



MR# 23-303  
Assigned by Purchasing Div.

## MODIFICATION (WAIVER) REQUEST

Requesting Department & Division	Contact Name		Telephone #
Department Head Signature	Date	Original RQ #	Estimated Cost
			\$
Is this Procurement State or Federally funded?	YES	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.*

**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:**

*Renée Loree*

04/12/2023

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

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

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

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

FY	RQ	\$ Amount	PO #	Purchasing Approval

**Purchasing Officer Comments:**

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

Delta P Pump and Equipment  
PO Box 7771452  
Eagle River, AK 99577-145

Date

Reference

Extension

April 10th, 2023

**Subject: Sole Distributor**

SEEPEX Inc.  
511 Speedway Drive  
Enon, Ohio 45323  
USA

T +1 937 864-7150  
F +1 937 864-7157  
sales@seepex.net  
www.seepex.com

To whom it may concern,

The purpose of this letter is to confirm that Delta P Pump and Equipment is the sole sales distributor for SEEPEX Inc. entire product line and replacement parts to the Municipal, Oil & Gas, Mining, Pulp & Paper and Food sector within their territory.

Delta P Pump territory for SEEPEX products is the entire State of Alaska.

Sincerely,

Norman Zombor  
Territory Manager-Northwest  
SEEPEX Inc  
511 Speedway Drive  
Enon, OH 45323

Tel: 1-403-829-1924  
[nzombor@seepex.com](mailto:nzombor@seepex.com)  
[www.seepex.com](http://www.seepex.com)