**Nottingham City Council**

**Soft Market Testing Approach for**

**Energy Efficiency Software**

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**August / September 2017**

**1 Why are we doing Soft Market Testing?**

Soft Market Testing is a method of gathering market intelligence on a given subject area by engaging with the providers of the goods / services required. At the same time the Authority is looking for efficiencies and best value.

**2 Soft Market Testing Process**

Nottingham City Council wish to undertake a soft market testing exercise to canvass external providers of energy efficiency software to investigate potential savings through the monitoring and power consumption on the Nottingham City Council network.

**Intended outcome of this document**

It is intended that we gain information and insight from potential external providers to identify the range of products / solutions available in the market.

**Process**

1. The soft market testing will take place from the date of the published PIN (Prior Information Notice) until 22nd September 2017.
* **Any Questions** regarding the soft market testing approach document must be submitted by 18 September 2017 to jonathan.foster@nottinghamcity.gov.uk
* Any **responses** to the soft marketing testing should also be returned to jonathan.foster@nottinghamcity.gov.uk by **22 September 2017 at 12 noon**.
1. Neither the intention nor the purposes of this soft market testing exercise is to confer any advantage upon its participants in any future procurement process.
2. **This is NOT a call for tenders and responses.**
3. All information gathered from the Soft Market Testing will be carefully considered and analysed by IT & Procurement teams for this commissioning process. All providers’ responses will be anonymised and not shared with competitors for these services.
4. An appropriate technical specification may be designed using the information provided from this SMT and from wider consultation with stakeholders.

**Methodology for soft market testing**

* The document is published inviting all parties interested to register and fill out the questionnaire at the end of this document and return to us via the email address specified above.

**3 Context for the usage of energy efficiency software**

**Context**

Nottingham City Council has an estate of approx. 40000 IP devices across all its sites, with a focus on reducing the overall energy bill through utilising monitoring software.

Nottingham City Council believe that workplaces are a major source of carbon emissions and changing energy usage behaviour in these environments has the capacity for large carbon savings.

Through the trial of energy efficient software Nottingham City Council propose;

To be an organisation who are able to adapt to the changes in energy prices whilst proving a first class solution to the citizens of Nottingham City.

* To be at the forefront in the transformation of office building energy savings and efficiency

By conducting this soft market test, we are looking to:

* Find a partner to conduct a trial with
* Trial a software which will be able to demonstrate the potential savings through a full implantation of that provider’s energy efficiency solution

The Council wishes to use the trial information to support demonstrable information, enabling them to save energy across it’s estate.

**What we want to commission**

A provider to deliver a trial of an energy efficiency software solution that will:

* Provide information of the actual amount of electricity used by devices across the estate
* Provide the amount of carbon and the cost of the energy which can be saved by deploying Energy Efficiency Software
* Provide a breakdown on the ROI of the full deployed solution
* Provide NCC with the real-time energy usage across the estate
* Be completely non-disruptive to users and to the Network
* Be an easily deployed solution

**Soft Market Testing - to be completed and returned by provider**

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| **Questionnaire** |
| **Organisation Profile** | **Response**  |
| Name of Organisation  |  |
| Name and Job Title of individual completing this questionnaire  |  |
| Contact Details  |  |
| Briefly describe your Organisation in respect of its activities, market sector and relevance to Energy Efficiency |  |
| **Product & Service details** |
| Q1 | Are you able to offer a trial of the software? **Yes / No**  |
| A1 |  |
| Q2 | If the answer was **Yes** to question 1:* Can you clarify the software that will be used, and highlight any differences between the trial version and the full version?
* Please state whether you can offer the trial for free or state how much the trial will cost
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| A2 |  |
|  | How will you support Nottingham City Council throughout the trial of this software? For example, * Weekly conference call,
* Telephone support
* Analysis of information through presentations
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| Q3 | What information will be needed to be supplied by us to complete the most accurate trial? For example; current energy rates, floor space etc |
| A3 |  |
| Q4 | Are you able to provide details of your largest customer using these products? How has your system been used to support multi-building working? Please also share any savings that have been made |
| A4 |  |
| Q5 | Does your product determine the real-time energy usage of the ICT estate through Internet protocol or is this completed using a different technology? |
| A5 |  |
| **Hosting / Interfaces & Implementation** |
| Q6 | Is your software cloud based, hosted by the provider or run on premises? If hosted, please provide details of the requirements of the hosted solution |
| A6 |  |
| Q7 | Has your software been integrated with building management software, if so, which one(s) and at what cost (time, money) |
| A7 |  |
| Q8 | When conducting the implementation of this software, what is a reasonable estimated timescale for the implementation process, and what things are most likely to cause delays? |
| A8 |  |
| **Procurement & Costs** |
| Q10 | How do you sell your product in terms of licencing options? (Enterprise, per module, fully managed etc) |
| A10 |  |
| Q11 | What is the pricing model for the complete product? |
| A11 |  |
| Q12 | Are you able to provide us with a rough estimate of price for the various components of your solution? *We will not be sharing this with any competitors but are trying to assess potential costs.*It would be helpful if you could also describe any expected variables that may increase (or decrease) the overall cost for your solution such as any differing licensing models and options. |
| A12 |  |
| Q13 | Please explain potential associated costs based on past implementations |
| Q13 |  |

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| **End of Trial**Following the completion of the trial period, can you provide the following follow up services |
| Calculate the actual amount of Electricity, the amount of Carbon and the Cost of the Energy that can be saved by Nottingham City Council **Yes/No** |
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| Produce and compile an Asset List – Can your software provide a list of all assets connected to the ICT network. If possible, this will include the operating system / service pack level. Devices connected to PCs and Servers such as local printers. This high level asset list will be provided to Nottingham City Council for future reference **Yes/No** |
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| Can you meet with Nottingham City Council ICT representatives at the end of the trial, outlining the savings which can be made through the full implementation of the software **Yes/No** |
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