

ED GAINEY
MAYOR



JAKE PAWLAK
DIRECTOR

CITY OF PITTSBURGH
OFFICE OF MANAGEMENT & BUDGET
CITY-COUNTY BUILDING

May 21, 2024

The Honorable President and Members of Council
5th Floor, City-County Building
414 Grant Street
Pittsburgh, PA 15219

Dear President and Members of Council:

Please find attached for your consideration a resolution authorizing the Mayor and the Director of the Office of Management and Budget to enter into an Agreement or Agreements with Urban Design Ventures, LLC for services relating to the preparation of the Annual Action Plan, the Consolidated Annual Performance and Evaluation Report (CAPER), the Five Year Consolidated Plan, and the Analysis of Impediments to Fair Housing Choice (AI). In addition to preparing these documents required by the Department of Housing and Urban Development (HUD), Urban Design Ventures may also provide technical assistance to the City including but not limited to best practice research and audit response for the Community Development Block Grant (CDBG), Housing Opportunities for Persons with AIDS (HOPWA), Emergency Solutions Grant (ESG) programs, and other HUD-funded programs.

The work is for a sum not to exceed \$105,000.00 over three years, with two one-year City options to extend the contract, subject to annual appropriation by City Council for future years.

Your favorable consideration of the Resolution is requested.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Pawlak".

Jake Pawlak

Director, Office of Management and Budget