

**ERVIN and
ASSOCIATES
INCORPORATED**

FL-261395

March 29, 1999

Mr. William K. Barth
Managing Attorney
Office of General Counsel, Freedom of Information Act Division
U.S. Department of Housing and Urban Development
451 Seventh Street, SW
Washington, D.C. 20410-0500

Via Facsimile to (202) 401-7901

Re: FOIA Request - Mark to Market Databases

Dear Mr. Barth:

HUD is currently implementing its mark to market program which, for these purposes, should include to various demonstration programs. To enable the Department to track the progress on each debt restructuring, it has been necessary for HUD to develop various electronic databases.

Under the provisions of the Freedom of Information Act, please provide us with the following:

1. Documents naming and describing each database utilized in summarizing mark to market debt and Section 8 restructurings and any instructions, handbooks or manuals outlining how such databases are used;
2. Data dictionaries identifying the data fields available for use for each restructuring;
3. The identity of the HUD employees responsible for maintaining each database;
4. The identity of any contractor responsible for creating any of the aforementioned databases;
5. The identity of any contract or contracts under which the mark to market databases were developed;
6. The third party cost of developing each such mark to market database.

Ervin and Associates agrees to pay up to \$100 for the processing of this request. If the anticipated fees are to exceed \$100, please call me immediately at (301) 469-3422 so I may have an opportunity to reformulate the request or approve the additional fees without dclaying the processing of the request.

Very truly yours,
ERVIN and ASSOCIATES, INCORPORATED


David J. Ervin

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