

February 20, 2025

25-053

CONTRACT APPROVAL FOR DISTRICT WIDE HVAC  
CONTROLS UPGRADES TO NORTHWEST CONTROLS  
COMPANY, INC.

PREPARED BY: John MacLean, Finance & Procurement Manager, Planning & Capital Construction

FINANCIAL RESPONSIBILITY: Rebecca Ocken, Director, Planning & Capital Construction

APPROVED BY: Dina Farrell, Vice President, Business & Finance/Chief Financial Officer  
Katy Ho, Executive Vice President  
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: The 2022 Bond Program includes funding for improving facilities lifespan and efficiency. As part of this the College Facilities Management Services (FMS) identified a need to replace outdated Distech HVAC controls in several buildings across the district and replace them with Honeywell controllers.

On September 25, 2024, the Request for Proposals (RFP) was advertised in the Daily Journal of Commerce, State of Oregon (OregonBuys), BidLocker, Portland Observer, and the Portland Business Tribune. In addition, P&CC staff reached out to all identified COBID registered firms who could provide these services. A total of two (2) firms attended the mandatory pre-proposal meeting. At the proposal closing time of 2:00 p.m. November 13, 2024, two (2) proposals were received. No proposals were received from COBID registered firms.

Proposals were reviewed and scored by a selection committee and finalists were invited to interview. The highest scoring proposal was from Northwest Controls Inc. (NCC) and PCC staff recommends acceptance. NCC has provided a fee proposal of \$1,874,557 for the project. PCC staff have reviewed and recommend acceptance.

NCC proposes to self-perform the full scope so there will be no COBID participation on the project.

**RECOMMENDATION:** That the Board of Directors authorize PCC to execute a contract with Northwest Controls Company, Inc. for the District Wide HVAC Upgrade Project for up to \$2,062,013 which includes a 10% contingency. Funding will be from the 2022 Bond. This is within the project budget allocated from the 2022 Bond proceeds.