REQUEST FOR INTEREST

for the implementation of a

VIRTUAL CAMPUS SYSTEM

MPA A380

Request for Proposals Issued: July 27, 2016
Deadline for Submittal of Proposals: September 8, 2016
REQUEST FOR INTEREST FOR IMPLEMENTATION OF A VIRTUAL CAMPUS SYSTEM

I. Scope Overview

The Massport Capital Programs and Environmental Affairs Department will be seeking qualified vendors capable of providing the Department with the tools necessary to create and implement a Virtual Campus; a platform by which users are able to view and access information about Massport’s infrastructure portfolio through the use of Building Information Models. The Virtual Campus must be built within a system that can be updated and maintained by Massport DTI staff. RFI responses should include samples of similar work completed for other institutions.

To control the overall implementation cost of the virtual campus, the Department will look to the RFI response to outline proposed configuration and/or modification options based on experience with other customers to effectively achieve the Department’s necessary requirements. The requirements contained in this RFI represent the Department’s vision of a virtual campus. As such, we realize that the requirements may exceed the offerings currently available in the marketplace and therefore RFI responses should focus on immediate functionality as well as flexibility to accommodate changing requirements and technology.

Given the potential complexity of the virtual campus, responses should clearly delineate how qualified vendors have implemented similar programs for other institutional customers, and should identify implementation successes and challenges to date. In addition, the response should outline the overall implementation approach and include recommendations for hardware and software to satisfy performance requirements as outlined herein. Furthermore, the Department is looking to better understand the feasibility of the Virtual Campus platform in terms of implementation time, cost, and perceived value obtained. The Department will look to selected responders to assist in the development of a detailed RFQ in order to select the implementer of the Virtual Campus.

II. Department Overview

The Capital Programs and Environment Affairs Department is responsible for the development of capital projects at all Massport facilities. The Department’s mission encompasses four main functions described below:

Capital Programming - Responsible for the development of the short and long term Capital Program for the Authority. The Capital Program is a prioritized list of infrastructure projects selected to optimize Massport’s infrastructure investments while allowing our operating departments to remain competitive in their delivery of services. The Capital Program is currently approximately $400M per year.

Project Delivery - Responsible for the delivery of the infrastructure projects approved as part of the Capital Program. This is accomplished through a mix of Massport developed projects and privately developed projects. In the case of Massport developed projects, our project teams are responsible for development of the project scope, designer selection, design management, public bidding,
construction management, and commissioning. In the case of privately developed infrastructure, our teams are responsible for development of the request for qualifications, request for proposals, management of the selection process, and oversight of the design and construction phases.

Technical Expertise - Provide numerous technical functions to all Massport facilities such as facility inspections, infrastructure record keeping, emergency troubleshooting, environmental compliance, safety management, and utilities purchasing and billing management.

Other Related Services - Provide to all Capital projects the following support efforts, as necessary: project controls, survey, construction management, resident inspection, environmental services relating to project permitting and soil/groundwater management, safety inspections and audits, and utilities management to include procurement, metering, budgeting, and billing. These services are also provided on an operational basis to Aviation and Maritime Departments. Additionally, the Capital Programs and Environmental Affairs Department manages the review, approval, and construction oversight of tenant design and construction projects.

III. Background and Current System Utilization

The use of BIM has become mandatory on some Massport projects and therefore Massport is receiving 3D deliverables through design, construction and project completion. Currently, Building Information Models are stored in separate locations on a local network drive at project completion. There is no cloud-based system or database in place to view them collectively throughout the facility’s lifecycle. Although 2D drawings are stored on internal databases, it is difficult to understand the full scope of how systems work together without sifting through hundreds of drawings to find relevant information. A virtual campus will not only help Massport maximize the technology investments made by the Department, but will also encourage collaboration among many of the Stakeholders, allowing them to review, analyze and make informed decisions.

Current Massport Systems include:

- Autodesk Infrastructure Design Suite (Premium and Ultimate)
- Autodesk Building Design Suite (Premium and Ultimate)
- Autodesk Infrastructure Map Server
- Esri ArcGIS
- SketchUp
- Bluebeam
- Adobe Acrobat
- BIM 360 Field
- ACDSee
- Maximo

IV. SCOPE OF WORK

The Department is seeking to gain better understanding of a comprehensive platform for three-dimensional viewing and accessing of information about Massport infrastructure including, but not limited to, architecture, structure, MEP/FP systems, and underground utilities. The primary goal of the Virtual Campus is to improve understanding of Massport buildings, systems, and infrastructure.
This increased visualization will aid in planning for future work, management of current assets, and will allow for a better overall understanding of relationships between buildings and systems. The Virtual Campus will have an easy-to-use interface to allow non-BIM experts to access model data for all of Logan Airport. Modeled building elements or infrastructure should be represented through an interface similar to GoogleEarth with models being represented at LOD 100 or 200, dependent on their use. Users will have the opportunity to isolate specific buildings or systems when using the tool in order to better understand function and relationship to other assets.

It is important that this interface be accessible both by desktop and mobile device. This will allow for the viewing of the virtual campus by a mobile device either through a web browser or mobile application while away from one’s office visiting a job site or a terminal building. Therefore, it is important the platform is compatible with commercial browsers.

**INFORMATION PACKAGE CONTENTS**

Each information package shall include a description of the type, technical experience, background, qualifications, and expertise of a System(s) used to develop a similar scope of work to the one MPA is envisioning:

Proposals shall contain the following:

A. **Executive Summary**
   Provide an overview describing the general approach or methodology used to meet the goals and fulfill the general functions set forth in this RFI.

B. **Table of Contents**

C. **Identification of the Proposer**
   1) Legal name and address of the company.
   2) Legal form of the company (corporation, partnership, etc.).
   3) Subsidiaries and affiliations.
   4) Address and phone number of the office that will be primarily responsible for providing services for this Proposal.

D. **Company Information**
   1) Provide total number of professional staff employed by the firm.
   2) Provide brief biographies of individuals that will be working directly with the Department.
   3) History of the Firm including Company leadership and how long they have been with the specific Company.

E. **Experience and Project Sample:**
   The RFI response shall provide a maximum of three (3) project samples including a description of the comparable contracts for similar scopes of work held by the firm, to include:

a) Project description – Describe project information that explains in detail the scope of previous work(s). Vendor should explain how the implementation was effectively achieved and should provide examples of final deliverable(s).
b) Describe the application used for final deliverable(s) of the project(s)
c) Dollar value of the project including implementation and maintenance
d) Duration of the project including implementation and training
e) Training requirements for implementation and maintenance
f) Contact name, position, entity name, telephone number, fax number, and e-mail address.

F. Litigations and Legal Proceedings
The Consultant shall also provide copies of litigation and legal proceedings information, signed under the pains and penalties of perjury, in a separate sealed envelope entitled “Litigation and Legal Proceedings”. See http://www.massport.com/business-with-massport/capital-improvements/resource-center for more details on litigation and legal proceedings history submittal requirements.

V. EVALUATION CRITERIA
Evaluation criteria will include:
• Responsiveness to the proposal specifications and detailed submittal requirements. Proposals found to be incomplete may be rejected as non-responsive.
• Previous successful installation of the proposed system. Overall functionality of the system, technology, and how it is currently used
• Maintenance and support programs

VI. PROCEDURES
Upon the receipt of responses to this solicitation, Massport may elect to invite vendors and/or consultants to participate in a “test” project through which Massport will provide select models and data to participants. Models and data shall be used for the development of a proposed “product” to be reviewed by Massport. Massport may then elect to invite vendors and/or consultants for demonstrations/interviews with the intent of getting a better understanding of the proposed system. Subsequently, Massport will select a vendor or consultant to support Capital Programs in implementing the Virtual Campus Vision.

I. GENERAL INSTRUCTIONS
Interested firms are invited to submit seven (7) hard copies, and one (1) electronic copy of the RFP on a portable “thumb-drive” in write protected PDF format. The complete response, together with any and all additional materials, shall be enclosed in a sealed envelope addressed and delivered no later than 2:00 p.m. on Thursday April 28, 2016 to the following address:

Houssam H. Sleiman, PE, CCM,
Director of Capital Programs and Environmental Affairs
Massachusetts Port Authority, Logan Office Center,
One Harborside Drive, Suite 209S,
East Boston, MA 02128-2909

It is the firm’s sole responsibility to ensure that their response is received prior to the scheduled closing time. No corrected or resubmitted Responses will be accepted after the deadline. Faxed responses are not appropriate for submission and will not be accepted or considered.
This Request for Information does not commit the Department to award a contract or pay any costs incurred in the preparation of a response to this request. The Department reserves the right to accept all or part of any responses or to cancel in part or in its entirety this Request for Information. The Department further reserves the right to accept the response that it considers to be in the best interest of the Department.

All requirements must be addressed in your response. Non-responsive responses will not be considered. All responses, whether selected or rejected, shall become the property of the Department. Firms are responsible for checking the website periodically for any updates or revisions to the RFI.

Requests for Information

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/doing-business/_layouts/CapitalPrograms/default.aspx as an attachment to the original Legal Notice and on COMMBUYS (www.commbuys.com) in the listings for this project.

All contacts regarding this Request for Information during the submittal preparation and evaluation period must be done in writing through CPBidQuestions@massport.com

In the event that a firm has contact with any official, employee or representative of the Department in any manner contrary to the above requirements, said firm may be disqualified from further consideration.

Submission Schedule

<table>
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<tr>
<th>EVENT</th>
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<tbody>
<tr>
<td>Solicitation: Release Date</td>
<td>July 27, 2016</td>
</tr>
<tr>
<td>Deadline for submission of written questions</td>
<td>August 5, 2016 by 12:00 (noon)</td>
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<tr>
<td>Official answers published (Estimated)</td>
<td>August 19, 2016</td>
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<tr>
<td>Solicitation: Close Date / Submission Deadline</td>
<td>September 8, 2016 by 12:00 (noon)</td>
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