

MEMORANDUM FOR: Director of Logistics

FROM: Harry E. Fitzwater  
Deputy Director for Administration

SUBJECT: Agency Parking Policy

REFERENCES: A. Memorandum for DCI from General Counsel,  
dated 29 March 1982, subject: Employee  
Parking (OGC 82-02707)

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B. Memo for DDA from [redacted], OGC, dated  
27 ~~April~~<sup>March</sup> 1982; same subject (OGC 82-04121)

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1. In view of the recent difficulties regarding the acquisition of adequate and appropriate parking facilities at the [redacted] I believe it is now time to reexamine the Agency's policy in this area, and more clearly define a rational approach to its solution. In the past, the Agency's response to this matter has, more often than not, been the function of the general Government-wide policy which, as we know, fluctuates considerably. I believe it is now time to more clearly define a specific policy for this Agency which we can consistently apply and hopefully, in time, eliminate the problem as it relates to all Agency employees wherever they may be situated. Notwithstanding the fact that most of our facilities are consistent with GSA and OMB parking guidelines and, generally speaking, have parking space/employee ratios which are close together, we continue to experience morale and efficiency problems resulting from the lack of assured parking facilities for employees and visitors.

2. In accordance with this desire, I am circulating for your comment a proposed revision of [redacted] which makes regulatory changes necessary to implement a more rational policy. In addition, paragraph 3 of this memorandum contains my proposed guidance to you regarding implementation of this policy to existing Agency facilities. I would appreciate your expeditious review of this material and your comments regarding the advantages and disadvantages or problems which may result from its implementation.

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3. The proposed [redacted] changes require that all future real estate acquisition actions (whether by lease, purchase or construction) include a requirement that adequate parking be included as an integrated cost element in the lease or purchase price. Hopefully, this will avoid problems similar to those encountered with the [redacted] With regards to existing Agency facilities, the following guidelines will apply:

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(1) Application of the Headquarters Regulations policy shall be applied first to those facilities which have no alternative parking available and are located an excessive distance from alternative means of transportation. I recognize that this guideline will favor buildings that are located in suburban settings or industrial park locations which are not serviced by existing bus or rail carriers rather than Agency facilities in urban settings adequately serviced by common carrier routes. Unfortunately, final resolution of parking at urban facilities can only be completely resolved if alternative and more advantageous locations are acquired. Since that is unlikely in near term, these facilities will retain their status quo regarding payment of parking fees.

(2) When existing leases in suburban locations are renewed within two years of the date of this policy, consideration will be given to determining if additional required parking space is available, and whether the landlord would entertain a contract amendment regarding the lease of additional spaces to the Federal Government.

(3) Individual parking space contracts with commercial or government entities will not, under any circumstances, be reimbursed.

(4) Full or partial parking fees paid prior to the assumption of Agency funding for employee parking will not be reimbursed.

(5) Acquired parking spaces shall not exceed a direct or computed cost of \_\_\_\_\_ dollars per space per month unless approved by me in advance.

Harry E. Fitzwater

Attachment:

Revision

25X1