Office of City Clerk
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Legislation Details (With Text)

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File created:	10/6/2025	**In control:**	Housing, Homelessness, & Building Committee
On agenda:	11/3/2025	**Final action:**	11/5/2025
Title:	To authorize the Director of the Department of Building and Zoning Services to enter into contract with Touchstone IQ LLC for software licensing, maintenance, and technical services in accordance with the provisions of sole source procurement of Columbus City Codes; and to authorize the expenditure of $155,740.00 from the Development Services Fund. ($155,740.00)		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. 2026 Touchstone IQ SOS Registration, 2. Ord 2724-2025 Legislation Attachment, 3. Ord 2724-2025 Sole Source Form, 4. Touchstone IQ - Proprietary Software Letter		

Date	Ver.	Action By	Action	Result
11/5/2025	1	CITY CLERK	Attest	
11/4/2025	1	MAYOR	Signed	
11/3/2025	1	COUNCIL PRESIDENT	Signed	
11/3/2025	1	Columbus City Council	Approved	Pass
10/27/2025	1	Columbus City Council	Read for the First Time	

This legislation authorizes the Director of the Department of Building and Zoning Services to enter into contract with Touchstone IQ LLC for software licensing, maintenance services, and technical services in the amount of $155,740.00.

As the Energy Benchmarking Code, Chapter 4117, has matured, so have the technical needs of the program. Initially, BZS had a contract with Touchstone IQ for the use of the tool for benchmarking data and communications. The solution is custom built for public officials and allows staff and public officials to efficiently triage incoming communications, reply to those messages and conduct communication and data analysis. The transparency map, a component of the Energy Benchmarking Code, was a supplemental contract with Touchstone IQ that provides information about the physical features of a Covered Property and its operational characteristics, which is shared with the public.

Last year, BZS worked with Touchstone IQ and Columbia Gas to add the ability for customers to have online access and direct auto upload of aggregate utility natural gas consumption data to the EPA's ENERGY STAR® Portfolio Manager® tool. This was accomplished by creating an independent portal and co-branded website with a user access system to facilitate the customer auto-upload process. Providing Columbus building owners with access to aggregate whole-building energy data is fundamental to the success of the Energy Benchmarking Code, the Columbus Climate Action Plan, and is an invaluable service to Columbus building owners. It is necessary to combine all components of the software licenses and maintenance at this time. Combining the contracts will allow for a more efficient and effective way to manage these tools. The contract will be for one year, beginning January 1, 2026, and ending December 31, 2026.

Touchstone IQ LLC is the sole proprietor and manufacturer of Touchstone IQ software products. Thus, Touchstone IQ software licenses and support can only be provided by Touchstone IQ. As such, this ordinance is submitted in accordance with the provisions of sole source procurement of Columbus City Codes, Chapter 329.

This ordinance also authorizes the expenditure of $155,740.00 for the above-described purpose.

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FISCAL IMPACT
Funds are budgeted and available in the Department of Building and Zoning Services' Development Services Fund.

CONTRACT COMPLIANCE
Vendor: Touchstone IQ LLC (D365 Vendor Account # 032992)
Contract compliance number: CC-032992; Exp. 12/12/2026
State of Ohio Number 5154184
The company is not disbarred according to the excluded party listing system of the Federal Government or prohibited from being awarded a contract according to the Auditor of State unresolved finding for recovery certified search.

To authorize the Director of the Department of Building and Zoning Services to enter into contract with Touchstone IQ LLC for software licensing, maintenance, and technical services in accordance with the provisions of sole source procurement of Columbus City Codes; and to authorize the expenditure of $155,740.00 from the Development Services Fund. ($155,740.00)

WHEREAS, the Department of Building and Zoning Services uses Touchstone IQ software to effectively and proactively communicate with constituents; and

WHEREAS, The transparency map, a component of the Energy Benchmarking Code, was a supplemental contract with Touchstone IQ that provides information about the physical features of a Covered Property and its operational characteristics, which is shared with the public; and

WHEREAS, last year, BZS worked with Touchstone IQ and Columbia Gas to add the ability for customers to have online access and direct auto upload of aggregate utility natural gas consumption data to the EPA's ENERGY STAR® Portfolio Manager® tool; and

WHEREAS, Columbus building owners need access to aggregate, whole-building, natural gas usage data for the purpose of complying with the City of Columbus Energy Benchmarking Code; and

WHEREAS, the Contractor has the necessary experience and expertise to provide said service and combining the contracts will allow for a more efficient and effective way to manage these tools; and

WHEREAS, because Touchstone IQ LLC is the sole proprietor and manufacturer of Touchstone IQ software products, and because software maintenance and support can only be provided by Touchstone IQ, this ordinance is submitted in accordance with the provisions of sole source procurement of Columbus City Codes, Chapter 329; and

WHEREAS, the aforementioned contract will be for one year, starting on January 1, 2026 and ending on December 31, 2026 at a total cost of $155,740.00; and

WHEREAS, it is necessary to authorize the Director of the Department of Building and Zoning Services to enter into contract with Touchstone IQ LLC for software licensing, maintenance, and technical services in accordance with the provisions of sole source procurement of Columbus City Codes, Chapter 329; **NOW, THEREFORE,**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the Director of the Department of Building and Zoning Services be and is hereby authorized to enter into a contract with Touchstone IQ LLC for software licensing, maintenance, and technical services for a one year period, starting on January 1, 2026 to December 31, 2026 at a total cost of $155,740.00, in accordance with the sole source procurement provisions of Chapter 329 of the Columbus City Codes. (see Ord 2724-2025 Sole Source Form)

SECTION 2. That the expenditure of $155,740.00, or so much thereof as may be necessary, is hereby authorized to be expended from the Development Services Fund, as shown on the attachment to this ordinance. (see Ord 2724-2025 Legislation Attachment)

SECTION 3. That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary.

SECTION 4. That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications associated with this ordinance.

SECTION 5. That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

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