

March 21, 2013

13-075

ACCEPT BID/AWARD CONTRACT TO NORTHWEST
CONTROL COMPANY, INC. FOR MAINTENANCE OF
DISTECH ENERGY MANAGEMENT SYSTEM (EMS)

PREPARED BY: Denise Jeffords, Buyer/Contract Specialist

FINANCIAL
RESPONSIBILITY: Jonathan Marchetta, Interim Director, Facilities Management
Services

APPROVED BY: Jim Langstraat, Associate Vice President, Finance;
Wing-Kit Chung, Vice President, Administrative Services;
Dr. Preston Pulliams, District President

REPORT: The College has a need to contract with a qualified firm to
provide maintenance of the Distech Energy Management
System (DEMS) at various PCC District locations.

The Contractor will be required to furnish all labor, equipment
and supplies necessary to provide EMS service. The selected
Contractor's bidding on this project must have two (2) AX
certified controls technicians locally with at least one (1) having
two (2) years' experience with Distech controllers. The controls
company must have ACI certifications from Honeywell. Some
Honeywell WEB's and Honeywell Spyder controls experience
will be a plus. Contractor's must have current commercial
experience (within the last five years) and provide references
for at least three (3) projects comparable in size and scope to
those specified in PCC's Invitation to Bid.

An Invitation to Bid (ITB) for Maintenance of a Distech
Energy Management System was issued and advertised
on February 6, 2013. The ITB was advertised in the
Daily Journal of Commerce, on the State of Oregon
Procurement Network (ORPIN), and on the College's
Purchasing Website. Eleven (11) ITB documents were
downloaded from the College's Purchasing Website, of
which eight (8) were downloaded by prime Contractors,
one (1) of which is an MWESB firm, and three (3) plan
centers, one (1) of which is an MWESB firm.

Three (3) bids were received by the due date of March 6, 2013. Bids were received from the following contractors:

<u>Contractor</u>	<u>Controls Technician Hourly Rate</u>
Northwest Control Company, Inc.	\$105.00
Essential Building Technologies, LLC	\$110.00
Heinz Building Automation, Inc.	\$125.00
TraneOregon Controls	\$124.00

Note: No Bids were received from Oregon certified MWESB's.

The award is made to the company whose bid results in the lowest overall ownership cost or "best value" as it is determined by ORS 279.015(5), and based upon the evaluation criteria listed below:

- Experience with projects of similar scope and size
- Professional certifications held by company
- Professional certifications held by employees
- Resources and ability to meet deadlines
- Ability to respond to emergency needs
- Cost

RECOMMENDATION: That the Board of Directors accept the bid and award a three-year contract to Northwest Control Company, Inc. in the amount of \$150,000 (based on an annual estimate of \$50,000), with an option for the college to renew the contract on an annual basis for an additional two (2) years. The contract shall not exceed five (5) years with a maximum amount of \$250,000. Expenditures for this contract will come from the general fund.