

Memorandum of Understanding Plan Development and Implementation

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Commerce City has partnered with Xcel Energy's Partners in Energy program to develop and implement a strategic Energy Action Plan that supports the city's Sustainability Action Plan. This MOU outlines the collaboration for both the plan development and implementation phases, with a focus on advancing energy efficiency, electrification, and renewable energy adoption to meet Commerce City's goal of reducing energy use by 25% by 2030.

The intent of this Memorandum of Understanding is to confirm Commerce City's intent to participate in a plan development and implementation phase of Partners in Energy and outline the commitment that your community and Xcel Energy are making to this collaborative initiative.

Phase 1: Plan Development

Phase 1 will focus on the development of a streamlined plan that aligns with Commerce City's Sustainability Action Plan. During this phase, Partners in Energy will leverage existing goals, perform in-depth analysis, and collaborate with city staff and stakeholders to identify key opportunities for energy savings and renewable energy adoption.

During the Plan Development Phase, Xcel Energy will provide:

- **Data Analysis:** Analyze community energy use and program participation in alignment with existing sustainability goals to identify potential opportunities for energy savings and renewable energy adoption. Develop baselines to track progress toward energy reduction goals. Perform geographic analysis to identify high-priority neighborhoods for energy savings, particularly areas impacted by pollution and energy costs.
- **Plan Development:** Collaborate with Commerce City staff and key community stakeholders to develop an implementation-focused energy plan in support of the city's Sustainability Action Plan. A finalized version will be delivered within 6 months of signing this MOU.
- **Coordinate monthly meetings with Commerce City staff**

During the Plan Development Phase, Commerce City will provide:

- **Plan Development Support:** Coordinate with Partners in Energy to develop a plan that is aligned with the Sustainability Action Plan.

Phase 2: Plan Implementation

Phase 2 will focus on implementing initiatives defined in the Energy Action Plan that advance energy efficiency and renewable energy adoption. Our efforts will prioritize community engagement, targeting small businesses and residential neighborhoods with higher energy burdens.

During the Implementation Phase, Xcel Energy commits to:

- **Project Management**
 - Quarterly consultations with the EPAC.
 - Facilitate updates and adjustments to the plan as needed, with a focus on equity and environmental justice.
- **Business Outreach**
 - Support outreach campaigns targeting small businesses, particularly in overburdened neighborhoods with high energy costs.
 - Engage the Commerce City Chamber of Commerce to promote energy efficiency and renewable energy programs, including coordination with the Economic Development team.
 - Provide case studies and collateral materials to support outreach and at up to 2 Chamber events.
- **Residential Outreach**
 - Attend up to 3 community events/meetings to promote energy efficiency, electrification, and renewable energy adoption.
 - Provide educational materials and Xcel Energy giveaways during community events.
 - Develop customized outreach materials, including postcards, to inform these neighborhoods about relevant programs.
 - Provide up to \$2,500 for reimbursed expenses related to printing and distribution of co-branded marketing materials, venue fees, food, and other related needs associated with outreach and education. Xcel Energy funding will not be provided for the purchase of alcohol.

During the Implementation Phase, Commerce City commits to:

- **Project Management**
 - Attend monthly meetings and quarterly EPAC consultations to provide input and feedback on progress.
 - Review outreach materials developed by Partners in Energy
 - Provide Xcel Energy with an opportunity to review marketing materials to assure accuracy when they incorporate the Xcel Energy logo or reference any of Xcel Energy's products or services.
- **Business Outreach**
 - Use the City's media outlets to deliver outreach and communicate with local businesses.
 - Coordinate with Partners in Energy on material delivery logistics.
 - Support development of marketing materials, and other sector-specific collateral. Provide review and input as appropriate.
 - Connect Partners in Energy with Chamber of Commerce and Economic Development team
- **Residential Outreach**
 - Support development of printed marketing materials, event materials, and tabling details. Provide review and input as appropriate.

- Help identify which community events will be most beneficial to have a formal/increased presence
- Use the City's media outlets to deliver outreach and communicate with residents

Legal Applicability and Waiver

This is a voluntary agreement and not intended to be legally binding for either party. This Memorandum of Understanding has no impact, nor does it alter or modify any existing Franchise Agreement or other existing agreements between Xcel Energy and Commerce City. Parties agree that this Memorandum of Understanding is to memorialize the intent of the Parties regarding Partners in Energy but does not create a legal agreement between the Parties. It is agreed by the Parties that nothing in this Memorandum of Understanding will be deemed or construed as creating a joint venture, trust, partnership, or any other legal relationship among the Parties. This Memorandum of Understanding is for the benefit of the Parties and does not create third party rights. Nothing in this Memorandum of Understanding constitutes a waiver of Commerce City ordinances, Commerce City regulatory jurisdiction, or Colorado's utility regulatory jurisdiction.

Single Points of Contact

All communications pertaining to this agreement shall be directed to Olivia Quagliani on behalf of Commerce City and Sofia Troutman on behalf of Xcel Energy.

Xcel Energy is excited about this opportunity to support Commerce City in advancing its goals. The resources outlined above and provided through Partners in Energy are provided as a part of our commitment to the communities we serve and Xcel Energy's support of energy efficiency and renewable energy as important resources to meet your future energy needs.

Thank you again for your continued interest in Xcel Energy's Partner in Energy. We look forward to assisting Commerce City in developing its energy action plan.

For Commerce City:

Signature:

Olivia Quagliani

Name:

Olivia Quagliani

Title:

Sustainability Associate

Date:

December 18, 2024

For Xcel Energy:

Signature:

Andrew Holder

Name:

Andrew Holder

Title:

Director, Community Relations

Date:

January 15, 2025