



MODIFICATION (WAIVER) REQUEST

 MR# **27-054**
 Assigned by Purchasing Div.

Date	Original RQ #	MR Description	
Department & Division		Department Head Signature	Estimated Cost
		<i>Erin Lupo</i>	\$
Contact Name-Number	Vendor Name		
Is this Procurement State or Federally funded? ☐ YES ☒ NO			

If this is a reoccurring MR, please complete the table below each FY

FY	RQ	\$ Amount	PO #

- ☐ **Sole Source:** The purchase of a commodity or service from the only known single source. *Attach verification.*
 Code Provision: [53.50.090 \(c\)](#)
- ☐ **Class 2 Emergency:** A circumstance that poses a threat to the health, welfare or safety of the public.
 Code Provision: [53.50.090 \(L\)](#)
- ☐ **Rider to Another Contract:** A vendor may extend another government agency's bid or contract pricing to CBJ. The proposed purchase must meet CBJ purchasing requirements and must have been competitively bid.
 Code Provision: [53.50.090 \(f\)](#) Agency: _____ Contract #: _____
- ☐ **No Substitute:** A request for a specific brand name and model number of a particular item to be purchased. The item must be available from more than one supplier.
- ☐ **Other:** Clear explanation is required. Code Provision: (if applicable) _____
 Explanation:

Reason for Modification Request:

*Please complete this form and attach all supporting documents.
 Give complete, accurate, detailed explanation of your request. Please be specific.*

BEFORE SUBMITTING ENSURE THAT THE ABOVE IS COMPLETED

Approved By:

07/20/2026

Rense Loree

Purchasing Officer

Date

City Manager

Date

Purchasing Officer Comments

Sole Source Justification – Artec Gearbox Rebuild Services

Eaglecrest Ski Area is requesting approval to use Artec as the sole-source provider for the rebuild of its Riblet lift gearboxes.

Artec is the only company in the country we have identified that specializes in rebuilding Riblet gearboxes and is willing to travel to Juneau to complete the work onsite. Because Riblet lift equipment is aging infrastructure, the number of companies with the knowledge and ability to rebuild these gearboxes is extremely limited. Most qualified companies are located on the East Coast and require the gearboxes to be shipped to their facilities.

We have previously used the following companies:

- Cone Drive rebuilt the Ptarmigan gearbox. The rebuild cost was approximately \$35,000, with an additional \$15,000 in freight costs through Alaska Marine Lines. This did not include ground transportation expenses. Cone Drive does not travel to onsite locations.
- Premier Gear and Machine Works rebuilt the Porcupine gearbox. The rebuild cost was approximately \$58,000, not including shipping. Premier Gear and Machine Works also does not provide onsite services, requiring the gearbox to be shipped to its facility.

Shipping these large, heavy gearboxes across the country results in substantial freight and ground transportation costs, additional handling, and longer equipment downtime. Artec's willingness to travel to Juneau eliminates the need to ship the gearbox out of state and reduces the risks and expenses associated with transportation.

In addition, Artec will work alongside Maritime while completing the rebuilding. This will provide a local company with valuable hands-on experience and technical knowledge related to gearbox repairs. Developing this local capacity may reduce Eaglecrest's future dependence on out-of-state service providers and help lower future repair and shipping costs.

Based on Artec's specialized experience with Riblet gearboxes, its willingness to perform the work onsite in Juneau, and the lack of another qualified provider offering comparable onsite services, Artec is the only practical and reasonably available source for this work.

For these reasons, Eaglecrest Ski Area respectfully requests approval to contract directly with Artec as a sole-source provider.

Sincerely,

Marissa Kehres



Eaglecrest Ski Area