



Request # WCP21-064
(assigned by OMB)

CITY OF PITTSBURGH
REQUEST FOR WAIVER OF COMPETITIVE PROCESS

Contract Title: Lexipol

Contract Description: Policy training, consulting and management for Public Safety

Contract Duration: 3 Years

Requesting Department: Public 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 category numbers that apply (see page 2) 2, 8

Justification:

Lexipol provides legal research services and policy review and updates to ensure that public safety policies are updated with national best practices. Lexipol also provides regular legal updates for Public Safety agencies to keep the administration updated on active topics that impact the agencies.

Signed by: Wendell D. Horn
Department Director

Date: 11/5/21

Waiver Request is hereby: X Granted Denied

Jennifer L. Olinger

OMB Procurement: _____ Date: 11/16/2021

After completion, please email this form, along with any appropriate backup to 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 _____



October 28th, 2021

To Whom It May Concern,

This letter is intended to confirm Lexipol as a sole source provider of risk management tools for public safety organizations. Lexipol offers subscription-based policy management and training services with an initial one-year term, purchased by public safety and local government organizations directly from Lexipol.

AGENCY NEED

Your designated agency requires a policy management solution for public safety personnel that is compliant with federal, state, and local laws and regulations, implemented by qualified professionals, customized to fit the agency's needs, and which includes scenario-based daily training bulletins with tests to reinforce and demonstrate policy comprehension. The system must be readily accessible online and via mobile devices, provide real-time policy updates, and include a supplemental manual for department-specific procedural content.

LEXIPOL PRODUCT DETAILS

Lexipol's comprehensive policy management solution is the only one to provide all of the above. A Lexipol subscription provides access to substantive copyrighted content on a proprietary, web-based knowledge management system that enables issuance of department-specific policy, captures electronic signatures for compliance, and assigns training to reinforce comprehension and application. Lexipol's policy solution allows each subscribing agency to increase policy compliance and personnel safety while improving the services provided to the communities they serve.

By working with Lexipol, subscribing agencies take advantage of our unrivaled network of subject matter experts and legal resources to implement policy management solutions. Due to the increasing complexity of evolving laws governing public safety organizations, hiring resources that carry the requisite legal expertise in this subject matter has proven cost prohibitive on a per-agency basis.

JUSTIFICATION FOR SOLE SOURCE AWARD

As hundreds of other departments and agencies have determined through review and due diligence, no other platform provides a comprehensive policy management solution suite like Lexipol. Others may staff personnel who help write and review policy content but lack a web-based interface to track ongoing personnel compliance and knowledge management. Alternatively, they may provide a platform to house content but do not offer training and updates to ensure retention of vital material. Finally, many lack tracking and reporting altogether.

Only Lexipol offers a comprehensive policy solution that meets all agency requirements, making it the sole source your agency's needs.

If you have any questions or need assistance, please feel free to contact me. Your favorable consideration of this matter is appreciated, and we look forward to working with you.

Sincerely,

Jan Roos

Jan Roos
Director of Compliance