Request for Information -
A process overview in the context of PRoTECT

2nd PRoTECT European Seminar
17th July 2020

Process Aims & Objectives (1/2)

- A Request for Information (RfI) is a flexible method for
    - collecting information about specific issues for facilitating decision making
    - scanning of solutions to a given security problem
- Local Governments, in the context of protecting public spaces, can use the RfI for:
    1. Identifying appropriate ideas / solutions towards:
        - addressing threats
        - mitigating risks
        - enhancing security
    2. Evaluating / prioritizing solution proposals based on predefined evaluation mechanism
    3. Ranking participating solutions
    4. Selecting the list of solutions to be invited for demonstration
    5. Validating solutions applicability in the context of specific demo scenarios

Process Aims & Objectives (2/2)

A Request for Information could prove to be useful for ultimately:

- increasing security of the public

- increasing cost-effectiveness of security measures

- improving the LEAs / emergency services capability to respond to attacks

- selecting solutions for being demonstrated and gain operational insights

- ascertain if there are any solutions at all for a given vulnerability

Presentation Outline

✓ RFI Process Characteristics
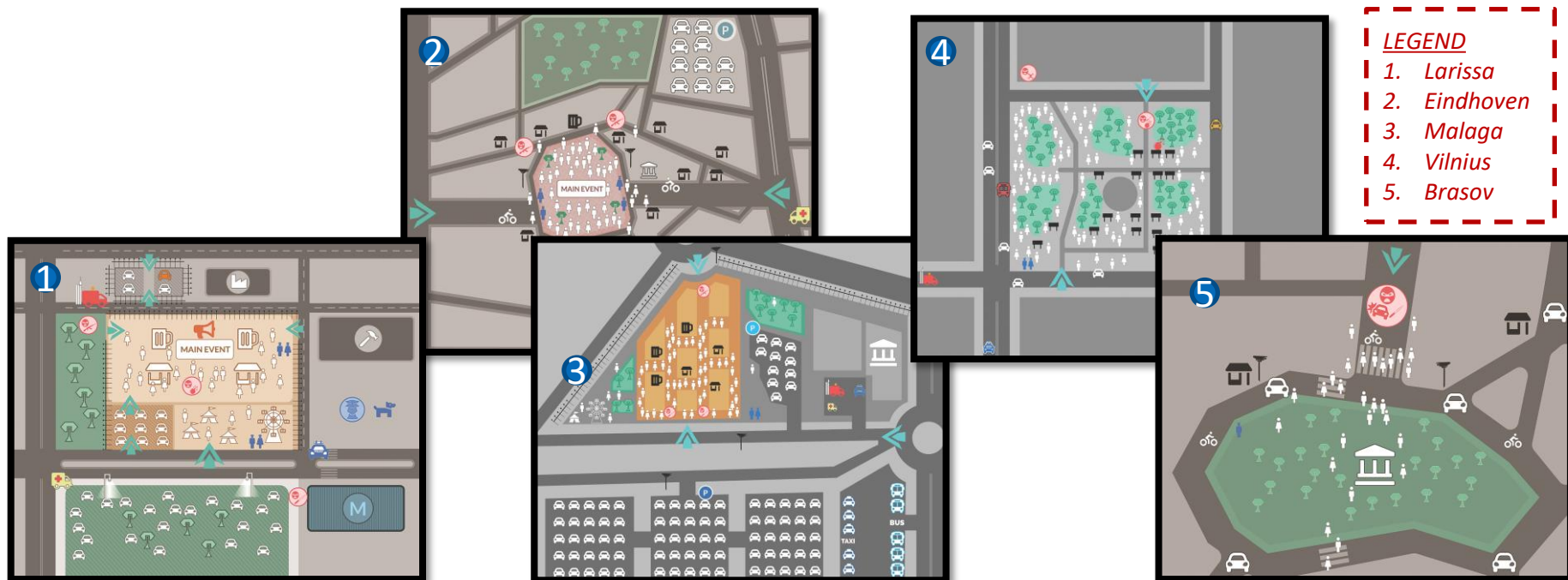
Evaluation Guidelines

Questions and Answers

RFI Process description in PRoTECT

- A detailed process description document was drafted taking into consideration

  - vulnerability assessments

  - hypothetical threat scenarios dictated by partner municipalities

  - general technology evaluation framework

- The RFI document (among others) clarified on:

  - Participation / evaluation details

  - Demonstration context

- Scan for high TRL solutions/ideas

- Proof of Concept for suitable solutions - compensation of travel costs up to a maximum*

- RFI disseminated, using various channels (project web site, networking, written invitations to networks, industry, projects etc.)

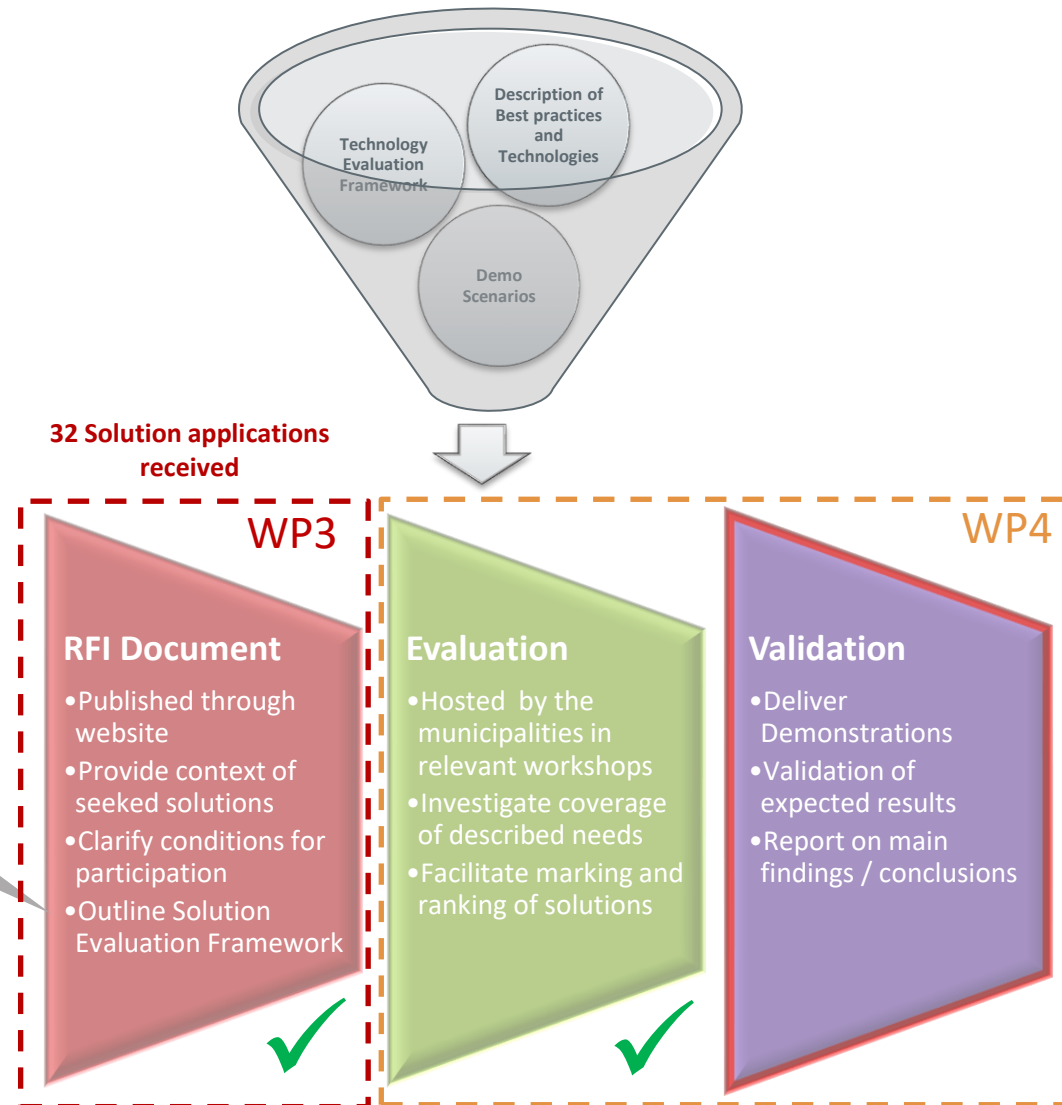- Submission process facilitated though ICT means developed by KEMEA

As per applicable legislative framework
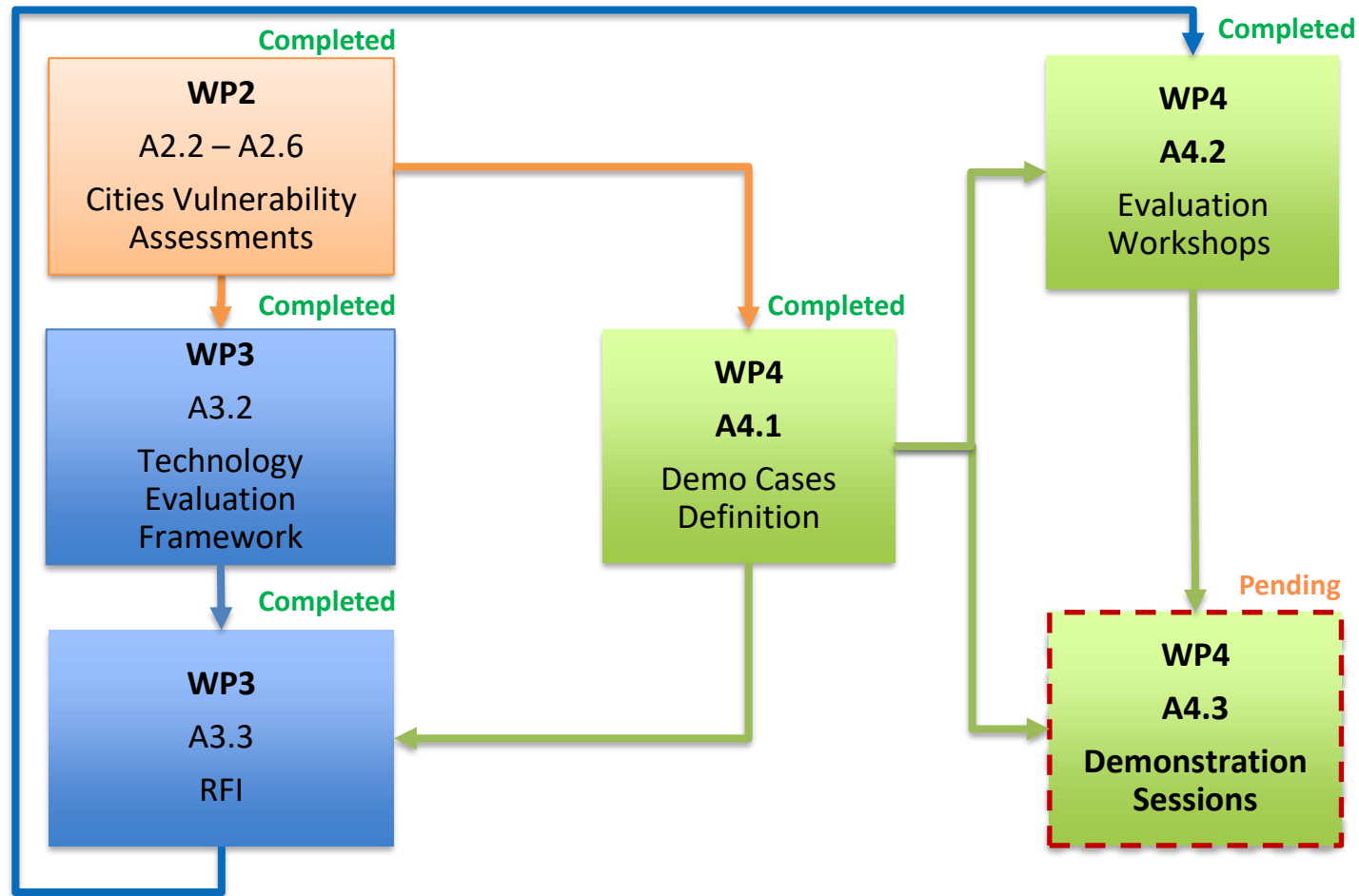
Demonstration Case Scenarios

- Hypothetical demonstration scenarios, developed by the municipalities in a structured approach:

    - Scenario Background & Prerequisites

    - Scenario Unfolding

    - Context of deployment of innovative solutions

- Abstract site characteristics used, not revealing sensitive info retaining the qualitative characteristics desired for the demo

LEGEND
1. *Larissa*
2. *Eindhoven*
3. *Malaga*
4. *Vilnius*
5. *Brasov*

RFI Process Concept

32 Solution applications received

The RFI document has been made available online as of April 1st 2020 on https://protect.kemea-research.gr/rfi/

Remained Open until 1st of June

WP3
WP4

RFI Document
- Published through website
- Provide context of seeked solutions
- Clarify conditions for participation
- Outline Solution Evaluation Framework

Evaluation
- Hosted by the municipalities in relevant workshops
- Investigate coverage of described needs
- Facilitate marking and ranking of solutions

Validation
- Deliver Demonstrations
- Validation of expected results
- Report on main findings / conclusions

Technology Evaluation Framework

Description of Best practices and Technologies

Demo Scenarios

RfI process in PRoTECT ecosystem

PRoTECT – 815356 – Web seminar

RFI - Web Site

1. Registration Page

3. RFI Submission Form

2. RFI Document Access – Home Page

3. RFI Submission Form

Proposals Submitted

Registered Users	86
Registered Entities	74
Submitted Proposals	35
Entities submitted	28

Submissions by country

Unique submissions per city

City	Proposals
Larissa	19
Eindhoven	23
Malaga	22
Vilnius	24
Brasov	20

PRoTECT – 815356 – Web seminar

RFI Process Characteristics

✓ Evaluation Mechanism

Questions and Answers

Evaluation Process (General Strategy)

Evaluation Results Confirmation

6th General Assembly

Aggregated Results / Solution Invitation

Evaluation Workshop	Evaluation Workshop	Evaluation Workshop	Evaluation Workshop	Evaluation Workshop
Eindhoven	Brasov	Larissa	Malaga	Vilnius
Ranked Solutions	Ranked Solutions	Ranked Solutions	Ranked Solutions	Ranked Solutions
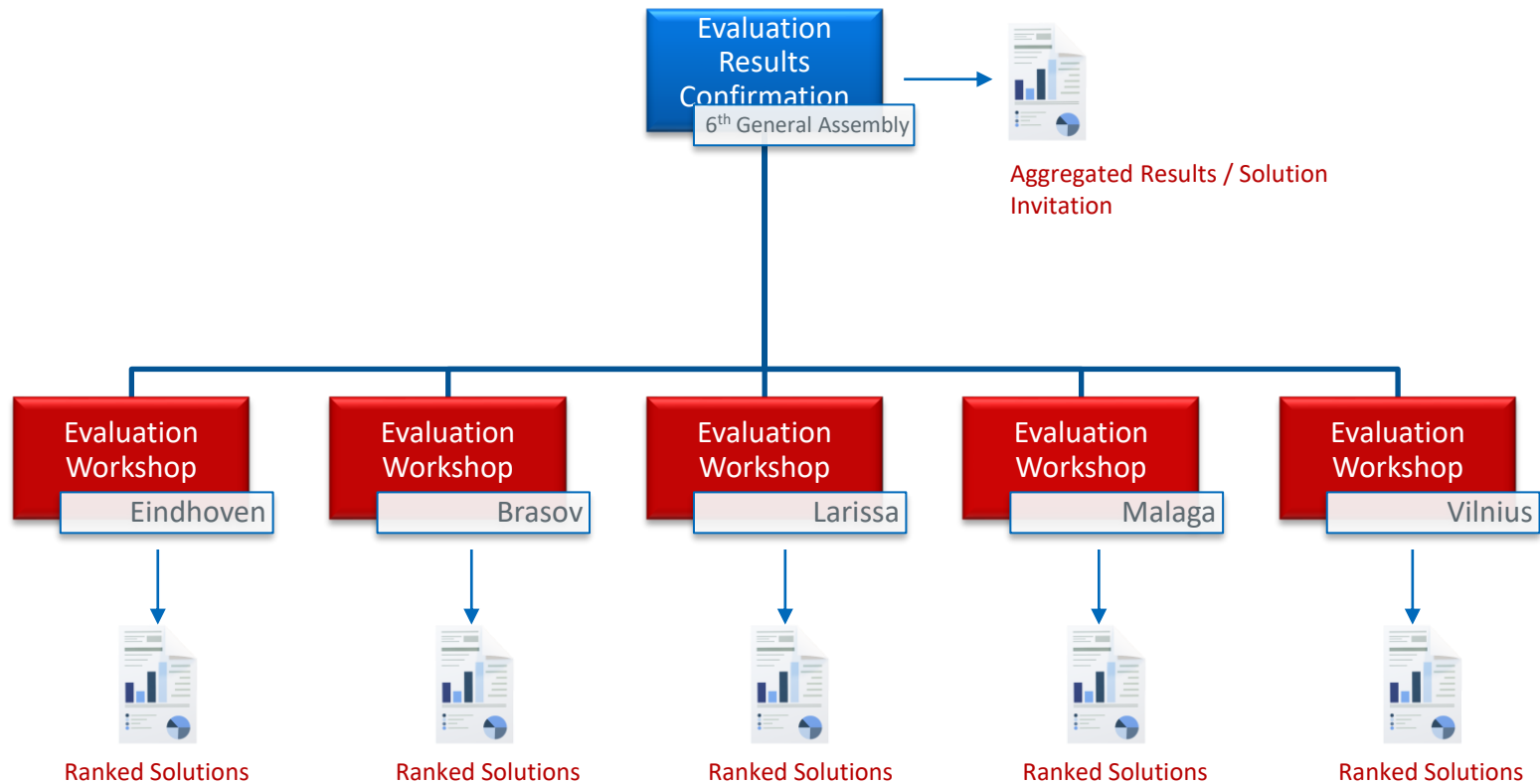
Evaluation Process (Step by Step)

- Evaluation Workshops were held at each city (physical or virtual meetings)

- Evaluation process for each city comprised of the following steps / tasks

Pre-Workshops Actions

Form Evaluation Committees (per city)

- Decide on Size
- Invite Stakeholders
- Sign Declaration of Non-Conflict of Interest
- Assign Roles
- Provide initial training

Receive Participating Ideas

- Sort received idea and route to applicable cities
- Arrange Evaluation Workshops

Evaluation Workshops

Evaluate / Rank Solutions in 3 phases

- Hold discussions among stakeholders during workshops
- Assign marks as per evaluation criteria communicated through evaluation framework

Phases
- Phase 1- Check the completeness and Compliance
- Phase 2- Check the relevance
- Phase 3- Evaluation of responses

Phase 1: Check the Completeness and Compliance

- Horizontal assessment of all solutions against a set of eligibility / compliance criteria

- Non-compliant solutions to be excluded from the remaining process

	Please Select One		Notes
Response date is within deadline of the RFI	Yes	No	
Standard online application forms have been used, fulfilment of formal requirements, completion of all required forms	Yes	No	
Declaration of the solutions IPR rights	Yes	No	
Completeness and acceptance of the necessary supporting documents concerning Compliance. Answers should be I AGREE and the Legal affirmation valid (signed) and uploaded	Yes	No	
Response qualifies as	**Valid/Invalid** Failure in at least one of the above (No) rejects the response as invalid.		

Phase 2: Check the Relevance

- Assessment of solutions against relevance to address scenarios / threats indicated in the RFI document

	Solution Name/Number		
	Please Select One		Notes
1st CRITERIA GROUP – Relevance of the Solution			
Relevance to the scenario	Yes	No	
Relevance to the Threat types	Yes	No	
Relevance to capability in which the vulnerability manifests itself	Yes	No	
Relevance to the threat phase	Yes	No	
Response qualifies as	**Valid/Invalid**		
	Failure in at least one of the above (No) rejects the response as invalid.		

Phase 3: Scoring of the Responses

Marks are selected among scale of 0-5

Documentation of assigned grade

Proposed Criteria Weighting Factors

	Please Select One Point Rating						Notes	Weighting factor	Score
2nd CRITERIA GROUP- Technology							**Total 80%**		
Accuracy	0	1	2	3	4	5		10%	
Compliancy	0	1	2	3	4	5		10%	
Reliability	0	1	2	3	4	5		10%	
Security	0	1	2	3	4	5		10%	
Ease of use	0	1	2	3	4	5		10%	
Maturity	0	1	2	3	4	5		10%	
Portability	0	1	2	3	4	5		10%	
Maintainability	0	1	2	3	4	5		10%	
3rd CRITERIA GROUP- Additional information							**Total 20%**		
Additional benefits	0	1	2	3	4	5		10%	
Sufficiently detailed and accurate information	0	1	2	3	4	5		10%	
							Total Solution Score		

Total score per solution to be used for ranking

Description of Criteria

1st CRITERIA GROUP – Relevance of the solution	
Relevance to the scenario	This criterion examines the foreseen applicability of the solution as a response to the specific city Scenario.
Relevance to the Threat types	This criterion concerns the applicability of the solution against the type(s) of threat the proposed technology could be used for.
Relevance to capability in which the vulnerability manifests itself	This criterion examines at which rate the proposed solution enhances the capability of the operators against the security vulnerability under examination (e.g. planning and management, intelligence gathering, access control, threat deterrence, threat detection, attack response, actuators, physical, methods and procedures etc).
Relevance to the threat phase	This criterion analyses whether the proposed solution corresponds to the appropriate threat phase as indicated by the provider to their submission (before, during, after attack).
2nd CRITERIA GROUP - Technology	
Accuracy	Assess whether the result/output provided by the solution can be considered as accurate as well as the degree on which the result / output provided may be relied upon for basing the necessary operational decision making.
Compliancy	Assess whether the proposed solution, is compliant with the legal requirements, privacy protection laws, safety regulations, etc. In this context the capacity for parameterising the solution for quickly and easily adapting to different legal requirements are also examined.
Reliability	Assess the solution in terms of reliability and provisions taken to ensure its operation. In this context, the evaluators will among others assess aspects such as a) Will it always work? b) Is there redundancy, backup mechanisms? etc, while taking in consideration the conditions under which the solution must work and what the council expects from it
Security	Assess whether the solution Is physically and digitally secure, against sabotage, spoofing, hacking, influencing, disabling, etc.
Ease of Use	Assess whether the solution is easy to use for the council. In this context it will additionally be examined whether it is easy to have installed and to have operated while also the output of the solution being easy to understand and to use in the whole security process.
Maturity	Assess the maturity level of the solution meets the expectation of the city in terms of availability and /or Technology Readiness Level (TRL).
Solution characteristics	Assess the solution characteristics including size, installation specifications, performance, operability, interoperability, maintainability, deployment time etc.
Maintainability	Assess aspects that refer to the solution being easily maintained or not. Moreover, the criterion should investigate whether it is maintainable by more than one company, how long is the solution unavailable for maintenance? etc.
3rd CRITERIA GROUP - Additional information	
Additional benefits	Assess whether information provided (including entity profile, previous/ ongoing (business or research) relevant projects, R&D actions, relevant publications, involvement in projects concerning high-risk scenarios, envisaged contribution in the demonstrations and possibilities for reckoning with the related costs) promotes the identification of additional benefits for each relevant municipality.
Sufficiently detailed and accurate information	Information quality that can enhance the perception of the proposed solution such as technical characteristics brochure, additional descriptions etc.

Point Numerical Rating Scale

Number of Stars	Scale	Rating	Definitions
★★★★★	5 points	Excellent Exceptional Mastery Much more than acceptable	• Should ensure extremely effective performance • Significantly above criteria for successful performance • Solutions surpassed expectations • Reserved for the exemplary set of capabilities that yield a particularly sophisticated approach to handling the situation • Meets all major/ essential/ core capability and responds to the need
★★★★★	4 points	Very Good Full Performance Above average	• More than adequate for effective performance • Generally, exceeds expectations relative to quality and quantity capabilities required for successful performance • Meets all the major / essential / core capabilities • No major deficiencies exist in the areas assessed • Consistently presented better than average level • Describes/ presents the full range of capabilities appropriate for handling the situation towards the desired result and outcome needs to be obtained.
★★★★★	3 points	Good Acceptable Satisfactory Average	• Should be adequate for effective performance • Meets relative to quality and quantity capabilities required for successful performance • Meets several of the major / essential / core capabilities • Describes / presents enough range of capabilities for handling the situation and the desired outcome is obtained. • Some deficiencies exist in the areas assessed but none of major concern.
★★★★★	2 points	Weak Less than Acceptable	• Insufficient for performance requirements • Generally, does not meet expectations relative to quality and quantity capabilities required for successful performance • Does not describe/ presents enough range of capabilities appropriate for handling of the situation • Describes plausible but inappropriate solutions for handling the situation or the desired result or outcome is not obtained.
★★★★★	1 point	Poor Much less than acceptable	• Significantly below capabilities required for successful performance • Many deficiencies • A major problem exists • Describes/presents counter-productive solutions that have negative outcomes or consequences (make the situation worse)
★★★★★	0 point	Unacceptable	• No answer or inappropriate answer

Timeframe

Months	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
RFI Publication to website	▲ Publication date 01-04-2020								
RFI active for submissions	████████								
Submission deadline			▲ Deadline 01-06-2020						
Evaluation Workshops at 5 cities			████ in each one of the five cities						
Announcement of invited providers				▲ 17-07-2020					
Administrative procedures in the 5 cities				████████					
Demonstrations at 5 cities						████████████████			

▲ Milestone
████ Duration

Any foreseeable delays will be timely communicated (asap) for proceeding to any rescheduling and or alternatives in order to follow time plan above as closely as possible

Presentation Outline

RFI Process Characteristics

Evaluation Guidelines

✓ Questions and Answers

Summary & Lessons Learnt

- The RfI constitutes a flexible tool for scanning of solutions to a given security problem

- Process could facilitate decision-making towards a future strategy (not in scope of PRoTECT)

- No further commitment by all participants is required

- Limited set of prerequisites

  - Accurate problem statement

  - Engagement of Resources with relevant expertise

    - Elaboration of Scenarios

    - Elaboration of Evaluation Mechanism

    - Evaluation / Ranking of Solutions

  - Establishment of a detailed process risk mitigation plan

  - Close progress monitoring for timely mitigation of risks

  - Availability of an ICT infrastructure for process facilitation is advised

    - Publication / Q&As

    - Receipt of Applications

    - Data processing / Evaluation

Thank you for your attention!