

ERVIN and ASSOCIATES

FAX COVER

INCORPORATED

To: Yvette Magruder

Date: 7/29/96

Fax # _____

Pages: 2

From: MARK Dellonte

(includes this cover page)

Phone #: 301-469-3404

Ms Magruder:

Please find attached FOIA.

Thank you
Mark

RECEIVED
JUL 29 4 46 PM '96
SECRETARIAT

NOTICE: The information contained in this facsimile message, which contains the number of pages noted above, may contain confidential information that is intended only for the use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone at the number below. Thank you.

**ERVIN and
ASSOCIATES
INCORPORATED**

FI-152093

VIA FACSIMILE TO 202/619-8365

July 29, 1996

Ms. Yvette C. Magruder
Freedom of Information Act (FOIA) Officer
U.S. Department of Housing and Urban Development
Executive Secretariat's Office
Room 10139
451 Seventh Street, S.W.
Washington, D.C. 20410

RECEIVED
JUL 29 4 06 PM '96
EXECUTIVE SECRETARIAT

Re: Request for Contract Information Under the Freedom of Information Act (FOIA) -
All Contracts, Contract Modifications, and Task Orders Awarded or Issued to
Tradewinds or Sherman Ragland

Dear Ms. Magruder:

Under the Freedom of Information Act, we are formally requesting to receive any and all contracting information as it pertains to Tradewinds or it's owner Sherman Ragland. We understand that Mr. Ragland has provided various training services for HUD's Multifamily Housing Division and is a due diligence contractor under contract DU100C000018424 (see FOIA Control Number FI-100068). Specifically we are requesting the following:

- Copies of all contracts awarded to Tradewinds or Mr. Ragland;
- Copies of all Contract Modifications;
- Copies of all task orders and/or purchase orders; and
- copies of all technical and cost proposals submitted by Tradewinds or Mr. Ragland.

We would appreciate any effort that can be made to expedite this request as the timing of receipt of this information is critical. We agree to pay any costs associated with the processing of this request. If you should have any questions, or need any further information, please do not hesitate to call me directly at 301/469-3404.

Very truly yours,
ERVIN and ASSOCIATES, INCORPORATED

Mark Dellonte
Mark R. Dellonte