

Supporting Statement for Contract for Inspection Services (Turnkey), Form HUD-5084.

A. Justification.

1. Public housing project planning, design and administration of construction contracts require the services of an architect or other professional registered to provide the necessary services in the State in which the project will be located. As directed under 24 CFR 941.402 the PHA shall determine the services required and shall select a qualified individual in compliance with public housing development program requirements. The extent of the architectural services will vary depending on the development method selected by the PHA.

Under the Turnkey Method, the architect is generally responsible only for performing construction inspections and certifying that construction is performed in accordance with the contract of sale.

Form HUD-5084 is used by the PHA to obtain professional architectural services to assist in the administration of the construction contract and to inspect the installation of the work.

2. The information contained in the Form HUD-5084 is used by the PHA and the architect for the following purposes:
 - a. to define the legal obligations of both parties;
 - b. to establish the specific work and its locations;
 - c. to set forth the services which the architect must provide;
 - d. to establish the fee to be paid for the work;
 - e. to establish reporting requirements.

Should this contract not be executed, production of housing projects under the present turnkey method would not be possible.

3. Due to the low number of respondents it was determined that automation would not be cost effective or reduce the burden. The requirements contained on the form are similar to contracts generally used in the construction industry.
4. We have reviewed all related contracts and requirements and have determined that no duplication of the information in this contract exists.
5. The collection of this information does not impact small businesses.
6. Development of housing project under the present turnkey method would not be possible if the contract was not executed. The contract fulfills the legal obligation for the PHA and the architect.
7. There are no special circumstances that require preparation of this document in a manner inconsistent with the guidelines in 5 CFR 1320.6.
8. A Notice of Proposed Information Collection was published in the Federal Register dated June 29, 2006. The public had until August 28, 2006 to provide comments on the information collection. No public comments were received.
9. No payment or gift will be provided to respondents.

10. This contract does not contain any personal information that would require assurance of confidentiality.
11. This contract does not include any questions of a sensitive nature.
12. The burden estimate is based upon projects rather than respondents or record keepers (PHAs), because some PHAs may have more than one Turnkey project under development, or may have none. We estimate that approximately 76 projects will be developed under the Turnkey method. 76 projects x one contract per project annually, 1.5 hour average per contract, 114 total annual burden hours for reporting; 76 projects x .50 hours per projects for recordkeeping, 38 total annual hours for recordkeeping; total burden hours are 152.

The estimate of the total annual cost burden to respondents or record keepers at the rate of \$32 per hour is \$ 4,864.
13. There are no additional costs to respondents.
14. The estimate of the total annual cost burden to the Federal Government is insignificant. Contract administration is an ongoing HUD responsibility in the administration of PHAs.
15. This is an extension of a currently approved collection. The adjustment to Item 13 of the OMB 83-I is because there are less Turnkey project under development.
16. This collection of information will not be published.
17. The OMB approval number appears on the form; the expiration date will be updated once OMB reinstates the form.
18. There are no exceptions to the certification statement, Item 19 of the OMB 83-i.

B. Collection of Information Employing Statistical Methods.

This information collection will not employ statistical methods.