

CONTRACT DATA SHEET

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

Contractor Information	
1. Legal Name of Contractor:	<u>Beth A. Nolte</u>
2. Address:	<u>1129 S. Shelby Street #1</u>
3. City, State, & Zip:	<u>Louisville, KY 40203</u>
4. Contractor Contact Person:	<u>Beth Nolte</u>
5. Phone:	<u>502-634-2868</u> Email: <u>bethanolte@gmail.com</u>
6. Revenue Commission Taxpayer ID#:	_____
7. Federal Tax ID # (SSN if sole proprietor):	_____

Department Information	
8. Requesting Department:	<u>Louisville Forward</u>
9. Contact Person Name & Telephone:	<u>Theresa Zawacki, 574-2657</u>

Contract Information	
10. Not to exceed amount:	<u>\$27,500 for salary only</u>
11. Are expenses reimbursed?	<u>yes</u>
12. If yes list allowable expenses and maximum amount reimbursable:	<u>\$4,000 printing and other supplies</u>
13. Beginning and ending date of the contract:	<u>2/15/2016 - 9/30/16</u> <u>ALJ 4/26/16</u>
14. Funding Source	<u>USDA Farmers Market Promotion Program Grant</u> Federal Funds <u>yes</u> <u>no</u>
15. Scope & Purpose of the contract:	<u>Part-time, grant-funded coordinator of Louisville's Farmers Market Promotion Program Grant.</u>

Authorizations	
Department Director:	<u>E. Jeffrey Mosley</u> Date: <u>4/19/16</u>
Purchasing Director:	<u>[Signature]</u> Date: <u>4/27/16</u>
County Attorney:	<u>[Signature]</u> Date: <u>4/28/16</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.

For Purchasing Use Only	
Contractor is registered and in good standing with the Revenue Commission	<input checked="" type="checkbox"/>
Human Relations Commission requirements have been met	<input checked="" type="checkbox"/>
Insurance requirements have been satisfied	<input checked="" type="checkbox"/>
If federally funded, Federal Debarment standing has been verified	<input checked="" type="checkbox"/>

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.

Stephen Morley 4/19/16
Requesting Department Director Date

Paul Keenan 4/27/16
OMB/Purchasing Approval Date

**Mayor Date

**Signature is required only for Written Finding A



LOUISVILLE FORWARD
LOUISVILLE, KENTUCKY

GREG FISCHER
MAYOR

MARY ELLEN WIEDERWOHL, CHIEF

TO: April Jones

FROM: Jeff Mosley *ejm*

DATE: April 18, 2016

RE: Beth Nolte's Contract

Beth Nolte is the current coordinator of Louisville's USDA-funded Farmers Market Promotion Program Grant activities. Her funding under this grant runs through September 30, 2016. To ensure continuity of work performed under this grant, we would like to retain Ms. Nolte in her position as coordinator. Please accept this memo as my request to renew Ms. Nolte's PSC through ~~October 31, 2017~~ *September 30, 2016* to ensure that all invoices are able to be paid through the end of this grant period. *ALJ 4/20/16*

Ms. Nolte is uniquely qualified to hold the position of Grant Coordinator. She manages the Bardstown Road Farmers Market and has a background in community organizing, education and facilitation. Ms. Nolte has additionally built important relationships with market managers across Louisville, as well as with the other partners in the grant, Community Farm Alliance and the University of Louisville. Ms. Nolte's funding comes entirely from the USDA; no funding comes from Louisville Metro Government.

AMENDMENT TO AGREEMENT

This Amendment to Agreement, made and entered into by and between the **LOUISVILLE/JEFFERSON COUNTY METRO GOVERNMENT**, by and through **LOUISVILLE FORWARD**, herein referred to as "**METRO GOVERNMENT**", and **BETH NOLTE**, with offices located at 939 Lydia Street, Louisville, Kentucky 40217, herein referred to as "**CONSULTANT**",

WITNESSETH:

WHEREAS, the Metro Government and Contractor entered into an Agreement with respect to coordination of the Louisville Farmers Market Promotion Program; and

WHEREAS, the parties wish to amend the Agreement by increasing its duration and its not-to-exceed amount.

NOW, THEREFORE, it is agreed by and between the parties hereto as follows:

Section I. That Agreement Section II, Fees and Compensation, Subsection A, is hereby amended in its entirety to read as follows:

- A. Consultant shall be reimbursed for professional services rendered according to the terms of this Agreement in an amount equal **TWO THOUSAND TWO HUNDRED NINETY TWO DOLLARS (\$2,292.00)** per month. Total compensation payable to Consultant for services rendered pursuant to this Agreement, including out-of-pocket expenses, shall not exceed **FIFTY FIVE THOUSAND DOLLARS (\$55,000.00)**.

Section II. That Agreement Section III, Duration, Subsection A, is hereby amended in its entirety to read as follows:

A. This is a professional service contract which shall begin February 15, 2015 and shall continue through and including September 30, 2016.

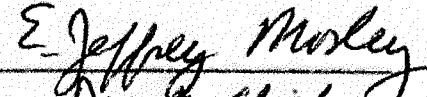
Section III. All other terms and conditions as set forth in the Agreement shall remain in full force and effect as if fully set out herein.

WITNESS the agreement of the parties hereto by their signatures affixed hereon.

APPROVED AS TO FORM AND LEGALITY CONTINGENT UPON APPROVAL OF OF THE APPROPRIATION FOR THIS CONTRACT BY THE METRO COUNCIL


LOUISVILLE/JEFFERSON COUNTY METRO GOVERNMENT


MICHAEL J. O'CONNELL
JEFFERSON COUNTY ATTORNEY

By: 
Title: Deputy Chief

Date: 4/29/16

Date: 5/2/16

BETH NOLTE

BETH NOLTE

Date: 04/29/16

Taxpayer Identification No. (TIN):

Louisville/Jefferson County Revenue Commission Account No.: