**Cheshire and Warrington Housing Retrofit Study ITT Queries**

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|  | **Query** | **Response** |
| 1 | Can you advise whether the delivery date of the end of November 2023 is a hard stop? Section 2 (page 3) mentions that ‘subject to funding becoming available there is an option to extend the contract for a further 6 months’, which is a significant extension, given the contract length is less than 2 months. | November is a hard stop deadline for the finalisation of fees & funding for this part of the project. We may be able to find some flexibility during the contract however tenderers should plan for November to be the final report to be able to close out funding, noting key milestones that Local Authorities would need to meet in order to achieve this deadline. This includes the access to data, timing for consultant feedback etc. Noting this deadline please consider a response that could appropriately address the brief in this first phase. The reference to an extension is to include provision to allow the contract to be used in the event of further funding becoming available during the year, but we are not expecting this to be the case.  |
| 2 | There is no reference to data licenses, development or delivery of housing stock databases in the specification. Can we confirm that you are only interested in a report / study of the housing stock in Cheshire and Warrington (with sub-regional breakdowns) and not the underlying, address-level data?  | We are not expecting the underlying, address-level data to be included within this study. We are expecting data licenses to be needed, but we do not specify the particular type of license/software/database. If the consultant would like to access Parity data please allow £3k within the project budget to access through the local authorities (£1k for each local authority). Cheshire West and East have the license but there would be an extra cost for Warrington Council which would be addressed separately in the event that this was needed.  |
| 3 | Section 6.6 says ‘Full contract terms can be found with the terms and conditions (see Appendix 5)’. Appendix 5 references an attached document (in red) that holds the Contract Terms & Conditions Agreement, which we cannot find in the document or on the website. Can you please point us to the Contract Terms &Conditions so we can perform our legal review? | Now uploaded to the website.  |
| 4 | Whether there is any possibility of an extension on the tender deadline. Section 5.1 states that the deadline is 09:00 hours on 2nd October 2023 whereas the Table in Section 5.3. states 12:00. Can you please clarify? | We will extend the deadline to 9am 3rd October.  |
| 5 | For Questions 2 to 6 in Appendix 3, are bidders required to complete information in the tables provided or can they submitted in a separate document? | These can be in the tables or submitted in a separate document as long as all of the required information is completed.  |
| 6 | Is there a word count/page limit for Questions 2-6 in Appendix 3? | There is no word count but tenderers should use their judgement about the appropriate length of response.  |
| 7 | Does your current tender include any lots or sub-lots related to IoT-based IES monitoring or tenant wellbeing monitoring solutions? | It does not.  |
| 8 | Under point 1b in the project aims can I confirm if you would be looking for costings for retrofit scenarios.  | Yes, tenderers should include the identification of a number of scenarios including BAU and 2-3 additional, to be formulated with the project team. If budget and timescales allowed, we’d be looking to have these modelled (or modelled to a lesser degree) – so that we understand (or begin to understand) the implications of particular retrofit strategies including cost of intervention. We have been advised that Parity Projects can provide scenario modelling. Scenario models are £1,500 for three Scenarios per local authority area and additional Scenarios can be added for £500 per local authority area, but the consultant may choose to do their own scenario modelling for this part of the project.  |
| 9 | Will you be looking to bring in the innovative elements such as Time of Use Tariffs and EV charging into the retrofit intervention.  | Yes – all interventions and constraints should be included. We’d look for the consultant to propose what would be reasonable.  |
| 10 | Under 1b in the project aims can we clarify if your carbon neutrality ambition is for each typology or for the entire LEP region.  | The entire region - the research should reflect the ambition by the sub-region to be net-zero by 2045 (as signed up by the individual authorities), and the contribution that retrofit can make towards this goal alongside other measures, and consider rural and urban areas. It would also be useful to understand this per typology for each individual Local Authority area.  |