



Request # WCP26-006  
(assigned by OMB)

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

Contract Title: North Star Leadership LLC.

Contract Description: Q6 Performance Leadership Model

Contract Duration: 12 months Previous Contract # (if applicable) \_\_\_\_\_

Requesting Department: Pittsburgh Bureau of Police Contract Type: Professional Services

Requests for exemption must be based on one or more of the categories listed in City Code 161.02B located here:

Please list all exemption types that apply (see page 2) 9. Services of visiting speakers and performing artists

Justification:

The PBP would like to host North Start Leadership LLC to provide supervisor development to the 2026 Pittsburgh Leadership Academy. This hands on instruction of the Q6 Performance Leadership Model will prepare our supervisors to better better develop their skills and abilities in leadership and coflict resolution.

Signed by: [Signature]  
Department Director

Date: 02/11/24

DocuSigned by:  
OMB Procurement: Jennifer S. Ojinger Date: 2/16/2026  
27C648B8BCFF4A3...

After completion, please email this form, along with any appropriate backup to [procurement@pittsburghpa.gov](mailto:procurement@pittsburghpa.gov)

Waiver Request is hereby: \_\_\_\_\_ Granted \_\_\_\_\_ Denied

Signed by:  
Chief Solicitor: [Signature] Date: 2/18/2026  
D03062110595413...

If a waiver is granted, contract authorization is then required by City Council. Department shall submit appropriate legislation and note the Resolution number on this form and submit a copy along with the contract when submitting to the Controller's Office for signature.

## Certificate Of Completion

Envelope Id: 77FCB78D-0D4D-4114-9D74-F79F9B0EA9FD

Status: Completed

Subject: Complete with Docusign: WCP26-006 North Star Leadership.pdf

Source Envelope:

Document Pages: 1

Signatures: 2

Envelope Originator:

Certificate Pages: 2

Initials: 0

Jennifer Olzinger

AutoNav: Enabled

414 Grant Street

Envelopeld Stamping: Enabled

Room 502

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Pittsburgh, PA 15219

jennifer.olzinger@pittsburghpa.gov

IP Address: 205.141.129.43

## Record Tracking

Status: Original

Holder: Jennifer Olzinger

Location: DocuSign

2/16/2026 10:20:23 AM

jennifer.olzinger@pittsburghpa.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: City of Pittsburgh

Location: Docusign

## Signer Events

## Signature

## Timestamp

Jennifer Olzinger

DocuSigned by:

Sent: 2/16/2026 10:22:33 AM

jennifer.olzinger@pittsburghpa.gov

Viewed: 2/16/2026 10:22:43 AM

Assistant Director-Procurement

Signed: 2/16/2026 10:23:11 AM

City of Pittsburgh

Signature Adoption: Uploaded Signature Image

Security Level: Email, Account Authentication (Optional), Logged in

Using IP Address: 205.141.129.43

### Electronic Record and Signature Disclosure:

Not Offered via Docusign

Lynda Bartolowits

## Completed

Sent: 2/16/2026 10:23:12 AM

Lynda.Bartolowits@pittsburghpa.gov

Viewed: 2/16/2026 10:26:20 AM

Contract Administrator

Signed: 2/17/2026 8:02:02 AM

Security Level: Email, Account Authentication (Optional), Logged in

Using IP Address: 205.141.129.43

### Electronic Record and Signature Disclosure:

Not Offered via Docusign

Jesse Exilus

## Completed

Sent: 2/17/2026 8:02:04 AM

jesse.exilus@pittsburghpa.gov

Viewed: 2/18/2026 10:20:17 AM

Acting City Solicitor

Signed: 2/18/2026 10:23:46 AM

City of Pittsburgh

Using IP Address: 205.141.129.43

Security Level: Email, Account Authentication (Optional)

### Electronic Record and Signature Disclosure:

Not Offered via Docusign

Lisa Marcus

Signed by:

Sent: 2/18/2026 10:23:47 AM

Lisa.Marcus@pittsburghpa.gov

Viewed: 2/18/2026 12:04:30 PM

Acting City Solicitor

Signed: 2/18/2026 12:04:47 PM

City of Pittsburgh

Signature Adoption: Uploaded Signature Image

Security Level: Email, Account Authentication (Optional)

Using IP Address: 65.56.3.1

### Electronic Record and Signature Disclosure:

Not Offered via Docusign

## In Person Signer Events

## Signature

## Timestamp

<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
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<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
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<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
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<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
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<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
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Alisha West

alisha.west@pittsburghpa.gov

Security Level: Email, Account Authentication  
(Optional)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

**COPIED**

Sent: 2/18/2026 12:04:48 PM

<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
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Envelope Sent

Hashed/Encrypted

2/16/2026 10:22:33 AM

Certified Delivered

Security Checked

2/18/2026 12:04:30 PM

Signing Complete

Security Checked

2/18/2026 12:04:47 PM

Completed

Security Checked

2/18/2026 12:04:48 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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