



Request # WCP26-002  
(assigned by OMB)

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

Contract Title: Levy Convention Centers

Contract Description: Catering

Contract Duration: One time purchase (warrant) Previous Contract # (if applicable) \_\_\_\_\_

Requesting Department: Innovation & Performance Contract Type: Commodities

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) 2, sole source

Justification\*:

Usage of Levy Convention Centers venue requires the event holder to use their in-house catering services.

Signed by: Sylvia Harris Date: 1/22/2026  
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Department Director

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

OMB Procurement: Jennifer S. Olinger Date: 1/23/2026  
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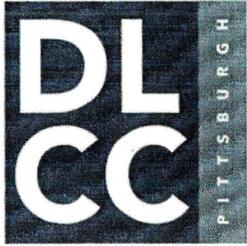
After completion, please email this form, along with any appropriate backup to [procurement@pittsburghpa.gov](mailto:procurement@pittsburghpa.gov)

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

Chief Solicitor: Lisa Zidmer-Hanus Date: 2/17/2026  
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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.

1/21/26



# DAVID L. LAWRENCE CONVENTION CENTER

PITTSBURGH

Levy Convention Centers is the exclusive Food and Beverage provider for all of the David L. Lawrence Convention Center's catered events, including the sale of alcoholic and non-alcoholic beverages. Outside food and beverage is not permitted. If you have any questions, please reach out to Lindsey Custozzo, Director of Catering Sales.

A handwritten signature in black ink, appearing to read 'L. Custozzo'.

**Lindsey Custozzo** | Director of Catering Sales

[Lindsey.custozzo@levyrestaurants.com](mailto:Lindsey.custozzo@levyrestaurants.com)

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