

WILLIAM PEDUTO
MAYOR



MEGAN STANLEY
EXECUTIVE DIRECTOR

CITY OF PITTSBURGH
COMMISSION ON HUMAN RELATIONS
CITY-COUNTY BUILDING

September 11, 2020

President and Members of Council
City of Pittsburgh
City Council Chambers
520 City-County Building
Pittsburgh, Pennsylvania 15219 - 2464

RE: Resolution providing for a Professional Services Agreement with
Big Picture Lab, LLC for Fair Housing Video Production Services

Dear Members of Council:

Enclosed is a proposed Resolution authorizing the Mayor and the Director of the Commission on Human Relations to enter into a Professional Services Agreement with Big Picture Lab, LLC for fair housing video production services. The cost of the proposed contract, which in final form will be approved by the City's Solicitor, will be \$12,500.00 payable from the Commission's HUD Trust Fund and \$12,500.00 payable from the Commission's allotment of CDBG funding, totaling \$25,000.00. The JD Edwards codes are as follows:

1050263000.53517.00. (2020)
0538889180.58101.00. (2020)

Please let us know if you need anything further or have any questions.

Sincerely,

A handwritten signature in black ink that reads "M. Stanley".

Megan Stanley
Executive Director

Enclosures