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6 April 1981

MEMORANDUM FOR: Director of Logistics
SUBJECT: Map Library Space Requirements

1. At our last Agency Space Advisory Committee meeting, Max Hugel asked me to determine the minimum on-site holdings required by the OGSR Map Library. Our findings are presented herein for your information.

2. OGSR estimates the break-even point--the minimum Headquarters compound space required to justify a major move and split operation--to be 10,000 square feet. The P&PD renovation would afford the space necessary to meet this requirement. The manner in which this square footage would be used will be determined in part by ceiling height in the renovated area. Ceiling height permitting, map cases would be stacked six high with space used as follows:

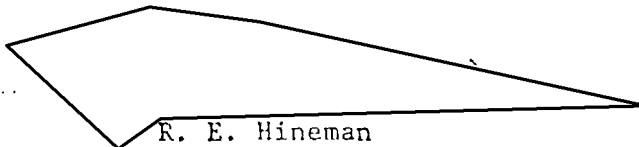
Third persons (desk and map-layout area).....	4,200 sq. ft.
The foreign map loan collection; 671 map cases.....	3,800 sq. ft.
Foreign produced maps, atlases, and guidebooks retained as stock items.....	500 sq. ft.
Selected portions of the CIA/ Defense Mapping Agency (DMA) distribution collection.....	1,500 sq. ft.
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Total	10,000 sq. ft.

Should ceiling height restrict map cases to four high, the foreign map loan collection alone would require 5,700 square feet. In that event, remote storage requirements for the stock items and the CIA/DMA distribution collection would increase from 6,000 to 8,000 square feet. OGSR is prepared, however, to accept as little as

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4,500 square feet in remote storage with corresponding reductions in the scope of the on-site DMA collection.

3. A copy of the OGSR memo to me is attached. If you need additional information, feel free to call me or Jim Lynch directly.



R. E. Hineman
Deputy Director

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Attachment:
As Stated