



Request # WC P23-064
(assigned by OMB)

CITY OF PITTSBURGH
REQUEST FOR WAIVER OF COMPETITIVE PROCESS

Contract Title: Carlow University

Contract Description: Professional Services Agreement with Carlow University

Contract Duration: Through 2025

Requesting Department: Mayor's Contract Type: Professional Services Agreement

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

Please list all category numbers that apply (see page 2) 4

Justification:
The Grant Agreement with the Benedum Foundation explicitly names Carlow University as the program partner and the sole recipient of grant funds.

Signed by: [Signature]
Department Director

Date: 1/5/24

Waiver Request is hereby: X Granted Denied

OMB Procurement: [Signature] Date: 1/23/24

After completion, please email this form, along with any appropriate backup to procurement@pittsburghpa.gov

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.

Resolution Number _____ Effective Date _____

This wavier request has also been reviewed by the Solicitor of the City of Pittsburgh. This waiver is hereby:

Granted _____

Denied _____

Signed:

Krysia Kubiak
Krysia Kubiak, Solicitor

1/24/24
Date