



Request # SS012-2019

**CITY OF PITTSBURGH
REQUEST FOR
WAIVER OF COMPETITIVE PROCESS**

Contract Title: William F. Ward (Rothman Gordon), Solicitor, Independent Citizen Police Review Board

Contract Description: Legal services. Board wishes to continue its attorney/client relationship with Atty. Ward.

Contract Duration: 3 (3 years unless otherwise approved) _____

Department/Director: Elizabeth C. Pittinger, Executive Director

Request for exemption is based on (please attach documentation hereto):

- _____ Emergency services contract.
- _____ Sole source service contract. (see below if seeking this option)
- _____ Contract requires compliance with terms and conditions of a court order, government grant or governmental order.
- X _____ Contract for expert witness or consultant associated with anticipated or pending litigation.
- _____ Intergovernmental agreement.

Signed by: Elizabeth C. Pittinger Date: 11/19/19
Department Director

Waiver Request is hereby: X Granted _____ Denied

Law: [Signature] Date: 12/9/19
OMB Procurement: Jean Ohyan Date: 12/19/19

Additional comments:

After completion, please email this form, along with a letter from the vendor/manufacturer stating why they are a sole source provider (if requesting that waiver option above) to procurement@pittsburghpa.gov

Addendum:

RFP Waiver Request: 2020-2022 Solicitor Contract with the Independent Citizen Police Review Board

The Independent Citizen Police Review Board is empowered to hire a solicitor by the Home Rule Charter (§229) and enabled to do so by the City Code (§662.03).

Accordingly, since 1997, the Board has sought and received a waiver from the RFP/RFQ process to assure continuity and consistency of their legal representation. It is the Board's decision to preserve and extend their attorney/client relationship with Atty. William F. Ward currently with Rothman Gordon PC.

Representation of this "quasi-judicial/quasi-administrative/quasi-criminal" Board requires varied expertise and substantive knowledge of the Board's litigation history. We anticipate potential litigation related to subpoena enforcement.

It is noted that the compensation for this service contract has not changed since 2000: \$40,000 and \$5000 for expenses related to the Board's representation.

At its regularly scheduled meeting on September 24, 2019, the Board adopted the following:

"The Board is empowered by the Home Rule Charter and enabled by the City Code to hire a solicitor. Our current agreement with Mr. Ward expires on December 31, 2019. It is the Board's intention to preserve and continue our relationship with William F. Ward in his capacity as Solicitor. The Independent Citizen Police Review Board hereby authorizes the Executive Director to pursue a three year agreement with William F. Ward to continue as the Solicitor of the Independent Citizen Police Review Board."



Elizabeth C. Pittinger
Executive Director
Independent CPRB

11/19/19.

Date