Design and delivery of a Materials Exchange Portal

Reference: 2022/23: 2a(re-issue)

Tender questions and answers (19/05/2022)

1. The tender states that this is a re-issue of ITT 2021/23-23. Please could you explain why that tender was not completed/fulfilled and any changes since the publication of the earlier tender. Equally, if you have that previous tender, it would be good to see it.

The tender has been re-issued due to the low number of bids received for the first round. The tender document, other than the bid deadlines, has not changed.

2. The tender requires a number of stages but does not identify moving the developed portal to a go-live state (whether hosted by us or on the existing network). Is this correct?

We do aim to reach a live version of the product by the November deadline. If your hosting is charged separately, please include it in a separate line item in your cost overview.

3. Please could you point us to specific reports or white papers about circularity within the building materials waste and resource management ecosystem.

https://www.circuit-project.eu/

https://www.designingbuildings.co.uk/Circular_economy_wiki

4. We understand the portal will surface content across 4 databases. For the remaining 'flat' content please could you advise who will develop this and who will load this into the to-be website.

Remaining "flat" content (assuming this refers to any additional written content) will be created and provided by ReLondon.

5. The brief talks about 'linking' (p2) to the four CRICUiT databases but elsewhere talks about dynamically surfacing the database content. Please could you advise the API status across the four databases and comment on what you are envisaging. Linking is of course far simpler but is not as integrated a user-journey.

"Instead of competing with the active services available in each of the four CIRCuIT cities, it is intended that the CIRCuIT Materials Exchange Portal will link to these

existing materials exchange platforms (where they are in service and regularly updated)." - We are stating here that we will not be competing with/replacing existing material exchange platforms in the four CIRCuIT cities but rather that we will be working with them, insofar as possible, to aggregate their listings on our portal.

6. Please could you give more detail on the need to 'facilitate the advertising of materials available'. Does advertising relate to commercial space being sold (banners/buttons etc.) or something else?

No, we are referring to the listings themselves rather than the selling of commercial space on the site.

7. Please confirm if another language is required at this stage other than English. If so, which languages and are you requiring any translation support?

Not required at this stage.

8. Under Signposting (p4) the brief identifies 'reach' - what does this refer to?

Referring to the typical users that will be reached by the marketplace in question – e.g. Globechain is focused more on reaching business or charities, whereas Enviromate is more individual consumer focused.

9. Project Management (p4) - please identify if you have a preference for a waterfall / Prince 2 approach or an Agile approach. Please note that nowadays a requirement such as this would ordinarily be delivered under an Agile approach.

We are happy to use the Agile approach.

10. Please detail the CMS and current hosting arrangements of the existing CIRCuIT website which could provide the hosting environment as well as its URL. Please also identify the URLs of the other CIRCuIT websites.

https://www.circuit-project.eu/ is the main CIRCuIT website. WIX is being used for CMS.

11. Please confirm the previous experience of your team in project managing and delivery of portals such as the one envisaged.

This is the first portal of its kind developed by our team.

12. Are there are any previous research/discovery or technical documents relating to this requirement (related or not to the previous tender)?

There is user research, conducted by ReLondon, that will be shared with the successful bidder.

13. Depending on your answers to the above the budget could be under-stated. Is there access to additional budget if required?

No, there is no flexibility regarding the budget.

14. For content search, is there already a meta-data schema which is common to the four databases and/or the list of platforms under Aggregation (p4)

We have reviewed the listing data from each marketplace provider and have done some initial mapping to our proposed fields but there is some flexibility on this.

15. Do you have URLs for the full set of 'platforms' identified under Aggregation (p4)?

  i. *Globechain - https://globechain.com/*
  ii. *Eviromate - https://www.enviromate.co.uk/*
  iii. *Salvoweb - https://www.salvoweb.com/*
  iv. *Opalis - https://opalis.eu/en*
  v. *Surplus Web - https://www.salvoweb.com/*
  vi. *Enfield Excess Material Exchange - https://enfield.excessmaterialsexchange.com/*

16. Does a UI kit already exist that we would use for the front end design?

This still needs to be confirmed and will depend on how closely we would like to follow the CIRCuIT branding (in which case we would have the UI kit available).

17. Overview: What is the user discovery? Please elaborate.

This is the phase to explore how the user needs (from our existing ReLondon user needs research) are best translated into features and functionalities on the platform and to develop the user journey.

18. The cost and timeline will sky rocket if we want to make the scraping available in other languages. Kindly ask if that needs to remain in scope.

This is not in the scope of the delivery of this tender.

19. Signposting: since we can provide the listings ourselves why do we need to direct users to other providers in order to advertise their listings?

We will not create the feature to list materials, but will only pull the listings from providers. If anyone wants to list a material they will need to do so on one of the provider websites which is why we need to direct them to those.

20. Hosting: since we need to implement this platform and host it, how is this going to be hosted on the existing CIRCuIT platform? What kind of infrastructure is there already? AWS, Azure?

The CIRCuIT platform is built on WIX.

21. Except from the project kick-off meeting we would want all subsequent meetings to be held online, until the final review/deployment meeting. Is that something that can be accommodated?

Yes, online meetings are ok.

22. what are the design specifications -- we cannot find point 5 in the document

This is to be developed as part of the project.

23. are we free to choose which platforms to connect with (surplus web)

Yes you will be free to choose which platforms to connect with based on which are simplest to integrate with.

24. Opalis is mentioned as a reference but we can't see that they are active in the London area (and mention Salvoweb as the platform active in London)

Opalis are looking to go live in the UK soon, but its likely that it won't be ready when we are looking to launch the portal.

25. what are the links to the different platforms that were mentioned in the document?

We want to integrate via API's so that we can pull the listings from their platforms onto our portal. The platforms we have identified so far (of which we want to start with 3) are:

> vii. *Globechain - https://globechain.com/*
> viii. *Eviromate - https://www.enviromate.co.uk/*
> ix. *Salvoweb - https://www.salvoweb.com/*
> x. *Opalis - https://opalis.eu/en*
> xi. *Surplus Web - https://www.salvoweb.com/*
> xii. *Enfield Excess Material Exchange - https://enfield.excessmaterialsexchange.com/*

26. what does the future business model look like?

This is still to be developed.

27. How do they foresee the access to the data from connected platforms?

We will have agreements in place between ReLondon and our partner providers, and they will facilitate the access to their data.

28. How do we deal with the decision making on companies making their data and databases accessible for the ReLondon platform?

We will have agreements in place between ReLondon and our partner providers.

29. How do we deal with database ownership? The legal aspect of getting the data?

We will have agreements in place with our partner providers and/or will use the API they have publicly available.

30. How do we deal with companies that do not want to make the data available?

We will work together with the providers. Where they do not want to make their data available we will not publish their listings on our portal.

31. How do we deal with costs associated with companies making their data available (through an API on their end -- for platforms to be able to speak with each other)?

Partner providers will be expected to fund their side of making an API available for us to use.