

ERVIN and ASSOCIATES INCORPORATED

FI-149676

VIA FACSIMILE TO 202/619-8365

July 24, 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

Re: Request for Information Under the Freedom of Information Act (FOIA), Regarding Nancy Andrew's Office on the Sixth Floor of HUD

Dear Ms. Magruder:

We have been informed that Nancy Andrews has been provided with an office on the 6th floor of the HUD Headquarters Office Building located at 451 Seventh Street, S.W., Washington, D.C. Based on this information we are requesting the following information under FOIA:

Item 1 being reop'd to OPE re: consideration on what is responsive, Task order initially sent. deemed non-responsive in app p/p given particular records description
Item 2: GTR named
To Hsg on 8/21. Hsg. returned w/ no reply - avoid Acc. OPE. Pet'cl to H on 8/29. Due 9/10
REOPENED to Adm (OAMS) on 8-21-96 for reply to this portion due 8/30

- 1. A copy of each and every contract or subcontract and all related task orders Ms. Andrews is working under that justifies allowing her to maintain an office within HUD's Headquarters;
2. The name of the GTR or GTM on the contract(s) she is working under, and the Department within HUD for which she works;
3. The rationale for providing government office space to Ms. Andrews;
4. The length of time Ms. Andrews has been provided such government office space;
5. Any and all required conflict of interest disclosures from Helen Dunlap or others regarding contracts with Ms. Andrews; and
6. The names of any and all other contractors who are being provided government office space, as well as the contract(s) they are under that justifies the space.

Ervin and Associates, Incorporated agrees to pay all fees associated with the processing of this request. Please bill us once these costs are known. If you should have any questions regarding this request, please call me at 301/469-3404.

Very truly yours,
ERVIN and ASSOCIATES, INCORPORATED

Mark Dellonte

Mark R. Dellonte