



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

Department	Police	Department Contact	Paul L. Humphrey
Contact Email	paul.humphrey@louisvilleky.gov	Contact Phone	502-475-2111

Contract Type: check one	<b>New</b>	<b>Amendment</b>		
		Additional Funds	Time Extension	Scope
Professional Service	✓			
Sole Source (goods/services)				
	<b>Start</b>	<b>End</b>		
Requested Contract Dates (MM/DD/YYYY)	08/15/2022	12/16/2022		

**VENDOR INFORMATION**

Vendor Legal Name	BRWS Management / Human Momentum LLC				
DBA					
Point of Contact	Theresa Reno-Webber	Email	theresa.grano@gmail.com		
Street	1621 Dundee Way				
Suite/Floor/Apt		Phone	202-375-9811		
City	Louisville	State	KY	Zip Code	40205
Federal Tax ID#		SSN# (If sole proprietor)	[REDACTED]		
Louisville Revenue Commission Account #					
<u>Human Relations Commission Certified Vendors</u>	Certified Minority Owned Business	Certified Woman Owned business	Disabled Owned business		
Select if applicable		✓			

**FINANCIAL INFORMATION**

Not to Exceed Contract Amount	60,000		(including reimbursement expenses, if applicable)		
Fund Source: General Fund					
Federal Grant	x	Federal Granting Agency	ARP		
Other	Describe:				
Account Code String #	2210	305	2361	489362	521301
Payment Rate		per hour		per day	per service
	\$15,000	per month		Other	
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.


As part of the process of the creation of the Accountability and Improvement Bureau and police reform BRWS Management will conduct training and planning to improve effectiveness and efficiency. Specifically this will happen in the areas of Strategic Planning, Meeting Structuring, Monitoring, and Communications.

**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.

This noncompetitive contract is needed due to the unique demands surrounding the creation of the Accountability and Improvement Bureau. Now that the bureau has been created and many of the positions have been hired it is imperative the work that will be completed by the bureau begin in the most functional and effective way. Using BRWS Management, who has familiarity with LMG, right now will play a critical role in making this project of police reform occur as desired. It is imperative this work has been established prior to the findings of the Department of Justice and impending agreement with the DOJ and courts.

**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  Date 7.20.2022

Signature E. SHIELDS

Printed Name Signed by:

Purchasing Director  Date 7/21/2022

Signature B4B46603FB3A42D...

Joel Neaveill