



MR# 22-187
Assigned by Purchasing Div.

MODIFICATION (WAIVER) REQUEST

REQUESTING DEPARTMENT & DIVISION:	CONTACT NAME:	TELEPHONE:	
Public Works / Engineering	Caleb Comas	586-0800 ext. 4196	
REQUESTING DEPT. HEAD SIGNATURE:	DATE:	PR or Req#:	ESTIMATED COST:
<i>Kater Koester</i>	10/27/21	8778	\$9,500
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.			

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 Engineering Department requests a waiver to competitive quote solicitation for underground storage tank removal and closeout at Last Chance Basin, and approval to execute a contract with GR Cheeseman Construction, LLC as a sole source provider. Gene Cheeseman is the only State-Certified UST worker in Southeast Alaska, and we're certain that a quote on a project this small can't be beat by an out-of-town contractor. Issuing an RFQ for the work prior to executing a contract with GR Cheeseman would be an imprudent use of CBJ resources.

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 : 10/28/2021) ☐ Disapproved (Date : _____)
☐ Returned for further explanation (Date _____)

Shelly Klawonn
Purchasing Officer

City Manager

Date