



# CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

**Sam Adams, Mayor**  
**Kenneth L. Rust, Chief Administrative Officer**  
**Jeffrey B. Baer, Director, Bureau of Internal Business Services**

**Christine Moody**  
**Chief Procurement Officer**  
**Procurement Services**

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June 13, 2011  
Project #113187

## SOLE SOURCE PROCUREMENT

The following sole source procurement is hereby published in accordance with City Code 5.33.120.C. This notice was posted on June 13, 2011 and shall remain posted for a minimum of seven (7) days prior to contract award.

### Procurement Description:

The existing HVAC cabling and control infrastructure at the City of Portland Water Pollution Control Lab is a Honeywell proprietary system. Existing control components are obsolete and no longer supported by the manufacturer. It is imperative to upgrade the HVAC control system to prevent a catastrophic system failure at this critical Bureau of Environmental Services facility. The City has confirmed with Honeywell Corporate offices that Northwest Control Company, Inc. is the only "Honeywell XL-5000 ACI SymmetrE" contractor in all of Oregon authorized to sell, engineer and install Honeywell XL-5000 branded building control products and automation systems, including CARE and SymmetrE through our software tools license agreement.

The City wishes to enter into a Contract for \$102,978.00 for HVAC CONTROL SYSTEM UPGRADE – WATER POLLUTION CONTROL LAB.

### Justification:

Northwest Control Company, Inc. is the only Honeywell authorized contractor in the State of Oregon.

Manufacturer's authorized distributors shall include documentation issued by the manufacturer indicating the products lines and geographic areas the manufacturer has licensed to the distributor.

Any firm with questions regarding this procurement may contact the Procurement Services, Celeste King, CPPB, Procurement Supervisor at 503-823-4044 or celeste.king@portlandoregon.gov.

In accordance with PCC 5.33.710 any firm adversely affected by the award of contract shall have seven (7) days from the issuance of this sole source notice to file a protest. The protest must be filed in writing to the Chief Procurement Officer and must specify the grounds upon which the protest is based. The Chief Procurement Officer shall not consider a protest submitted after the timeline established in this Notice of Intent to make a sole source purchase. Any protest must include the following information:

- Sufficient information to identify this notice of intent to make a sole source purchase;
- A detailed statement of all the legal and factual grounds for the protest;
- Evidence or supporting documentation that supports the grounds on which the protest is based;
- A description of the resulting harm to the affected person;
- The relief requested.

The Chief Procurement Officer will review the protest and issue a written decision.

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*An Equal Opportunity Employer*

*To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.*