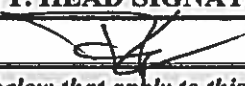




Posted 2/28/2022 sls

MR# 22-267  
Assigned by Purchasing Div.

### MODIFICATION (WAIVER) REQUEST

<b>REQUESTING DEPARTMENT &amp; DIVISION:</b>	<b>CONTACT NAME:</b>	<b>TELEPHONE:</b>	
Bartlett Regional Hospital	Beth Mow	796-8676	
<b>REQUESTING DEPT. HEAD SIGNATURE:</b>	<b>DATE:</b>	<b>PR or Req#:</b>	<b>ESTIMATED COST:</b>
Robert Tyk, CFO 	2/25/22		\$ 26,000.00
<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   
 US Communities Explain:

IS THIS PROCUREMENT FEDERALLY/STATE FUNDED? YES  NO

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

**MODIFICATION REQUEST EXPLANATION:** The Community Relations Department is responsible for advertising for the hospital. KTOO is one of two radio stations networks in town. BRH has equitable contracts with both radio networks.

**EXPLANATION OF REASONS FOR MODIFICATION REQUEST**

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

Purchasing Officer Comments:

ACTION TAKEN:

Approved (Date : 2/28/22)  Disapproved (Date : \_\_\_\_\_)  
 Returned for further explanation (Date \_\_\_\_\_)

*Renée Loree*

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

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

\_\_\_\_\_  
Date