

ERVIN and ASSOCIATES
INCORPORATED

FI-193099

June 30, 1997

Ms. Pat Morgan
Director, Office of the Executive Secretariat
U.S. Department of Housing and Urban Development
451 Seventh Street, SW, Room 10139
Washington, D.C. 20410-0500

Via Fax to (202) 219-8363

RECEIVED
JUN 31 9 35 AM '97
EXECUTIVE SECRETARIAT

Re: Freedom of Information Act Request
Due Diligence #2 Contract Modifications, Task Orders & Task Order Modifications

Dear Ms. Morgan:

Under the provisions of the Freedom of Information Act, please provide us with the following for the Due Diligence contracts awarded to Deva & Associates (DU-18424), Gardiner Kamyra (DU-18477), and Tradewinds (DU-18476):

- 1 All Contract Modifications, task orders, and task order modifications regarding Deva & Associates' contract (DU-18424);
- 2 All Contract Modifications, task orders, and task order modifications regarding Gardiner Kamyra's contract (DU-18477);
- 3 All Contract Modifications to Tradewinds' contract (DU-18476) greater than Contract Mod 1;
- 4 All Task Order Modifications to Tradewinds Task Order #1 greater than Mod 1;
- 5 All Task Order Modifications to Tradewinds Task Order #2;
- 6 All Task Orders and Task Order Modifications issued under Tradewinds contract for Task Order #3 or greater.
- 7 All documentation regarding any task orders issued under this contract that were not subject to full and open competition amongst the three firms with contracts, including but not limited to any official contracting documents such as justifications for other than full and open competitions that were completed by HUD;
- 8 Documentation regarding the total fees paid to subcontractors, broken out by subcontractor and task order, for work on each of the above three contracts.

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Please note that the information requested is not for profit making activities. Considering this, Ervin and Associates should be considered a non-commercial requester and any fees assessed should be subject to the limitations on fees for non-commercial requesters

Ervin and Associates agrees to pay up to \$50 for the processing of this request. If the anticipated fees exceed \$50, please call me at (301) 469-3422 so I may have the opportunity to reformulate the request.

Additionally, please provide information as it is compiled rather than waiting for a complete response.

Very truly yours,
ERVIN and ASSOCIATES, INCORPORATED



David J. Ervin