



MR# 22-099  
Assigned by Purchasing Div.

## MODIFICATION (WAIVER) REQUEST

<b>REQUESTING DEPARTMENT &amp; DIVISION:</b>	<b>CONTACT NAME:</b>	<b>TELEPHONE:</b>	
Engineering / Contracts	Greg Smith	586-0800 X4194	
<b>REQUESTING DEPT. HEAD SIGNATURE:</b>	<b>DATE:</b>	<b>PR or Req#:</b>	<b>COST:</b>
<i>Greg Smith for Katie Koester</i>	7/30/21	8583	\$39,000
<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

Rider to Another Contract

Other Explain:

**IS THIS PROCUREMENT FEDERALLY/STATE FUNDED?** YES  NO

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

**MODIFICATION REQUEST EXPLANATION:** The CBJ requires mainline valve box installation and valve vault filling at multiple locations within the ADOT Glacier Hwy Lemon Creek Improvements (ADOT&PF project #68124) project limits, currently being constructed by SECON. The Engineering Department requests a waiver to competitive solicitation and authorization to execute a \$39,000 contract with SECON to complete the water valve work; SECON meets the requirements to be considered a sole source service provider because the CBJ cannot mobilize another contractor to their current job site.

### EXPLANATION OF REASONS FOR MODIFICATION REQUEST

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

Purchasing Officer Comments:

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ACTION TAKEN:

Approved (Date : \_\_\_\_\_)   
  Disapproved (Date : \_\_\_\_\_)  
 Returned for further explanation (Date \_\_\_\_\_)

\_\_\_\_\_  
Purchasing Officer

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date