



Dryport

Haven Gateway

“Containerised Cargo Carbon Calculator”

Issued: - As part of the Haven Gateway Dryport Project
16th July 2009



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Project Director
Haven Gateway Partnership
Suites 3 & 5
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The Crescent
Colchester Business Park
Colchester, Essex
CO4 9QQ
United Kingdom



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1. Dryport

Dryport is a three-year public/private sector European project with core partners drawn from the ports and logistics sector and from local authorities representing important logistics areas. The total funding for Dryport is €4,870,750. Of this, 50% is European funding and 50% is match funding from partners. The region of Västra Götaland, in Sweden, is the lead partner in Dryport. As well as the Haven Gateway and Babergh District Council, other core partners are: the Port of Gothenburg, Sweden; Falköping Kommun, Sweden; the Port of Zeebrugge, Belgium; West Flanders Chamber of Commerce; Gemeente Emmen, the Netherlands; the Province of Friesland, the Netherlands and SEStrans / TRI Napier representing the Scottish Intermodal Gateway.

Through a programme of workshops, studies and tours, Dryport partners will look at the development, design and effective operation of dryports that are fully integrated with the freight handling systems of the sea port facilities they serve. The project will also look at the carbon dioxide effects of using dryports, the integration of dryports into the EU's Motorways of the Sea concept, and other issues ranging IT solutions to goods flow analysis. An important feature of the project will be "positive interference" by the partners, which will be looking at and influencing each others' specific projects and plans in order to deliver "best practice".

For further information go to www.dryport.org. *See Appendix B for Haven Gateway's project.*

2. Containerised Cargo Carbon Calculator - Summary

The Haven Gateway seeks tenders for an organisation or consortium to design and build the new website based Containerised Cargo Carbon Calculator and associated services that the tenderer considers may be required to assist or ensure the successful delivery of the project. The tender should include hosting and maintenance of the website, collation of raw data including technical requirements and carbon emission figures.

As detailed, Dryport aims to reduce the amount of road haulage vehicles on the road in order to support port efficiency, reduce congestion and lower the levels of carbon emissions from the movement of containers by road through transfer to rail or sea freight.

The Haven Gateway wishes to produce an extensive Carbon Calculator for the movement of Containerised Cargo throughout the UK taking into account, road, rail and feeder.

The purpose is to support the logistics sector in making the right choice for the movement of goods where they currently have a number of options from road, rail freight or sea feeder to other UK ports. This choice, though primarily made on costs, it is becoming more and more important that logistics operators consider reduction of carbon emissions which is in some cases being demanded by customers. The Calculator would be based upon carbon emissions of movement by the different forms of transport the comparison between them. At the current stage this calculator will use UK Haven Gateway ports as the base node, but if this is successful it may get rolled out across the other Dryport members in Continental Europe





The use of this will be open to all and access will be through a dedicated UK website. Individuals or organisations using the service will be expected to register details. This will also support in identifying the levels of carbon emissions caused by the movement of containerised cargo.

3. Tender Specification

3.1. Project Title:

“Containerised Cargo Carbon Calculator”

3.2. Issuer of Tender

The Haven Gateway Partnership has issued this tender on behalf of the Haven Gateway Partnership and Babergh District Council who are partners in the EU Dryport Project. The Haven Gateway will be the responsible body, though the contract for this work will be signed with Essex County Council who act as the Haven Gateway’s accountable body.

3.3. Geographic Limitations

The Carbon Calculator should cover the whole of the UK and Northern Ireland and include all UK Ports that handle containers. The Calculator should however be flexible enough to expand to the rest of continental Europe if require by other partners. The default ports should be those within the Haven Gateway

3.4.Key Requirements

It is perceived that there will be a number of key requirements in order for the concept of this Calculator to be practical and useable. It is anticipated that the base of the calculator will be a database that will be flexible enough to be expanded when required to take into account new data sets. The key stages are;

- Stage 1 - Raw Data and Database development
- Stage 2 - Website Development
- Stage 3 - Piloting
- Stage 4 - Calculator Launch

3.4.1. STAGE 1 - Raw Data and Database Development

Stage 1 is the most crucial aspect of this project and needs to be accurate, yet flexible in design in order be expanded over the coming years.

It is anticipated that the best way to hold key raw data is within a database, but alternatives will be welcomed from tenderers. Though the Haven Gateway are reluctant to pay additional costs for licenses unless a specific business case can be justified.





The raw data itself should comprise of all aspects covering the movements of goods from being landed or delivered on a quay at a UK port through to or from UK destination or origin and emissions from those units used to move the container whether road, rail or sea. It is expected that the tenderer will propose what data is required and that they would include in order to achieve the aims of this project.

The tenderer is also expected to explain in detail how they will collect the initial raw data and from what sources. It is considered that the data should cover, road, rail and sea freight technical specifications for movement units. In this context a movement unit is a sea going vessel, rail wagon or road haulage vehicle. It must be recognised that the final data should be able to be combined to cover for intermodal movement of goods, i.e mixed movement of road, rail or sea. All factors affecting the amount of carbon emissions from each movement unit should be considered for example weight of load, type of vehicle, age of vehicle, distance of movement, efficiency of rail locomotives.

It is crucial that all postcodes within the UK are covered including place names. The tenderer should supply details and costs for obtaining this information and any additional associated costs.

3.4.2. STAGE 2 – Website Development

It is expected, as part of this tender, that a suitable website domain be registered, subject to domain name agreement with the Haven Gateway. This tender also covers for the graphic design of the website which should be in line with Haven Gateway corporate design and the Dryport Project graphics and logos. In addition Search Engine Optimisation should be included within the quote to ensure that the new domain is high on results for all search engines.

The website itself should be user friendly and with options for users to compare different forms of transport. It must be remembered, giving rail as an example, that containers may leave the Ports by rail whose destination is a rail hub in Birmingham where it is then offloaded and then transported by road to its final destination. The website should be able to compare and contrast different movement methods and show all in comparison giving the emissions for each method or combination.

It is expected that users of the website should register with company / individual details which are recorded to enable contact with them from the Haven Gateway. The website should be fully compliant with all the latest website guidance and regulations. The website is required to meet W3C guidelines and the system should help users maintain a high level of compliance ensuring we meet, or exceed, UK accessibility legal requirement.

The new website should be capable of being managed by the HGP team and a select number of people from the partner organisations. These people will be familiar with mainstream desktop software only and it should be assumed that they have no other technical skills. Training will be for the principle users who will then cascade training to any other users.





One member of the team will have overall responsibility of the site though a number of other administrative users should be able to update some areas of the site. The solutions should therefore offer a range of access levels. There should be no reliance on software on any local machine (users PC) as there may be a number of contributors.

3.4.3. STAGE 3 - Piloting

The purpose of this project is to support the logistics industry in making the right choices for the movement of freight giving consideration to carbon emissions. The Haven Gateway wishes therefore to ensure that the website and data are accurate and therefore would require piloting with specific companies within the logistics sector within the Haven Gateway.

It is for the tenderer to detail the exact method of piloting the website and providing assessment of results back to the Haven Gateway. The tenderer is also expected to find suitable companies to pilot the calculator with.

3.4.4. STAGE 4 - Launch

The live launch for this project should take place by the beginning of March 2010 and the tender will be expected to attend a launch workshop or briefing and therefore should including this within the tender documents.

3.4.5. Ongoing Activity

This project will be active until December 2011 and therefore it is expected within the quote for the tenderer to detail any further activities during the period from it's launch to the completion of the Dryport project.

The tenderer should detail comprehensive details of ongoing activity costs and include rates for additional work outside the scope of this tender.

3.4.6. Reporting during course of project

The successful organisation will be expected to provide interim and final reports, and present them to the relevant persons or the Dryport steering group. It is for the tenderer to propose within their submission when these reports are likely to be.

In addition within your submission you should calculate for 3 hard copies of all interim reports to be passed to the Project Manager. In addition all documentation should be made available in electronic copy and in Word, Excel and PDF formats.

The final submission should include for a hard copy of the database and be provided in electronic format.





3.4.5.1 Haven Gateway Dryport Steering Group

The Haven Gateway will be forming a steering group for the Haven Gateway aspect of the Dryport project. The group will consist of the Chairman of the Haven Gateway Business Forum, and representatives from Hutchison Ports, Department for Transport and local logistics organisations. The Project Director, Richard Morton will report progress to this group and it will be expected that the successful organisation carrying out this may make regular reports to the steering group.

4. Tender Coverage

Your submission should include the following information

- Completed table at Appendix A alongside your formal proposal
- Hosting – to include details of the hosting service and a top level description or diagram indicating the equipment levels on which our website will be hosted.
- Technical Support and Service Level Agreement details should clearly indicate what is included within your price. Where there are different support package options these should be separately listed, outlined and priced.
- User Support will be critical at the outset but reduce over time. Please identify the levels of support you are offering against price and any limitation/restrictions that may apply. If there are any user support options please list and price these separately.
- Management or Licence charges should be identified separately indicating what is covered.
- Design of the website should be priced separately and identify any budget included for third party costs such as photography. Design of any email templates should be identified separately.
- Costs for ongoing work should be identified as hourly rates.
- A design concept to illustrate your understanding of the brief. This will be used as a discussion point with the successful organisation and may or may not form the basis of the chosen design path.
- Details of your methodology for collation of data for use in database
- CV's of those individuals proposed to carry out the study.
- Experience of similar projects / studies undertaken.
- Additional information that may be relevant for this project.

5. Project timescale

Your submission should include any specific dates and stages that your plan requires but fit within for the following timetable. The project will run to December 2011 at which stage renegotiation of running costs would be taken into account;





Invitations to tender despatched	16	July 2009
Tender closes 1pm	1	September 2009
Tenders reviewed	1-4	September 2009
Organisations advised of outcome (successful or unsuccessful)	7	September 2009
Provisional date for presentation to Tender appraisal panel (if required)	10	September 2009
Successful organisation informed	11	September 2009
Project Start	14	September 2009
Calculator Completed and piloted	31	January 2010
Calculator Launched	1	March 2010

Dates for interim reports and stage progress are left for the Tenderer to provide a work programme and suggested dates for.

6. Copyright and confidentiality

The Haven Gateway and Babergh District Council requires that the study on completion will become the property of the Haven Gateway Partnership and for copyright purposes any outputs, methodology and background evidence, data, mapping and documents related to this study will also become the property of the Haven Gateway Partnership and Babergh District Council.

7. Submission requirements

Babergh District Council and the Haven Gateway Partnership are working in Partnership on this project. The legal holder of the contract for the successful tenderer will be The Haven Gateway Partnership in the name of Essex County Council, and the contractor will have to fulfil all the requirements of a standard Essex County Council Contractor.

All submissions consisting of two hard copies of the tender documentation and one electronic should be delivered to the following address to reach HGP **by 1pm on 1st September 2009;**

Richard Morton
Project Director
Haven Gateway Partnership
Suites 3 & 5
The Centre
The Crescent
Colchester Business Park
Colchester, Essex
CO4 9QQ
United Kingdom
DRYPORTS TENDER
DOCUMENTS NOT TO BE OPENED



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Richard Morton will be the Project Manager for this project on behalf of Babergh District Council and the Haven Gateway Partnership and all enquiries should in the first instance be direct to;

Richard Morton
Project Director
T: 0044 1206848416
M: 0044 7796334960
E: richard.morton@haven-gateway.org

Please include information about your company covering at least the information listed in the Appendix. If you are part of a consortium in this tender please provide similar information for any partner company who may have a significant input to the proposal.

8. Project management and reporting

The project will be managed by a nominated manager at the successful organisation. HGP and BDC will offer as much assistance as possible during the development phase through the designated project manager as the principal contact.

9. Contact

If you have any questions about the tender or project please email them to Richard Morton;

E: richard.morton@haven-gateway.org
T: 0044 7769962554

Questions directly related to the study will be answered but will be published on the the Haven Gateway website to ensure all tenderers receive the same information.



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Appendix A

Please complete the form below for your organisation. If you are submitting the tender as part of a consortium please complete the form with the details of the lead organisation

Name of organisation in whose name the tender will be submitted

Name of the person responsible for the submission on behalf of the organisation and their position in the organisation.

Contact Person details:

Correspondence address:

Telephone number:

E-mail address:

Mobile number:

Type of organisation you are i.e. a sole trader, partnership, limited company, etc

Organisation registration number (if applicable).

Date of registration.

Registered address (if different from above).

VAT Registration number:

Please confirm the levels of insurance for;

Employers liability

Public liability

Professional indemnity

Amount

Policy Number

Has your organisation suffered a default termination in respect of any contract in the last five years.

Yes

No



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If 'Yes', please give brief details:

Has your organisation ever had a contract, which has not been renewed due to failure to perform to the terms of the contract in the last five years.	Yes	No
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If 'Yes', please give brief details:

Is your organisation or are any Directors, Partners or Associates currently in a state of bankruptcy, insolvency, compulsory winding up, receivership, composition with creditors or subject to any relevant proceedings.	Yes	No
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If 'Yes', please give brief details including what has been done to put things right

Has your organisation or any Directors, Partners or Associates been convicted of a criminal offence relating to business or professional conduct.	Yes	No
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If 'Yes', please give brief details including what has been done to put things right.





Appendix B

Dryport - Haven Gateway Summary

The Haven Gateway sub-region is one of the fastest-growing areas in the UK. It is based around one of the country's most important port clusters, including:

- Felixstowe, already the largest deepsea container port in the country and now embarking on a huge expansion;
- Harwich, a major east coast ferry port with plans approved for the construction of a new deepsea container terminal;
- Ipswich, a substantial regional port and the UK's largest grain exporting point.

The Haven Gateway's shipping, transport and logistics sector is of regional, national and international importance, and critical to the UK's economy

Why Dryport in the Haven Gateway ?

- The Haven Gateway and Babergh District Council are two of the core partners in Dryport. As such, they will be playing a key role in the project.
- The argument for "inland ports" with multimodal connections is a powerful one. Dryports are a way of extending the sea perspective into the hinterland via good green connections. The development of dryports could be critical in handling increased demand from our major port developments.
- Within the Dryport project, the Haven Gateway will be identifying suitable dryport sites. Road and rail links are being discussed alongside studies into innovative solutions for intermodal traffic.
- As well as helping port capacity, Dryport will look at better planning to reduce the number of trucks on the roads. The Haven Gateway believes that careful planning of logistics sites can promote "greener" transport solutions.
- Other targets for the Haven Gateway include creating a guide to planning intermodal logistics centres; producing an investor development pack for identified dryport sites; and promoting a better understanding between planners and the logistics sector, including the creation of a "planner's guide to logistics" and a "logistics operator's guide to planning".



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