



OFFICE OF MANAGEMENT AND BUDGET
Division of Procurement

Non-Competitive Purchase / Contract Request Form

Department	605 Public Health and Wellness	Department Contact	Briana Lyddane
Contact Email	briana.lyddane@louisvilleky.gov	Contact Phone	502-574-2802

Professional Services are services that require specialized skills, knowledge, and expertise, often provided by individuals or firms with professional qualifications.

Sole Source is when goods or services being procured are unique, specialized, or proprietary in nature, and there are no comparable alternatives available in the market.

Request Date June 4, 2026

Contract Type: Professional Service ☒

Requested Contract Term: fy27 Start 07/01/26 End 6/30/27 One-time purchase ☐

Title of goods or service to be acquired: Wastewater Surveillance

CONTRACT SCOPE and PURPOSE (Attach additional documentation if necessary)

Be specific about the work to be performed or product to be purchased including but not limited to scope of work; description of service and work product created.

The Environment Institute at the University of Louisville will analyze wastewater samples to detect pathogens, pollutants, and other substances that may pose risks to public health. They will perform episodic investigations into emergent and/or transient hazards. This work includes extraction and PCR analysis for episodic investigations of specific pathogens of interest, provision of rapid response action recommendations for identified and emergent risks, and prioritizing communicable diseases, vector-borne diseases. UofL will provide weekly wastewater updates to report wastewater concentration for pathogens of interest and relevant clinical indicators, and report on episodic investigations.

SUPPLIER INFORMATION

Supplier Legal Name	University of Louisville Research Foundation				
DBA	N/A				
Point of Contact	Lauren Anderson	Email	Lauren.Anderson@louisville.edu		
Street	300 E Market Street				
Suite/Floor/Apt	Ste 300	Phone	unknown		
City	Louisville	State	KY	Zip Code	40202
Federal Tax ID#					
Louisville Metro Revenue Commission Account #	N/A				
Louisville Human Relations Commission Certified Business	☐ Minority	☐ Disabled			
	☐ Woman	☐ LGBT			

FINANCIAL INFORMATION

Not to Exceed Contract Amount	\$150,000.00	(Including reimbursement expenses, if applicable)			
Spend Category:	External Agency Contract				
Fund:	1101	Cost Center:	605 590 Wastewater		
Program:	N/A	Project:	N/A		
Grant:	N/A	Other Worktags:	N/A		
Payment Rate		per hour		per day	
	X	per month	\$12,500	per service	
Payment Frequency	X	Monthly		Upon Completion / Delivery	
		Quarterly		Other	



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JUSTIFICATION FOR NON-COMPETITIVE PURCHASE / CONTRACT (Attach additional documentation if necessary)

Technical Justification - Explain why the requested goods or services can only be provided by the selected supplier. Include any technical specifications, unique features, or specialized expertise that make the supplier the only viable option.

In collaboration with MSD, UofL has been doing wastewater testing for LMPHW for several years, initially as part of LMPHW's comprehensive COVID-19 response. UofL has the staffing and equipment necessary for collecting, testing, analyzing, and reporting various pathogens, pollutants and emergent risks. LMPHW does not have the capacity (in personnel or equipment) to do this testing in-house, and there are no other entities in Louisville that we are aware of that can do this work, that also have an existing partnership with MSD.

Operational Necessity - Describe how the requested goods or services are critical to the operation. Explain any potential disruptions or negative impacts that could arise from using an alternative supplier.

Wastewater-based epidemiology plays a crucial role in public health as it provides valuable insights into community health and environmental exposures. By analyzing wastewater samples, we can detect the presence of pathogens, pollutants, and other substances that may pose risks to public health. This information enables timely interventions, informs public health policies, and helps protect community health from emerging threats. There is not another entity equipped for this testing that we know of. We wouldn't be able to test the wastewater without UofL.

Market Research - Provide the results of the market research conducted to determine if alternative suppliers are available. Include a summary of the research process, the suppliers considered, and the reasons why these alternatives were deemed unsuitable.

We used the internet and the HRC certified vendor search to search for alternative suppliers, but were not able to find any. UofL is uniquely suited to be our wastewater testing partner because they have an ongoing relationship with LMPHW, MSD, and have been doing this testing for us for years.

Cost Considerations - Where it is reasonable to do so, departments should make all efforts to negotiate and validate that pricing meets market expectations and is advantageous to Metro. Describe how the cost of services offered were determined to be reasonable. Detail any cost savings, if applicable, and how these savings compare to potential alternative suppliers.

We've determined the FY26 costs are reasonable based on what we've been charged in the past for these services. We are being charged for staff time, supplies, and overhead, all at reasonable price points.

Previous Relationship - Note any known pre-existing relationship or business history with the supplier.

UofL has been doing this wastewater testing and surveillance since 2022.

AUTHORIZATIONS: I confirm that the information contained herein is accurate and complete to the best of my knowledge.

DocuSigned by:

Connie Mendel

Department Director Signature

Connie Mendel

6/10/2026

Printed Name

Date

Based upon the review of information contained herein, competition is not feasible and the request for purchase / contract is approved.

Signed by:

Kevin Moore

Procurement Director Signature

Kevin Moore

6/10/2026

Printed Name

Date

Comments:

DS
SK

6/10/2026