



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

Department	Emergency Services	Department Contact	John A Johnson
Contact Email	john.johnson2@louisvilleky.gov	Contact Phone	502 574 4337

Contract Type: check one	New	Amendment		
		Additional Funds	Time Extension	Scope
Professional Service				
Sole Source (Goods/Services)	x			
	Start	End		
Requested Contract Dates (MM/DD/YYYY)	07/01/2023	06/30/2024		

VENDOR INFORMATION

Vendor Legal Name	American Heart Association			
DBA				
Point of Contact	Darlene Clayton	Email	darlene.clayton@heart.org	
Street				
Suite/Floor/Apt		Phone	214-570-2923	
City	Richardson	State	TX	Zip Code
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	300,000	(Including reimbursement expenses, if applicable)		
Spend Category:	CPR Supplies			
Fund:	1101 General	Cost Center:	362 CPR Center	
Program:		Project:		
Grant:		Other Worktags:		
Payment Rate		per hour		per day
		per month		per service
				Other - describe below
Payment Frequency		Monthly	x	Upon Completion / Delivery
		Quarterly		Other



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CONTRACT SCOPE and PURPOSE (Attach additional documentation if necessary)

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.

Amendments: Describe the circumstances under which a time extension or scope change is needed.

Louisville Metro EMS CPR center teaches CPR and a variety of related classes through an affiliation with the American Heart Association. In order to certify students with the AHA, the CPR center needs to purchase product from the AHA that is then sold to students taking classes. The most frequent example is people who sign up for a HeartSaver First-Aid and CPR Course. They need to purchase educational materials and then there is a cost for the card that verifies their successful completion of the course. The CPR center charges an up-charge for the product so that the CPR center is very close to self-sufficient. The revenue they bring in offsets the operational cost of running the center (administration, salaries). The benefit to Metro Government and the city of Louisville is that more people are trained in the life saving skill of CPR. The risk of surviving a cardiac event greatly increases when bystander CPR is performed before first responders arrive on scene.

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.

Channing Bete used to be a reseller of AHA material. They have gone out of business as of July 2019. The American Heart Association has shifted their distribution model so that they are the only place to order their products. A sole source letter is attached as additional documentation. In order to be an affiliated AHA center, the CPR Center must use AHA material in its education of students. The AHA is the industry leader in the education of CPR training and the LMEMS CPR Center has a long-standing partnership with the AHA to provide this training in our community.

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 [Signature] Date 8/8/2023
Signature Edward J. Meiman III

Printed Name
DocuSigned by:
Purchasing Director [Signature] Date 10/9/2023
Signature Joel Neaveill
Joel Neaveill

DS
Sk 10/6/2023