

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team

at MileHighOrdinance@DenverGov.org by **11 a.m. Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: 12/08/22

Please mark one: Bill Request or Resolution Request

1. Type of Request:

- Contract/Grant Agreement Intergovernmental Agreement (IGA) Rezoning/Text Amendment
- Dedication/Vacation Appropriation/Supplemental DRMC Change
- Other:

2. Title: (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Amends contract with Touchstone IQ LLC for Energize Denver Hub Benchmarking and Performance Policy Services to add additional money to the contract. Contract No. CASR-202265552-02_202160618-02.

3. Requesting Agency: Office of Climate Action, Sustainability and Resiliency

4. Contact Person:

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Sharon Jaye	Name: Sharon Jaye
Email: Sharon.jaye@denvergov.org	Email: Sharon.jaye@denvergov.org

5. General description or background of proposed request. Attach executive summary if more space needed:

Touchstone IQ LLC provides help desk and compliance services for the Energize Denver benchmarking and performance requirements, assisting approximately 3,000 buildings in the city. The amendment extends the scope of work for an additional year now that the final rules for the program were adopted on November 17, 2022. The services provided are help center management, content and system development for the benchmarking program and new performance policy, and a direct technical assistance program serving under-resourced buildings.

6. City Attorney assigned to this request (if applicable): Lindsay Walton

7. City Council District: citywide

8. **For all contracts, fill out and submit accompanying Key Contract Terms worksheet**

To be completed by Mayor’s Legislative Team:

Resolution/Bill Number: _____

Date Entered: _____

Key Contract Terms

Type of Contract: (e.g. Professional Services > \$500K; IGA/Grant Agreement, Sale or Lease of Real Property): Professional Services

Vendor/Contractor Name: Touchstone IQ LLC

Contract control number: CASR-202265552-02_202160618-02

Location: citywide

Is this a new contract? Yes No **Is this an Amendment?** Yes No **If yes, how many?** 2

Contract Term/Duration (for amended contracts, include existing term dates and amended dates): 1/1/2022 - 12/31/2023

Contract Amount (indicate existing amount, amended amount and new contract total):

<i>Current Contract Amount</i>	<i>Additional Funds</i>	<i>Total Contract Amount</i>
<i>(A)</i>	<i>(B)</i>	<i>(A+B)</i>
\$485,000.00	\$1,116,950.00	\$1,601,950.00

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/2022-12/31/2023	N/A	

Scope of work: Touchstone IQ LLC provides help desk and compliance services for the Energize Denver benchmarking and performance requirements, assisting approximately 3,000 buildings in the city. The amendment extends the scope of work for an additional year now that the final rules for the program were adopted on November 17, 2022. The services provided are help center management, content and system development for the new performance policy, and a direct technical assistance program serving under-resourced buildings.

January 1, 2022 – December 31, 2023

- Task 1: Energize Denver Resource Hub
 - Sub Task 1: Help Center Management: Benchmarking and Building Performance Requirements - \$647,790
 - Sub Task 2: Material and Content Development for Benchmarking and Building Performance Policy - \$400,249
 - Sub Task 3: Under-Resourced Building Services - \$463,000
- Task 2: Touchstone Support Systems - \$80,910
- Additional Services - \$10,001

Was this contractor selected by competitive process? YES

If not, why not?

Has this contractor provided these services to the City before? Yes No

Source of funds: General Fund and Climate Protection Fund

Is this contract subject to: W/MBE DBE SBE XO101 ACDBE N/A

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): MWBE 15%

Who are the subcontractors to this contract? Institute for Market Transformation | Building Energy Exchange | Group14 Engineering 15%

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Date Entered: _____