



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

\$157,252 increase
+225,000 original amount
\$382,252 new NTE amount

Department	Louisville Zoo	Department Contact	Stephanie Moore
Contact Email	stephanie.moore@louisvilleky.gov	Contact Phone	502-238-5300

Contract Type: check one	New	Amendment		
		Additional Funds	Time Extension	Scope
Professional Service	✓*	X		
Sole Source (goods/services)				
	Start	End		
Requested Contract Dates (MM/DD/YYYY)	12/01/2021	11/30/2022		

VENDOR INFORMATION

Vendor Legal Name	Dino Don Inc.				
DBA					
Point of Contact	Robby Gilbert	Email	rgilbert@dinodoninc.com		
Street	1640 N. Ridley Creek Rd				
Suite/Floor/Apt		Phone	972-302-1122		
City	Media	State	PA	Zip Code	10963
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	\$157,252	(including reimbursement expenses, if applicable)			
Fund Source: General Fund	✓*				
Federal Grant		Federal Granting Agency			
Other		Describe:			
Account Code String #	<input type="text" value="1101"/>	<input type="text" value="735"/>	<input type="text" value="1771"/>	<input type="text" value="177122"/>	<input type="text" value="521344"/>
Payment Rate	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 Zoo will be displaying 20 animatronic insects throughout the Zoo campus from June 18 - September 18, 2022. The contract fee will cover the rental fee for the exhibit, installation, transportation, educational content, maintenance and signage. The purpose of this contract is to enhance the Zoo experience for guests by adding this traveling exhibit and to help maintain membership and attendance levels through this exhibit. This amendment covers the shipping and installation costs that were listed in the original contract without an amount.

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.

This type of animatronic, large scale display is not widely available and is very specialized. This vendor provides additional services that the only other viable vendor did not (press weekend and visit from Dino Don, signage, etc) and was able to meet the dates and animal requests of the Zoo.

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 08/24/2022
Signature Stephanie Moore

Purchasing Director [Signature] Date 9/7/2022
Signature Joel Neaveill
Joel Neaveill