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30 July 1970

MEMORANDUM FOR: Director of Logistics
THROUGH: DDI Planning Officer
SUBJECT: Request for Assistance - Space Planning

1. The Central Reference Service (CRS) plans to renovate a portion of Room GE0406 as a new computer site in FY 1971. The assistance of the Office of Logistics is urgently needed for the planning and construction of this site.

2. As you know, CRS has been engaged in machine data processing almost since the inception of the Agency. The first computer (IBM 360/30) was installed in December 1966. Reorganization of the Office in late 1967, with attendant large scale personnel reductions, forced CRS to move rapidly into increased dependence upon computer support. Hardware has been upgraded to a 360/50, and plans now exist for further upgrading. Neither time nor funds have been available during the period of this rapid growth to prepare proper physical facilities. It is now apparent that even with existing equipment a properly planned and prepared site is mandatory. Continuation of present practice could become dangerous and is inefficient. Planning and preparation of the site should include allowances for planned growth for at least five years.

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3. [REDACTED] contract employee, has conducted a preliminary study of the feasibility of using a portion of Room GE0406 (area extending about 39 feet north from the south wall) for the proposed site. He has not found any physical reasons for not being able to use the area, i. e., weight, heat, airflow, power, ceiling heights, etc. We believe that the progress now being made in punched card conversion to computer applications will free up sufficient space over the next year to allow construction to proceed with a minimum of disruption and staging.

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The Directorate has made provision for the allocation of sufficient funds to construct adequate facilities. We do feel that construction of this magnitude should include adequate provision for expansion over a reasonable period of time, and we will work with you to determine the tradeoffs involved in time and cost.

4. CRS plans (after attaining required approval) to replace the 360/50 with a 360/65 about 1 January 1971. It, in turn, is to be replaced with a 370/155 about 1 July 1971. The space occupied by the 360/50 is unsuitable and inadequate for both of these larger machines. Space modifications, ideally, should be complete prior to the installation of the 360/65 and certainly prior to the installation of the 370/155. If the space modifications are not ready, OL will be asked for emergency assistance in making minimum interim changes in the existing computer area (Rooms GE0418 and GE0424), e.g., removal of walls, some false flooring to cover areas of cable congestion, and some electrical work. We would prefer, of course, early completion of the permanent space.

5. In order to expedite the work, OL is authorized to utilize up to \$5,000, charging an account number 12560030, on the services of an outside contractor for the necessary A&E. CRS hopes that OL would select the contractor with minimum time lapse for performance of the A&E as a primary consideration.

6. Several other space utilization changes in CRS are in the offing, but we do not believe that they will significantly impact the proposed computer site construction. We will, however, work with you in a detailed examination of these potential changes so that costs, impact and priorities can be laid out. In view of the possible extended time required to realize our objectives, we will be most appreciative of an early response to our request. I have designated [REDACTED] (Room 1E4816, Ext. 7758) to coordinate the planning and implementation of the computer site. The Administrative Staff of CRS will assist him as required and desirable.

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[REDACTED]
H. C. EISENBEISS
Director, Central Reference Service

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