

**THE CITY OF KANSAS CITY, MISSOURI**

CITY OF FOUNTAINS  
HEART OF THE NATION



KANSAS CITY  
MISSOURI

**REQUEST FOR INFORMATION (RFI)**

**ENERGY INFORMATION SYSTEM SOLUTION**

**EV2623**

**PROPOSALS DUE: 12/11/2018 10 A.M.**

**PROCUREMENT SERVICES DIVISION  
KEELY GOLDEN, CPPB  
PROCUREMENT MANAGER  
(816) 513-0812**

**REQUEST FOR INFORMATION NO. EV2623**

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**REQUEST FOR INFORMATION NO. EV2623**

**ENERGY INFORMATION SYSTEM SOLUTION**

**1. INTENT/OVERVIEW**

The City of Kansas City, Missouri seeks to gather information from experienced and qualified suppliers to provide a state of the art and best of the class, ENERGY INFORMATION SYSTEM SOLUTION.

This Request for Information closes on **December 11, 2018 (12/11/2018) at 10 a.m. Central time.**

For further information or clarification, any and all questions should be submitted in writing to allow the City to respond within a reasonable timeframe before the closing date. Questions should be sent to:

Keely Golden, CPPB  
Procurement Manager  
Procurement Services Division  
General Services Department  
City of Kansas City, Missouri

keely.golden@kcmo.org

All questions submitted will be answered in writing. If your question results in a change in the specifications, an Addendum will be sent to all prospective Proposers.

Information furnished by you to the City in response to this RFI should not be construed as a commitment on the part of the City to contract for or purchase any of the involved products and/or services. The City will not enter into any exclusive agreement for this service and reserves the right to use various providers to supply this service to the City and our customers.

You are responsible for all costs incurred in preparation of a response to this RFI. The City shall incur no obligation or liability whatsoever to you or any third party by reason of issuing this RFI.

Please do not divulge the contents of your information to any other City personnel. This stipulation is neither intended to impede nor inhibit your marketing or sales activity to the City, but rather to ensure the confidentiality of your information.

## 2. **SUBMITTAL**

All responses must be emailed to the following email address:

Keely Golden, CPPB  
Procurement Manager  
Procurement Services Division  
General Services Department  
City of Kansas City, Missouri

keely.golden@kcmo.org

In the event you do not wish to submit an RFI proposal, please give written notice of your intent by completing ATTACHMENT D.

Please submit one (1) signed electronic Proposal via email in Adobe PDF file format. Please **do not** “lock or protect” the file, as we may need to copy portions out of the file. This is part of the Procurement Services “Eco-friendly” program. The Proposal shall be presented in 12-point font on 8-1/2” x 11” paper for ease of printing by the City, if needed.

Promotional materials can be emailed as PDF or image files.

All informational proposals submitted in response to this Request for Information must contain the following information in the stated order:

- ATTACHMENT A – Description of Needs
- ATTACHMENT C – Authorized Signature form
- ATTACHMENT D– References

## ATTACHMENT A

### DESCRIPTION OF NEEDS

#### 1. STATEMENT OF NEED

The City of Kansas City, Missouri seeks to gather information from experienced and qualified suppliers to provide a state of the art and best of class, energy management system (EMS) software platform.

This system will be used by the General Services Department- Facilities Division for the purpose of fulfilling our mission to promote, preserve, and protect the health of Kansas City residents, visitors and workers.

This Request for Information (RFI) will allow the Health Department to evaluate suppliers who offer a cloud based solution that will consider all public health services to drive process improvement, promote health information exchange and improve outcomes for patients.

The solution must –

- Provide the ability to analyze energy consumption of various utilities through information gathered from bills, HVAC components, and meters,
- Have robust built-in reporting, dashboards, and the ability to export and customize reports and create ad-hoc reports,
- Allow access for at least 40 users, standard administration for the system and user maintenance, role-based security,
- Maintain a centralized data storage with the ability for all user to access the data from anywhere at anytime,
- Communicate with ENERGY STAR Portfolio Manager to upload and validate data
- Compatibility with the City's Building Automation Systems:
  - Johnson Controls
  - Thermal Components
  - And/or compatibility with the City's systems through the BACnet protocol

#### 2. OBJECTIVES

The Facilities Division is seeking information and best practices for a cloud based energy management solution that will facilitate and support increased productivity and efficiency of patient health records, information exchange, patient billing and the overall health and care of each patient.

#### 3. SOLUTION INFORMATION

##### A. Functional Information

1. Description of marketplace adoption and customer base.
2. Summary of high-level capabilities and modules for the product (i.e., the business functions and processes that are supported).

3. Description of functional capabilities, including selected screenshots of User Interfaces.
4. Description of capabilities or methods for patient and provider portals, including selected screenshots where available.
5. Description of reporting / analytical capabilities, including selected screenshots of actual reports.
6. Description of capabilities or methods for integrated billing.
7. Description of capabilities or methods for integration and inter-operability with other systems.
8. Description of capabilities or methods for creating and managing electronic forms.
9. Description of capabilities or methods for other services provided as described in Attachment B.
10. Description and/or depiction of technical architecture, including operating systems and browser capabilities.
11. Description of security and compliance capabilities.
12. Summary of performance benchmarks and success factors.
13. Description of deployment options [third-party-hosted on an outsourcing model (with the vendor securing arrangements with the third party) or cloud-hosted under a SaaS model]
14. Description of equipment, products, or services required or recommended to enable or complement your product (e.g., printers or barcode readers, tablets or third-party data services)
15. Description of approach to patches, maintenance, enhancement requests, and product upgrades.
16. Description of warranties or service level agreements (SLAs).
17. Summary of the model or structure for licensing and pricing (NOT THE PRICING ITSELF, but rather the drivers or components or basis of pricing)
18. Summary of the product roadmap (for which, the Issuer seeks no commitments or guarantees).
19. Location of any resources for reading, training, or demonstrations, if available on the Web.
20. Copy of standard brochure / literature about the relevant product(s), if available.

#### B. Services Information

1. Description of standard implementation approach and services, including resources and their levels of commitment.
2. Description of training approach, resources, and services.
3. Description of model and resources for product support.
4. Description of preferred or certified partners for integration or support, if any.

Supplier will be required to install and maintain any additional needed infrastructure that the City does not currently possess.

### 3. **ADDITIONAL INFORMATION**

3.1 Please supply the answers to the following areas in your response:

- Recommendations to the City to implement this solution and your model for this project.
- Records retention capabilities.
- Anticipated timeline for a project of this size.
- The pricing model that your company uses on projects such as this. Supply your average cost estimate for this project. \*\* The City cannot award from a request for information; this data will be used for budgeting purposes only.
  - Hardware, software, implementation and any ongoing costs
- How your company handles training and knowledge transfer.
- Any other items that you think the City should consider in this project.

**ATTACHMENT B**

**AUTHORIZED SIGNATURE**

By submission of the RFI, the undersigned certifies that the information contained within represents the products and services offered by my company.

Authorized Representative: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_



**ATTACHMENT C**

**REFERENCES**

Suppliers are required to complete the information requested below.

1. List at least two (2) government customers for whom you have provided this solution in the past three (3) years.

A.Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

B.Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**ATTACHMENT D**

**NO RFI RESPONSE FORM**

If you choose not to submit a proposal for this Request for Information, please complete and return only this form, on or before the due date. Thank you for taking this opportunity to help us update and improve our solicitation process.

**Keely Golden, CPPB**

**Telephone: (816) 513-0812    Return by Fax: (816) 513-1156**

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**Due Date:**     December 11, 2018

**Number:**       EV2623

**Description:** ENERGY INFORMATION SYSTEM SOLUTION

Please check the appropriate response(s). We respectfully submit "No Response" for the following reason(s):

- 1. We cannot provide a service to meet the required specifications.
- 2. The closing date does not allow adequate time to prepare a response.
- 3. We have chosen not to do business with the City.
- 4. Other (comment below or provide your response on your business/firm letterhead).

\_\_\_\_\_  
\_\_\_\_\_

Business/Firm Name \_\_\_\_\_ Supplier No. \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_ Telephone No. \_\_\_\_\_