1. **Where is the tender located?**

Programmers will customise a *scenario* for each new tender. The scenario is a map of your region that contains various data layers used to determine the score. Generally the map extends to the boundaries of the Catchment Management Authority, however it can be expanded if required.

2. **What is the objective of the tender?**

The scoring used in the Site Assessment Tool will be based on one of the following tender objectives listed below. Default scenarios for each of these objectives have been created by ecoMarkets. They incorporate the metrics required to measure the tender objective as well as the data layers that are required for metric calculations.

Note that the terrestrial, river and wetland metrics each require a site assessment to measure the current condition. The default current condition methodologies used in the Site Assessment Tool are Habitat Hectares for the terrestrial metric, Index of Stream Condition for the river metric and Index of Wetland Condition for the wetland metric. Field staff will need to be proficient in appropriate site assessment methodologies before implementing the project.

<table>
<thead>
<tr>
<th>Objective</th>
<th>Metric</th>
<th>Site assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improvement in multiple outcomes</td>
<td>o Terrestrial</td>
<td>o Habitat hectares</td>
</tr>
<tr>
<td></td>
<td>o River</td>
<td>o Index of stream condition</td>
</tr>
<tr>
<td></td>
<td>o Wetland</td>
<td>o Index of wetland condition</td>
</tr>
<tr>
<td></td>
<td>o Catchment condition</td>
<td></td>
</tr>
<tr>
<td>Improvement in terrestrial</td>
<td>o Terrestrial</td>
<td>o Habitat hectares</td>
</tr>
<tr>
<td>vegetation outcomes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Improvement in river outcomes</td>
<td>o River</td>
<td>o Index of stream condition</td>
</tr>
<tr>
<td></td>
<td>o Terrestrial</td>
<td>o Habitat hectares</td>
</tr>
<tr>
<td>Improvement in wetland outcomes</td>
<td>o Wetland</td>
<td>o Index of wetland condition</td>
</tr>
<tr>
<td></td>
<td>(If required - Terrestrial)</td>
<td>(Habitat hectares)</td>
</tr>
</tbody>
</table>

If you are looking to fulfil a different objective or use a different site assessment methodology, speak to the ecoMarkets team about developing a customised scenario. (Note: custom scenarios may take several months to develop).

3. **Are there any specific priorities to be incorporated into the metric?**

In each metric, there are two components used to calculate scores – *Gain* and *Preferences*\(^1\). The *Gain* component is fixed, based on standard DSE gain calculators. However, the *Preferences* component can be tailored to give additional weighting priority features.

\(^1\) ‘Preferences’ was previously known as ‘Significance’
For more information on how the metrics have been designed, read Attachment 1: Quick Guide to the EcoTender Metric Framework. This document contains diagrams of the default metrics used in the Site Assessment Tool. In these diagrams the preferences features are highlighted in yellow.

Discuss with the ecoMarkets team if you wish to change the weightings of any of the preferences components or if you wish to add any additional preferences components into the metric calculators. For example, some features that can be added in include:

- Management actions (e.g. revegetation)
- Species
- Ecological vegetation classes
- Location (e.g. proximity to biolinks).

It is also possible to incorporate additional data layers if required (e.g. NaturePrint or regional priority map layers).

4. **Do you need to make changes to default data lists?**

Embedded in the Site Assessment Tool are a number of data lists that are used to derive the information required for scoring and to generate management plans. These lists, found in Appendix 3, have been developed and approved by DSE.

Please contact ecoMarkets if you wish to review any of these data lists. Any alterations will need to be carefully considered as each data set is closely intertwined with others. For example, management actions are directly related to management activities, seasons, years, species and gain. Therefore if you wish to make any changes, you will need to clearly define the impact of the change on all relating lists.

5. **Do you have logos and text that you want incorporated into EnSym templates?**

The Site Assessment Tool can automatically generate the following documents for each landholder participating in the tender:

- Management plan
- Landholder agreement
- Monitoring reports
- Aerial photo
- Bid sheet

The ecoMarkets team can customise these templates to include additional logos and text as required by your organisation and investors.

6. **Will landholders be able to view their score on the bid sheet?**

When the Site Assessment Tool generates the bid sheet, it can include or exclude the site score. By including the site score, landholders with multiple sites can make better decisions about grouping bids. On the other hand, including the site score on the bid sheet may lead to confusion as there is no context given to this number.
7. Will landholders generate bonus scores for longer contract periods?

On the bid sheet, there can be the option for landholders to gain additional scores for longer contract periods. For example, a landowner may gain an additional 25% for choosing to permanently protect the site.

8. Which tool do you wish to use for the bid assessment?

Bid Assessment Application: this is appropriate for tenders with one investor. The application allows users to load site data from the Site Assessment Tool, and then the user enters bid amounts next to site names. The application then automatically determines the ‘value for money’ cut-off point, as well as the ‘budget’ cut-off point. A key advantage of this application is that it can consolidate tender results into set of useful statistics and charts in Microsoft Excel, split between successful and unsuccessful bids.

Bid Assessment Spreadsheet: For those tenders with multiple investors with differing priorities, ecoMarkets has developed the Bid Assessment Spreadsheet. In this excel spreadsheet, the code, price and score for each bid is manually entered. Each bid is then classified as eligible or ineligible for either source of funding. The spreadsheet identifies the ‘value for money’ cut-off point, as well as apportioning funding from each investor into corresponding eligible bids.

9. What are the reporting requirements of the tender?

ecoMarkets can extract data and statistics for any information that was collected during the site assessment, management plan or bid assessment process. These results can be delivered in a format that is required by investors. Some examples of results generated include:

- Bid evaluation data
- Current and projected condition of sites
- Expected gain of sites under contract
- Types of management actions undertaken, such as weed control and pest animal species lists and area of management, revegetation EVC type, area and plant numbers
- Biodiversity values such as EVCs, rare and threatened species records.