



COBURG CITY COUNCIL

ACTION ITEM

Selection and Authorization for Purchase of Pavilion Park Restroom Building

Meeting Date	Staff Contact	Phone	Email
November 14, 2023	Brian Harmon	541-682-7857	Brian.harmon@ci.coburg.or.us

REQUESTED COUNCIL ACTION

Motion for approval and acceptance of recommendation from Parks and Tree Committee on new Restroom at Pavilion Park and authorize the City Administrator to make the purchase.

Suggested Motion

I move to accept the color and exterior color recommendations of Staff and members of the Parks & Tree Committee and authorize the City Administrator to purchase the CXT Denali Prefabrication Restroom.

BACKGROUND

City Staff and the City’s contract Engineer, with vision, input and recommendation from the Parks & Tree Committee, have recently completed the project design and engineering specifications for the improvements to Pavilion Park. As noted in the final plan set, a number of significant elements of the project are identified as “by owner”, meaning they are excluded from the bid and will be completed by City staff or by separate bid/contract process at some point in the construction process. These items include the restrooms and associated septic system, a highly valued new component not currently in existence at Pavilion Park which also is a requirement of the Oregon State Parks and Recreation grant that provides the majority of the project’s funding.

In the process of determining what the next step in procurement of the restrooms would be, it was found that the company CXT is a qualified vendor listed on the State of Oregon State Pricing System (OregonBuys). This allows the City to get the lowest cost without going through its own bidding/RFP process, as the State has already completed the necessary bidding requirements on behalf of all state, regional and local governments. CXT was an initial preferred vendor of staff because they make standalone restrooms that have a proven track record for the general public in similar settings.

The recommendation from Parks & Tree Committee is for a two stall model (Denali) with “distressed wood” exterior walls (sand beige color) with stacked rock for the lower 3rd of the exterior wall, “rich earth” or “liberty tan” color for trim, doors, windows, and roof to be cedar

shake look which is actually a concrete finish to look like cedar shake improving its durability and fire rating. Because the color swatches available for review were small, the committee left the final determination on the color combination to City and CXT staff.

The Parks & Tree Committee recommendation was provided to staff via informal polling among the members and coordinated via the Chair, Mary Mosier, since the special meeting called on October 30th was not officially held due to a lack of quorum.

RECOMMENDATION AND ALTERNATIVES

1. Accept the color palette informally chosen by the Parks & Tree Committee and authorize the City Administrator to place the purchase order (180-day delivery timeline) for the CXT Denali restroom.
2. Alter the recommended color palette and authorize the City Administrator to place the purchase order (180-day delivery timeline) for the CXT Denali restroom.
3. Defer the purchase authorization to a future Council meeting date or direct staff to pursue alternative restroom pre-fabricated structures or custom, “stick-built” buildings.

BUDGET / FINANCIAL IMPACT

Throughout the planning and development process, the Parks & Tree Committee has advocated for a two stall restroom given the array of events and activities at Pavilion Park. The original budget associated with the grant award assigned the project a single stall restroom at an estimated \$70,534. The proposed two stall restroom as proposed has a delivered and installed cost of \$118,823.80.

Staff concurs with the committee that a two-stall restroom will provide significant long-term value and would be far more expensive and intrusive to attempt to install a one stall restroom initially and add an additional stall at a future date. City staff are confident that the initial project budget can be adjusted to cover this cost differential through additional City labor on other elements of the project, potential utilization of Parks SDC funds and careful evaluation on all non-grant required elements of the project.

PUBLIC INVOLVEMENT

The Parks & Tree Committee has been intimately involved in every phase of the development of this project to date and were expressly involved in recommending the type of restroom and the color scheme that it felt best fit the space.

NEXT STEPS

If approved, staff will finalize the color selections from the recommended palette and place the order for the restroom. Once formal detail plan sets are provided after the order is accepted, staff will begin preparations for the installation of the septic tank and systems that the restroom will connect to. It is anticipated that the restroom would arrive in mid-May and be installed upon arrival and operational within days of its installation.

ATTACHMENT

1. Two stall restroom (Denali) quote from CXT
2. Photo of proposed restroom with floor plan
3. Pavilion Park Project - Schedule Adjustments memo to Parks & Tree Committee