existing infrastructure.
- Assist the Authority in prioritizing repairs based on historic repairs completed to date, the results of current surveys and inspections, and available budget.
- Support Massport with internal/external stakeholder engagements for the project, as required.
- Work with Massport to remain within the available project budget.
- Produce periodic cost estimates of the proposed work.
- Segregate design aspects and facets by priority, such that some aspects may be bid as alternates, to be awarded upon availability of funding.

### **Project Design:**

After the inspections and prioritization has been completed by the Consultant, Massport shall review with the Consultant to reach an approved conceptual design to advance to engineering and procurement. Once the conceptual design has been approved by Massport, the Consultant shall develop engineering specifications and drawings, that covers the following disciplines (as necessary):

1. Waterfront Structural
2. Civil and Utility
3. Geotechnical
4. Electrical (as necessary)



**Steel Sheet Pile**

The Consultant will support preparation of progress drawings sets and corresponding cost estimates for Massport review at the 30%, 60%, and 90% engineering design levels prior to submitting final, signed and stamped, Bid Set drawings and Specifications. Where the following requirements are met:

- Adherence to Massport standards for drawing and specifications.
- 30% design shall provide Massport sufficient information to obtain project permits with local authorities having jurisdiction (AHJs).



- 60% design shall provide Massport engineering drawings and specifications/environmental permitting that demonstrates constructability of the project without any significant future design changes.
- 90% design shall provide Massport fully engineered and designed drawings and specifications for review and comment. This will be the final drawing set prior to Consultant submitting Bid Set drawings prior to PE stamp.

The Consultant shall coordinate with Massport to determine applicable regulations and environmental impacts that includes the following:

1. Coordination with Massport’s permitting team to comply with environmental requirements.
2. Evaluation of potential environmental impacts associated with the project.
3. Identify applicable permitting requirements and prepare any necessary environmental permit applications to complete the work for Massport review.
4. Other duties, as necessary.

**Bidding and Construction Support:**

The Consultant shall prepare final signed and stamped drawings and specifications suitable for public bidding. The Consultant shall support Massport through the bidding and construction process covering the following activities:

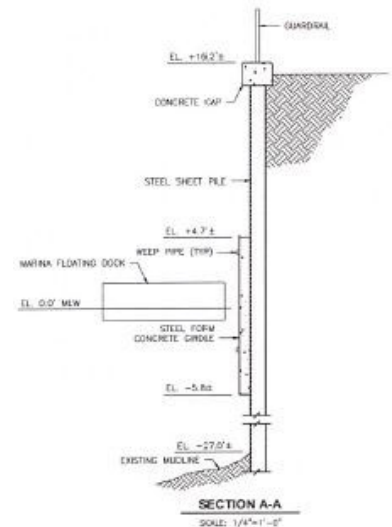
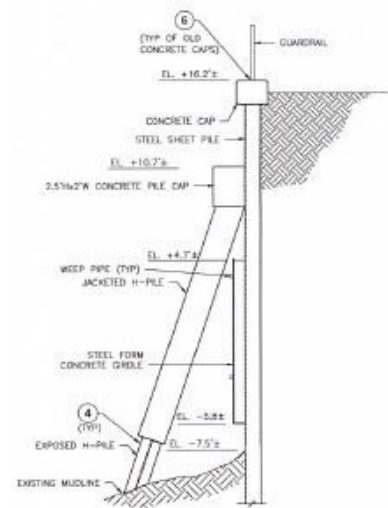
1. Response to questions during the bidding process.
2. After bids have been opened, assist Massport with the bid canvas. Provide a bid review with contract recommendation to Massport
3. Review of Contractor and/or vendor submittals.
4. Responses to RFIs and requests for clarification during the construction process.
5. Onsite resident engineering and site inspections.
6. Review of payment requisitions and requests for Change Orders.
7. Attendance at weekly construction meeting.
8. Preparation of as-built drawings that comply with Massport’s standards.
9. And other duties as outlined within Massport’s contract with the Consultant.

Limited funding will be available to accomplish these goals, and one of the first tasks for the selected Consultant will be to prioritize repairs based on Massport preferences, existing conditions and available funds.

**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 Civil 3D 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 infrastructure design and construction, including experience with net zero emissions design and construction, lifecycle analysis including embodied carbon of materials used in construction, 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 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.***

Submissions shall be printed on both sides of the sheet (8 1/2" x 11"). One (1) original and eight (8) copies of a bound document AND one PDF version on a thumb drive each limited to:

- 1) an SF 330 including the appropriate number of Part IIs,
- 2) resumes of key individuals only each limited to one (1) page under SF 330, Section E,
- 3) no more than ten (10) projects each limited to one (1) page under SF 330, Section F,



- 4) no more than 3 sheets (6 pages) of information contained under SF 330 Section H addressing the evaluation criteria, and
- 5) no more than 2 sheets (4 pages) of other relevant material not including a 2 page (max.) cover letter, SDO certification letters, covers, dividers, and other required information.

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 **9:00 AM on THURSDAY, May 4, 2023**. The following Zoom instructions shall be used by all participants <https://massport.zoom.us/j/83721027548>; Meeting ID: **837 2102 7548** One tap mobile at: **+13126266799,,83721027548#**. 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 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 JUNE 8, 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.

The procurement process for these services will proceed according to the following anticipated schedule:

<b>EVENT</b>	<b>DATE/TIME</b>
<b>Solicitation: Release Date and Supplemental Package Available</b>	<b>WEDNESDAY, APRIL 26, 2023</b>
<b>Consultant Briefing</b>	<b>THURSDAY MAY 4, 2023 at 9:00 AM</b>
<b>Deadline for submission of written questions</b>	<b>THURSDAY, MAY 11, 2023 at 12:00PM (noon)</b>
<b>Official answers published (Estimated)</b>	<b>THURSDAY, MAY 18, 2023</b>
<b>Solicitation: Close Date / Submission Deadline</b>	<b>THURSDAY, JUNE 8, 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](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**