



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

Department	Louisville Metro Dept of Public Health and Wellness	Department Contact	Angela Graham
Contact Email	angela.graham@louisvilleky.gov	Contact Phone	502-574-8270

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)	08/01/2023	07/31/2024		

VENDOR INFORMATION

Vendor Legal Name	University of Louisville on behalf of its School of Public Health and Information Sciences				
DBA					
Point of Contact	Tina Hembree	Email	tina.hembree@louisville.edu		
Street	485 E Gray St				
Suite/Floor/Apt	233C	Phone	502-852-7881		
City		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	\$ 71,943.00	(Including reimbursement expenses, if applicable)			
Spend Category:	521200:Professional Services				
Fund:	Grant Fund	Cost Center:	605 Opioid Settlement Fund		
Program:	Center for Health Equity		Project:		
Grant:	GR00003551 Opioid Settlement Fund		Other Worktags:		
Payment Rate		per hour		per day	Other - describe below
	5995.25	per month		per service	
Payment Frequency	x	Monthly	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 Government (LMG) desires to employ Dr. Jovita Murillo as the Health Promotion & Behavioral Scientist (HPBS) for the Louisville Metro Dept of Public Health and Wellness (LMPHW) in partnership with the University of Louisville School of Public Health and Information Sciences.

The HPBS's responsibilities include: Conduct impact evaluations for large/long-standing programs in LMPHW including but not limited to programs/projects funded by the opioid settlement and impacts of policy on public health in Louisville. Additionally the HPBS will supervise graduate research assistants or other students who will provide direct support for data cleaning/management and analysis, research activities related to evaluation, support for developing data visualizations or reports, and other related functions. This work will be done with support and collaboration from the Executive Administrator for Research and Academic Partnerships.

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.

U of L is the sole source provider for the LMPHW Health Promotion and Behavioral Scientist (HPBS). The HPBS also serves as a faculty member of U of L. Because of the many years of partnership with LMPHW and because of the joint working arrangement for services of the health economist, U of L is uniquely qualified to provide a HPBS to LMG.

LMPHW will be responsible for 50% of the salary and fringe for Dr. Murillo. The cost to LMPHW shall be \$55,000, plus \$16,943 in fringe benefits. U of L will invoice monthly for \$5,995.25 per month for 12 months.

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	<div style="border-bottom: 1px solid black; padding-bottom: 2px;"> <small>DocuSigned by:</small> <small>45A12A9DC5254BF...</small> Signature Taylor Ingram </div> <div style="border-bottom: 1px solid black; padding-bottom: 2px;"> Printed Name </div>	Date <u>8/24/2023</u>
Purchasing Director	<div style="border-bottom: 1px solid black; padding-bottom: 2px;"> <small>DocuSigned by:</small> <small>84B46603EB3A42D...</small> Signature Joel Neaveill </div> <div style="border-bottom: 1px solid black; padding-bottom: 2px;"> Printed Name </div>	Date <u>8/24/2023</u>

