



City of Pittsburgh

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Pittsburgh, PA 15219

Text File

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Committee: Committee on Finance and Law

Status: Passed Finally

Ordinance amending the City Code at Title One: Administrative, Article VII: Procedures, Chapter 161: Contracts, in order to increase the Councilmanic amount from three thousand dollars to five thousand dollars.

The Council of the City of Pittsburgh hereby enacts as follows:

Section 1. The City Code is hereby amended and supplemented at Title One: Administrative, Article VII: Procedures, Chapter 161: Contracts, Section 161.01A: Required Approvals from City Council for Designated City Contracts, subsection (a), paragraph (3): Councilmanic Amount, as follows:

§ 161.01A - REQUIRED APPROVALS FROM CITY COUNCIL FOR DESIGNATED CITY CONTRACTS.

(a) The following definitions are applicable to this Chapter unless otherwise specifically defined in other sections:

(3) *COUNCILMANIC AMOUNT*: The Councilmanic amount is the monetary amount that triggers a requirement for a written contract pursuant to Section 161.09 of this Chapter. For purposes of this Chapter, the Councilmanic amount is **[three thousand dollars (\$3,000.00)] five thousand dollars (\$5,000.00)**.

Section 2. The City Code is hereby amended and supplemented at Title One: Administrative, Article VII: Procedures, Chapter 161: Contracts, Section 161.01A: Required Approvals from City Council for Designated City Contracts, subsection (b), paragraph (3), as follows:

§ 161.01A - REQUIRED APPROVALS FROM CITY COUNCIL FOR DESIGNATED CITY CONTRACTS.

(b) The Mayor, or his/her designee, are authorized to purchase all commodities and enter into contracts for the furnishing of non-professional services subject to the following requirements:

(3) Departments seeking to enter into Commodity or Non-Professional Service Contracts with an estimated value of over **[three thousand dollars (\$3,000.00)] five thousand dollars (\$5,000.00)** shall be deemed to have received pre-authorization to solicit bids via Council's adoption of the relevant annual operating and/or capital budget.

Section 3. The City Code is hereby amended and supplemented at Title One: Administrative, Article VII: Procedures, Chapter 161: Contracts, Section 161.02A: Award of Professional Services Agreements, subsection (d): Applicable competitive selection process, as follows:

§ 161.02A - AWARD OF PROFESSIONAL SERVICES AGREEMENTS.

(d) *Applicable competitive selection process.* Other than as set forth in subsection (e) for open-end professional

service contracts or as set forth in Section 161.02B, if applicable, the competitive process required for a Professional Services Contract shall be based on the proposed budget and/or "not to exceed" total amount of the contract compensation for the entire anticipated contract term. Where the estimated compensation amount of the professional service contract is **[three thousand dollars (\$3,000.00)] five thousand dollars (\$5,000.00)** or more, a formal solicitation must be issued. Public advertisement is required on the internet.

Section 4. The City Code is hereby amended and supplemented at Title One: Administrative, Article VII: Procedures, Chapter 161: Contracts, Section 161.02A: Award of Professional Services Agreements, subsection (f), as follows:

§ 161.02A - AWARD OF PROFESSIONAL SERVICES AGREEMENTS.

(f) Per Council's inclusion of a desired professional service in the relevant annual adopted operating or capital budget, department directors and/or the Mayor shall have Council pre-authorization to seek request for proposals ("RFPs") or other formal solicitation type as applicable per this Section 161.02A, for professional services contracts estimated to be valued over **[three thousand dollars (\$3,000.00)] five thousand dollars (\$5,000.00)**. Upon selection of a consultant pursuant to the applicable competitive selection process set forth in this Section 161.02A, the applicable department director and/or the Mayor must thereafter present an authorizing resolution to City Council for final approval to enter into a Professional Services Contracts estimated with said consultant. Such authorizing resolution shall include a "not-to-exceed" compensation amount, financial system account information, and the name of the proposed awardee(s). For open-end Professional Services Contracts, financial system account information will not be required in the authorizing resolution but will be included in addenda to the open-end Professional Services Contracts.