



**TOWN OF
CAPE CHARLES**

Temporary Trailer Update

DATE
January 8, 2025

SUBJECT/PROPOSAL/REQUEST: General Update

ITEM NUMBER:
6b

ATTACHMENTS: See documents

FOR COUNCIL:
Discussion

STAFF CONTACT (s):
Rick Keuroglan, Town
Manager

REVIEWED BY:
Rick Keuroglan, Town Manager

Background history:

The Council authorized the Town Manager to move forward with the OAHU Series - New ADA Restroom Trailer +2 Station - 20' Direct-To-Sewer – 4 Season Trailer from Portable Restroom Trailers, LLC for the price of \$65,725 plus the freight charge of \$3,440 for a total of \$69,165. However, the unit that was approved by Council was sold and Mr. Comerford, National Accounts Sales Specialist, was able to match the price for a New Build but the trailer could take up to 6 months to build. The Bill of Sale was sent by Scott Mr. Comerford and signed by the Town Manager on August 22, 2025. A deposit of 50% of the sale was required at time of order and full balance is to be paid prior to shipment. Mr. Comerford reiterated that the Trailer would have to be built and asked when we would like it to be delivered. The Town Manager requested it to be delivered by the last week of November so to have it ready for Festive Fridays. Mr. Comerford said that it was highly unlikely that it would be constructed and delivered by that date, since most take up to 6 months to build, but would make the request.

Recent Update:

When the Town Manager followed up in November 2025 to see if the Trailer was going to be ready for Festive Fridays, Mr. Comerford confirmed that the Trailer would not be ready but most likely be delivered early January of 2026. The Town Manager reached out again early January of 2026, and Mr. Comerford confirmed that the Trailer is still being constructed and should be finished by January 14, 2026, and is scheduled to be delivered by January 21, 2026. This is still subject to change if in their inspections they discover something that needs to be fixed. The last payment of \$34,582.50 is due 5 days of completion. The Town Manager asked Mr. Comerford what the policy is if we decide to cancel the contract before it is delivered? Mr. Comerford said he would discuss this question with his supervisor and get back by January 6, 2026.