



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



Department	Office of Resilience and Community	Department Contact	Tameka Laird
Contact Email	Tameka.Laird@louisvilleky.gov	Contact Phone	502-574-3929

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)	07/01/2022	06/30/2023		

VENDOR INFORMATION

Vendor Legal Name	University of Louisville					
DBA						
Point of Contact	Eric Dunn		Email	ejnunn01@louisville.edu		
Street	485 E. Gray Street					
Suite/Floor/Apt	Suite 233		Phone	(502) 852-3019		
City	Louisville		State	KY	Zip Code	40202
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	\$123,260	(including reimbursement expenses, if applicable)			
Fund Source: General Fund	✓				
Federal Grant		Federal Granting Agency			
Other		Describe:			
Account Code String #	1101	615	3857	506593	521301
Payment Rate		per hour		per day	
		per month		Other	97,055.25 salary and 26,204.92
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.

Please see the attachment for scope of work for the Director, Homeless Services Division.

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 is a sole source because:

- 1) It will be a partnership/collaboration with University of Louisville,
- 2) Dr. Susan Buchino
- 3) to utilize a professor who is a experience expert in the Homeless Field and to enhance the work of the Homeless Services Division,
- 4) to strengthen and elevate organizational effectiveness,
- 5) Homelessness evaluation, and Homelessness policy and data collection best practices.

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: Tameka Laird

Date: 07/08/2022

Procurement Director: DocuSigned by:
joel Neave
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Date: 7/19/2022