

**CHIEF ADMINISTRATIVE OFFICE**  
**Procurement and Contracts Division**

Date Received
---------------

**NON-COMPETITIVE BID PURCHASE JUSTIFICATION**

Required for all sole source acquisitions in excess of \$5,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered.  
**Department Head approval is required.**

**Requesting Department Information**

Department: Chief Administrative Office - Parks Division	Index Code: 0620200	
Contact Name: Chelsea Doyle	Subobject: 6040	User Code: 06TRRUB-C60FA-06GROUND
Telephone: 530.621.6060	Fax:	

**Required Supplier / Vendor Information**

Vendor / Supplier Name: WFO Concepts, INC V#4531	Vendor / Supplier Address: WFO Concepts, INC 10076 Streeter Rd, Ste. 7 Auburn, CA 95602
Contact Name: Trevor Hucshkins	Vendor / Supplier Email Address: accounting@wfoconcepts.com
Estimated Purchase Price: \$ 25,000.00	Fax: (530) 268-9498
Telephone: (530) 268-9494	

Provide a brief description of the acquisition, including all goods and/or services the vendor/supplier will provide:

Vendor will provide a custom built pumper trailer that will haul human waste from portable restrooms on the Rubicon Trail. This trailer will be built to withstand the terrain of the Rubicon.
--

Department Head: \_\_\_\_\_  
Signature Date

Purchasing Agent: \_\_\_\_\_  
Signature Date

Board of Supervisors: \_\_\_\_\_  
Date: \_\_\_\_\_  
Item: \_\_\_\_\_

Buyer Assignment:  
Assigned To: \_\_\_\_\_  
Date: \_\_\_\_\_

**A. The good/service requested is restricted to one supplier for the reason stated below:**

1. Why is the acquisition restricted to this goods/services supplier? (Explain why the acquisition cannot be competitively bid. Explain if this is an emergency purchase or how the supplier is the only source for the acquisition.)

The pumper trailer for the Rubicon Trail is a unique build that requires the smaller capacity of a normal pumper, while also needing to navigate the terrain of the trail. Due to this, the pumper trailer will need to be custom built for the use of the Parks Division and will be pulled behind the County Jeep. WFO Concepts, Inc. regularly works with the Parks Division to build and repair custom vehicles that are able to navigate the Rubicon Trail and built the Jeep that will pull the pumper trailer.

WFO Concepts, Inc is the only known vendor in the area with the experience to build a pumper trailer for this use. The structure of the trailer has to ensure that the undercarriage can withstand the rocks and scraping on the trail. If the undercarriage is not done properly we could have a raw sewage spill causing potential environmental hazards. Pulling this trailer is also an issue. The terrain needs to be considered when designing the build as well as the power needed in a vehicle to pull the weight up very steep off camber hillsides. Specialized equipment and custom made parts that have never been created will be needed for this build.

This purchase is also an emergency, the Rubicon season begins in May or June depending on the snow season. At this time we have no backup plan in place if the non-profit organization is unable to service the units or their vehicle is not operational. Based on the reasons above this purchase is an emergency for environmental concern, the unique nature of the build and area to which it must operate.

This purchase meets the following exemption criteria under policy C-17, section 5.9, subsection, (b) as listed below.

(b) The unique nature of the property of services required precludes competitive bidding; or

2. Provide the background of events leading to this acquisition.

Since the restrooms on the Trail were installed, they have been serviced through a contract with the Rubicon Trail Foundation (RTF) with funding through State Parks OHV Grants. In 2018, RTF's vehicle broke down before the Jeoper's Jamboree, confirming the need for a backup plan to service the restrooms along the trail. The County currently does not have a backup plan should RTF's pumper breakdown or need extended service in the future. The County is held liable and risks violations from the State Water Quality Control Board should the sanitation or maintenance of the trail becomes compromised due to inability to service the restrooms. Purchasing a trailer would give the County the ability to service and maintain the restrooms.

3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)

The vendor has completed all the previous custom builds and repairs specific to the Rubicon Trail and is familiar with the requirements of such equipment. Requirements of the equipment are an important aspect but knowledge of the conditions, terrain, and requirements of the equipment to handle the rocks is also vital. The Jeep that the Parks Division acquired was built by WFO. The Jeep has performed amazingly well on the trail and we have had no breakdowns. This vendor knows the county equipment that will pull this trailer and its limitations.

4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?

The County would continue to contract out for all service for the trail restrooms. However, this would not allow the County to have a backup plan for the maintenance of the Rubicon Trail in case of emergency. Not being able to service the restrooms in a timely manner risks a violation from the State Water Quality Control Board in the amount of \$10,000 per day.

5. What market research was conducted to substantiate no competition, including evaluation of other items consider? (Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

No current market research is available. The department has determined that other alternatives are currently unavailable as there are no other known vendors in the area that can design and execute a custom build for the Rubicon Trail. WFO Concepts, Inc is an experienced vendor with a background in designing vehicles specifically for use on the Rubicon Trail. This vendor has the ability and trail experience and technical knowledge of what will work on the trail and what equipment is durable for the Rubicon. The design that will need to consider a build that will not tip easily and include a tank that will not puncture when hitting rocks and scraping on the granite. So the undercarriage has to be well built along with all the other components. This all requires special equipment and a special build that will be discussed in depth.

**B. Price Analysis:**

1. How was the price offered determined to be fair and reasonable? (Explain what basis was used for comparison and include cost analysis as applicable.)

Pricing is consistent with the charges from previous custom builds.

2. Describe any cost savings or avoidance realized (1 time or on-going) by acquiring the goods/services from this supplier.

By having a pumper trailer and creating a sustainable sanitation plan in place in case of emergency, the County can avoid a possible Water Board Violation.

Additionally, it is the County Parks Division's ongoing plan to provide all service and maintenance of the trail restrooms in house. Currently, there is a fundraiser in progress to fund a full pumper truck for the County to be able to provide full service and maintenance. When the County pumper truck is acquired in approximately one year, the pumper trailer would provide a backup plan should the truck be inoperable for any reason. This would allow for the County to provide a more economically feasible option than contracting out for these services and create a more sustainable plan for trail maintenance.