



City of Drais

REQUEST FOR TENDER

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1 Introduction¹

- 1.1 The City of Drais (the “City”) invites tenders to this request for tenders (“RFT”) from organisations who have expertise in designing and implementing research projects. Specifically, the City is looking to compete in the “Future Cities” initiative and has decided to include an ambitious investment into developing its micromobility infrastructure as the flagship policy proposal of this application. To this end, it is commissioning the present research study.
- 1.2 In summary, the Services comprise: the undertaking of an evaluation study of the City’s transport infrastructure with a view to assessing the available policy options to expand micromobility across all areas of Drais. This would include an analysis of how this micromobility scheme would complement Drais’ existing transport infrastructure; evaluation of cases of Cities similar to Drais that have successfully implemented micromobility schemes that improve social integration; recommendation of potential changes in roadways and cycleways that the city would have to implement; and the overall potential impact of the micromobility scheme.
- 1.3 The City will evaluate all responses that it receives by the Tender Deadline (30 March 2020) and will negotiate a contract with the most qualified and experienced respondent.
- 1.4 This public procurement competition will be conducted in accordance with the open procedure under the Award of Public Authority Contracts Act 2016. Any contract that may result from this public procurement competition will be issued for a term of five months from July 2020 to November 2020.
- 1.5 The City reserves the right to extend the Term for a period or periods of up to one month with a maximum of three such extensions on the same terms and conditions, subject to obligations under the relevant legal provisions.

- 1.6 The City estimates that the expenditure on the Services to be covered by the proposed Services Contract may amount to some \$300,000 over the Term and any possible extensions. Please understand that this figure is an estimate only based on current and future expected usage.

2 Award Criteria

- 2.1 The contract will be award on the basis of the most economically advantageous tender(s) as identified in accordance with the following criteria

The following considerations will be made under each heading:

Award Criteria	Maximum Marks Available	Weighting
1. Quality and feasibility of the research design	500	50%
2. Cost of tender	200	20%
3. Quality and reliability of project delivery plan	200	20%
4. Previous experience of proposed team members in delivery of research projects	100	10%

1. Quality and feasibility of the research design

- a. Quality of the proposal and understanding of fit for undertaking and delivering the tasks as set out in Annex 1.
- b. Demonstrated understanding of the goals of the project including requirements set out in Annex 1.
- c. Schedule and proposal of programme of works.

¹ This is a modified and shortened version of a real request for tender of 18/09/2019 by the Irish Government, Department for Transport, reference ServicesRFT100519 ; shorturl.at/gEGQT (last

accessed 7 Aug 2020)

2. Cost of tender

- a. Total cost of services to be provided.

3. Quality and reliability of project delivery plan

- a. A detailed breakdown of the time allocation and balance of the resources committed to the contract. Respondents should be the main contact person with overall responsibility for the programme and directly accountable to the client.
- b. Proposals for managing project relationships.

4. Previous experience of proposed team members in the delivery of research projects.

Quality of the proposed team and its lead including management structure and resources applied; supported by comprehensive CVs for all team members.

3 Instructions to Tenderers

The Contracting Authority reserves the right at any time before the Tender Deadline, to update or amend the information contained in this document and/or to extend the Tender Deadline. Participating Tenderers will be informed of any such amendment or extension through the eTenders website.

Annex 1

Scope of Services to be Delivered by the Successful Tenderer

1. Nature of Services to be Delivered

The purpose of this body of work is carry out the research outlined above and to provide the Contracting Authority with a report outlining the results of research undertaken and recommendations for future policy. It is likely that the study will involve, but will not be limited to, the actions outlined below:

A) Review and analyse the strengths and weaknesses of the current micromobility supply in the City of Drais

Existing data and information will be made available to the winning Tenderer from key stakeholders.

B) Review national and international experience and best practice on measures facilitating the growth and regulation of micromobility markets

There is a lot to be learned from national and international practice in this area. It is not the intention of this study to duplicate work already undertaken, and, accordingly, it is important to look to experience elsewhere to consider how such demand drivers were managed in cities around the world. The successful Tenderer will prepare a literature review, including case studies, of national and international examples of relevant measures, particularly in cities of comparable profiles, and their success, or otherwise.

C) Measure review and analysis

The successful Tenderer will conduct an analysis of various existing and potential measures in the context of the City of Drais, assess their expected impacts, and evaluate their suitability. This analysis should take into account demand projections in each city, accounting for likely changes in population, demographics and technologies, among other variable factors. The successful Tenderers should also review the international research undertaken to identify any

successful management measures that would be applicable in the context of our City.

D) Recommend the most appropriate responses for the City of Drais

It is envisaged that the successful Tenderer will then recommend the most suitable measures for implementation our City, managing the key demand drivers and concerns identified. The policy, legislative and economic implications of implementing such measures should also be identified, including such considerations as, for example, the socio-economic impact of certain measures. The successful Tenderer will prepare a roadmap for the implementation of any identified measures, which would include recommendations for how these Strategies may be amended to reflect the outcomes of this study.

2. Final Report

The successful Tenderer will be required to provide a final report detailing the process and outcome(s) of the domestic and international research undertaken and containing recommendations informed by this research.

The report will include (but is not limited to) the following items:

- ✓ Background and context for project
- ✓ Domestic and international research on the topics outlined
- ✓ Detailed methodology
- ✓ Literature Review
- ✓ Critical analysis
- ✓ Conclusions and Recommendations
- ✓ Implementation Pathways
- ✓ Potential Impact of Recommendations

Based on the research undertaken, the recommendations must indicate the best option(s) for the City of Drais. It is important that the Contracting Authority can be confident that the research undertaken by the successful Tenderer and any subsequent recommendation(s) are verifiable, impartial and fair. The report should therefore be considered of equal weighting to the

wider research piece.

3. Timeframe

As part of the tender submission, the Contracting Authority requires a proposed timeline for the work, with particular reference to the submission of the final report. The Future City competition application deadline is 31 January 2021; therefore the final report must be ready for publication no later than end November 2020. The successful Tenderer should give appropriate consideration to the allocation of resources to deliver the proposed services within the timeline as described above.

4. Outputs

4.1. Deliverables

- ✓ Research on the topics outlined in Section 3 of this Annex
- ✓ Final report as detailed above by November 2020