

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

A460, DIGITAL BUILDING DATA CAPTURE,

AUTHORITYWIDE

LOGAN OFFICE CENTER

ONE HARBORSIDE DRIVE

EAST BOSTON, MA 02128

SUPPLEMENTAL INFORMATION PACKAGE

LEGAL NOTICE
REQUEST FOR QUALIFICATIONS

The MASSACHUSETTS PORT AUTHORITY (Authority) is soliciting consulting services for MPA CONTRACT NO. **A460, DIGITAL BUILDING DATA CAPTURE, AUTHORITYWIDE, LOGAN OFFICE CENTER, EAST BOSTON, MA 02128**. The Authority is seeking qualified multidiscipline consulting firm or team, with proven experience to provide professional services relative to this project. The Consultant must be able to work closely with the Authority and other interested parties to provide such services in a timely and effective manner. These services are expected to be provided at all Massport Facilities Authority wide.

The consultant shall demonstrate experience in several disciplines including but not limited to Survey, Architectural, Civil, Structural, Mechanical, Electrical, Plumbing, Vertical Design, BIM, GIS and CAD.

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 \$4 Million.

A Supplemental Information Package will be available, on **Wednesday March 20, 2024** 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 on zoom at **9:00AM on Friday March 29, 2024** at this link, <https://massport.zoom.us/j/86934550371>. 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, NAC, Director of Capital Programs and Environmental Affairs and received no later than **12:00 Noon on Thursday May 2nd, 2024** 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
EDWARD C. FRENI
INTERIM CEO & DIRECTOR OF AVIATION

SCOPE OF WORK:

The Massachusetts Port Authority (Massport) has identified the need for a comprehensive base of knowledge, regarding the buildings it owns and operates. The goal is to digitize the entire Massport portfolio by performing reality capture services, convert scan data to Revit Models, convert the Models to GIS and 2D CAD, and help establish a workflow for model and data maintenance.

The solicitation of this proposal is intended to address this need. Services provided will be used to create a baseline of information for Massport to digitally analyze the current assets within the portfolio and be used for future capital program decision-making. Data collection will address the ongoing need to catalogue the existing assets within buildings, provide updated existing conditions for all buildings and to standardize data collection and dissemination.

The Authority is seeking a qualified multidiscipline professional services partner/consultant, with proven experience to provide professional services including scanning services, interior digital modeling to Revit, 2D CAD floor plan creation in Massport CAD Standards, creation of room/space polygons, ESRI GIS data conversion/creation, creation of Building specific Control plans with direct relation to Massport site survey, space identification tagging (using Massport room numbering standards), and other data attribution collection/population. These services will be for all Authority Buildings across all Authority properties. The Consultant must be able to work closely with the Authority and other interested parties to provide such services in a timely and effective manner.

Professional services partner/consultant shall demonstrate experience in several disciplines including but not limited to terrestrial laser scanning, mobile laser scanning, Scan to Model, GIS and CAD. Also, a well-rounded knowledge of ESRI and Autodesk products, integration practices, survey, and system maintenance.

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

Primary Tasks:

1. 360 photogrammetry
2. Interior Laser scanning (terrestrial and mobile/SLAM LIDAR)
3. LOD 200 geo-located Revit Modeling
4. Conversion from Revit to CAD within Massport's BIM and AutoCAD Standards.
5. Perform survey to tie in to existing Massport control and vertical benchmarks.
6. Conversion from Revit to ESRI GIS Indoors (both options 2D and 3D)
7. Collection of attribute data (such as Room Type, Room Description)
8. Catalogue of space/room assets within each building in the models.
9. Implement space identification tagging (using Massport room numbering standards)
10. Calculate and collect building Volume data.
11. Implementation of the Massport room numbering standard Authoritywide to the Revit Models, 2D CAD and GIS data.
12. Perform collection and processing of geospatial data.
13. Perform migration of BIM data to GIS.
14. Deliverables will be in compliance with Massport BIM, GIS, and CAD Standards.
15. Ability to obtain SIDA Badges for each person.
16. Develop a standard workflow process to keep the data current.
17. Collect/Create Column and Grid Line data.
18. Point Cloud data geolocated with survey control points.
19. All work should be done within the United States (No outsourcing of any work outside the United States)

Secondary Tasks:

1. Drone Flight
2. Creation of Reality Mesh
3. Exterior Laser Scanning (terrestrial and mobile/SLAM LIDAR)

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EVALUATION CRITERIA:

The submission shall be evaluated based on 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, 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 other tools) to increase the reliability and significantly improve projects and teams' performance, and
- (4) Demonstrated project experience in sustainable and resilient high-performance buildings and infrastructure relevant to this proposal. Firms are encouraged to demonstrate “outside of the box” thinking in similar projects and provide 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 project methods 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) 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 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 the Cover Letter is signed “Under the pains and penalties of perjury”, and that you mention the Insurance in the Cover Letter itself.

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.

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

EVENT	DATE/TIME
Solicitation: Release Date and Supplemental Package Available	Wednesday March 20, 2024
Consultant Briefing	Friday March 29, 2024 Zoom @9am
Deadline for submission of written questions	Thursday April 4, 2024 at 12:00PM (noon)
Official answers published (Estimated)	Thursday April 11, 2024
Solicitation: Close Date / Submission Deadline	Thursday May 2, 2024 at 12:00PM (noon)

Times are Eastern Standard Time (US).

Questions may be sent via email to CPBidQuestions@massport.com subject to the deadline for receipt stated in the timetable above. *In the subject lines of your email, please reference the MPA Project Name and Number.* Questions and their responses will be posted on Bid Express <https://www.bidexpress.com/> and Capital Bid Opportunities webpage of Massport <http://www.massport.com/massport/business/bids-opportunities/capital-bids> as an attachment to the original Legal Notice and on COMMBUYS (www.commbuys.com) in the listings for this project.

PROJECT REQUIREMENTS:

Massport, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, all bidders/proposers will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award.

Project requirements include, but are not limited to:

Terms & Conditions:

By responding to this solicitation, consultants agree to accept the terms and conditions of Massport's standard agreement, a copy of the Authority's standard agreement can be found on the Authority's web page at <http://www.massport.com/massport/business/capital-improvements/important-documents/>.

Additional Requirements and Guidelines:

As deemed appropriate and required by the Authority or the project's needs, the consultant agrees to follow the requirements set forth in the various Guidelines and Standards that can be found on the Authority's web page at http://www.massport.com/massport/business/capital-improvements/important-documents.

M/WBE Participation:

The 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 "M/WBE" from 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.

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