**301**

**Fiscal Impact Statement**

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

|  |  |
| --- | --- |
| ***Department*** | Public Safety |
| ***Preparer*** | Anthony Landolina |
| ***Standing Committee Representative*** | Police Commander Ed Trapp & Public Safety Assistant Director Anthony Landolina |
| ***Type of Legislation*** | Contract Authorization |

**Description of Legislation**

Resolution authorizing the Mayor and Director of the Department of Public Safety to enter on behalf of the City of Pittsburgh into a five-year professional services agreement or agreements with Cover Your Assets, LLC for a web-based secondary employment scheduling system in an amount not-to-exceed $853,925.00.  
  
This system is used for scheduling secondary employment details worked by Police. The cost of this contract is paid from the Secondary Employment Trust Fund which is funded by administrative fees charged to secondary employment employers.

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| --- | --- | --- | --- | --- |
| ***Total Cost*** | $ 853,925.00 | | | |
| ***Frequency of Expenditure*** | One-Time | | Multi-Year | |
| ***Funding Source*** | Operating | Capital | Grant | Trust Fund |
| ***Is this item budgeted?*** | Yes | | No | |

**JDE Account Information**

2020 2100246700.53509.00 $85,392.50

2021 2100246700.53509.00 $170,785.00

2022 2100246700.53509.00 $170,785.00

2023 2100246700.53509.00 $170,785.00

2024 2100246700.53509.00 $170,785.00

2025 2100246700.53509.00 $85,392.50

**Additional Operational Costs**

None

**Impact on City Revenue**

None

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

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

**Name of Vendor and Award Justification**

Cover Your Assets LLC was awarded based on their experience, the Police bureau’s positive experience with them and their cost proposal.

**Other Respondents**

Hart Halsey LLC   
Kommander Software LLC   
Off Duty Management Inc   
VISIMO LLC

**Selection Criteria**

Firm's Qualifications, Experience and References   
Qualifications of Team   
Project Approach and Plan   
Cost Proposal   
Demonstration of Good Faith Effort to obtain MWDBE & VOSB Participation

**Selection Committee Representation**

Bureau of Police, Department of Public Safety, Office of Management & Budget

**Waiver Justification**

N/A

**EORC Synopsis**

The EORC approved a waiver request based on the sensitive personnel information the system deals with.

|  |  |  |
| --- | --- | --- |
| ***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.*