**601**

**Fiscal Impact Statement**

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| --- | --- |
| ***Department*** | Office of Management & Budget |
| ***Preparer*** | Dave Hutchinson |
| ***Contact*** | Dave Hutchinson |
| ***Type of Initiative*** | [x]  Legislation | [ ]  Executive Order |
| ***Type of Legislation*** | Contract Authorization |

**Description of Initiative**

The Mayor and the Director of the Office of Management and Budget, on behalf of the City of Pittsburgh, are hereby authorized to enter into an Agreement or Agreements with Urban Design Ventures, LLC for services related to the preparation 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 $191,000.00 over three years, with two one-year City options to extend the contract for $43,000 a year, subject to annual appropriation by City Council for future years.

No City Bond or PAYGO funds will be used for this contract. This contract is funded entirely by CDBG funds as part of the City’s program administration plan. This contract represents between ~0.3% and ~0.8% of an estimated annual allocation of $13.5M in CDBG funds.

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| --- | --- |
| ***Total Cost*** | $ 191,000.00 |
| ***Frequency of Expenditure*** | [ ]  One-Time | [x]  Multi-Year |
| ***Funding Source*** | [ ]  Operating | [x]  Capital | [x]  Grant | [ ]  Trust Fund |
| ***Is this item budgeted?*** | [x]  Yes | [ ]  No |

**JDE Account Information**

2019: 1263320019.58101.00 CDBG ADMINISTRATION $ 105,000

2020: 1263320020.58101.00 CDBG ADMINISTRATION $ 43,000

2021: 1263320021.58101.00 CDBG ADMINISTRATION $ 43,000

2022: 1263320022.58101.00 CDBG ADMINISTRATION (OPTIONAL) $ 43,000

2023: 1263320023.58101.00 CDBG ADMINISTRATION (OPTIONAL) $ 43,000

**Additional Costs**

N/A

**Impact on City Revenue**

N/A

**Attachments**

Please see the attached table for further details on the budget.

Please see the attached award recommendation form.