

CONTRACT DATA SHEET

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

Contractor Information	
1. Legal Name of Contractor:	<u>New Albany Heating</u>
2. Address:	<u>414 E Main St</u>
3. City, State, & Zip:	<u>New Albany, IN 47150</u>
4. Contractor Contact Person:	<u>Lemor Dowell</u>
5. Phone:	<u>502-944-6019</u> Email: _____
6. Revenue Commission Taxpayer ID#:	_____
7. Federal Tax ID # (SSN if sole proprietor):	_____

Department Information	
8. Requesting Department:	<u>Develop Louisville</u>
9. Contact Person Name & Telephone:	<u>Laura Grabowski, 574-7308</u>

Contract Information	
10. Not to exceed amount:	<u>\$ 250,000</u>
11. Are expenses reimbursed?	<u>No</u>
12. If yes list allowable expenses and maximum amount reimbursable:	<u>n/a</u>
13. Beginning and ending date of the contract:	<u>5/1/15 - 6/30/15</u>
14. Funding Source	<u>CDBG, Weatherization, Lead</u> Federal Funds <input type="checkbox"/> yes <input type="checkbox"/> no
15. Scope & Purpose of the contract:	<u>Interior and/or exterior rehabilitation of single-family homeowner units.</u>

Authorizations	
Department Director:	<u>[Signature]</u> Date: <u>4/16/15</u>
Purchasing Director:	<u>[Signature]</u> Date: <u>4/22/15</u>
County Attorney:	<u>[Signature]</u> Date: <u>5-5-15</u>
<p><i>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.</i></p>	

For Purchasing Use Only	
Contractor is registered and in good standing with the Revenue Commission	_____
Human Relations Commission requirements have been met	_____
Insurance requirements have been satisfied	_____
If federally funded, Federal Debarment standing has been verified	_____

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


Requesting Department Director

4/16/15
Date

**Mayor

Date

**Signature is required only for Written Finding A

Marian Salmon
OMB/Purchasing Approval

4/22/15
Date