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PUBLIC ANNOUNCEMENT

MASSACHUSETTS BAY TRANSPORTATION AUTHORITY SOLICITATION FOR TECHNICAL SUPPORT SERVICES FOR SYSTEM-WIDE ACCESSIBILITY

MBTA CONTRACT NO. SWAPS03

REQUEST FOR QUALIFICATIONS

The Massachusetts Bay Transportation Authority is General Engineering Contract for Technical Support Services of System-Wide Accessibility.

The Scope of Services includes, but is not limited to: ad hoc station/facility site assessments aimed at identifying barriers to accessibility, design services for small projects addressing minor-moderate barriers to accessibility, project scoping, plan reviews, and site visits by subject matter experts in universal and inclusive design, review of miscellaneous electronic documents, websites, and applications to ensure compliance with WCAG2.1, graphics development and document formatting, QA/QC and development of tactile braille products, coordination of user testing/feedback.

The scope of services will be authorized on task order basis. The duration of this contract will be five (5) years, with options to extend based on the needs of the MBTA.

Firms having capabilities for this work are invited to submit a Statement of Qualifications to Cheryl A. Guiod, Director of Professional Service Contracts, MBTA Capital Program Support, 10 Park Plaza, Room 5170, Boston, MA 02116 **no later than 2:00 PM on July 26, 2024, via Box.com. Please email Cassie LaVigueur at clavigueur@mbta.com no later than 12:00pm on July 26, 2024, for Box.com access.** Joint Venture participation will be considered.

Proposers are solely responsible for assuring that the MBTA receives their SOQs by the specified delivery date and time at the website referenced above. The MBTA shall not be responsible for delays in submission and other occurrences beyond the control of the MBTA.

This project is expected to utilize non-federal funding. Although there is no DBE participation goal for this project, the Authority strongly encourages the use of Minority, Women and Disadvantaged Business Enterprises as prime consultants, sub-consultants and suppliers in all of its contracting opportunities.

Responses to the Request for Qualification shall include one (1) digital copy, submitted via Box.com of a current Standard Form (SF) 330 - Architect/Engineer Qualification Questionnaire for all proposed team members, including all proposed sub-consultant firms. In addition, all firms including subconsultants must submit as part of the Statement of Qualifications, an Affirmative Action Plan, Employee Profile, and the most current Massachusetts Unified Certification Program (MassUCP) Disadvantaged Business Enterprise (DBE) Certification Letters.

Please utilize Section H (Additional Information) of the Standard Form (SF) 330 to address the following:

1. Demonstrate your firm's commitment to advancing diversity, equity and inclusion within your organization by providing a copy of your firm's DEI Policy and a brief but detailed description of your DEI strategies and initiatives including but not limited to dedicated resources – both fiscal and human capital, and your approach to benchmarking and identifying gaps as well as opportunities to prioritize to advance the success of your organizations DEI readiness. (10 points)
2. Demonstrate your firm's commitment to advancing diversity, equity and inclusion with your business partners by providing (I) a brief summary of how your firm has partnered with the following types of business enterprises over the last 2 years including Disadvantaged (DBE), Lesbian, Gay, Bisexual, Transgender (LGBT), Services – Service Disabled Veteran owned (SDVOBE), Minority owned (MBE), Veteran owned (VBE) or Women owned (WBE) and (II) a brief but detailed summary of how your firm is providing opportunities for such firms on the Project Team and how you plan to use such firms to effectively delivery Services to the MBTA. (10 points)
3. Demonstrate your firm's commitment to advancing diversity, equity and inclusion beyond your organization by describing all actions your firm is taking to proactively contribute to advancing DEI in the Architectural, Engineering and Construction (AEC) Industry and beyond. (5 points)

As part of the SF 330 information, Consultants shall also include the following information:

1. Proposed Team and Organization.
2. Key personnel qualifications for all project disciplines. The Project Manager assigned by the selected consultant(s) shall be a registered Professional Engineer or Architect with at least ten (10) years of design and construction of rail transit facilities and systems engineering experience and 5 years of PM experience, and possess experience with MBTA systems, procedures, and inter-departmental coordination. The Project Manager shall also have a working knowledge of appropriate design codes and MBTA standards, including: MBTA Guide to Access, Massachusetts Building Code, Americans

with Disabilities Act (ADA), Code of Massachusetts Regulations (CMR): 521 and 780 CMR: Massachusetts Architectural Access Board (AAB), 750 CMR Chapter 34: Repair, Alterations, and Change of Use of Existing Buildings, and NFPA 130 – Standard for Fixed Guide-Way Transit and Passenger Rail Systems. The Consultant must also specifically identify the QA/QC manager assigned to this project.

3. Project experience of consultant team members that best illustrates current qualifications relevant to this project.
4. Additional information or description of resources supporting Firms' qualifications for the project.

In addition, Consultants shall provide:

- Affirmative Action Plan/Employee Profile/DBE Certification Letters

The Statement of Qualifications will be evaluated based on the following criteria:

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|--|-------------------|
| Proposed Team and Organization | 10 points |
| Key Personnel Qualifications | 20 points |
| Relevant Project Experience (Example Projects) | 25 points |
| Additional Information (DEI Evaluation) | 25 points |
| Personnel by Discipline | 10 points |
| General/Overall Evaluation | 10 points |
| AA/EP/DBE Evaluation | <u>Pass/Fail</u> |
| TOTAL | 100 points |

It is the practice of the Authority to encourage the economic growth of professional firms through broad solicitation and award of contracts. All capable firms are invited to submit a Statement of Qualifications in accordance with the instructions presented in this solicitation. Services being performed in this procurement, do not meet the Qualifications Based Selection (QBS) mandated in the Brooks Act (Public Law 92-582), and therefore will follow a Qualifications and Price Based Selection (QPBS) process.

Following an initial evaluation of qualifications and performance data, firms considered to be the most highly qualified to provide the required services will be requested to submit proposals and may be invited to participate in oral interviews. Please note in order to be considered for an RFP, the proposer must pass the AA/EP/DBE Evaluation.

This is not a Request for Proposal. The MBTA reserves the right to cancel this procurement or to reject any or all Statements of Qualifications.

Monica Tibbits-Nutt
Secretary & CEO

Philip Eng
General Manager