



MODIFICATION (WAIVER) REQUEST

REQUESTING DEPARTMENT & DIVISION:	CONTACT NAME:	TELEPHONE:	
Public Works – Utilities – Wastewater Treatment	Randall Brown	907.586.0393	
REQUESTING DEPT. HEAD SIGNATURE:	DATE:	PR or Req#:	COST:
	9/24/21		\$106,320.00
<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:
MR for Emulsion Polymer - request for final extension of MR 19-002 due to the length of the bidding process for polymer formulas. This MR will allow for the purchase of Emulsion Polymer (to be used at both the Mendenhall and Juneau-Douglas Wastewater Treatment Facilities) that will enable continued operation until the new formula and vendor can be selected and secured.

UPDATE: 9/24/21 – Due to challenges in supply chain logistics, an additional order of polymer will need to be placed to continue operations through the bid process. \$70,870 has been requested to be added to the PO.

EXPLANATION OF REASONS FOR MODIFICATION REQUEST

<u>Sole Source:</u> The purchase of a commodity or service from the only known capable supplier.	<u>Emergency Bid Circulation:</u> A request to reduce the required bid advertisement period.
<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.	<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.
<u>Class 2 Emergency:</u> A circumstance that poses a threat to the health, welfare or safety of the public.	<u>Other:</u> The circumstance may be unique. Clear explanation is required. Provide appropriate code provision.

Purchasing Officer Comments:

ACTION TAKEN:

Approved (Date : 9/29/21) Disapproved (Date : _____)
 Returned for further explanation (Date _____)

Renée A Lorse

9-29-2021