

CITY OF PITTSBURGH
DEPARTMENT OF PUBLIC WORKS

TO: Jake Pawlak, Director/Office of Management and Budget
FROM: Chris Hornstein, Director/Public Works
DATE: December 1, 2022
SUBJECT: Acting Pay Request

I am requesting Acting Pay for Edward Cox, Electrical Foreman to perform the duties of Richard DeCarlo, Facilities Superintendent.

Richard DeCarlo is voluntarily retiring from the City of Pittsburgh effective November 30, 2022.

Per the Acting Pay Policy revised in June 2018, Edward Cox “is assuming, on a temporary basis, the duties of a higher level position when it is absolutely necessary to have an employee immediately available to make pressing decisions that cannot be deferred or referred to a higher level”. Thank You!

Acting Payroll Approval

Employee: Edward Cox
Current Position Title: Electrical Foreman
Acting Position Title: Superintendent, Facilities
Dates: December 1, 2022 – June 30, 2023 (or until position is filled)
Current Salary and Step & Grade: \$66,886
Acting Salary and Step & Grade: \$90,204/31E



[Chris Hornstein \(Dec 1, 2022 10:40 EST\)](#)

Director, Department of Public Works



Budget Analyst, Office of Management and Budget



Chief Operating and Administration Officer



Director, Office of Management and Budget

CH/ksl

cc: Marcelle Newman/Ben Cogan/Rhonda Nesbit/Chris Hornstein/ Dave Osterman/
File