



MODIFICATION (WAIVER) REQUEST

REQUESTING DEPARTMENT & DIVISION:	CONTACT NAME:	TELEPHONE:	
Various - Citywide	Mary Johns	586-0311	
REQUESTING DEPT. HEAD SIGNATURE:	DATE:	PR or Req#:	COST:
<i>Mary Johns on behalf of CBJ User Dept.</i>	1/20/2021	None- Rev.Gen	None- Rev.Gen
<i>Fill in the areas listed below that apply to this request. Please attach any supporting documentation (where applicable) to help in the evaluation process. Also include a completed purchase request.</i>			

Sole Source No Substitute Class 2 Emergency Emergency Bid Circulation

Other Explain:

IS THIS PROCUREMENT FEDERALLY/STATE FUNDED? YES NO

Give complete, accurate, detailed explanation of your request. Please be specific.

MODIFICATION REQUEST EXPLANATION: This MR will provide for a revenue generating citywide term contract (five years) for vending machine services for departments or division that request to participate. (Currently there are machines located at both CBJ Pools, JNU, Harbors, Treadwell Ice Arena and City Hall.) There is no cost to the CBJ to host the machines and CBJ receives a monthly percentage of revenue from the sales. The revenue generated for CBJ varies by location but on average totals approximately 40K annually. In the past, a competitive quote was issued for these services; however, there is currently only one vendor in Juneau that is capable of providing these services – Aurora Vending aka Odom Company. This information has been confirmed and corroborated by their direct competitor Northern Sales (Pepsi Co.). See attached email for verification.

EXPLANATION OF REASONS FOR MODIFICATION REQUEST

<p><u>Sole Source:</u> The purchase of a commodity or service from the only known capable supplier.</p>	<p><u>Emergency Bid Circulation:</u> A request to reduce the required bid advertisement period.</p>
<p><u>No Substitute:</u> 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.</p>	<p><u>Rider to Another Contract:</u> 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.</p>
<p><u>Class 2 Emergency:</u> A circumstance that poses a threat to the health, welfare or safety of the public.</p>	<p><u>Other:</u> The circumstance may be unique. Clear explanation is required. Provide appropriate code provision.</p>

Purchasing Officer Comments:

ACTION TAKEN:

Approved (Date : 01/20/2021)
 Disapproved (Date : _____)
 Returned for further explanation (Date _____)

Renée A Loree

Purchasing Officer

City Manager

Date