

Request to Execute an IDIQ Contract for Environmental Audit and Regulatory Support

June 23, 2020

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Environmental Audit and Regulatory Support

- **Overview**

- Requesting Commission authorization for the Executive Director to execute one Indefinite Quantity/Indefinite Delivery (IDIQ) service agreement
- IDIQ agreement valued at \$3m over a 5 year ordering period
- Replaces existing environmental IDIQ, which provides only regulatory compliance support and expires in 2021
- Sets a women and minority business enterprise (WMBE) goal of 12% of contract spending
- Provides essential support to complete annual regulatory tasks
- Adds new support for key ongoing energy and sustainability tasks
- No funding is associated with this authorization request

Services Required

- **Regulatory Compliance**—Seattle Municipal Code (SMC)
 - Annual Building Tune-Up Audits and Reporting (SMC 22.930)
 - Annual Energy Benchmarking (SMC 22.920)
- **Environmental Audits**
 - Building Energy and Lighting Audits
 - Sustainability Audits for Sustainable Evaluation Framework
 - Energy and Utility Meter Audits
 - Solid Waste Audits
- **Building Commissioning and Monitoring**
 - Building Commissioning and Retro-Commissioning Services
 - System Measurement and Verification



Procurement Timeline

Date	Action
June 23, 2020	Request Commission authorization
June 29, 2020	Advertise RFQ/RFP
July-Aug., 2020	Review proposals, interview consultant teams
Sept.-Oct., 2020	Selection, negotiation
Nov.-Dec., 2020	Contract execution