



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

Department	Public Health and Wellness	Department Contact	Briana Lyddane
Contact Email	briana.lyddane@louisvilleky.gov	Contact Phone	502-574-6690

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)	01/15/2021	12/31/2021		

VENDOR INFORMATION

Vendor Legal Name	Vitality DX LLC				
DBA	Sphere DX				
Point of Contact	Bobby Sturgeon, CEP	Email	bsturgeon@sheredxlab.com		
Street	4203 Springhurst Blvd.				
Suite/Floor/Apt	Suite 101	Phone	502-830-9503		
City	Louisville	State	KY	Zip Code	40241
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	\$650,000	(including reimbursement expenses, if applicable)			
Fund Source: General Fund					
Federal Grant		Federal Granting Agency			
Other	✓	Describe:	Rockefeller Foundation Grant		
Account Code String #	2901	605	3957	489300	521301
Payment Rate	per hour		per day	\$25.00	per service
	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.

Louisville Metro Department of Public Health and Wellness (LMPHW) is responsible for leading Metro Government's response to the COVID-19 pandemic. As part of our response, LMPHW needs to contract with laboratories capable of furnishing COVID-19 PCR testing. Using only one laboratory is not adequate for our response as we need to harness the testing power of multiple entities to meet testing demands.

We need an additional lab to provide COVID-19 PCR testing, process specimens, provide all technical personnel, materials and equipment necessary to perform the testing. We need these services immediately to respond to this public health emergency.

We'd like to increase this agreement by \$200,000 to raise the contract total to \$650,000. This increase has been approved by the grant funder.

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.

LMPHW would like to contract with SphereDX Laboratories through December 31, 2021 to provide additional laboratory capacity specific to COVID-19 testing within Jefferson County Public Schools (JCPS). LMPHW does not have the capacity to provide all lab testing needed for our response. SphereDX Testing Labs has the capacity to provide COVID-19 testing and comprehensive related services (i.e., results notification, patient communications, data amendments, etc.) in an efficient, expeditious way at a favorable price point. Specifically, SphereDX Testing Labs has best-in-class turn around time for COVID-19 PCR tests, averaging approximately 48 hours from time of receipt. This turnaround time is critical to our efforts to initiate public health measures timely to control the spread and is better than most other national labs. In addition, SphereDX Labs is providing testing and lab services to several state and local governments nationwide which gives us confidence that they are uniquely qualified to work with and deliver results to government entities.

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 Sarah Moyer Date September 17, 2021
Signature Sarah Moyer

Purchasing Director Joel Neaveill Date 9/22/2021
Signature Joel Neaveill

From: [Neathery, Tracey L](#)
To: [Friedman, Steve P](#)
Subject: RE: Urgent COVID-19 Contract Request - Assistance Needed
Date: Wednesday, September 22, 2021 10:28:09 AM

It's okay to send. Please include this email thread so Joel will be reminded of the process being followed.

~Tracey

From: Friedman, Steve P <Steve.Friedman@louisvilleky.gov>
Sent: Tuesday, September 21, 2021 9:26 AM
To: Neathery, Tracey L <Tracey.Neathery@louisvilleky.gov>
Subject: RE: Urgent COVID-19 Contract Request - Assistance Needed

The amendment for the date extension is complete and has been implemented. The second NCCR you mentioned below in the second paragraph is attached. Please review before I send it to Joel for approval.

Thanks,
Steve

From: Neathery, Tracey L <Tracey.Neathery@louisvilleky.gov>
Sent: Monday, September 13, 2021 4:48 PM
To: Lyddane, Briana <Briana.Lyddane@louisvilleky.gov>; Neaveill, Joel P <Joel.Neaveill@louisvilleky.gov>; Friedman, Steve P <Steve.Friedman@louisvilleky.gov>
Cc: Cabeza, Arlene H. <arlene.cabeza@louisvilleky.gov>; Winslow, Nickolas A <Nickolas.Winslow@louisvilleky.gov>; Mendel, Connie <Connie.Mendel@louisvilleky.gov>; Altman, William <William.Altman@louisvilleky.gov>; Handmaker, Karen <Karen.Handmaker@louisvilleky.gov>; Huntzinger, Holden <Holden.Huntzinger@louisvilleky.gov>
Subject: RE: Urgent COVID-19 Contract Request - Assistance Needed

Briana,
You didn't mention the amount of the increase LMPHW will need. Assuming it will be more than \$30k, you are correct. The most expedient way is to extend the date as we work to complete the request for an increase.

First, send in a NCCR for the date extension. We can execute that once we have collected all signatures. **We will also require a second NCCR requesting the increase.** If the amount is greater than \$30,000, Metro Council must approve it. That approval generally takes 6-8 weeks, but with the date extension in place you should be okay.

~Tracey

From: Lyddane, Briana <Briana.Lyddane@louisvilleky.gov>

Sent: Monday, September 13, 2021 4:27 PM

To: Neathery, Tracey L <Tracey.Neathery@louisvilleky.gov>; Neaveill, Joel P <Joel.Neaveill@louisvilleky.gov>; Friedman, Steve P <Steve.Friedman@louisvilleky.gov>

Cc: Cabeza, Arlene H. <arlene.cabeza@louisvilleky.gov>; Winslow, Nickolas A <Nickolas.Winslow@louisvilleky.gov>; Mendel, Connie <Connie.Mendel@louisvilleky.gov>; Altman, William <William.Altman@louisvilleky.gov>; Handmaker, Karen <Karen.Handmaker@louisvilleky.gov>; Huntzinger, Holden <Holden.Huntzinger@louisvilleky.gov>

Subject: Urgent COVID-19 Contract Request - Assistance Needed

Good afternoon! We just discovered that our PSC with Vitality Dx for COVID-19 testing in the school system has expired. The PO# is 381269 with a ceiling of \$450,000. We originally asked for the contract to be put in place January through August 2021 because a grant we received from the Rockefeller Foundation is paying for the services and the grant was set to end in August. Because COVID testing volume declined over the spring, and picked up in the later summer, we received an extension from the Rockefeller grant to expend these funds through December 31, 2021. We will continue to utilize Vitality Dx through the grant period and need to extend the contract through December 31, 2021. In addition, we need to raise the ceiling amount because we anticipate going over \$450K through December 31.

Can you please assist us in extending and increasing this contract in the quickest way possible? If we can extend now to pay bills until we hit the \$450K ceiling, that would be ideal. Then in the meantime we can go through whatever process we need to in order to increase the total amount. Please let us know what you recommend we do. I've copied several LMPHW staff who can speak to the urgency of this request as well as answer any programmatic questions you may have.

Thanks,
Briana

Briana M. Lyddane, MPH

(She/Her – [What's this?](#))

Executive Administrator

Louisville Metro Public Health and Wellness

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Phone: 502-574-6690 Cell: 502-930-8623

*I am teleworking during COVID-19...please email me.