



MR# 24-220  
Assigned by Purchasing Div.

## MODIFICATION (WAIVER) REQUEST

<b>Requesting Department &amp; Division</b>	<b>Contact Name</b>		<b>Telephone #</b>
Airport	Angelica Lopez-Campos		907-586-0960
<b>Department Head Signature</b>	<b>Date</b>	<b>Original RQ #</b>	<b>Estimated Cost</b>
<i>Patricia Kulevich</i>	11/20/23	10424	\$ 6,720.00
Is this Procurement State or Federally funded? <input type="radio"/> YES <input checked="" type="radio"/> NO			

**Reason for Modification Request:**

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

InterClean Equipment is the exclusive authorized service provider for the Wash Bays that are damaged. After trying to trouble shoot problem thru discussions with vendor without success, we now need to bring vendor's specialists over to JNU.

- 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: \_\_\_\_\_

**Approved By:**

*Renee Lorse*  
\_\_\_\_\_  
**Purchasing Officer**

11/21/2023  
\_\_\_\_\_  
**Date**

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

\_\_\_\_\_  
**Date**

FY	RQ	\$ Amount	PO #	Purchasing Approval

**Purchasing Officer Comments:**

**Expiration Date:** \_\_\_\_\_



InterClean Equipment, LLC  
709 James L Hart Parkway  
Ypsilanti, MI 48197  
734-961-3300

November 7, 2023

To whom it may concern.

This letter is to confirm that InterClean Equipment is the exclusive authorized manufacturer, parts, and service provider of the InterClean Wash System at Juneau Airport in Alaska.

Thank you for your business. Any questions or concerns please contact InterClean's Customer Service Department at 734-961-3300. Or we can be contacted at [Techsupport@Interclean.com](mailto:Techsupport@Interclean.com).

Jeff Behr

InterClean Equipment, LLC

Customer Service Representative

734-961-3300

[Jeff.Behr@interclean.com](mailto:Jeff.Behr@interclean.com)

**Quote Number: 12603**
**QUOTE**
**Page: 1 of 2**

<b>Quote To:</b>  Juneau Airport 1873 Shell Simmons Dr. Suite 200 Juneau AK 99801 USA  Phone: 907-789-7821      Fax:	<b>Date:</b> 11/16/2023  <b>Expires:</b> 1/15/2024  <b>Reference:</b> LY17-078  <b>Sales Person:</b> Jeff Behr <b>Fax:</b> jeff.behr@interclean.com
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*NOTE that parts that may be used are not included and will be quoted separately.*

Line	Part Description	Rev	Expected Qty	Unit Price	Ext. Price <i>USD</i>
1	Service PM & Service Visit at Juneau Airport InterClean Wash LY17-078. \$125.00/hour (2 days-16 hours total)		16.00 Each	125.00	2,000.00
2	Service Travel Hours Round Trip		22.00 Each	65.00	1,430.00
3	Service Rental Car (Monday-Thursday)		1.00 Each	380.00	380.00
<i>Rental car rates are subject to change.</i>					
4	Service Airfare & Hotels		1.00 Each	2,670.00	2,670.00
5	Service Daily Per Diem for M&IE		4.00 Each	60.00	240.00



InterClean Equipment  
709 James L Hart Pkwy  
Ypsilanti MI 48197

Phone: 734-961-3300

Quote Number: 12603

**QUOTE**

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Lines Total	6,720.00
Total Taxes	0.00
Line Miscellaneous Charges	0.00
Quote Miscellaneous Charges	0.00
<b>Quote Total</b>	<b>6,720.00</b>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/20/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Johnston Lewis Associates, Inc. 5600 New King, Ste. 210 Troy, MI 48098
CONTACT NAME: Melissa VanHollebeke
PHONE: (A/C, No, Ext):
FAX: (A/C, No):
E-MAIL ADDRESS: melissav@jlains.com
INSURER(S) AFFORDING COVERAGE:
INSURER A: Hartford Fire Insurance Company NAIC #: 19862
INSURER B: Trumbull Insurance Company
INSURER C: Lloyds of London NAIC #: 048337
INSURER D:
INSURER E:
INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes rows for Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation and Employers' Liability, Professional, and Equipment Floater.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER CANCELLATION

Certificate holder information: Juneau Airport, 1873 Shell Simmons Dr, Suite 200, Juneau, AK 99801. Cancellation notice: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. Includes signature of authorized representative.