

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **11 a.m. Monday**. Contact the Mayor’s Legislative team with questions

Date of Request: 10/22/2024

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 and time to the contract. Contract No. CASR-202368389-03\_202160618-03.

**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: <a href="mailto:Sharon.jaye@denvergov.org">Sharon.jaye@denvergov.org</a>	Email: <a href="mailto:Sharon.jaye@denvergov.org">Sharon.jaye@denvergov.org</a>

**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 11,000 buildings in the city. The services provided are help center management, content and system development for the benchmarking program and performance policy and a direct technical assistance program serving Equity Priority Buildings. This request expands assistance for through access to a building owner portal, additional coaching and online energy management and audits for all buildings over 25,00 square feet as well. It also expands the Equity Priority Building Compliance Assistance program that provides of direct technical guidance, free ASHRAE Level 2 audits, and customized support through the compliance journey (2/3 of current participants are affordable housing).

**6. City Attorney assigned to this request (if applicable):** Megan Waples

**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-202368389-03\_202160618-03

**Location:** citywide

**Is this a new contract?**   No **Is this an Amendment?**  Yes  If yes, how many? 4

**Contract Term/Duration** (for amended contracts, include existing term dates and amended dates): Existing Term:1/1/2022 - 12/31/2023 Amended Dates: 1/1/2022-12/31/2026

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

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$ 5,622,800	\$ 12,107,899	\$17,730,699

  

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/2022-12/31/2026		

**Scope of work:** Touchstone IQ LLC provides help desk and compliance services for the Energize Denver benchmarking and performance requirements, assisting approximately 11,000 buildings in the city. The services provided are help center management, content and system development for the performance policy and a direct technical assistance program serving under-resourced buildings. Expanded and enhanced services include the development of a building owner portal, both virtual and onsite energy audits, the establishment of a Trade Ally Network within a revamped Energize Denver Hub, and a major expansion of the Equity Priority Building Compliance Assistance program.

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January 1, 2022 – December 31, 2026

- Task 1: Energize Denver Resource Hub
  - Sub Task 1: Help Center Management: Benchmarking and Building Performance Requirements - \$3,920,850
  - Sub Task 2: Material and Content Development for Benchmarking and Building Performance Policy - \$749,050
  - Sub Task 3: Equity Priority Building Services - \$4,776,800
  - Sub Task 4: Equity Priority Building Services Audits - \$5,726,999
- Task 2: Energize Denver Small Buildings Resource Hub
  - Sub Task 1: Development and Administration - \$335,000
  - Sub Task 2: Help Center Services - \$650,000
- Task 3: Touchstone Support Systems
  - Sub Task 1: Annual Software Licenses - \$1,132,000
  - Sub Task 2: Software Enhancements - \$440,000

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 | Group14 Engineering | Sustento Group | Energetics Consulting Engineers LLC

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