**Invitation to Tender**

**Appendix C – Technical Questionnaire**

**For the supply, installation, and maintenance of a Mobility Hubs solution**

**Project REF: DN651617**

**Commencing: 14 February 2023**

**Contract term: 24 months + 12-month optional extension**

**Procedure: Open**

**Tender submission deadline: 03 April 2023**

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## Introduction

This section sets out the Technical Questions to be answered by Tenderers in line with the ITT.

Tenderers are advised to review this document in full prior to responding to the questions set out in the document.

Please do not submit any brochures or marketing materials alongside your response to ITT Appendix C - Technical Questionnaire. Any additional materials which have not been requested for by the Combined Authority will not be evaluated.

## Question weightings

The weightings allocated for the Technical Questions are provided in the table below.

Table 1 - Question weightings

|  |  |  |  |
| --- | --- | --- | --- |
| Section Title | Question Number | Weighting | Scoring Guidance |
| Price Questions | In separate Price Submission spreadsheet (ITT Appendix D- Pricing Schedule) | 30% | See ITT Appendix D – Pricing Schedule |
| Component specification questionnaire | 1 | 20% | Please see Table 2 - Component Specification scoring methodology  Tenderers must score at least (4) on each of the **priority components** as indicated in ITT Appendix A Specification Description in the Components Specification section or may be excluded from the procurement.  Tenderers must score a minimum of at least 70% of the highest possible combined score across all components in this section or may be excluded from the procurement. |
| Organisational structure and proposed approach to delivery | 2 | 8% | As a minimum your response must address the sub criteria points included. Each sub criteria point is of equal importance. |
| Programme of works | 3 | 10% | As a minimum your response must address the sub criteria points included. Each sub criteria point is of equal importance. |
| Inclusive and flexible design of components | 4 | 8% | As a minimum your response must address the sub criteria points included. Each sub criteria point is of equal importance. |
| Branding | 5 | 3% | As a minimum your response must address the sub criteria points included. Each sub criteria point is of equal importance. |
| Proposed approach to defined operational and maintenance responsibilities for selected components | 6 | 4% | As a minimum your response must address the sub criteria points included. Each sub criteria point is of equal importance. |
| Proposed approach to monitoring and reporting | 7 | 4% | As a minimum your response must address the sub criteria points included. Each sub criteria point is of equal importance. |
| Decommissioning | 8 | 3% | As a minimum your response must address the sub criteria points included. Each sub criteria point is of equal importance. |
| Social Value | 9 | 10% | As a minimum your response must address the sub criteria points including a completed Appendix K - Social Value Delivery Plan |

## Quality questions

### Q01 - Component specification questionnaire

We are seeking products which meet the specifications as set out below. In the Technical Questionnaire, Tenderers are also asked whether their product has any other features which would enhance the user experience.

This could include how the product can be integrated with other components, and/or the West of England Combined Authority’s Mobility As A Service (MaaS) app, currently under development – this app will integrate journey planning tools with payment and ticketing, enabling travellers to plan, pay for and undertake end-to-end journeys within a single platform, and/or any other innovative features to enhance the user experience.

The Contracting Authority reserves the right to reject products or components which do not meet the specifications. Tenderers should only propose one solution against each component specification.

#### Wayfinding components

Please note that these specifications do not include suggestions for the full makeup of the products including features such as foundations and fixings. These product specifications are minimum requirements, however detailed specifications will be developed further between the successful Tenderer and the Combined Authority’s wayfinding consultants.

##### Wide totem (priority component)

|  |  |  |
| --- | --- | --- |
| Wide totem | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Consistent look and feel with the other wayfinding products in this specification |  |  |
| 600 x 2750mm |  |  |
| Internal galvanised steel frame |  |  |
| External powder coated aluminium panels |  |  |
| Stainless steel base plate |  |  |
| Low iron toughened glass panel with vinyl graphics applied to rear |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Projected identification (priority component)

|  |  |  |
| --- | --- | --- |
| Projected identification | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Consistent look and feel with the other wayfinding products in this specification |  |  |
| 300 x 300mm |  |  |
| Internal galvanised steel frame |  |  |
| External aluminium panels with direct printed graphics |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Poster case information

|  |  |  |
| --- | --- | --- |
| Poster case information | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Consistent look and feel with the other wayfinding products in this specification |  |  |
| Bespoke on a site-by-site basis – Likely standard paper sizes A2-A0 depending on each bus shelter. |  |  |
| Graphics printed on PVC poster paper or vinyl |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Identification cube (priority component)

|  |  |  |
| --- | --- | --- |
| Identification cube | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Consistent look and feel with the other wayfinding products in this specification |  |  |
| 400 x 400mm, 2500mm clearance from ground level (cube) |  |  |
| 3000mm pole with diameter of 90mm |  |  |
| 300 x 1000mm (display panel) |  |  |
| Powder coated steel post |  |  |
| Internal galvanised steel frame (cube) |  |  |
| External aluminium panels with direct printed graphics (cube) |  |  |
| Aluminium panels with direct printed graphics affixed to post (display panel) |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Fingerpost (priority component)

|  |  |  |
| --- | --- | --- |
| Fingerpost | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Consistent look and feel with the other wayfinding products in this specification |  |  |
| 3220mm pole with diameter of 90mm |  |  |
| 900 x 100mm (slats) |  |  |
| Powder coated steel post |  |  |
| Powder coated aluminium slats with direct printed graphics |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Site identification (priority component)

|  |  |  |
| --- | --- | --- |
| Site identification | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Consistent look and feel with the other wayfinding products in this specification |  |  |
| 3500mm pole with diameter of 90mm |  |  |
| 500 x 500mm (cube) |  |  |
| Powder coated steel post |  |  |
| Internal galvanised steel frame (cube) |  |  |
| External aluminium panels with direct printed graphics (cube) |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

#### Transport components

##### Sheffield stand (n-shaped) (priority component)

|  |  |  |
| --- | --- | --- |
| Sheffield stand, with some capacity for cargo/utility bikes (n-shaped) | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Stainless steel finish |  |  |
| Galvanised steel bar construction (minimum thickness 3mm) |  |  |
| “n”-shaped |  |  |
| Submerged fixing – minimum foundation depth of 300m with welded ‘anchor bar’ |  |  |
| Height: 750mm  Width: at least 750mm  Diameter 50 x 2mm |  |  |
| Compliance against one of the following minimum-security standards   * LPS 1175 Issue 7.2:2014 Security Rating 1 or 2, or * LPS 1175 Issue 8:2018 A1 Security Rating 1, or * Sold Secure (Bronze, Silver or Gold), or * STS 502 |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Sheffield stand (m-shaped) (priority component)

|  |  |  |
| --- | --- | --- |
| Sheffield stand, with some capacity for cargo/utility bikes (M-shaped) | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Stainless steel finish |  |  |
| Galvanised steel bar construction (minimum thickness 3mm) |  |  |
| “m”-shaped |  |  |
| Submerged fixing – minimum foundation depth of 300m with welded ‘anchor bar’ |  |  |
| Height: 750mm  Width: at least 750mm  Diameter 50 x 2mm |  |  |
| Compliance against one of the following minimum-security standards   * LPS 1175 Issue 7.2:2014 Security Rating 1 or 2, or * LPS 1175 Issue 8:2018 A1 Security Rating 1, or * Sold Secure (Bronze, Silver or Gold), or * STS 502 |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Individual secure cycle lockers (priority component)

|  |  |  |
| --- | --- | --- |
| Individual secure cycle lockers | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Cycle lockers for individual use - one cycle per locker |  |  |
| Large enough to house most cycles |  |  |
| Keyless operation |  |  |
| Usage data available to the West of England Combined Authority |  |  |
| Meets security standard: LPS 1175 Security Rating 1 |  |  |
| Metered connection |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Micromobility parking infrastructure (priority component)

|  |  |  |
| --- | --- | --- |
| Micromobility parking infrastructure | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Racks, corrals, or other infrastructure which encourages good parking behaviour from micromobility users |  |  |
| Must be suitable for use by any potential e-scooter hire, e-cycle hire, or cycle hire operator |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Bike repair stand

|  |  |  |
| --- | --- | --- |
| Bike repair stand | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Phillips and flat head screwdrivers |  |  |
| Allen key set |  |  |
| Torx T.25 |  |  |
| Pedal spanner |  |  |
| Adjustable spanner |  |  |
| 2x steel tyre levers |  |  |
| Tool tethers: weatherproof cable |  |  |
| Ability to affix securely to the ground |  |  |
| Must be highly durable and vandal-proof |  |  |
| Maximum tether length: suitable distance to ensure tools can be comfortably used on the user’s cycle, yet short enough to ensure cannot reach neighbouring parked cycles |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Bike pump

|  |  |  |
| --- | --- | --- |
| Bike pump | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Presta and Schraeder valves |  |  |
| Weatherproof |  |  |
| Suitable for public use |  |  |
| Ability to affix securely to the ground |  |  |
| Must be highly durable and vandal-proof |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Secure cycle enclosure (UWE only)

|  |  |  |
| --- | --- | --- |
| Secure cycle enclosure | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Enclosed cycle shelter with roof, and access door |  |  |
| Maximum dimensions: W5.3m L1: 5.7m/L2: 4.8m |  |  |
| Materials: hard words, glazing and metal and/or ability to provide a consistent aesthetic with other mobility hub components at this site. |  |  |
| Highly durable and vandal-proof |  |  |
| To include single tier n or m shaped Sheffield stands inside  (Contractor to calculate appropriate number required according to final dimensions of shelter and meeting LTN 1/20 cycle parking specifications. Sheffield stands to meet *Sheffield stand* specifications within this specification, but to be included within the cycle shelter price) |  |  |
| Visibility into the shelter to support natural surveillance |  |  |
| Integrated movement-activated lighting |  |  |
| Ducting to allow UWE to provide standardised CCTV equipment |  |  |
| Metered connection |  |  |
| Easily maintainable by a typical local authority maintenance team. |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

#### Public realm components

##### Seating with integrated canopy (priority component)

|  |  |  |
| --- | --- | --- |
| Seating with integrated canopy | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Size: to fit allocated space within Reference design |  |  |
| Modular or bespoke design |  |  |
| Ability to provide consistent aesthetic across mobility hub locations |  |  |
| Integrated canopy to provide some overhead shelter from the weather |  |  |
| Seating: 50% of seating to be provided under canopied area to offer protection from the weather including some seats with back and arm rests. |  |  |
| Variety of seating and work surface layouts to fit the available space, designed to support social interaction, informal work, and study |  |  |
| Made from durable and sustainable materials |  |  |
| Must be robust and weather resistant |  |  |
| Ability to incorporate brand colours |  |  |
| Ability to incorporate other components within the seating structure (e.g., integrated lighting or planters) |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Seating with canopy (UWE only)

|  |  |  |
| --- | --- | --- |
| Seating with canopy (UWE only) | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Maximum dimensions: W 10m D 8m H 3m |  |  |
| Materials: hard woods, glazing and metal |  |  |
| Ability to provide a consistent aesthetic with other mobility hub components at this site. |  |  |
| Integrated canopy to provide some overhead shelter from the weather. |  |  |
| Seating: 50% of seating to be provided under canopied area to offer protection from the weather including some seats with back and arm rests. |  |  |
| Variety of seating and work surface layouts to fit the available space, designed to support social interaction, informal work, and study |  |  |
| Made from durable and sustainable materials |  |  |
| Robust and weather resistant |  |  |
| Aesthetically complements the other components |  |  |
| Ability to incorporate brand colours |  |  |
| Ability to incorporate other components within the seating structure (e.g. integrated lighting or planters) |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Seating into embankment/retaining wall (UWE only)

|  |  |  |
| --- | --- | --- |
| Seating into embankment/retaining wall (UWE only) | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Re-landscape grassed area to create space for micromobility parking and integrated seating as per Reference design |  |  |
| Edge re-landscaped area with seating to follow shape of landscaping |  |  |
| Ability to provide a consistent aesthetic with other key components across the UWE Mobility Hub site, particularly the *Seating with integrated canopy* and *Secure Cycle Enclosure* |  |  |
| Made from durable and sustainable materials |  |  |
| Robust and weather resistant |  |  |
| Ability to incorporate other components within the seating structure (e.g. integrated lighting or planters) |  |  |
| Integrated lighting to enhance the visual form of the structure |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Paving (UWE only)

|  |  |  |
| --- | --- | --- |
| Paving (UWE only) | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Total area to cover: as per Reference design |  |  |
| Marshalls Keyblok Brindle |  |  |
| Kerb stone to retain block paving to area abutting car park |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
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##### Planters and planting (priority component)

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| --- | --- | --- |
| Planters and planting | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Ability to provide consistent aesthetic across locations |  |  |
| Ability to provide bespoke planting solutions according to the allocated space indicated in the preliminary designs |  |  |
| Made from durable and sustainable materials |  |  |
| Aesthetically complements the other components |  |  |
| Ability to incorporate brand colours |  |  |
| Ability to incorporate other components within the seating structure (e.g., integrated lighting or mobile device charging) |  |  |
| Planter design and planting to support pollinators |  |  |
| Species selection and product design to encourage water retention and drought resistance |  |  |
| Where possible, species selection to offer shading |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Community noticeboard

|  |  |  |
| --- | --- | --- |
| Community noticeboard | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Ability to be integrated into other components, if possible |  |  |
| Minimum size: W: 1000mm; H: 750mm |  |  |
| Ability to locate frame at an accessible height either on legs, or affixable to external wall or similar surface |  |  |
| Weatherproof to ensure contents remain dry |  |  |
| Clear scratch resistant front panel |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Specialised/integrated lighting

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| --- | --- | --- |
| Specialised/integrated lighting | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Lighting to enhance architectural features of supplied components |  |  |
| Ability to introduce colour/patterns etc. |  |  |
| Ability to integrate into other components where possible |  |  |
| Option of light shields to prevent light pollution |  |  |
| Renewable powered solutions if possible |  |  |
| Metered connection |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Defibrillator

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| --- | --- | --- |
| Defibrillator | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Group 1 device |  |  |
| Suitable for community use in most aspects, in most rescue conditions, and easily supported remotely |  |  |
| Suitable for use by untrained & panicking users, or special needs users |  |  |
| Compliant to various disability legislation, such as the Equalities Act 2010 |  |  |
| Provision of basic rescue information on the arrival of the ambulance |  |  |
| Metronomes |  |  |
| Clear visual and audio instructions |  |  |
| Easily checked and maintained by the community |  |  |
| Unlikely to cause issues in a community setting |  |  |
| Metered connection |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Wi-Fi (priority component)

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| --- | --- | --- |
| Wi-Fi | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Wi-Fi hotspot |  |  |
| Free to use by public |  |  |
| Reliable |  |  |
| Secure |  |  |
| High speed |  |  |
| Customisable landing page |  |  |
| Potential for advertising inclusion on landing page |  |  |
| Advertising revenue to be paid to the West of England Combined Authority |  |  |
| Metered connection |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Mobile device charging (priority component)

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| --- | --- | --- |
| Mobile device charging | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| To suit USB-C, Apple Lightning Connector |  |  |
| Future proofed to reduce risk of potential future obsolescence |  |  |
| Where possible, integrated into another component |  |  |
| If possible, energy generation via solar, or other renewable sources from within the mobility hub/or can be retrofitted into existing infrastructure such as bus shelters |  |  |
| Streamline design to fit compact design of mobility hubs |  |  |
| Metered connection |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Water fountain (priority component)

|  |  |  |
| --- | --- | --- |
| Water fountain | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Include WRAS approved water meter |  |  |
| Include all necessary connection fittings |  |  |
| Ability to refill water bottles of various sizes, up to at least 1l capacity |  |  |
| For outdoor use |  |  |
| Vandal resistant |  |  |
| Weatherproof (including frost proof) |  |  |
| Ability to apply mobility hub branding |  |  |
| Durable |  |  |
| Connection to mains water (Bristol Water) via new suppliers’ request |  |  |
| Metered connection |  |  |
| Easily maintainable by a typical local authority maintenance team |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

##### Thermoplastic markings

|  |  |  |
| --- | --- | --- |
| Thermoplastic markings | | |
| Proposed make and model | | |
|  | | |
| Component image | | |
|  | | |
| Specification details | **Does your product meet the following specifications?   Yes/No** | **If no, please provide justification** |
| Customisable thermoplastic markings to a design set out by the project team |  |  |
| A different design may be required for each site |  |  |
| Will need to cover a maximum area as set out in the preliminary designs |  |  |
| Durability: 1+ years |  |  |
| Scope to install around pre-existing components |  |  |
| Does your product have any other features which would enhance the user experience? | | |
|  | | |
| If your product does not meet the specification listed above, please set out below how it provides a similar or enhanced user experience to a product meeting the specification. | | |
|  | | |

#### Delineations and groundworks

##### Micromobility parking delineation (priority component)

|  |  |
| --- | --- |
| Micromobility parking delineation | Are you able to meet the following specifications?  Yes/No |
| Marking to follow national standards for e-cycle and e-scooter parking delineation |  |
| Ability to accommodate a generic parking dock, provided through this procurement exercise |  |

##### Disabled parking delineation (priority component)

|  |  |
| --- | --- |
| Disabled parking delineation | Are you able to meet the following specifications?  Yes/No |
| Marking to follow national standards for disabled bay parking delineation |  |

##### Car club bays (priority component)

|  |  |
| --- | --- |
| Car club bays | Are you able to meet the following specifications?  Yes/No |
| Marking to follow national standards for car club bay parking delineation |  |

##### Relocation of shipping container (UWE only)

|  |  |
| --- | --- |
| Relocation of shipping container (UWE only) | Are you able to meet the following specifications?  Yes/No |
| Relocation of shipping container |  |
| Re-levelling of ground or access steps to retain DDA compliance |  |
| Re-connection of services to container (power and data) |  |

### Quality Questions Q02 – Q09

|  |  |  |
| --- | --- | --- |
| Question | ITT Question and requirements | Evaluation Guidance |
| Q02 – Organisational structure and proposed approach to delivery | Question 2 requires Tenderers to provide an organisational chart detailing the proposed structure of the organisation and/or the supplier(s) that are part of your bid, alongside an accompanying narrative explaining the overall approach to delivery. This should include details of who will be acting as Principal Contractor and evidence of their suitability to fulfil this role.  With reference to the requirements in the ITT, please explain how your proposed organisational structure will successfully deliver this Contract. Tenderers are also required to identify the top ten risks and how they propose to mitigate them.  *Please upload your response as a pdf file of up to:*  *2 sides of A3 for the organisational chart; and*  *3 sides of A4 for the narrative and top ten risks*  *Giving it the file name* ***“Q02\_Tenderer name \_ O*rganisational structure”** | Your response must include the following elements:   * Organisation chart(s) and any diagrams that detail the proposed structure, covering the roles set out in the guidance above. * An accompanying narrative that explains the approach taken within the organisation chart(s) and any diagrams, and addresses the following:   + Details who will be responsible for the roles set out in ITT Appendix A Specification Description, Section 2 a-l, including evidence of their suitability to fulfil these roles.   + Details of the leadership roles and their immediate reports and corresponding team structure, and, if a Consortium or relying on Subcontractors, identify by showing which Party or Subcontractor to whom the individuals are engaged.   + How the proposed structure will successfully deliver the mobility hubs solution working with all parties, including key Subcontractors.   + How the proposed organisation will work with public bodies and other organisations to gain relevant permissions, consents, and utilities connections where appropriate. |
| Q03 – Programme of works | **Question 3 requires Tenderers to provide a programme of works and narrative highlighting key dependencies and third-party interfaces, which meets the Combined Authority’s delivery timescales. ITT Appendix A – Specification Description Section 3: Programme of works sets out the roles and responsibilities of each party, as well as our target deadlines and should be used to build on to create the programme.**  Site preparation and component installation should be carried out as a single stage where possible to prevent unnecessary disruption and enable launch of the hub.  Please set out your proposed approach to programming and delivering mobility hubs in the West of England for this project.  The Programme shall be submitted in pdf format; the Programme to be submitted shall exclude resources and costs.  *Please upload your response as;*   * *a Gantt chart up to 3 sides of A3; and* * *a narrative highlighting key dependencies up to 2 sides of A4*   *Giving it the file name* ***“Q03\_Tenderer name \_ Programme of Works”*** | **The response must include the following elements:**   * A programme of works which takes into account our intention to enable the first mobility hubs to be operational from November 2023, and the remaining hubs to be delivered by February 2024. * Evidence to demonstrate that you are able to deliver against this programme. * The key dependencies in your ability to deliver to this programme. * Cleary identified third party interfaces and approvals required including interfaces within the West of England Combined Authority Future Transport Zone Mobility Hubs project team. * A narrative highlighting the key dependencies of this project. |
| Q04 - Inclusive and flexible component design and installation | Please set out your approach to selecting and installing components for modern multi-modal, multi-functional, flexible, inclusive, and innovative interchanges.  *Please upload your response as a narrative up to 6 sides of A4 giving it the file name*  ***“Q04\_Tenderer name\_Inclusive\_Design”*** | **The response must include the following elements:**  Provide details of your approach to selecting and installing components for mobility hubs that meet the criteria set out in Section 4 of ITT Appendix A Specification Description. |
| Q05 - Branding | Please provide details of your ability to apply branding at mobility hubs. Branding includes but is not limited to the application of highlight and accent colours and use of local logos.  *Please upload your response as a narrative up to 4 sides of A4 giving it the file name* ***“Q05\_Tenderer name\_Branding”*** | **The response must address the following points:**   * The ability to apply West of England Sustainable Transport to mobility hub components to ensure mobility hubs have consistency in terms of recognition. * The ability to change the branding after installation should local branding change. |
| Q06 - Proposed approach to defined operational and maintenance responsibilities for selected components | Please provide a brief overview of your proposed approach to defined operational and maintenance responsibilities for the selected components as detailed in ITT Appendix A Specification Description which are:   1. Individual secure cycle lockers 2. Secure cycle enclosure 3. Specialised/integrated lighting 4. Defibrillator 5. Wi-Fi 6. Mobile device charging   *Please upload your response as a narrative up to 2 sides of A4 giving it the file name*  ***“Q06\_Tenderer name\_Operation and Maintenance”*** | **The response must address the following points:**   * Provide your proposed approach to defined operational and maintenance responsibilities for the selected components stated above and in ITT Appendix A Specification Description. * Please provide an overview of the coverage provided by your warranties for all components. |
| Q07 - Proposed approach to monitoring and reporting | Please provide a brief overview of how you propose to monitor and report progress throughout the trial to the Combined Authority.  *Please upload your response as a narrative up to 2 sides of A4 giving it the file name*  ***“Q07\_Tenderer name\_Monitoring and Reporting”*** | **The response must address the following points:**   * Provide details on how you will provide data on usage of components to the Combined Authority to inform outputs of the trial. * Provide details of your approach to providing feedback and lessons learned to support the trial’s monitoring and evaluation. |
| Q08 - Decommissioning | Please set out your approach to decommissioning.  *Please upload your response as a narrative up to 2 sides of A4 giving it the file name*  ***“Q08\_Tenderer name\_Decommissioning”*** | **The response must address the following points:**   * In the event of the trial resulting in the removal of mobility hubs or individual components, provide details of your approach to decommissioning mobility hubs and/or components, including:   + Approach to making utility connections safe.   + Approach to returning affected areas to their original condition. * Details of any buy-back scheme. * Approach to the re-use and/or recycling of components. |
| Q09 – Social Value | Please provide a method statement that describes the commitment your organisation will make to ensure that opportunities under the contract deliver the social value stated in Appendix K - Social Value Delivery Plan and meet the social value policy outcomes stated in the ITT.  Please upload your response as a narrative up to 3 sides of A4 giving it the file name ***“Q09\_Tenderer\_name\_Social\_Value”***  **(Delivery plan can be an additional document to this response).** | In your answer please also state how your organisation will influence staff, your supply chain, and local communities to support the social value policy outcomes in Appendix K - Social Value Delivery Plan, e.g., engagement, training, and education, partnering/collaborating, volunteering etc.  **NOTE: Tenderers should ensure that all social value benefits offered/committed to be delivered under this contract should be Specific, Measurable, Achievable, Relevant and Timed (SMART)** |