



Posted 08.01.25 kc

26-068

MR#

Assigned by Purchasing Div.

MODIFICATION (WAIVER) REQUEST

Requesting Department & Division	Contact Name		Telephone #
Eaglecrest / Base	Chris Goedeker		ext 4295
Department Head Signature	Date	Original RQ #	Estimated Cost
<i>Chris Goedeker</i>	7/14/2025	11918	\$ 37,499.87
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.*

Cone Drive is the manufacturer of the the Ptarmigan gear box and is the only company that can perform the repairs as their design is proprietary. Details regarding this are included in the quote document provided by cone drive which is also uploaded to the RQ backup. The gear box needs repairs to ensure the safe and consistent operation of the Ptarmigan lift.

- 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

07/29/2025

Purchasing Officer

Date

City Manager

Date

FY	RQ	\$ Amount	PO #	Purchasing Approval

Purchasing Officer Comments:

Expiration Date: _____