

April 19, 2018

18-105

ACCEPT PROPOSAL/AWARD CONTRACT TO  
NORTHWEST CONTROL COMPANY, INC. FOR  
MAINTENANCE OF THE DISTECH ENERGY  
MANAGEMENT SYSTEMS

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FINANCIAL  
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APPROVED BY: Jim Langstraat, Vice President, Finance & Administration  
Mark Mitsui, College President

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

The Contractor will be required to furnish all labor, equipment and supplies necessary to provide EMS service. The selected Contractors proposing on this project must have two (2) AX/N4 certified controls techs locally with at least one (1) with two (2) years of experience with Distech controllers. Some Honeywell WEB's and Honeywell Spyder controls experience would be a plus

The controls company must have ACI certifications from Distech. Contractors must have current commercial experience (within the last three years) and provide references for at least three (3) projects comparable in size and scope to those specified in PCC's Request for Proposals.

A Request for Proposals (RFP) for Maintenance of a Distech Energy Management System was issued and advertised on February 7, 2018. The RFP was advertised in the Daily Journal of Commerce, on the State of Oregon Procurement Network (ORPIN), and on the College's Purchasing Website. Ten (10) RFP documents were downloaded from the College's Purchasing Website, of

which two (2) were downloaded by prime Contractors, one (1) of which was an MWESB firm, seven (7) plan centers, one (1) plan center is an MWESB firm, and one (1) was downloaded by an interested party.

One (1) proposal was received by the due date of March 6, 2018. The proposal was received from the following contractor:

**Note:** *No Proposals were received from Oregon certified MWESB's*

<u>Contractor</u>	<u>Score (Possible 300 points)</u>
Northwest Controls Company, Inc.	299

The award is made to the company whose proposal results in the highest-ranked proposal, based upon the evaluation criteria listed below:

- Cost
- Qualification and Experience of Firm
- Qualification and Experience of Personnel
- References
- Social Equity and Sustainability

**RECOMMENDATION:** That the Board of Directors accept the proposal and award a three-year contract to Northwest Control Company, Inc. in the amount of \$255,000 (based on an annual estimate of \$85,000), 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 or a maximum amount of \$425,000. Expenditures for this contract will come from the general fund and capital fund.