



Legislation Text

File #: 22-1671, Version: 1

**Contract Request Template (Contracts; IGAs; Leases)**

**Date Submitted: 12-26-2022**

**Requesting Agency: Office of Climate Action, Sustainability and Resiliency  
Division:**

**Subject Matter Expert Name:**  
**Email Address:**  
**Phone Number:**

**Item Title & Description:**

*(Do not delete the following instructions)*

*These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).*

*Both the title and description must be entered between the red "title" and "body" below. Do **not** at any time delete the red "title" or "body" markers from this template.*

**A resolution approving a proposed Second Amendatory Agreement between the City and County of Denver and Touchstone IQ LLC, formerly known as Overlay, LLC, for continued help desk and compliance services for the Energize Denver benchmarking and performance requirements, citywide.**

Amends a contract with Touchstone IQ, LLC, formerly known as Overlay, LLC, by adding \$1,116,950 for a new total of \$1,601,950 to continue providing help desk and compliance services for the people managing their building's Energize Denver benchmarking and performance requirements, citywide. No change to contract duration (CASR-202160618-02/ 202265552-02). The last regularly scheduled Council meeting within the 30-day review period is on 2-6-2023. The Committee approved filing this item at its meeting on 1-4-2023.

**Affected Council District(s) or citywide? Citywide**

**Contract Control Number:** CASR-202160618-02/ 202265552-02

**Vendor/Contractor Name (including any "DBA"):** Touchstone IQ, LLC formerly known as Overlay, LLC

## Type and Scope of services to be performed:

Touchstone IQ LLC provides help desk and compliance services for the Energize Denver benchmarking and performance requirements, assisting approximately 3,000 buildings in the city. The contract was amended to add a year while it was still under the \$500,000 threshold, and therefore it did not require council approval at that time. The services provided are help center management, content and system development for the benchmarking program and new performance policy, and a direct technical assistance program serving under-resourced buildings.

Touchstone IQ LLC provides help desk and compliance services for the Energize Denver benchmarking and performance requirements, assisting approximately 3,000 buildings in the city. The amendment extends the scope of work for an additional year now that the final rules for the program were adopted on November 17, 2022. The services provided are help center management, content and system development for the new performance policy, and a direct technical assistance program serving under-resourced buildings.

January 1, 2022 - December 31, 2023

- Task 1: Energize Denver Resource Hub
  - Sub Task 1: Help Center Management: Benchmarking and Building Performance Requirements - \$647,790
  - Sub Task 2: Material and Content Development for Benchmarking and Building Performance Policy - \$400,249
  - Sub Task 3: Under-Resourced Building Services - \$463,000
- Task 2: Touchstone Support Systems - \$80,910
- Additional Services - \$10,001

**Location (if applicable): citywide**

**WBE/MBE/DBE goals that were applied, if applicable (construction, design, Airport concession contracts): MWBE**

**Are WBE/MBE/DBE goals met (if applicable)? 15%** Institute for Market Transformation | Building Energy Exchange | Group14 Engineering

**Is the contract new/a renewal/extension or amendment? Amendment**

**Was this contractor selected by competitive process or sole source?**

**Competitive**

**For New contracts**

**Term of initial contract:**

**Options for Renewal:**

**How many renewals (i.e. up to 2 renewals)?**

**Term of any renewals (i.e. 1 year each):**

**Cost of initial contract term:**

**Cost of any renewals:**

**Total contract value council is approving if all renewals exercised:**

**For Amendments/Renewals Extensions:**

**Is this a change to cost/pricing; length of term; terms unrelated to time or price (List all that apply)?**

Pricing

***If length changing***

**What was the length of the term of the original contract?**

**What is the length of the extension/renewal?**

**What is the revised total term of the contract?**

***If cost changing***

**What was the original value of the entire contract prior to this proposed change?**

**\$485,000.00**

**What is the value of the proposed change?**

**\$1,116,950.00**

**What is the new/revised total value including change?**

**\$1,601,950.00**

***If terms changing***

**Describe the change and the reason for it (i.e. compliance with state law, different way of doing business etc.)**