



## Legislation Text

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**File #:** 2202-2020, **Version:** 1

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### **BACKGROUND**

A critical component to a successful implementation of the City's recently passed benchmarking ordinance is establishing and maintaining a process for reporting and compliance. It was determined that a new software package was necessary to track submissions, aggregate data, and offer standard reports. Toward that end, the Department of Building and Zoning Services initiated a request for proposal for Building Performance Reporting Software Services (RFP015765) that opened on June 4, 2020.

The project was formally advertised on the Bonfire portal from June 4, 2020 to June 30, 2020. The City received five (5) responses. All proposals were fully evaluated when the Evaluation Committee met on July 30, 2020. At that time, the three highest scoring responders were selected for interviews, which took place on August 14, 2020. The Evaluation Committee met on August 18, 2020 to complete its evaluation.

Overlay LLC received the highest score by the evaluation committee. The Building and Zoning Services Director subsequently authorized contract negotiations between the City and Overlay LLC, which were successful.

This legislation authorizes the Director of Building and Zoning Services to enter into a professional services contract with Overlay LLC, in an amount of up to \$105,630.00 for building performance reporting software services.

### **EMERGENCY DESIGNATION**

Emergency action is requested in order to have the Climate Advisor as a resource to help implement the reporting system. The American Cities Climate Challenge Grant expires at December 31, 2020 and the Climate Advisor would be a resource until the grant expiration. The initial reporting period for covered properties is June 1, 2021.

### **CONTRACT COMPLIANCE**

Overlay LLC's contract compliance number is CC032992 and expires 09-24-2022.

### **FISCAL IMPACT**

Funding for this contract is available within Fund 2240 the Development Services Fund. (\$105,630)

To authorize the Director of Building and Zoning Services to enter into a professional services contract with Overlay LLC for building performance reporting software services; to authorize the expenditure of up to \$105,630.00 from the Development Services Fund; and to declare an emergency. (\$105,630.00)

**WHEREAS**, Ordinance No. 0452-2020, passed March 16, 2020, established an energy and water benchmarking, reporting and transparency requirement for certain buildings; and

**WHEREAS**, the Department of Finance, Purchasing Office solicited Requests for Proposals on behalf of the Department of Building and Zoning Services for the software needed for this benchmarking; and

**WHEREAS**, Overlay LLC received the highest score by the evaluation committee and the Building and Zoning Services Director subsequently authorized negotiations with the firm; and

**WHEREAS**, it is necessary to authorize the Director to enter into a contract with Overlay LLC for the provision of building performance reporting software services described above in the amount of up to \$105,630; and

**WHEREAS**, an emergency exists in the daily operations of the Department of Building and Zoning Services in that it is immediately necessary to authorize the Director of Building and Zoning Services to enter into a professional services contract with Overlay LLC for building performance reporting software services in order to meet the grant deadline, thereby preserving the public health, peace, property, safety and welfare; now, therefore

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

**SECTION 1.** That the Director of Building and Zoning Services be, and hereby is, authorized to enter into a professional services contract with Overlay LLC for building performance reporting software services in an amount up to \$105,630.00.

**SECTION 2.** That the expenditure of \$105,630.00 or so much thereof as may be necessary is hereby authorized from the Department of Building and Zoning Services, Division No. 43-01, Development Services Fund, Fund No, 2240, in Object Class 3 Purchased Services per the accounting codes in the attachment to this ordinance.

**SECTION 3.** Funds are hereby deemed appropriated and expenditures and transfers authorized to carry out the purposes of this ordinance, and the City Auditor shall establish such accounting codes as necessary.

**SECTION 4.** That for reasons stated in the preamble hereto, where is hereby made a part hereof, this ordinance is hereby declared an emergency measure, which shall take effect and be in force from and after its passage and approved by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.