



Request # WCP24-035
(assigned by OMB)

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

Contract Title: Julota Software

Contract Description: Case Management and CRM Database software

Contract Duration: 3 years Previous Contract # (if applicable) 54303

Requesting Department: Public Safety - Office of Community Health and Safety 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*:

The Office of Community Health & Safety has been utilizing Julota's services for the for all of its client-facing programs for multiple years. Julota is the method by which staff plan and manage care on behalf of clients, record clinical case notes, and centralize information to understand clients' background and history. OCHS would have to halt the operation of all of its programs for an extended time that would place those in need of City services without assistance if we did not continue the service. The Office of Community Health and Safety also commits to starting an RFI by June of 2025.

Signed by: [Signature]
Department Director

Date: 10/2/2024

*In addition to the justification, the Law forms attached below must also be completed and all appropriate backup submitted.

OMB Procurement: DocuSigned by: Jennifer L. Ojinger Date: 10/11/2024
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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

Chief Solicitor: DocuSigned by: Krystia Kubiak Date: 10/15/2024
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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.

Certificate Of Completion

Envelope Id: B4513FF642774062B274808C0B4D16E4	Status: Completed
Subject: Complete with DocuSign: WCP24-035 Julota.pdf	
Source Envelope:	
Document Pages: 1	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Jennifer Olzinger
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	414 Grant Street
	Room 502
	Pittsburgh, PA 15219
	jennifer.olzinger@pittsburghpa.gov
	IP Address: 205.141.129.43

Record Tracking

Status: Original	Holder: Jennifer Olzinger	Location: DocuSign
10/11/2024 8:23:07 AM	jennifer.olzinger@pittsburghpa.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: City of Pittsburgh	Location: DocuSign

Signer Events

Jennifer Olzinger
jennifer.olzinger@pittsburghpa.gov
Assistant Director-Procurement
City of Pittsburgh
Security Level: Email, Account Authentication (Optional)

Signature

DocuSigned by:

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Signature Adoption: Uploaded Signature Image
Using IP Address: 205.141.129.43

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Resent: 10/11/2024 8:51:07 AM
Viewed: 10/11/2024 8:51:47 AM
Signed: 10/11/2024 8:53:22 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Lynda Bartolowits
Lynda.Bartolowits@pittsburghpa.gov
Contract Administrator
Security Level: Email, Account Authentication (Optional)

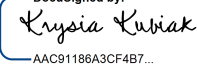
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Signed: 10/15/2024 7:22:09 AM

Electronic Record and Signature Disclosure:
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Krysia Kubiak
Krysia.Kubiak@pittsburghpa.gov
Solicitor
Security Level: Email, Account Authentication (Optional)

DocuSigned by:

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Signature Adoption: Pre-selected Style
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Sent: 10/15/2024 7:22:10 AM
Viewed: 10/15/2024 7:30:31 AM
Signed: 10/15/2024 7:30:38 AM

Electronic Record and Signature Disclosure:
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ID: f8bc2c33-bfa0-46c1-b4c9-326a24836f50

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Sophia Yarish sophia.yarish@pittsburghpa.gov Security Level: Email, Account Authentication (Optional)	COPIED	Sent: 10/15/2024 7:30:39 AM Viewed: 10/15/2024 7:31:04 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Updated	Security Checked	10/11/2024 8:51:06 AM
Envelope Updated	Security Checked	10/11/2024 8:51:07 AM
Envelope Updated	Security Checked	10/11/2024 8:52:55 AM
Certified Delivered	Security Checked	10/15/2024 7:30:31 AM
Signing Complete	Security Checked	10/15/2024 7:30:38 AM
Completed	Security Checked	10/15/2024 7:30:39 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

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To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at riley.stewart@pittsburghpa.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to riley.stewart@pittsburghpa.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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