

CONTRACT DATA SHEET

PSC Type (check one): New Addendum Sole Source: Yes No

Contractor Information	
1. Legal Name of Contractor:	<u>University of Louisville Research Foundation</u>
2. Address:	<u>571 S Floyd St.; Suite 432</u>
3. City, State, & Zip:	<u>Louisville, KY 40202</u>
4. Contact Person Name & Telephone Number:	<u>Karen Roberts - 852-8608</u>
5. LeAP Supplier #:	<u>2741</u>
6. Revenue Commission Taxpayer ID#:	<u>881510</u>
7. Federal Tax ID # (SSN if sole proprietor):	<u>61-1014882</u>

Department Information	
8. Requesting Department:	<u>YDS</u>
9. Contact Person Name & Telephone:	<u>Clarence Williams - 574-5308</u>

Contract Information	
10. Not to exceed amount:	<u>\$ 65,000</u>
11. Are expenses reimbursed?	<u>No</u>
12. If yes list allowable expenses and maximum amount reimbursable:	_____
13. Beginning and ending date of the contract:	<u>7/1/14 - 6/30/15</u>
14. Coding:	<u>1101 - 375 - 3621 - 362101 - 521382</u>
15. Funding Source	<u>General</u> Federal Funds yes no
16. Scope & Purpose of the contract:	<u>Provide healthcare for youth housed at the center. See attached for more detail.</u>

Attach all justification documentation to this form, along with signed Written Findings Form.

Authorizations	
Department Director:	<u>[Signature]</u> Date: <u>5-14-14</u>
Department certifies:	
<input type="checkbox"/>	Funds are available
<input type="checkbox"/>	Contractor is registered and in good standing with the Revenue Commission
<input type="checkbox"/>	Human Relations Commission registration requirements have been met
<input type="checkbox"/>	Contractor's status regarding Federal Debarment has been verified per Metro Procurement Policy Section VII - Federally Funded Contracts & Agreements
<u>MS</u>	Purchasing: Approval of Sole Source Designation Date: <u>10/30/14</u>
<u>JTC</u>	Risk Management: Certifies Insurance requirements satisfied. Date: <u>10-30-14</u>
<u>PWG</u>	County Attorney: Date: <u>6-18-14</u>
The County Attorney has written the attached Professional Service Contract or Sole Source Contract and has approved that document as to the legality of the instrument itself only and as to its form.	

WRITTEN FINDINGS

EXPLAINING NECESSITY FOR USING NONCOMPETITIVE NEGOTIATION FOR PSC

This document constitutes written request and findings, as required by KRS 45A.380 stating the need to purchase through noncompetitive negotiation for PSC Contract # _____. By the signatures listed below, the Requesting Department has determined, and the Chief Financial Officer concurs, that competition is not feasible because:

_____ A. An emergency exists which will cause public harm as a result of the delay in competitive procedures. **** Mayors Approval required for emergency purchases exceeding \$10,000.**

_____ B. There is a single source within a reasonable geographic area of the supply or service to be procured or leased (attach sole source determination from the Purchasing Department).

 X C. The contract is for the services typically provided by a licensed professional, such as an attorney, architect, engineer, physician, certified public accountant, registered nurse, or educational specialist; a technician such as a plumber, electrician, carpenter, or mechanic; an artist such as a sculptor, aesthetic painter, or musician; or a non-licensed professional such as a consultant, public relations consultant, advertising consultant, developer, employment department, construction manager, investment advisor, or marketing expert and the like.

_____ D. The contract is for the purchase of perishable items purchased on a weekly basis, such as fresh fruits, vegetables, fish, or meat.

_____ E. The contract is for replacement parts where the need cannot reasonably be anticipated and stockpiling is not feasible.

_____ F. The contract is for proprietary items for resale.

_____ G. The contract or purchase is for expenditures made on authorized trips outside the boundaries of the city.

_____ H. The contract is for the purchase of supplies which are sold at public auction or by receiving sealed bids.

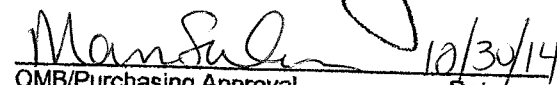
_____ I. The contract is for group life insurance, group health and accident insurance, group professional liability insurance, worker's compensation insurance, or unemployment liability insurance.

_____ J. The contract is for a sale of supplies at reduced prices that will afford a purchase at savings to the Metro Government.

_____ K. The contract was solicited by competitive sealed bidding and no bids were received from a responsive and responsible bidder.

_____ L. Where, after competitive sealed bidding, it is determined in writing that there is only one (1) responsive and responsible bidder.

 _____ 5-19-14
Requesting Department Director Date

 _____ 10/30/14
OMB/Purchasing Approval Date

**Mayor Date
**Signature is required only for Written Finding A

To: Purchasing

From: Clarence Williams, Director – Youth Detention Services



Date: 5/12/2014

Re: Sole Source – University of Louisville Research Foundation, Inc.

The University of Louisville Research Foundation (ULRF) provides health care for juveniles while housed at the Youth Center. The care they provide meets the recommendations of the American Academy of Pediatrics standards for Juvenile Court Residential Facilities that house confined youth. ULRF has provided this service for several years and has developed a good working relationship with the YDS nursing staff. ULRF has established a protocol that meets the needs of the Youth Center for visits and other health related matters that involve the care of YDS residents.

Any change to the existing operation workflow resulting from a bid process would significantly impact the efficiency of the department and the care of the residents of the Youth Center.

Should you need any additional information, please let me know. Thank you.