



20A 0384

Request # WCP2004

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

Contract Title: Partner4Work Learn and Earn

Contract Description: 2020 Summer Youth Employment Program Administration

Contract Duration:  (1 year unless otherwise approved) \_\_\_\_\_

Department/Director: Human Resources/Janet K. Manuel

Request for exemption is based on (please attach documentation hereto):

- Emergency services contract.
- Sole source service contract. (see below if seeking this option)
- Contract requires compliance with terms and conditions of a court order, government grant or governmental order.
- Contract for expert witness or consultant associated with anticipated or pending litigation.
- Intergovernmental agreement.

Signed by: Janet K. Manuel Date: 2-26-2020  
Department Director

Waiver Request is hereby:  Granted  Denied

Law: [Signature] Date: 3/10/20  
OMB Procurement: Janet K. Manuel Date: 2/28/20

Additional comments:  
We have been partnering with Partner4Work since 2016. The program starts this March, 2020 and we were following the process from previous years. A critical public service to our City of Pittsburgh Youth will be interrupted.

After completion, please email this form, along with a letter from the vendor/manufacturer stating why they are a sole source provider (if requesting that waiver option above) to [procurement@pittsburghpa.gov](mailto:procurement@pittsburghpa.gov)