



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

Department	Metro Council	Department Contact	H. Stephen Ott
Contact Email	stephen.ott@louisvilleky.gov	Contact Phone	574-3085

Contract Type: check one	New	Amendment		
		Additional Funds	Time Extension	Scope
Professional Service	✓			
Sole Source (goods/services)				
	Start	End		
Requested Contract Dates (MM/DD/YYYY)	07/01/2018	06/30/2019		

VENDOR INFORMATION

Vendor Legal Name	Louisville Federation of Musicians Local Number 11-637				
DBA					
Point of Contact	Lisa Weaver	Email	musunion@louisvillemusicians.org		
Street	1436 Bardstown Rd.				
Suite/Floor/Apt		Phone			
City	Louisville	State	KY	Zip Code	40204-1444
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	\$30,000	(including reimbursement expenses, if applicable)			
Fund Source: General Fund					
Federal Grant		Federal Granting Agency			
Other		Describe:			
Account Code String #	□	□	□	□	□
Payment Rate	per hour		per day		per service
	per month		Other	see attached CMP Scale	
Payment Frequency	Monthly		Upon Completion / Delivery		
	Quarterly	✓	Other	per event	



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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 Louisville Federation of Musicians Local Number 11-637 provides local union musicians and bands for use by the Louisville Metro Council offices for events in their particular districts. Compensation is reimbursed by the terms of the attached CMP Scale not to exceed \$30,000.

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.

The Louisville Federation of Musicians, Local 11-637 is the only contractor in the area that provides music services at this level and cost. They have provided these services to all 26 Metro Council districts for several years.

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 6-21-2018
Signature David James, Council President

Printed Name

Purchasing Director [Signature] Date 6/25/18
Signature Joel Neaveill
Joel Neaveill