
BUREAU OF ENVIRONMENTAL SERVICES – CONSTRUCTION DIVISION
CONSTRUCTION PRODUCTS LIST (CPL) GUIDELINES



A. Purpose of the BES CPL

The purpose of the CPL is to support the submittal review process for use of construction products commonly used on BES construction projects by including them on a list accessible by City staff and the contracting community. Only products in which the Bureau has established experience and expertise will be considered for inclusion on the list. New technology and/or new products recently brought to market, and products not previously used by the City of Portland will not be reviewed under this process.

BES established a CPL Review Committee chaired by a representative from the Construction Division. The committee reviews all products submitted for inclusion on the BES CPL as described in the CPL Review Committee Charter.

B. Purpose of CPL Guidelines

BES is evaluating established practices in an effort to improve processes and become more efficient. The purpose of these guidelines is to explain:

- Establishment of the CPL.
- Use of the CPL.
- Addition of New Products to the CPL.
- Updating and Maintaining the CPL.

C. Establishment of the CPL

While many construction product submittals are project- or site-specific, there are a number of standard materials or products that can be approved for use without reviewing redundant product information. The CPL was developed from reviews of typical products and manufacturers used on projects over a prolonged period of time and approved by BES for continued use on future projects.

D. Use of the CPL

Four lists are used by BES designers, construction managers, construction technicians, inspectors, and contractors for approved products used on BES infrastructure projects:

- BES CPL <https://www.portlandoregon.gov/bes/article/583327>
- PWB MPL <https://www.portlandoregon.gov/water/article/116164>
- PBOT CPL <https://www.portlandoregon.gov/transportation/article/509662>
- ODOT QPL <http://www.oregon.gov/ODOT/Construction/Documents/qpl.pdf>

CPL, MPL and QPL will be referred to as CPL (agency approved product list) from here on for clarity. All four lists are organized numerically by specification section as defined in the [City of Portland 2010 Standard Specifications](#). The BES list includes links to the product information and specifications. These links can be used by all City staff and by the contracting community. If a product is on the PBOT and/or ODOT lists, then it is not included on the BES CPL.

If a product is on the CPL, the Contractor must submit a submittal for the product **in HERON** and includes the product name and list the product is from (BES, PBOT, PWB, or ODOT CPL). It is not necessary to include complete product information.

Choosing a product from the CPL does not alleviate the Contractor from its responsibility to follow the requirements of the Contract.

If a product requires testing before it can be approved for use on a project, then it is not included on the BES CPL, and a standard construction submittal **in HERON** is required.

Use of all other products and 'or approved equal' products not included on the CPL requires a standard construction submittal **in HERON** for review and approval.

When applicable, the CPL will also indicate products that have been rejected from the list and the reason for the rejection.

E. Addition of New Products to the CPL

- Requests made by BES staff, product manufacturers/distributors, and contractors to add commonly used products to the BES CPL are submitted directly to the CPL Review Committee Chair using the Product Application Form, which is available on the BES internet page <https://www.portlandoregon.gov/bes/71214>
- Pertinent, current product information must be included with this form.

Product information will be reviewed to determine if a product will be included on, or excluded from, the BES CPL. This documentation is accessible to City staff only and is stored on the BES GRP120 drive in the CM FORMS\08 CONSTRUCTION PRODUCTS subfolder.

The Committee Chair will schedule a session every six months with the CPL Review Committee to make a determination regarding each product submitted within the previous six-month period.

F. Updating and Maintaining the CPL

The BES CPL will be updated and maintained by the CPL Review Committee Chair and a Technician. The list will be reviewed on a regular basis to ensure that the product links provided are fully functional.