



Request # WCP21-063  
(assigned by OMB)

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

Change Agents Training LLC

Contract Title: \_\_\_\_\_

Contract Description: \_\_\_\_\_

Contract Duration: \_\_\_\_\_

Requesting Department: \_\_\_\_\_ Contract Type: \_\_\_\_\_

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) \_\_\_\_\_

Justification:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed by: Heidi Norman  
Department Director

Date: \_\_\_\_\_

Waiver Request is hereby:  Granted  Denied

OMB Procurement: Jennifer L. Ojinger Date: 10/29/2021

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