



**AWARD QUESTIONNAIRE RESPONSE GUIDANCE, EVALUATION AND MARKING
SCHEME**

ROAD TRAVEL TIME DATA SERVICE

REFERENCE NUMBER

RM3782

ATTACHMENT 3

1 INTRODUCTION

- 1.1 This document provides an overview of the methodology which will be adopted by the Authority to evaluate your response to each question set out within the Award Questionnaire. It also sets out the Marking Scheme which will apply. For the avoidance of doubt, references to “you” in this document shall be references to the Potential Provider.
- 1.2 The defined terms used in the Invitation to Tender (ITT) document (Attachment 1) shall apply to this document.

2 OVERVIEW

- 2.1 The Award Questionnaire is broken down into the following sections:

SECTION A – GENERAL QUESTIONS

- Data Collection
- Data Delivery
- Data Quality (Technical Documentation & Management)
- Data Sharing
- Security

SECTION B – PRICING QUESTION

SECTION C – CONTRACT POPULATION QUESTIONS

- 2.2 If you fail to provide a response to any applicable question of the Award Questionnaire, your Tender may be deemed to be non-compliant. If a Tender is deemed to be non-compliant, the Tender will be rejected and excluded from further participation in this Procurement.
- 2.3 A summary of all the questions contained within the Award Questionnaire, along with the Marking Scheme and Maximum Score Available for each question is set out below:

SECTION A – GENERAL QUESTIONS			
Section		Marking Scheme/Score	Weighted Score Available (%)
Data Collection			
AQA1	Clearly set out that you will directly collect/monitor the data required, without using historic or modelled estimates, and explain how you will do this.	0, 33, 66, 100 0 = Fail*	7
AQA2	Please confirm both that you will supply location reports in one of the formats described in the response guidance below, and that the level of accuracy and precision will align with the description in the response guidance below.	Pass / Fail**	N/A
AQA3	Please confirm that you will be able to provide the date/time of all location reports to at least 1/100 th of a second accuracy precision .	Pass / Fail**	N/A
AQA4	How will you ensure that the data will be representative of traffic on the network at all times, both in terms of driving speeds and the types of vehicles and road users monitored?	0, 50, 100	4
AQA5	What is the reporting interval that you can supply the required travel time data to the Authority in its rawest form? The Authority expects a minimum reporting interval of 15 seconds i.e. vehicle location reports at least every 15 second or at shorter reporting intervals.	Pass / Fail**	N/A
AQA6	How will you derive the vehicle type classification associated	0, 50, 100	4

	with each data point and what categories can you derive?	0 = Fail*	
AQA7	What daily coverage of the roads in England can you supply travel time data for throughout the duration of the contract? The Authority requires a minimum of 90% daily coverage (in length terms) of the Major Road Network (all Motorway and A Roads) in England.	0, 50, 100 0 = Fail*	4
AQA8	The Authority requires that the data must be accurately referenced to individual links within the Ordnance Survey (OS) Integrated Transport Network (ITN) Layer. How will you achieve this?	0, 50, 100 0 = Fail*	4
AQA9	How will you meet the requirement for the Raw Data stated in Attachment 4a Specification, paragraph 4?	0, 50, 100	7
AQA10	How will you meet the requirement for the individual trip level dataset set of variables as stated in Attachment 4a Specification (paragraph 5.3i)	0, 50, 100	7
AQA11	How will you meet the requirement for the 15 minute aggregated travel time dataset as stated in Attachment 4a Specification (paragraph 5.3ii)	0, 50, 100	7
AQA12	How will you meet the requirement for the Origin/destination dataset stated in Attachment 4a Specification (paragraph 5.3iii)?	0, 50, 100	7
Data Delivery			
AQA13	How will you supply the Authority with unrestricted access to the required monthly travel time datasets?	0, 50, 100 0 = Fail*	4

AQA14	Will you be able to deliver the raw and processed data within the expected milestone dates (as set out in Attachment 4a Specification, paragraph 3), how will this be achieved and how will any perceived risks of slippages be dealt with?	0, 33, 66, 100 0 = Fail*	4
Data Quality (Technical Documentation & Management)			
AQA15	How will you ensure the quality of data provided over the life of the Contract?	0, 33, 66, 100	7
AQA16	Please confirm that you will (i) supply detailed technical documentation, (ii) schedules of work, (iii) analysis of risks and (iv) security management plan concerning the data supply under the contract to The Authority and that you will keep each of these under review and update them as appropriate whenever changes to the data or processes take place?	Pass / Fail**	N/A
Data Sharing			
AQA17	You will permit the Authority to make the datasets required under the contract available to other bodies as listed in Attachment 4a Specification, paragraph 2.1.2. Those in receipt of the data will be permitted to share analyses of the data in aggregated forms (see paragraph 1.4 of Attachment 4a Specification) without restriction. Please confirm, and explain how this will be facilitated.	0, 50, 100 0 = Fail*	4
Security			
AQA18	How will you anonymise the data provided to the Authority to protect client/users identities, and how will you ensure the collection of this data and	Pass / Fail**	N/A

	access/transfer to the Authority is secure and permissible under the current data protection legislation?		
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*a score of 0 (zero) will mean that you are disqualified from further participation in this procurement.

**a Fail score will mean that you are disqualified from further participation in this procurement.

SECTION B - PRICING			
Section		Marking Scheme/Score	Weighted Score Available (%)
AQB1	Overall Cost of Contract	$\left[\frac{\text{(Lowest Price – Potential Provider's Price)}}{\text{Lowest Price}} \times 100 \right] + 100$	30

SECTION C – CONTRACT POPULATION			
Section		Marking Scheme/Score	Weighted Score Available (%)
AQC1	Contract 56.6.2 Notices	N/A	N/A
AQC2	Contract Schedule 14 Commercially Sensitive Information	N/A	N/A
AQC3	Contract Schedule 15 Insurance Requirements, Annex 1, Part B Professional Indemnity Insurance	N/A	N/A

SECTION A – GENERAL QUESTIONS

Data Collection

<p>AQA1 Clearly set out that you will directly collect/monitor the data required, without using historic or modelled estimates, and explain how you will do this.</p>	<p>character limit 4096</p>
<p>Response Guidance: The response should include:</p> <p>Section A: Make it clear what data source(s) is/ are used to collect/monitor the required data without using historic or modelled estimates.</p> <p>Section B: Provide quantitative information about those sources including:</p> <ul style="list-style-type: none"> - the number of travel time monitoring units contributing to the source(s) - the amount of vehicle miles data collected by your travel time source(s) on a daily basis (as an average across the latest month available) for England - the number of trips (origin to destination) generated across the same monthly period across England. <p>Section C: Please provide any additional information regarding the data source(s) including:</p> <ul style="list-style-type: none"> - Whether units are operational 24 hours a day, 365 days a year or on only during the intervention of the user - Whether units collect data from all vehicles travelling or just a sample from the source(s) used; - Whether units collect data from all lanes of the carriageway or just certain lanes; <p><i>By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.</i></p>	
<p>Maximum Score</p>	<p>Evaluation Guidance</p>
<p>100</p>	<p>To achieve maximum marks your evidence must fully address the requirements through satisfying all of the points detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.</p>
<p>66</p>	<p>The evidence has not fully addressed the requirement as you have not satisfied one of Section B or Section C in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.</p>
<p>33</p>	<p>The evidence has not fully addressed the requirement as you have not satisfied both Section B and Section C in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.</p>
<p>0 Fail</p>	<p>The evidence has not fully addressed the requirement as you have not satisfied Section A in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.</p> <p>OR</p> <p>Response has not been provided.</p> <p>By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.</p>

AQA2

Please confirm both that you will supply location reports in one of the formats described in the response guidance below, and that the level of ~~accuracy and~~ precision will align with the description in the response guidance below.

Response Guidance:

Location Report Formats: Location reports must be provided using the geodetic (World Geodetic System, WGS, 1984) or geocentric (British National Grid, OSGB 1936) coordinates of their location, speed and bearing for direction of travel at each reporting stage.

~~Accuracy and p~~recision levels: If reporting in WGS 1984 then longitude/latitude coordinates should be provided to at least 1/~~6~~100,000th of a degree ~~accuracy~~precision.
If reporting in OSGB 1936, then easting/northing coordinates shall be provided to at least 1 metre precision. Further information can be found at:
<https://www.ordnancesurvey.co.uk/docs/support/guide-coordinate-systems-great-britain.pdf>

You must respond 'Yes' or 'No'

A response of 'No' means the Potential Provider will be disqualified from further participation on this procurement.

Maximum Score	Evaluation Guidance
Pass	You have selected 'Yes'
Fail	You have selected 'No' OR Response has not been provided. A response of 'No' means the Potential Provider will be disqualified from further participation on this procurement.

AQA3

Please confirm that you will be able to provide the date/time of all location reports to at least 1/100th of a second ~~accuracy~~precision.

Response Guidance:

You must respond 'Yes' or 'No'

A response of 'No' means the Potential Provider will be disqualified from further participation on this procurement.

Maximum Score	Evaluation Guidance
Pass	You have selected 'Yes'
Fail	You have selected 'No' OR Response has not been provided. A response of 'No' means the Potential Provider will be disqualified from further participation on this procurement.

AQA4 How will you ensure that the data will be representative of traffic on the network at all times, both in terms of driving speeds and the types of vehicles and road users monitored?		character limit 4096
Response Guidance: The response must include: i) how you will ensure driving speeds and vehicle types and road users monitored are representative ii) Geographic (spatial) distribution of units. This may include a count of the number of active units in each region in England.		
Maximum Score	Evaluation Guidance	
100	To achieve maximum marks your evidence must fully address the requirements through satisfying all of the points detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.	
50	The evidence has not fully addressed the requirement as you have not satisfied one of the two components detailed in the question and response guidance and/or each point is not as fully detailed as possible within the stated character limit.	
0	The evidence has not fully addressed the requirement as you have not satisfied any of the components detailed in the question and response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR Response has not been provided.	

AQA5 What is the reporting interval that you can supply the required travel time data to the Authority in its rawest form? The Authority expects a minimum reporting interval of 15 seconds i.e. vehicle location reports at least every 15 second or at shorter reporting intervals.		character limit 4096
Response Guidance: The datasets made available by you shall have the following characteristic: - Be measured and recorded at a minimum of 15 second reporting intervals. Please state the reporting interval of the source(s). <i>If a mark of 'Fail' is given the Potential Provider will be disqualified from further participation on this procurement.</i>		
Maximum Score	Evaluation Guidance	
Pass	You have stated that the reporting interval for each source you are using to provide the required data is 15 seconds or less.	

Fail	You have stated that the reporting interval for any source you are using to provide the required data is greater than 15 seconds OR Response has not been provided. If a mark of 'Fail' is given the Potential Provider will be disqualified from further participation on this procurement.
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AQA6 How will you derive the vehicle type classification associated with each data point and what categories can you derive?	character limit 4096
<p>Response Guidance: The Authority requires you to be able to derive the vehicle type associated with each data point. You should clearly set out:</p> <p>Section A: that you are able to derive the vehicle type associated with each data point required.</p> <p>Section B: further information including:</p> <ul style="list-style-type: none"> - How you are able to derive the vehicle classification - What categories you can derive e.g. cars, Light Good Vehicles, Heavy Goods Vehicles and; - How you define these categories <p><i>By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.</i></p>	
Maximum Score	Evaluation Guidance
100	To achieve maximum marks your evidence must fully address the requirements through satisfying all of the points within Section A and Section B as detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.
50	The evidence has not fully addressed the requirement as although you have addressed Section A, you have not satisfied Section B in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
0 Fail	The evidence has not fully addressed the requirement as you have not satisfied Section A in the response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR Response has not been provided. By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.

AQA7 What daily coverage of the roads in England can you supply travel time data for throughout the duration of the contract? The Authority requires a minimum of 90% daily coverage (in length terms) of the Major Road Network (all Motorway and A Roads) in England.	character limit 4096
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Response Guidance:

The Authority requires a minimum of 90% daily coverage (in length terms) of the Major Road Network (all Motorway and A Roads) in England, which means 90% of the road network in England should have at least one observation from your travel time source each day.

You will:

Section A: State the daily coverage of the Major Road Network (all Motorway and A Roads) in England that you can supply travel time data throughout the duration of the contract. Must be a minimum of 90% daily coverage (in length terms) of the Major Road Network in England.

Section B: Set out further information on:

- Specify the percentage coverage of your data on the Major Road Network (all Motorway and A Roads) in England. This should be based on an average daily coverage from the last month of data available (please specify which month is used).
- Specify the percentage coverage of their data on the Minor Road Network (all roads except Motorway and A Roads) in England. This should be based on an average daily coverage from the last month available (please specify which month is used). State expected coverage level that can be maintained for the Minor Road Network throughout the duration of contract.

By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.

Maximum Score	Evaluation Guidance
100	To achieve maximum marks your evidence must fully address the requirements through satisfying all of the points within Section A and Section B as detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.
50	The evidence has not fully addressed the requirement as although you have addressed Section A, you have not satisfied Section B in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
0 Fail	The evidence has not fully addressed the requirement as you have not satisfied Section A in the response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR Response has not been provided. By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.

<p>AQA8</p> <p>The Authority requires that the data must be accurately referenced to individual links within the Ordnance Survey (OS) Integrated Transport Network (ITN) Layer.</p> <p>How will you achieve this?</p>	<p>character limit 4096</p>
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Response Guidance:

For further information on the OS ITN please go to: <https://www.ordnancesurvey.co.uk/business-and-government/products/itn-layer.html>. Data for 2017 shall be accurately referenced to individual links within the OS ITN version as at 20 October 2016. The layers will be refreshed on an annual basis at the start of each calendar year. The authority will provide specific GIS layers to the Supplier at least 4 weeks in advance of each new calendar year. The Department may consider transitioning to the OS Mastermap Highways Network during the term of the contract. For further information on the OS Highways Network please go to: <https://www.ordnancesurvey.co.uk/business-and-government/products/os-mastermap-highways-network.html>.

The response must include:

Section A: confirmation that your data can match the raw data to the OS ITN Layer

Section B: the methodology that you will use to achieve this

By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.

Maximum Score	Evaluation Guidance
100	To achieve maximum marks your evidence must fully address the requirements through satisfying all of the points within Section A and Section B as detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.
50	The evidence has not fully addressed the requirement as although you have addressed Section A, you have not satisfied Section B in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
0 Fail	The evidence has not fully addressed the requirement as you have not satisfied Section A in the response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR Response has not been provided. By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.

AQA9 How will you meet the requirement for the Raw Data stated in Attachment 4a Specification, paragraph 4?		character limit 4096
Response Guidance: Section A: You are required to confirm, that the travel time data that you can supply has the required characteristics as defined in Attachment 4a Specification, paragraph 4. Section B: The response must include how your data source(s) will measure the required characteristics as defined in Attachment 4a Specification, paragraph 4.		
Maximum Score	Evaluation Guidance	
100	To achieve maximum marks your evidence must fully address the requirements through satisfying all of the points within Section A and Section B as detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.	
50	The evidence has not fully addressed the requirement as although you have addressed Section A, you have not satisfied Section B in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.	
0	The evidence has not fully addressed the requirement as you have not satisfied Section A in the response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR Response has not been provided.	

AQA10 How will you meet the requirement for the individual trip level dataset set of variables as stated in Attachment 4a Specification (paragraph 5.3i)		character limit 4096								
Response Guidance: Section A: You are required to confirm, that the travel time data that you will supply has the required characteristics as defined in Attachment 4a Specification (paragraph 5.3i), repeated below.										
<table border="1"> <thead> <tr> <th>Variable</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Trip identifier</td> <td>A unique identifier given to individual vehicles for each trip (<i>to define a trip from a start to end location within a high accuracy</i>)</td> </tr> <tr> <td>Unique link identifier</td> <td>Unique identifier for each road link in the OS GIS layer (<i>based on a combination of the unique road link ID and a flag indicating the direction of travel</i>)</td> </tr> <tr> <td>Vehicle classification</td> <td>Classification of vehicle traversing the link, (<i>e.g. car, light van, heavy goods vehicles, motorcycles, coaches, minibuses and buses</i>)</td> </tr> </tbody> </table>			Variable	Description	Trip identifier	A unique identifier given to individual vehicles for each trip (<i>to define a trip from a start to end location within a high accuracy</i>)	Unique link identifier	Unique identifier for each road link in the OS GIS layer (<i>based on a combination of the unique road link ID and a flag indicating the direction of travel</i>)	Vehicle classification	Classification of vehicle traversing the link, (<i>e.g. car, light van, heavy goods vehicles, motorcycles, coaches, minibuses and buses</i>)
Variable	Description									
Trip identifier	A unique identifier given to individual vehicles for each trip (<i>to define a trip from a start to end location within a high accuracy</i>)									
Unique link identifier	Unique identifier for each road link in the OS GIS layer (<i>based on a combination of the unique road link ID and a flag indicating the direction of travel</i>)									
Vehicle classification	Classification of vehicle traversing the link, (<i>e.g. car, light van, heavy goods vehicles, motorcycles, coaches, minibuses and buses</i>)									

Link start time	Date and time stamp for when the vehicle began traversing road link (<i>to at least nearest hundredth of a second</i>)
Travel time	Total time taken to traverse road link (<i>to at least nearest hundredth of a second</i>)
Section B: The response must include how your data source(s) will measure the required characteristics as defined in Attachment 4a Specification, paragraph 5.3i.	
Maximum Score	Evaluation Guidance
100	To achieve maximum marks your evidence must fully address the requirements through satisfying all of the points within Section A and Section B as detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.
50	The evidence has not fully addressed the requirement as although you have addressed Section A, you have not satisfied Section B in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
0	The evidence has not fully addressed the requirement as you have not satisfied Section A in the response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR Response has not been provided.

AQA11 How will you meet the requirement for the 15 minute aggregated travel time dataset as stated in Attachment 4a Specification (paragraph 5.3ii)	character limit 4096
Response Guidance: Section A: You are required to confirm, that the travel time data that you will supply has the required characteristics as defined in Attachment 4a Specification (paragraph 5.3ii), repeated below.	

Variable	Description
Unique link identifier	Unique identifier for each road link in the OS GIS layer (based on a combination of the unique road link ID and a flag indicating the direction of travel)
Date	Date when monitoring units were observed to begin traversing road link
Time period	15-minute time period during which monitoring units began traversing link
Vehicle classification	Classification of vehicles traversing the link, (e.g. car, light van, heavy goods vehicles, motorcycles, coaches, minibuses and buses)
Number of observations	Number of vehicles traversing the link
Average travel time	Average time taken for vehicles to traverse link (to at least nearest hundredth of a second)
Sum of squares of travel time	A summation of the squared travel times (expressed to at least 1/10,000th of a second squared)

Section B: The response must include how your data source(s) will measure the required characteristics as defined in Attachment 4a Specification, paragraph 5.3ii.

Maximum Score	Evaluation Guidance
100	To achieve maximum marks your evidence must fully address the requirements through satisfying all of the points within Section A and Section B as detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.
50	The evidence has not fully addressed the requirement as although you have addressed Section A, you have not satisfied Section B in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
0	The evidence has not fully addressed the requirement as you have not satisfied Section A in the response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR Response has not been provided.

AQA12 How will you meet the requirement for the Origin/destination dataset stated in Attachment 4a Specification (paragraph 5.3iii)?	character limit 4096
Response Guidance: Section A: You are required to confirm, that the travel time data that you will supply has the required characteristics as defined in Attachment 4a Specification (paragraph 5.3iii).	
Variable	Description

Trip identifier	A unique identifier given to individual vehicles for each trip consistent with what is provided in the individual trip level data (to define a trip from a start to end location within a high accuracy)
Origin Area	Lower Super Output Area origin of trip (Office for National Statistics (ONS) Census Geography – http://geoportal.statistics.gov.uk/datasets/b7c49538f0464f748dd7137247b-bc41c_0)
Destination Area	Lower Super Output Area origin of trip (ONS Census Geography, see link above)
Vehicle classification	Classification of vehicle traversing the link (e.g. car, light van, heavy goods vehicles, motorcycles, coaches, minibuses and buses)
Origin Date/Time Stamp	Date/Time stamp for when trip started (e.g. at origin location)
Destination Date/Time Stamp	Date/Time stamp for when trip ended (e.g. at destination location)
Total Distance Travelled	Total distance travelled on the road from origin location to destination location (expressed in metres)
Total Time Taken	Total time taken on the road from origin location to destination location (expressed in seconds)
Total Distance Travelled on Motorways	Total distance travelled on Motorway Road Links (expressed in metres)
Total Distance Travelled on Trunk A Roads	Total distance travelled on Trunk A Road Links (expressed in metres)
Total Distance Travelled on Principal A Roads	Total distance travelled on Principal A Road Links (expressed in metres)
Total Distance Travelled on Minor Roads	Total distance travelled on Minor Road Links (expressed in metres)
Total Time Spent on Motorways	Total time spent on Motorway Roads Links (expressed in seconds)
Total Time Spent on Trunk A Roads	Total time spent on Trunk A Road Links (expressed in seconds)
Total Time Spent on Principal A Roads	Total time spent on Principal A Road Links (expressed in seconds)
Total Time Spent on Minor Roads	Total time spent on Minor Road Links (expressed in seconds)
Section B: The response must include how your data source(s) will measure the required characteristics as defined in Attachment 4a Specification, paragraph 5.3iii.	
Maximum Score	Evaluation Guidance
100	To achieve maximum marks your evidence must fully address the requirements through satisfying all of the points within Section A and Section B as detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.

50	The evidence has not fully addressed the requirement as although you have addressed Section A, you have not satisfied Section B in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
0	The evidence has not fully addressed the requirement as you have not satisfied Section A in the response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR Response has not been provided.

Data Delivery

AQA13 How will you supply the Authority with unrestricted access to the required monthly travel time datasets?	character limit 4096
<p>Response Guidance: The response must include:</p> <p>Section A: description of the proposed method of supplying the required travel time datasets to The Authority. For example, the required raw and processed datasets will be made available via a secure electronic file transfer protocol system, or the required raw and processed datasets data will be hosted by you and made available to the Authority through a secure web portal.</p> <p>Section B: confirmation that the Authority will have unrestricted access to the required datasets and can download datasets without restriction.</p> <p>Section C: provide assurance that the proposed method will work (e.g. has it been used elsewhere?) is practical and any actions you could take if there were issues in making the required datasets available to the Authority (e.g. a 'Plan B' approach).</p> <p>By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.</p>	
Maximum Score	Evaluation Guidance
100	To pass this question your evidence must fully address the requirements through satisfying all of the points detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.
50	The evidence has not fully addressed the requirement as you have not satisfied Section C in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
0 Fail	The evidence has not fully addressed the requirement and specifically you have not satisfied both Section A and Section B in the response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR

	<p>Response has not been provided.</p> <p>By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.</p>
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<p>AQA14</p> <p>Will you be able to deliver the raw and processed data within the expected milestone dates (as set out in Attachment 4a Specification, paragraph 3), how will this be achieved and how will any perceived risks of slippages be dealt with?</p>	<p>character limit 4096</p>
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<p>Response Guidance:</p> <p>Section A: You must confirm you are able to deliver the raw and processed data within the expected milestone dates, (as set out in Attachment 4a Specification, paragraph 3).</p> <p>Section B: Response must set out how you will do this, e.g. break down timeline.</p> <p>Section C: Response must include how you will deal with risk of slippages, what mitigating actions available?</p> <p>By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.</p>

Maximum Score	Evaluation Guidance
100	To achieve maximum marks your evidence must fully address the requirements through satisfying all of the points detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit. Specifically, the Potential Provider must confirm they can deliver the monthly datasets by the 21 st of the following month.
66	The evidence has not fully addressed the requirement as you have not satisfied one of Section B or Section C in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
33	The evidence has not fully addressed the requirement as you have not satisfied both Section B and Section C in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
0 Fail	<p>The evidence has not fully addressed the requirement and specifically you have not satisfied Section A in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.</p> <p>OR</p> <p>Response has not been provided.</p> <p>By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.</p>

Data Quality (Technical Documentation & Management)

AQA15 How will you ensure the quality of data provided over the life of the Contract?	character limit 4096
<p>Response Guidance: The response should include the following:</p> <p>i) How you will identify and treat erroneous data and faulty units and whether you can supply related information about points in the datasets that should be considered as suspect.</p> <p>ii) If and how you can identify breaks in journeys (rest stops, refuelling, etc.) between location reports and how these affect reported travel times.</p> <p>iii) How you will manage wider changes in the availability of data sources over the course of the contract? In particular, how you will manage the availability of new travel time data sources (through current or new technological investment or through organisational changes to the contractor) to The Authority during the lifetime of the Contract.</p> <p>iv) How the impact of weather conditions, geographic locations and times of the day affect the quality of your data reported from the travel time monitoring units.</p> <p>v) How will you install safeguards to minimise any risk in the number of active units in the source significantly dropping (e.g. over 20% drop in reporting units) over the lifetime of the contract? This includes any risks which might impact your financial wellbeing resulting in a significant drop in operational/active units.</p>	
Maximum Score	Evaluation Guidance
100	To achieve maximum marks, your evidence must fully address the requirements through satisfying all of the points detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.
66	The evidence has not fully addressed the requirement as you have not satisfied at least one of the five points in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
33	The evidence has not fully addressed the requirement as you have not satisfied at least three of the five points in the response guidance and/or each point is not as fully detailed as possible within the stated character limit.
0	The evidence has not fully addressed the requirement and specifically you have not satisfied one or more of the five points in the response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR Response has not been provided.

AQA16

Please confirm that you will (i) supply detailed technical documentation, (ii) schedules of work, (iii) analysis of risks and (iv) security management plan concerning the data supply under the contract to The Authority and that you will keep each of these under review and update them as appropriate whenever changes to the data or processes take place?

Response Guidance:

YES/NO

A response of 'Yes' also confirms the following:

i) that you will supply an initial version of the technical documentation (as defined in Attachment 4a Specification, paragraph 7) to be agreed and signed off by the Authority within 6-8 weeks of the contract being awarded.

ii) You will keep the document under review and update it as appropriate, alongside the Authority, whenever changes to the data or processed take place.

A response of 'No' means the Potential Provider will be disqualified from further participation on this procurement.

Maximum Score	Evaluation Guidance
Pass	You have selected 'Yes'.
Fail	You have selected 'No'. OR Response has not been provided. A response of 'No' means the Potential Provider will be disqualified from further participation on this procurement.

Data Sharing**AQA17**

You will permit the Authority to make the datasets required under the contract available to other bodies as listed in Attachment 4a Specification, paragraph 2.1.2. Those in receipt of the data will be permitted to share analyses of the data in aggregated forms (see paragraph 1.4 of Attachment 4a Specification) without restriction.

character
limit
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Please confirm, and explain how this will be facilitated.

Response Guidance:

Section A: You must confirm

- that you will permit the Authority to make the datasets required under the contract available to other bodies as listed in Attachment 4a Specification, paragraph 2.1.2.
- those in receipt of the data will be permitted to share analyses of the data in aggregated forms (see paragraph 1.4 of Attachment 4a Specification) without restriction.

Section B: Set out how you will facilitate The Authority to make the data under the contract available to bodies listed in Attachment 4a Specification, paragraph 2.1.2 without restriction? If this should include license agreements, these shall be available within two weeks of request.

If a mark of 'Fail' is given the Potential Provider will be disqualified from further participation on this procurement.

Maximum Score	Evaluation Guidance
100	To achieve maximum marks, your evidence must fully address the requirements through satisfying all of the points detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.
50	The evidence has not fully addressed the requirement as you have not satisfied Section B in the response guidance and/or each point is not as fully detailed as possible within the stated character limit
0 Fail	The evidence has not fully addressed the requirement and specifically you have not satisfied Section A in the response guidance and/or each point is not as fully detailed as possible within the stated character limit. OR Response has not been provided. By recording a score of 0 (zero) the Potential Provider will be disqualified from further participation on this procurement.

Security

AQA18

How will you anonymise the data provided to the Authority to protect client/users identities, and how will you ensure the collection of this data and access/transfer to the Authority is secure and permissible under the current data protection legislation?

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Response Guidance:

Explain how the data are anonymised to remove any personal data and how security of the data transfer/access will be ensured (e.g. under a secure encrypted environment). Confirm that the first and last 500m of any identifiable journey in the Raw and Individual trip level datasets will be removed from the datasets, prior to passing to the Authority. This will need to be reviewed and agreed by The Authority before implementation.

If a mark of 'Fail' is given the Potential Provider will be disqualified from further participation on this procurement.

Maximum Score	Evaluation Guidance
Pass	To pass your evidence must fully address the requirements through satisfying all of the points detailed in the question and response guidance and each point is as fully detailed as possible within the stated character limit.
Fail	<p>The evidence has not fully addressed the requirement and/or have not satisfied all of the components detailed in the question and response guidance and/or is not as fully detailed as possible within the stated character limit.</p> <p>OR</p> <p>Response has not been provided.</p> <p>If a mark of 'Fail' is given the Potential Provider will be disqualified from further participation on this procurement.</p>

SECTION B – PRICING

AQB1

Overall cost of contract

You are required to download and complete Attachment 8 Pricing Matrix. Once complete, please save as a PDF and upload the completed pricing matrix as an attachment to this question AQB1 in the eSourcing suite.

Failure to provide the price for the Overall Cost of the Contract (duration of the contract to be assumed as 2 years) will result in the Tender being deemed non-compliant.

The breakdown of costs is for information purposes only.

The Authority will only evaluate the overall price tendered by comparing your price offered against all other overall prices submitted by other Potential Providers.

The Potential Provider who offers the lowest price for the overall cost of contract will achieve the maximum score of 100. The Potential Provider(s) who offers double or more of the lowest price will achieve the minimum score of 0.

Every Potential Provider will, for each Lot, be ranked from lowest to highest price and will be awarded a percentage of the maximum mark of 100 on a reducing basis based on the following formula:

$$\left[\frac{(\text{Lowest Price} - \text{Potential Provider's Price})}{\text{Lowest Price}} \times 100 \right] + 100$$

SECTION C – CONTRACT POPULATION QUESTIONS

AQC1 CONTRACT 56.6.2 NOTICES

You should enter the contact name and address for the person within your organisation who will be nominated to receive notices in relation to the Contract.

AQC1 Response Guidance

You must complete the table in the e-Sourcing Suite.

This is for the purposes of populating the Contract should you be successful in the Procurement.

The information provided will not be evaluated.

AQC2 CONTRACT SCHEDULE 14 COMMERCIALY SENSITIVE INFORMATION

You should enter the confidentiality details of any commercially sensitive information provided in your Tender.

AQC2 Response Guidance

You must complete the table in the e-Sourcing Suite.

This is for the purposes of populating the Contract should you be successful in the Procurement.

The information provided will not be evaluated.

AQC3 CONTRACT SCHEDULE 15 INSURANCE REQUIREMENTS: PROFESSIONAL INDEMNITY INSURANCE

You should provide your maximum deductible threshold for Professional Indemnity Insurance, as per Part B within Annex 1 of Schedule 15 Insurance Requirements in Attachment 4 Contract.

AQC3 Response Guidance

You must enter your amount in the text field in the e-Sourcing Suite.

This is for the purposes of populating the Contract should you be successful in the Procurement.

The information provided will not be evaluated.