City of Fort Worth, Texas

Mayor and Council Communication

DATE: 09/27/22 **M&C FILE NUMBER**: M&C 22-0747

LOG NAME: 13P RFP 22-0150 ENERGY MANAGEMENT INFORMATION SYSTEM MC PMD

SUBJECT

(ALL) Authorize Execution of an Agreement with EnergyWatch dba WatchWire LLC for the Purchase of an Energy Management Information System for the Property Management Department in an Annual Amount of \$119,230.00 for the Initial Term and Authorize Five Annual Renewals Options in the Amount of \$96,369.60

RECOMMENDATION:

It is recommended that the City Council authorize execution of an agreement with EnergyWatch dba WatchWire LLC for the purchase of an Energy Management Information System for the Property Management Department in an annual amount of \$119,230.00 for the initial term and authorize five annual renewals options in the amount of \$96,369.60.

DISCUSSION:

The Property Management Department (PMD) approached the Purchasing Division for assistance with securing an agreement for an Energy Management Information System (EMIS). The City of Fort Worth (City) currently does not have an EMIS in use, and departments are not informed of their facility utility performance beyond monthly costs. A robust EMIS solution will foster a better way forward in the City's energy management and the implementation of this solution will offer powerful insights in energy management requirements and goals, advanced analytics, track energy use, track and manage peak demand, track facilities capital projects return of investment, identify energy issues and savings opportunities, offer user-friendly navigation and reporting tools.

In order to procure these services, staff issued Request for Proposal (RFP) No. 22-0150 which consisted of detailed specifications outlining service expectations and performance.

The bid was advertised in the Fort Worth Star-Telegram for six (6) consecutive Wednesdays beginning on June 29, 2022, through August 3, 2022. The City received four responses.

An evaluation panel consisting of representatives from the Information Technology Solutions, Water and Property Management Departments reviewed and scored submittals using the Best Value Criteria. The individual scores were averaged for each of the criteria and the final scores are listed in the table below.

Bidders	Evaluation Criteria							
	а	b	С	d	е	Total Score	Rank	
EnergyWatch dba WatchWire LLC	12.00	7.20	17.00	18.00	18.40	72.60	1	
THG Energy Solutions LLC	8.70	6.20	10.80	11.20	35.00	71.90	2	
Energy CAP LLC	10.50	7.00	14.40	13.80	3.46	49.16	3	
Brightly Software Inc	10.20	7.00	13.60	13.60	1.72	46.12	4	

Best Value Criteria:

- a. Qualifications and capabilities
- b. References and related project experience
- c. Methodology and approach to performing services
- d. Ability to meet the City's technical requirements
- e. Price

After evaluation, the panel concluded that EnergyWatch dba WatchWire LLC presented the best value to the City and therefore recommends awarding the agreement to EnergyWatch dba WatchWire LLC. The product, service, and price are determined to be fair and reasonable. The first year of the contract includes all costs associated with acquiring and implementing the software. The subsequent renewals will include costs for the maintenance and support offered by the vendor. No guarantee was made that a specific amount of services would be purchased.

FUNDING: The maximum amount allowed under this agreement will be \$119,230.00, however the actual amount used will be based on the need of

the department and available budget. The annual department allocation for this agreement is:

Fund	Department	Estimated Annual Amount	Account Name
General - 10100	Property Management	\$ 96,730.00	5330201 - Other Contractual
Special Purpose - 25002	Property Management	\$ 22,500.00	5330201 - Other Contractual

Funding is budgeted in the TPW Dept General Government Department's Special Purpose Fund for the purpose of funding the Resource Conservation Program project, as appropriated and will be budgeted in Other Contractual Services account within the General Fund for Fiscal Year 2023.

DVIN-BE: The initial estimated bid amount for this procurement was less than \$100,000.00, therefore a Business Equity goal was not applicable.

ADMINISTRATIVE CHANGE ORDER: An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

AGREEMENT TERMS: Upon City Council approval, this agreement shall begin upon execution and expire on September 30th.

RENEWAL TERMS: This agreement may be automatically renewed for five (5) one-year renewal periods (October 1st to September 30th). This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the Special Purpose Fund for the Resource Conservation Program project and upon adoption of the Fiscal Year 2023 Budget by City Council, funds will be available in the Fiscal Year 2023 operating budget, as appropriated, in the General Fund to support the approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the Transportation & Public Works and Property Management Departments have the responsibility to validate the availability of funds.

Submitted for City Manager's Office by:	Reginald Zeno	8517
	Dana Burghdoff	8018
Originating Business Unit Head:	Anthony Rousseau	8338
	Steve Cooke	5134
Additional Information Contact:	Cynthia Garcia	8525
	Maria Canoura	2526

Expedited