**Fiscal Impact Statement**

*Updated 1/29/2020 to satisfy City Code §219.07*

|  |  |
| --- | --- |
| ***Department*** | Department of Permits, Licenses, and Inspections |
| ***Preparer*** | Monica Bender, Asst Dir, Licensing & Admin |
| ***Standing Committee Representative*** | Director Sarah Kinter, Departments of Permits, Licenses, and Inspections |
| ***Type of Legislation*** | Contract Authorization |

**Description of Legislation**

Resolution requesting authorization for the Mayor and the Department of Permits, Licenses, and Inspections (“PLI”) to enter into an Agreement or Agreements with RJ Lee Group for professional services providing materials for and analysis of lead dust samples pertaining to PLI’s execution of the City of Pittsburgh’s Lead Safe Ordinance. The Agreement is chargeable and payable from the following account in an amount not to exceed One Hundred Thousand Dollars ($100,000).

|  |  |
| --- | --- |
| ***Total Cost*** | $ 100,000.00 |
| ***Frequency of Expenditure*** | [ ]  One-Time | [x]  Multi-Year |
| ***Funding Source*** | [x]  Operating | [ ]  Capital | [ ]  Grant | [x]  Trust Fund |
| ***Is this item budgeted?*** | [x]  Yes | [ ]  No |

**JDE Account Information**

**2022** **$100,000.00** **11101.53.53901.130000.2022**

**Additional Operational Costs**

N/A

**Impact on City Revenue**

N/A

**If the resolution authorizes a professional services contract, complete this page:**

|  |  |  |  |
| --- | --- | --- | --- |
| ***Method of Procurement****Select one.* | [x]  RFP | [ ]  Signed Waiver from OMB | [ ]  Amendment to Existing Contract*Do not fill out the rest of the form.* |

**Name of Vendor and Award Justification**

RJ Lee Group, exceptional industry qualifications and staffing compliment to support services contracted

**Other Respondents**

Professional Services Industries “PSI”

**Selection Criteria**

Scored on:
1. Firm’s Qualifications, Experience, and References
2. Qualifications of Team
3. Project Approach and Plan

**Selection Committee Representation**

Sarah Kinter, Director, PLI
Monica Bender, Asst Dir, PLI
Autumn Barszczowski, Personal & Finance Analyst, PLI

**Waiver Justification**

Yes – EORC waiver provide

**EORC Synopsis**

As a requirement of their accreditation vendor sought out eligible accredited subcontractors. None available to secure. See attached letter to EORC.

|  |  |  |
| --- | --- | --- |
| ***Date Presented at EORC:*** Insert date. | [ ]  Approved | [ ]  Not Approved |

*Per §219.07 of the City Code, you* ***must*** *include an electronic copy of the solicitation or your signed waiver with your submission to the Office of Management and Budget.*

**Attachments**

* *Please attach any additional documents and/or exhibits.*

*AOC/4.4.2022*