

WILLIAM PEDUTO  
MAYOR



JANET K. MANUEL  
DIRECTOR

CITY OF PITTSBURGH  
**DEPARTMENT OF HUMAN RESOURCES & CIVIL SERVICE**  
CITY-COUNTY BUILDING

April 26, 2021

President and Members  
of City Council  
Fifth Floor  
City-County Building  
Pittsburgh, PA 15219

Dear Council Members:

Please find enclosed for your consideration a resolution providing that the City of Pittsburgh enter into a Professional Services Agreement(s) and/or Contract(s) with CCAC for the purpose of applicant preparation training for Public Safety (Firefighter and Police) position applicants and services associated with civil service exam preparation and training and providing for the payment of the costs thereof not to exceed \$55,125.00 over three years.

The Mayor and the Director of the Department of Human Resources and Civil Service, on behalf of the City of Pittsburgh, are hereby authorized to enter into Professional Services Agreement(s) and/or Contracts in a form authorized by the City Solicitor in order to provide compensation in the amount of Fifty Five Thousand One Hundred Twenty Five Dollars (\$55,125.00). This amount shall be chargeable to and payable from Account Code: 11101.109000.53.53901 Item # 22222-30.

Sincerely,

A handwritten signature in black ink that reads "Janet K. Manuel".

Janet K. Manuel, MS, SHRM-CP, PHR  
Director, Human Resources & Civil Service  
and EEO/Diversity & Inclusion Officer

JKM/ch

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April 26, 2021

Councilman Bruce Kraus  
Fifth Floor  
City-County Building  
Pittsburgh, PA 15219

Dear Councilman Kraus,

The Department of Human Resources & Civil Service has legislation to propose that I would like to discuss with you prior to presenting to City Council along the following schedule:

Introduction:	Tuesday, April 27, 2021
Discussion:	Wednesday, May 12, 2021

The legislation provides that the City of Pittsburgh enter into a Professional Services Agreement(s) and/or Contract(s) with Community College of Allegheny County (CCAC) for the purpose of providing customized applicant preparation training for Public Safety (Firefighter and Police) position applicants and services associated with Civil Service exam preparation and training; The Contract to be awarded will be effective through December 31, 2024 at a total cost not to exceed \$55,125.00 over three years, subject to appropriation.

Please be in contact at your earliest convenience so we may meet to discuss this legislation.

Sincerely,

A handwritten signature in black ink that reads "Janet K. Manuel".

Janet K. Manuel, MS, SHRM-CP, PHR  
Director, Human Resources & Civil Service  
and EEO/Diversity & Inclusion Officer

JKM/ch