



Request # WCP25-010
(assigned by OMB)

CITY OF PITTSBURGH
REQUEST FOR WAIVER OF COMPETITIVE
PROCESS

Contract Title: Professional Services Agreement w/ Artex Risk Solutions, Inc. dba Risk International Holdings, LLC

Contract Description: Professional services related to risk management and required insurance levels in City contracts

Contract Duration: 1 year Previous Contract # (if applicable) 54812

Requesting Department: Law 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) 10

Justification*:

Artex Risk Solutions is a national insurance consulting firm with expertise in providing
valuable information on risk management and proper insurance levels for all City contracts.
It is essential that we continue these review services to ensure City contracts are
properly insured.

Signed by: Krysia Kubiak Date: 5/22/25
Department Director

*In addition to the justification, Law may request additional backup information.

DocuSigned by:
OMB Procurement: Jennifer L. Ojinger Date: 5/27/2025
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After completion, please email this form, along with any appropriate backup to procurement@pittsburghpa.gov

Waiver Request is hereby: X Granted Denied

DocuSigned by:
Chief Solicitor: Krysia Kubiak Date: 6/23/2025
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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.