

ED GAINNEY  
MAYOR



JAKE PAWLAK  
DIRECTOR

CITY OF PITTSBURGH  
**OFFICE OF MANAGEMENT & BUDGET**  
CITY-COUNTY BUILDING

December 3, 2025

The Honorable President and Members of Council  
510 City-County Building  
414 Grant Street  
Pittsburgh, PA 15219

RE: Open End Professional Services Agreements

Dear President and Members:

This letter is to request approval for the Mayor and the Director of the Office of Management & Budget, to submit a Resolution authorizing seven (7) Open-End Professional Services Agreements with five vendors to provide professional services on an on-call basis as required related to building department training services as needed by the various Departments of the City of Pittsburgh, each Agreement being at an amount not-to-exceed two hundred fifty thousand dollars (\$250,000) annually for a three (3) year term.

Your favorable consideration is appreciated.

Sincerely,

A handwritten signature in black ink, appearing to be "J. Pawlak", written in a cursive style.

Jake Pawlak, Director  
Office of Management & Budget