

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor's Legislative Team
at MileHighOrdinance@DenverGov.org by **3:00pm on Monday**.

****All fields must be completed.****
Incomplete request forms will be returned to sender which may cause a delay in processing.

Date of Request: 9/24/2012

Please mark one: Bill Request or Resolution Request

1. Has your agency submitted this request in the last 12 months?

Yes No

If yes, please explain:

2. **Title:** *(Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)*

This is a contract amendment, using ARRA grant funds, for Populus, LLC, which will provide customer support, data management, work flow management, energy advising, energy advisor training, and other project management support for the Denver Energy Challenge (Contract Control # ENVHL-201204731-00).

3. **Requesting Agency:** DEH

4. **Contact Person:** *(With actual knowledge of proposed ordinance/resolution.)*

- **Name:** Elizabeth Babcock
- **Phone:** 720-865-5385
- **Email:** Elizabeth.babcock@denvergov.org

5. **Contact Person:** *(With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)*

- **Name:** Elizabeth Babcock
- **Phone:** 720-865-5385
- **Email:** Elizabeth.babcock@denvergov.org

6. **General description of proposed ordinance including contract scope of work if applicable:**

Populus, LLC will provide customer support, data management, work flow management, energy advising, energy advisor training, and other project management support for the Denver Energy Challenge. They will operate a call center and work with DEH to respond to all requests from the Department of Energy regarding this grant funded program. DEH has a little over a year to spend these funds, so any effort to expedite this process is beneficial.

*****Please complete the following fields:*** *(Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field.)*

- a. **Contract Control Number:** ENVHL-201204731-00
- b. **Duration:** April 1, 2012- May 1, 2013
- c. **Location:** Denver
- d. **Affected Council District:** All
- e. **Benefits:** Providing free energy advising services to help residents take advantage of rebates and incentives
- f. **Costs:** \$1,012,442.00

7. **Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* **Please explain.**

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____

Date Entered: _____

(9/24/2012)

EXECUTIVE SUMMARY

(Populus, LLC)

(Description of what the contractor does and purpose of new contract or amendment)

Populus specializes in high performance, net-zero and near-net-zero custom residential and multi-family projects. While they work on projects nationally, Populus is the only RESNET Accredited Home Energy Rating Provider based in Boulder, Colorado and they are a majority woman-owned, privately-owned, local small business.

Populus is the central administrator for the Denver Energy Challenge's call center and energy advising service, designed to help drive demand in the middle and upper income energy efficiency market in Denver. This program is funded with ARRA funds through the Department of Energy's Better Buildings program.

The amendment is to provide an additional \$41,000 in funds for related program administration that includes contractor management for the Denver Energy Challenge.

Contract Information

Contractor: Populus, LLC

Contract Amount: \$1,012,442.00

Term: April 1, 2012- May 1, 2013

Contract Control Number (if amendment): ENVHL-201204731-00

Selection Process: RFP, competitive bidding

Source of Funds: ARRA, Dept. of Energy

Match: None

Extension increase amount	<u>\$41,000.00</u>
Existing contact amount	<u>\$971,442.00</u>
Contract amount not to exceed	<u>\$1,012,442.00</u>

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