



Office of the City Manager

CONSENT CALENDAR
March 10, 2020

To: Honorable Mayor and Members of the City Council
From: Dee Williams-Ridley, City Manager
Submitted by: Savita Chaudhary, Director, Information Technology
Subject: Contract No. 31900172 Amendment: Cadalys, Inc. for Additional Software Application Consulting Services for Building Energy Saving Ordinance (BESO) Online Software System

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 31900172 with Cadalys, Inc. to provide additional application consulting services and support for the BESO online software system in an amount not to exceed \$20,000 for a total contract amount not to exceed \$65,000, and extending the term from June 7, 2019 through June 30, 2021.

FINANCIAL IMPLICATIONS

Funding for the additional work in the amount of \$20,000 is available in the Planning Department's Fiscal Year (FY) 2020 Permit Service Center Fund, as itemized below.

	FY 2020: Professional Services
\$20,000	Budget Code: 621-53-583-611-0000-000-472-612990- (Permit Service Center Fund, Planning Department, Prof. Services)
\$20,000	Total FY 2020 Professional Services

CURRENT SITUATION AND ITS EFFECTS

The Office of Energy and Sustainable Development (OESD), in coordination with Information Technology, is releasing a new online system, set to go live in Spring 2020, to allow Berkeley building owners to comply with [BESO](https://www.cityofberkeley.info/BESO/) (<https://www.cityofberkeley.info/BESO/>) The new system will provide improved customer service by allowing online application, payment, energy reporting and status lookup to Berkeley residents and building owners, as well as improved implementation and compliance tracking. OESD will be presenting a BESO Evaluation with proposed amendments to Council for consideration in 2020. Changes to the ordinance may require modifications to the compliance process and reconfiguration of the software system. Additional professional services from Cadalys, Inc. will accommodate this system upgrade as well as provide ongoing support, as needed.

This online, web based system to support BESO is a Strategic Plan Priority Project, advancing the City's goal to 1) be a global leader in addressing climate change, advancing environmental justice, and protecting the environment and 2) be a customer-focused organization that provides excellent, timely, easily-accessible service and information to the community.

BACKGROUND

The BESO Ordinance (BMC 19.81) was adopted on March 10, 2015 and requires building owners and homeowners to complete and publicly report comprehensive energy assessments to uncover energy saving opportunities. The assessments are conducted by registered energy assessors who provide tailored recommendations on how to save energy and link building owners to incentive programs for energy efficiency upgrades. The assessments are required at time of sale and on a phase in schedule for large buildings over 25,000 square feet.

To help facilitate the BESO program, the City initially set up a basic software database to assist staff in tracking energy compliance. In the current system, the building owners are required to submit a hard copy application and pay by check via mail or in person at the Permit Service Center cashier. This manual process was inconvenient for the community and labor intensive for City staff. As the BESO program grew; the database became more cumbersome to manage and repeatedly failed. Staff sought a more robust database with online application and payment functionality to improve customer service and reduce staff administration.

On June 10, 2019, the City contracted with Cadalys, Inc. to upgrade and modernize the existing system in an effort to make it more accessible to the community, reduce the usage of paper, and to attain a system capable of supporting a large database. Cadalys, Inc. successfully upgraded the system to a more robust Salesforce cloud-based platform and proved to be much more efficient and stable for the current BESO program.

On Sep 20, 2019, the City extended this contract to perform online payment services integrated with the City's payment provider, Official Payments. This important integration allowed the functionality to homeowners and building owners to apply and pay online.

ENVIRONMENTAL SUSTAINABILITY

The online web-based capabilities of this software eliminates the use of paper currently being used by residents and staff thus working towards the City's goal of achieving zero waste to landfills by 2020. This system will improve the implementation of the BESO ordinance, which is one of the key implementing actions of the Climate Action Plan to reduce building energy use.

RATIONALE FOR RECOMMENDATION

The BESO program has grown over the last five years and will continue to grow. As such, the City requires a system that is more accessible to the community via an online portal and robust enough to keep up with future growth.

ALTERNATIVE ACTIONS CONSIDERED

City staff considered the status quo, however, given the repeated failures of the aging system and the desire to make the program more accessible to the community, staff decided to move forward with a new, more robust system.

CONTACT PERSON

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Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT AMENDMENT: CADALYS, INC. FOR SOFTWARE AND SUPPORT SERVICES FOR BUILDING ENERGY SAVING ORDINANCE

WHEREAS, the Building Energy Saving Ordinance (BMC 19.81) was adopted on March 10, 2015 and requires building owners and homeowners to complete and publicly report comprehensive energy assessments to uncover energy saving opportunities; and

WHEREAS, the original software database software set up to support the BESO program is no longer viable; and

WHEREAS, on June 10, 2019, the City contracted with Cadalys, Inc. to upgrade and modernize the existing system in an effort to make it more accessible to the community, reduce the usage of paper, and capable of supporting a large database; and

WHEREAS, on Sep 20, 2019, the City extended this contract to perform online payment services integrated with the City's payment provider, Official Payments; and

WHEREAS, the City seeks to amend the existing contract to provide software and support services from Cadalys, Inc and funding for this recommendation is available in the Planning Department's FY20 Permit Service Center Fund in the amount of \$20,000; and

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to amend Contract No. 31900172 with Cadalys, Inc. to provide application consulting services, and support for the BESO online software system in an amount not to exceed \$20,000 for a total contract amount not to exceed \$65,000 and extending the term from June 7, 2019 through June 30, 2021.