



Energy Audit Guide

An energy audit can help you figure out what your building needs to get into compliance. It is a detailed inspection and analysis performed by a qualified third-party contractor to identify your building's major energy uses and recommend cost-effective energy efficiency improvements. Getting an energy audit is not required for compliance with the Energize Denver Building Performance Policy — unless you need a timeline extension or a custom target.

HOW TO COMPLETE AN ENERGY AUDIT

1

FIGURE OUT WHAT TYPE OF AUDIT FITS YOUR NEEDS

There are several different kinds of energy audits, depending on your building type, size, and use-type. Xcel Energy's [Business Energy Assessments](#) can help you figure out the best audit for your building and may even be able to refer you to free or deeply discounted audit services. If you know you will need a timeline extension or custom target, make sure it's an ASHRAE Level 2 audit meeting CASR's minimum requirements (See Technical Guidance Section 7.2.2.1).

2

FIND AN ENERGY AUDITOR

The city's Find a Contractor Tool shows companies that can help with the energy audit. It may be beneficial to choose a contractor that is trained and familiar with Energize Denver performance requirements, as indicated by the Large Buildings — Performance badge that appears within their profile.

For more detailed information about energy audits and how they can support your building reach its energy efficiency targets, [refer to this comprehensive guide](#).

When outlining the scope of work for your energy audit, we recommend asking contractors to include a plan for achieving compliance with Energize Denver performance requirements.

Note: Energy audits are not required for all buildings. An energy audit is only required for buildings pursuing a timeline extension or custom target. However, energy audits are a good idea for any building to get an idea of energy use and opportunities for efficiency.



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ENERGY AUDIT REQUIREMENTS FOR LARGE BUILDINGS

Energy audits must follow ANSI/ASHRAE/ACCA Standard 211-2018. Energy audits must meet the following requirements:

- **The Energy auditor must be a third-party individual or company** and not be employed by the organization that owns or operates the building.

- **Energy auditor must have one of the following credentials:**

Professional Engineer (licensed in the U.S.)
Certified Energy Auditor (Association of Energy Engineers)
Certified Energy Manager (Association of Energy Engineers)
Building Energy Assessment Professional (ASHRAE)
High-Performance Building Design Professional (ASHRAE)

Multifamily Building Analyst
(Building Performance Institute)
Energy Management Professional
(Energy Management Association)

- **Energy audit must cover the building(s)** as benchmarked in ENERGY STAR Portfolio Manager (ESPM). This may be:
 - A single building benchmarked individually, or
 - A group of adjacent buildings that share utility meters and are benchmarked together under one Building ID
- **Energy audit must be a minimum of an ASHRAE Level 2.**
 - Existing Equipment Audit tool requires inventory of all equipment
 - Solutions must list all energy efficiency measures needed to reach the current final target and include these end uses if they are present in the building:
 - Envelope
 - Lighting
 - Cooling
 - Heating
 - Ventilation and exhaust systems
 - Air distribution systems
 - Heating, chilled, condenser, and domestic water systems
 - Refrigeration
 - Power generation equipment
 - People-moving systems
 - Include measurement of the energy use or energy modeling of existing, pre-retrofit systems following ASHRAE 211-2018, Section 5.5.1
- **Energy audit must be submitted** through the online [Denver Audit Template tool](#) on the U.S. Department of Energy's website.
 - The audit template tool is only needed if a building requires a timeline extension, custom target or to receive the [audit rebate](#).
 - If the audit demonstrates a path to compliance, then the building owner can focus on implementing energy efficiency measures without additional submissions to the city.



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- **Baseline identification:**

- Baseline should be calendar year 2019 or other approved baseline year
- Baseline EUI should be in Weather-normalized Site EUI (or Site EUI if the building cannot receive a weather-normalized version)

- **Investment analysis minimum requirements:**

- Individual measure cost and site EUI savings, including savings to investment ratio (SIR) and simple payback calculations
- Total project cost and site EUI savings, including total SIR and simple payback
- Life-Cycle Cost Analysis of each EEM following ASHRAE 211-2018, Section 5.5.3 (for custom targets only)
- At least two (2) contractor bids for each energy efficiency measure (for custom targets only)

ENERGIZE DENVER HELP DESK

Need more information on energy audits or additional guidance from our team?
Reach out to our help desk:

 Hours 8 AM-5 PM, M-F	 Phone (844) 536-4528	 Email for Buildings
 Schedule a Phone Appointment: energyreporting.as.me/appointment		 25,000 sq. ft. and larger: energizedenver@denvergov.org
		 5,000 - 24,999 sq. ft.: energizesmallbuildings@denvergov.org