Legislation Details (With Text)

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Title:	Ordinance amending the Pittsburgh City Code Title One: Administrative, Article VII: Procedures, Chapter 161: Contracts, Section 161.14 Purchasing Cards.		
Sponsors:	Erika Strassburger		
Indexes:	PGH. CODE ORDINANCES TITLE 01 - ADMINISTRATIVE		
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Attachments:	1. 2026-0986 P-Card Policy and Council-Clerk Reimbursement		

Date	Ver.	Action By	Action	Result
10/13/2026	1	City Council	Read and referred	

Ordinance amending the Pittsburgh City Code Title One: Administrative, Article VII: Procedures, Chapter 161: Contracts, Section 161.14 Purchasing Cards.

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

Section 1. § 161.14 Purchasing Cards.
Departments are authorized to use purchasing cards (P-Cards) for the purchase of goods and services, provided that:

(a) The Office of Management and Budget shall create a policy for the use of P-Cards and file said policy or any changes to the policy with the City Clerk.

(b) Monthly statements and departmental P-Card usage shall by reviewed and authorized by City Council in a manner similar to the invoice explanatory approval process as set forth in the Rules of Council.

(c) City Council shall adopt a policy governing the use of P-Cards by the Offices of City Council and file said policy, and any changes to the policy, with the City Clerk. The policy established by City Council under this subsection, including all amendments, shall be posted on the City's website within ten (10) business days of filing and made available for public inspection in the Office of the City Clerk.

(d) Within one hundred eighty (180) days of the effective date of this Ordinance, the Department of Innovation and Performance shall create and maintain a publicly accessible P-Card dashboard on the City's website. The dashboard shall display all P-Card transactions approved by City Council pursuant to subsection (b) and all P-Card transactions by the Offices of City Council, including, at a minimum, the department or Council office, the transaction description, and the amount of each transaction, and shall allow users to view each department's and Council office's transactions over time. The dashboard shall be updated within thirty (30) days of each approval by City Council.

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