



**Office of Management and Budget  
Division of Purchasing  
Non-Competitive Contract Request Form**



Department	LMPD	Department Contact	Kristie Martin
Contact Email	Kristie.Martin@louisvilleky.gov	Contact Phone	574 5060

Contract Type: check one	<b>New</b>	<b>Amendment</b>		
		Additional Funds	Time Extension	Scope
Professional Service	✓			
Sole Source (goods/services)				
	<b>Start</b>	<b>End</b>		
Requested Contract Dates (MM/DD/YYYY)	07/01/2022	06/30/2023		

**VENDOR INFORMATION**

Vendor Legal Name	Community Medical Associates			
DBA	Norton Children's Medical Group			
Point of Contact	Amy Sugg	Email	amy.sugg@nortonhealthcare.org	
Street	4801 Olympia Park Plaza, Suite 3000			
Suite/Floor/Apt		Phone	502 852 8608	
City	Louisville	State	Ky	Zip Code 40241
Federal Tax ID#		SSN# (if sole proprietor)		
Louisville Revenue Commission Account #				
Human Relations Commission Certified Vendors	Certified Minority Owned Business	Certified Woman Owned business	Disabled Owned business	
Select if applicable				

**FINANCIAL INFORMATION**

Not to Exceed Contract Amount	<b>\$125,000</b>		(including reimbursement expenses, if applicable)		
Fund Source: General Fund	x				
Federal Grant		Federal Granting Agency			
Other		Describe:			
Account Code String #	1101	305	2564	256464	521301
Payment Rate	\$300.00	per hour		per day	per service
		per month		Other	
Payment Frequency	✓	Monthly		Upon Completion / Delivery	
		Quarterly		Other	



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CONTRACT SCOPE and PURPOSE (Attach additional documentation if necessary)

Amendments: Describe the circumstances under which a time extension or scope change is needed.

New: Be specific about the work to be performed / product to be purchased including but not limited to: scope of work; description of service; work product created; why the service / product is necessary; and benefit to Louisville Metro Government.

The purpose of this contract is for clinical forensic services in the area of pediatric forensic medicine. These forensic services deal specifically with cases of physical abuse perpetrated against children. Norton Pediatrics also agrees to provide 8 hours education about recognition of abuse and neglect to LMPD officers.

JUSTIFICATION FOR NON-COMPETITIVE GOOD/SERVICE (Attach additional documentation if necessary)

Provide justification including but not limited to: a description of the unique features that prohibit competition; research conducted to verify the vendor as the only known source (sole source); why the service (PSC) is not feasible to be provided by LMG staff or expertise does not exist; known compatibility, proprietary and/or timing issues.

Norton Children's Medical Group has forensic physicians from the Department of Pediatrics who have the experience, expertise and qualifications necessary to provide forensic examinations of these patients and pertinent medical records.

AUTHORIZATIONS: Per KRS 45A.380, I have determined that competition is not feasible for the above described good / service and there is a single source within a reasonable geographical area of the good / service to be procured; or the resulting contract is for the services of a licensed professional, technician, artist, or other non-licensed professional service.

Department Director [Signature] Date 6/23/22

Deputy Chief Jacquelyn Guzman-Villoroel

OMB Signature [Signature] Date 7/6/2022
MONICA L. Harmon