

**MEMORANDUM**  
**COUNTY OF PLACER**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
**PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
DATE: February 24, 2015  
SUBJECT: Single Vault Restroom Buildings for Bear River Campground – CXT Incorporated

**ACTION REQUESTED**

1. Approve the award of a purchase order with CXT Incorporated of Spokane, WA for the purchase of two single vault restroom buildings, including delivery and installation, to be located at the Bear River Campground in the amount not-to-exceed \$80,000, and budgeted net County cost in the Facility Services' FY2014-15 budget; and
2. Authorize the Purchasing Manager to sign the resulting purchase order.

**BACKGROUND**

The Department of Facility Services- Parks Division is responsible for maintaining the Bear River Campground located in Colfax. This campground is a popular destination during the summer months, hosting 23 family camp sites and two group camp sites available for up to 100 campers per site. In the 1970s, two prefabricated single vault restrooms were installed at the campground and have been sufficiently utilized over the past decades. The Department has identified a need to replace the two buildings.

The Department of Facility Services - Parks Division submitted a request to purchase two single vault restroom buildings to be installed at the Bear River Campground group camp sites from CXT Incorporated. The Parks Division has installed similar units at other County maintained parks with Cisco Grove Park being the most recent in 2007. CXT is a licensed manufacturer of pre-cast concrete vault restrooms and meets the building requirements for sticker and stamped engineered drawings prepared by a licensed engineer.

CXT has provided a price quote for the restroom buildings, including delivery, installation, and prevailing wages, in the total amount of \$72,258. Due to the limited number of manufacturers of prefabricated vault restroom buildings which also met California Title 24 and ADA requirements, it was determined that sending out a competitive bid would not generate sufficient competition. The department reviewed the specifications and determined that they meet the department's needs. The department agrees with Procurement's recommendation to award a purchase order to CXT Inc.

The Purchasing Policy Manual Section 1.3(l) allows for an exception to the competitive bidding process when a commodity can only be purchased from one supplier, usually because of its technologically, specialized unique character, or proprietary nature. The required restrooms provided by CXT meet this requirement.

Therefore, your Board's approval is required to proceed with the award of a purchase order in the amount not-to-exceed \$80,000 and to authorize the Purchasing Manager to sign the resulting purchase order.

**FISCAL IMPACT**

Upon your Board's approval, a purchase order will be awarded to CXT Incorporated in the amount not-to-exceed \$80,000. Purchases are funded by the department's FY2014-15 budget.

cc: Valerie Bayne, Administrative Services Manager – Facility Services  
Mark Rideout, Deputy Director Facility Services- Parks Division

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