

Appendix B: Quality Assessment Questions: - Provision of Air Quality Data Management Services to the Kent and Medway Air Quality Monitoring Network

<u>Question Number</u>	<u>Tender Requirement A</u>	<u>Sub - Weighting</u>
1	<p>The current database and back office for the website has IP rights. Describe the process / time frame to transfer historical data and populate the site to ensure continuity and functionality of the website. The data polling and management of the data and the website <u>must</u> be live by 1st April 2021.</p> <p><u>Lead Time</u> As part of your response, please confirm the period of time you consider is required before commencement of the contract in order to perform the contract. Specifically, what actions and tasks are required to be undertaken including dates and timelines. (For this question there is no limit on your response)</p>	8
2	Demonstrate how you capture, store, access and back-up data to ensure it is retained safely and securely for the duration of the contract.	3
3	What training opportunities can be provided to LSO's on a yearly basis and how will you support LSO's to ensure data capture and data quality meets the relevant standard as set out in the guidance documents.	2
4	Audits – Detail type, how and when will these be provided.	2
<u>Tender Requirement B</u>		
5	Demonstrate how the company will ensure that the data will be reported near live in accordance with the polling frequency detailed in the specification and to ensure that sensibility checks of the data would have been carried out to avoid dissemination of spurious data to the web pages. Describe how the air quality notification requirements will be met to comply with the DAQI or any future iterations of the current guidance.	8
6	How would you strive to achieve the required data capture and what controls have you in place to ensure the quality of the data is maintained in accordance with government guidance i.e.PG(16) and TG(16), DAQI and the AURN guidance. Set out in detail how the data will be managed including information on both manual and automatic checks including the procedures in place for validation and ratification. (include 2 examples of issues that may be encountered and how these may be resolved)	8
7	Demonstrate how all errors will be reported as soon as practicable or at the latest the contractor's next working day. Please demonstrate how you would ensure that equipment failure is dealt with adequately to maximise data collection.	4
<u>Tender Requirement C</u>		
8	Demonstrate how the website will meet the requirements for local air quality management, including all statistical analysis. Thereby enable the authority to undertake LAQM reviews and assessment, including detailed assessments by consultants on	10

	behalf of local authorities or for planning and development control and research purposes.	
9	The website is a valuable resource for the KMAQP and others with an interest in air quality and contributes to the development and assessment of air quality policy and legislation across Kent and Medway. It is critical for public health and enables the public to act in the event of pollution episodes and to support behaviour change. There is also an aim to enable public health professional to assess, in near real-time, any health effects of air pollution episodes and, for longer term epidemiological studies. Please set out in detail how your proposal can meet these expectations. Please set out what is included within the fixed price and what would be considered as part of additional work for future development. E.G. such as mobile applications.	10
	Tender Requirement D	
10	Added value - The specification requires a fixed cost for all core requirements to be included. There is also an option to list "extras" that can be added later, if and as required. If there is anything of added value within the fixed cost that exceeds the core spec (but which cannot be separated out to lower the fixed cost) please give details here. This could include a proposal for an enhanced website or options for mobile applications.	15