

*UIC*  
*DDIC*  
*EO*  
*AEO*

DDA 87-0946  
1 May 1987

*Quana*

MEMORANDUM FOR: Acting Director of Central Intelligence  
FROM: William F. Donnelly  
Deputy Director for Administration  
SUBJECT: Weekly Report for Period Ending 1 May 1987

✓ 1. Personnel from the Offices of Security (OS), Logistics (OL), and Medical Services did an outstanding job planning for the 27 April demonstration and ensuring that Agency employees could get to work safely with minimum disruptions. Coordination and cooperation with local and federal police forces were excellent. The relevant Offices held a post mortem of the exercise and identified lessons learned to improve our ability to respond to such situations in the future.

[Redacted]

25X1  
25X1

✓ 3. On 27 April 1987 [Redacted] of OL was honored by the Fairfax County Board of Supervisors with a certificate for his work and success in getting the State of Virginia to pass its first comprehensive Human Rights Law.

25X1  
25X1

[Redacted]

25X1

ALL PORTIONS SECRET

[Redacted]

25X1

S E C R E T

S E C R E T

7. The Office of Personnel (OP) hosted its largest Placement Directors' Seminar this week with 38 attendees from across the country. They learned about the Agency and how they could assist us in meeting our recruitment needs. We learned that major employers are depending increasingly on student cooperative programs as a recruitment tool.

8. The new OP Applicant Processing Center successfully began operations this past month. The Center provides bus transportation for applicants between hotel and appointments, schedules bring-back polygraphs for the following day, provides a cash disbursement center at [redacted] and supplies a catered brown bag lunch to each applicant. We anticipate that this streamlined process, combined with other steps being taken to manage our processing system more closely, will eliminate some delays and expedite applicant processing.

25X1


[redacted]

25X1

25X1

10. The Office of Finance implemented employee THRIFT deductions in the pay period beginning 12 April, which will be reflected in the 7 May earnings and leave statements.

11. The Office of Information Technology (OIT) has published the first issue of OIT Directions. The new quarterly publication is intended to inform OIT customers about new information technology developments that are underway or in the planning stages.

 [redacted]  
William F. Donnelly

25X1

S E C R E T

**Page Denied**

Next 1 Page(s) In Document Denied

o. OL contracted architectural and engineering services from Smith, Hinchman and Grylls Associates, to redesign the first-floor computer room office and administrative areas in the New Headquarters Building (NHB). Design drawings and specifications are required for renovations which must be complete prior to 1 August 1987 in order to meet the delivery of the PBX switch. The PBX switch will handle the nonsecure and secure telephones in the New Headquarters Building.

25X1

p. During this reporting period, OL personnel received, processed paperwork for, and delivered 2,083 pieces of materiel at Headquarters. Additionally, 17 skids of classified materiel were received for the Pouch Room, Information Management Staff. This represents a 74-percent increase over the weekly average of 1,922 pieces and 21 skids.

25X1

q. The tour of the New Headquarters Building scheduled on 24 April for the Deputy Director for Science and Technology (DDS&T) was cancelled by the DDS&T.

25X1

r. On 20 April, the New Building Project Office (NBPO), OL, prepared and forwarded a Reimburseable Work Authorization (RWA) for \$400,000 to the General Services Administration (GSA) for fine arts in the New Headquarters Building. The RWA sets up an obligation through the Assistant Director/Liaison/OF to satisfy future billings by GSA for this effort.

25X1

s. On 23 April, OL was contacted by the Virginia Department of Transportation (VDOT) Project Manager for the Rt. 123 realignment project. He stated the VDOT was contacted by Fairfax County Police and ordered to remove all survey stakes in the area of the proposed demonstration. The VDOT Project Manager wanted the Agency to intervene with the police and stated that any resurvey of the area would be an additional cost charged to the project. He was advised by NBPO to cooperate with the police who had jurisdiction in the area.

25X1

t. OL reports that on 23 April, a coupling joining two sections of chilled water pipe in the New Headquarters Building failed while being subjected to a pressure test. As a result of this failure in the second floor computer room, water cascaded down to the first-floor computer room, causing damage to the ceiling and light fixtures. Approximately 100 square feet of the ceiling was affected.

25X1

25X1

25X1

S E C R E T

v. OL processed requisitions totalling \$468,177 for the National Photographic Interpretation Center (NPIC) for the procurement of a VS-300 Wang system and software. This system will share analytical data bases with analysts at [redacted] and Headquarters. This system will also offer the computing power to connect to NPIC's current Wang Alliance WISENET, [redacted] VS-100, and OD&E/DS&T's VS-100 Systems to form a network for message and document transfer. [redacted]

25X1  
25X1  
25X1

w. On 22 April, OL personnel met with FBIS Transportation Committee members concerning the residence locator map of the Washington area with intention of forming vanpools/carpools [redacted]

25X1  
25X1

[redacted]

25X1  
25X1

y. OL activities relating to the 27 April demonstration at the Headquarters Compound are contained in the attachment. [redacted]

25X1

2. Significant Events During the Coming Week:

[redacted]

25X1  
25X1  
25X1  
25X1

b. On 1 May, the Director of Logistics will open the 1987 Logistics Conference at the Headquarters Auditorium, with the conference to be held at [redacted] on 4 and 5 May. [redacted] will serve as Acting Director of Logistics during this period.

25X1

[redacted]

[redacted]

*John M. Ray*

25X1

Attachment

ILLEGIB

Addendum to Weekly Report

During the recent civil demonstration at Headquarters Building, Logistics personnel spent long hours before, during and after the actual demonstration, ensuring the continuation of critical support functions. Following are some examples of OL activity:

STAT

On 25 April, [redacted] delivered two forklifts to the Headquarters compound for possible use during the demonstrations at the Headquarters entrance on 27 April. In addition, a contract was processed for closed-circuit television cameras, monitors and related cabling for the Headquarters Command Center. (U)

Facilities Management Division (FMD), OL, placed major emphasis on the preparations for the demonstrators expected on 27 April. A large contingent of FMD employees worked throughout the weekend, and the Logistics Emergency Center was manned from 0800 Saturday, 25 April through 1700 hours on 27 April.

OL's Motor Pool Branch provided around-the-clock service through the weekend.

STAT

Allied Maintenance maintained a critical work force in the building to assist the Agency. Allied personnel strung all of the television and electronic cables from the 123 Gate, the Parkway Gate, construction gate and Turkey Run gate to a central control point in the Security Duty Office. This effort was critical to Security's ability to monitor the activities at the various gates. They also assisted in the repair of the fences, the rental and placement of lights and a host of other actions.

ILLEGIB

ADMINISTRATIVE - INTERNAL USE ONLY

On 27 April 1987, the New Headquarters Building construction site was opened at 0500 hours to allow workmen onto the site before demonstrators were assembled. By 0645 hours, 320 construction workers were processed through the construction gate. (Approximately 500 workers enter on a normal day.) At that time, the gate was closed due to demonstrators (approximately 200) massed in the area. The crowd dissipated during mid-morning and the gate was re-opened at 1030 hours. At that time, several trucks caught in the traffic tie-up made it to the gate and were processed in. The Bid Package 4 contractor (doing work at the George Washington Memorial Parkway and Rt. 123 Visitor Control Center) elected not to work on 27 April and will work 10-hour days for the rest of the week to make up for lost time.

**Page Denied**

Next 1 Page(s) In Document Denied



o. OL contracted architectural and engineering services from Smith, Hinchman and Grylls Associates, to redesign the first floor computer room office and administrative areas in the New Headquarters Building (NHB). Design drawings and specifications are required for renovations which must be complete prior to 1 August 1987 in order to meet the delivery of the PBX switch. The PBX switch will handle the non-secure and secure telephones in the New Headquarters Building.

25X1

p. During this reporting period, OL personnel received, processed paperwork for, and delivered 2,083 pieces of materiel at Headquarters. Additionally, 17 skids of classified materiel were received for the Pouch Room, Information Management Staff, DO. This represents a 74-percent increase over the weekly average of 1,218 pieces.

25X1

q. The tour of the New Headquarters Building scheduled on 24 April for the Deputy Director for Science and Technology (DDS&T) was cancelled by the DDS&T.

25X1

r. On 20 April, the New Building Project Office (NBPO), OL, prepared and forwarded a Reimburseable Work Authorization (RWA) for \$400,000 to General Services Administration for fine arts in the New Headquarters Building. The RWA sets up an obligation through the Assistant Director/Liaison/OF to satisfy future billings by GSA for this effort.

25X1

s. On 23 April, OL was contacted by the Virginia Department of Transportation (VDOT) Project Manager for the Rt. 123 realignment project. He stated the VDOT was contacted by Fairfax County Police and ordered to remove all survey stakes in the area of the proposed demonstration. The VDOT Project Manager wanted the Agency to intervene with the police and stated that any resurvey of the area would be an additional cost charged to the project. He was advised by NBPO to cooperate with the police who had jurisdiction in the area.

25X1

t. OL reports that on 23 April, a coupling joining two sections of chilled water pipe in the New Headquarters Building failed while being subjected to a pressure test. As a result of this failure in the second floor computer room, water cascaded down to the first floor computer room, causing damage to the ceiling and light fixtures. Approximately 100 sq. ft. of the ceiling was affected.

25X1

25X1

25X1

S E C R E T

v. OL processed requisitions totalling \$468,177 for the National Photographic Interpretation Center (NPIC), ~~DS&T~~, for the procurement of a VS-300 Wang system and software. This system will share analytical data bases with analysts at [redacted] and Headquarters. This system will also offer the computing power to connect to NPIC's current Wang Alliance WISENET, [redacted] VS-100, and OD&E/DS&T's VS-100 Systems to form a network for message and document transfer. [redacted]

w. On 22 April, OL personnel met with FBIS Transportation Committee members concerning the residence locator map of the metropolitan area with intention of forming vanpools/carpools in preparation for the FBIS move [redacted]

x. OL received a priority request to design and renovate approximately 450 square feet of office space in Room 4D23/27 Headquarters Building for the Soviet East European Division, ~~DO~~. Since the required date was 20 April, a quick start was sent to Allied and work was completed by 18 April. [redacted]

y. OL activities relating to the 27 April demonstration at the Headquarters Compound are contained in the attachment. [redacted]

2. Significant Events During the Coming Week 25X1

[redacted]	25X1
[redacted]	25X1
[redacted]	25X1
[redacted]	25X1

b. On 1 May, the Director of Logistics will open the 1987 Logistics Conference at the Headquarters Auditorium, with the conference to be held at [redacted] on 4 and 5 May. [redacted] will serve as Acting Director of Logistics during this ~~time~~ *period*. 25X1

John M. Ray

o. OL contracted architectural and engineering services from Smith, Hinchman and Grylls Associates, to redesign the first floor computer room office and administrative areas in the New Headquarters Building (NHB). Design drawings and specifications are required for renovations which must be complete prior to 1 August 1987 in order to meet the delivery of the PBX switch. The PBX switch will handle the non-secure and secure telephones in the New Headquarters Building.

25X1

p. During this reporting period, OL personnel received, processed paperwork for, and delivered 2,083 pieces of materiel at Headquarters. Additionally, 17 skids of classified materiel were received for the Pouch Room, Information Management Staff, DO. This represents a 74 percent increase over the weekly average of 1,922 pieces and 21 skids.

25X1

q. The tour of the New Headquarters Building scheduled on 24 April for the Deputy Director for Science and Technology (DDS&T) was cancelled by the DDS&T.

25X1

r. On 20 April, the New Building Project Office (NBPO), OL, prepared and forwarded a Reimburseable Work Authorization (RWA) for \$400,000 to General Services Administration for fine arts in the New Headquarters Building. The RWA sets up an obligation through the Assistant Director/Liaison/OF to satisfy future billings by GSA for this effort.

25X1

s. On 23 April, OL was contacted by the Virginia Department of Transportation (VDOT) Project Manager for the Rt. 123 realignment project. He stated the VDOT was contacted by Fairfax County Police and ordered to remove all survey stakes in the area of the proposed demonstration. The VDOT Project Manager wanted the Agency to intervene with the police and stated that any resurvey of the area would be an additional cost charged to the project. He was advised by NBPO to cooperate with the police who had jurisdiction in the area.

25X1

t. OL reports that on 23 April, a coupling joining two sections of chilled water pipe in the New Headquarters Building failed while being subjected to a pressure test. As a result of this failure in the second floor computer room, water cascaded down to the first floor computer room, causing damage to the ceiling and light fixtures. Approximately 100 sq. ft. of the ceiling was affected.

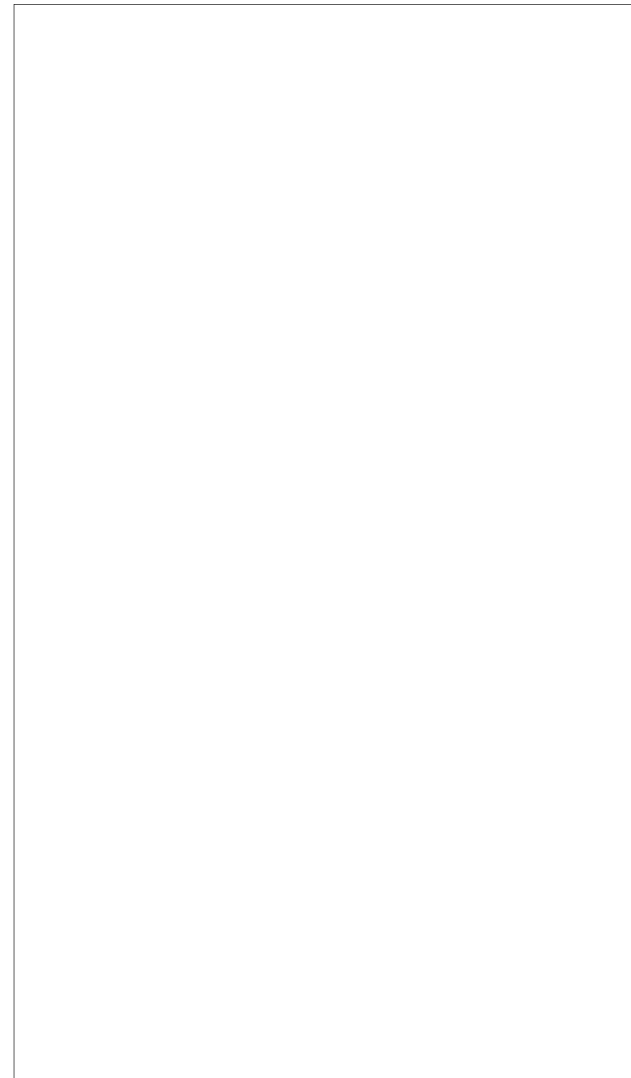
25X1

25X1

25X1

On 27 April 1987, the New Headquarters Building construction site was opened at 0500 hours to allow workmen onto the site before demonstrators were assembled. By 0645 hours, 320 construction workers were processed through the construction gate. (Approximately 500 workers ~~come in~~ on a normal day.) At that time, the gate was closed due to demonstrators (approximately 200) massed in the area. The crowd dissipated during mid-morning and the gate was re~~x~~opened at 1030 hours. At that time, several trucks caught in the traffic tie-up made it to the gate and were processed in. The Bid Package 4 contractor (doing work at the George Washington Memorial Parkway and Rt. 123 Visitor Control Center) elected not to work on 27 April and will work 10-hour days for the rest of the week to make up for lost time.

STAT



**Page Denied**

25X1

25X1

25X1  
25X1  
25X1  
25X1

Next 1 Page(s) In Document Denied

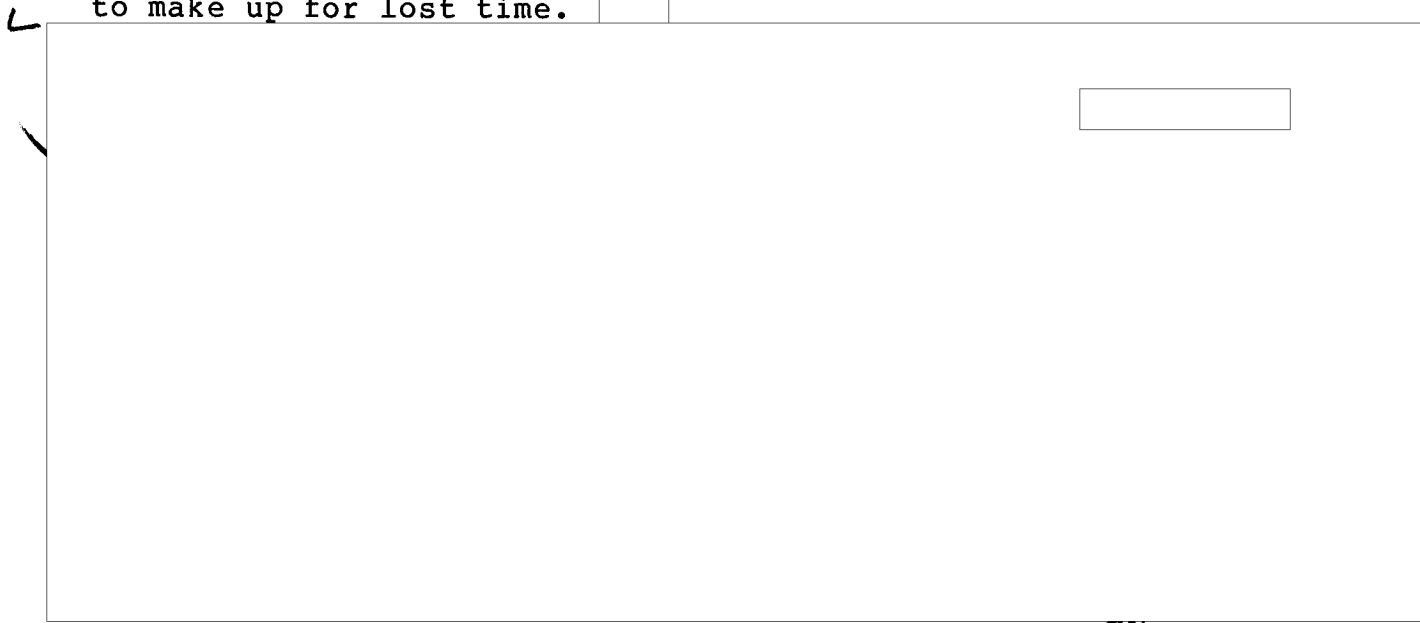
25X1

25X1

25X1

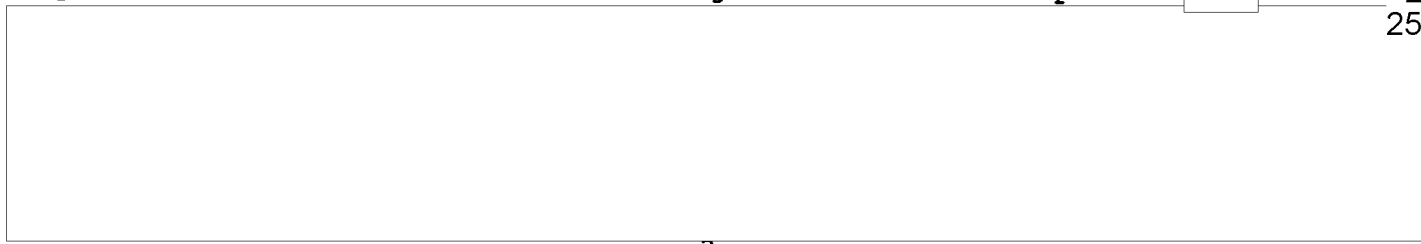
OL reports that Allied Maintenance maintained a critical workforce in the building to assist the Agency. Allied personnel strung all of the television and electronic cables from the 123 Gate, the Parkway Gate, construction gate and Turkey Run gate to a central control point in the Security Duty Office. This effort was critical to Security's ability to monitor the activities at the various gates. They also assisted in the repair of the fences, the rental and placement of lights and a host of other programs.

On 27 April 1987, the New Headquarters Building construction site was opened at 0500 hours to allow workmen onto the site before demonstrators were assembled. By 0645 hours, 320 construction workers were processed through the construction gate. (Approximately 500 workers come in on a normal day.) At that time, the gate was closed due to demonstrators (approximately 200) massed in the area. The crowd dissipated during mid-morning and the gate was re-opened at 1030 hours. At that time, several trucks caught in the traffic tie-up made it to the gate and were processed in. The Bid Package 4 contractor (doing work at the George Washington Memorial Parkway and Rt. 123 Visitor Control Center) elected not to work on 27 April and will work 10-hour days for the rest of the week to make up for lost time.



25X1  
25X1  
  
25X1  
25X1  
  
25X1

OL reports that Allied finished painting jogging track walls in the Headquarters basement. The Office of Medical Services presented checks to the three design winners on 20 April.



25X1  
25X1

[Redacted]

25X1  
25X1  
INS  
25X1

(G) . The tour of the New Headquarters Building scheduled on 24 April for the Deputy Director for Science and Technology (DDS&T) was cancelled by the DDS&T. ~~It has not yet been rescheduled.~~

[Redacted]

25X1

(R) o. On 20 April, the New Building Project Office (NBPO), OL, prepared and forwarded a Reimbursable Work Authorization (RWA) for \$400,000 to General Services Administration for fine arts in the New Headquarters Building. The RWA sets up an obligation through the Assistant Director/Liaison/OF to satisfy future billings by GSA for this effort.

25X1

(S) r. On 23 April, OL was contacted by the Virginia Department of Transportation (VDOT) Project Manager for the Rt. 123 realignment project. He stated the VDOT was contacted by Fairfax County Police and ordered to remove all survey stakes in the area of the proposed demonstration. The VDOT Project Manager wanted the Agency to intervene with the police and stated that any resurvey of the area would be an additional cost charged to the project. He was advised by NBPO to cooperate with the police who had jurisdiction in the area.

25X1

(T) OL reports that on 23 April, a coupling joining two sections of chilled water pipe in the New Headquarters Building failed while being subjected to a pressure test. As a result of this failure in the second floor computer room, water cascaded down to the first floor computer room, causing damage to the ceiling and light fixtures. Approximately 100 sq. ft. of the ceiling was affected.

25X1

r. OL representatives attended the kickoff meeting of the DA User Group on 21 April. The purpose of the group is to provide a forum for users of ADP services to surface concerns/problems and to undertake strategic ADP planning from a directorate perspective.

25X1

Not  
to e

[Redacted]

25X1  
25X1

[Redacted]

25X1

[Redacted]

25X1

[Redacted]

25X1

(V) OL processed requisitions totalling \$468,177 for the National Photographic Interpretation Center (NPIC), DS&T, for the procurement of a VS-300 Wang system and software. This system will share analytical data bases with analysts at [Redacted] and Headquarters. This system will also offer the computing power to connect to NPIC's current Wang Alliance WISENET, [Redacted] VS-100, and OD&E/DS&T's VS-100 Systems to form a network for message and document transfer. [Redacted]

25X1

25X1

25X1

[Large Redacted Block]

25X1

25X1

25X1

25X1

25X1

[Redacted]

25X1

25X1

25X1

[Redacted]

25X1

John M. Ray



**Page Denied**

Next 2 Page(s) In Document Denied

C O N F I D E N T I A L  
PROCUREMENT MANAGEMENT STAFF, OL  
WEEKLY REPORT  
Week Ending 28 April 1987

1. Status of Tasks Assigned by Senior Management:

Coopers and Lybrand (C&L) Implementation:

Senior procurement managers are reviewing revised drafts of the Logistics Instructions covering the new organization. Final versions of these documents are to be completed in early May.

2. Major Events That Have Occurred During the Preceding Week:

a. Meetings:

(1) On 24 April, the senior contract officers (SCOs) and managers met to review and discuss areas of significant import to the contracting process, i.e., payments, the acquisition planning process, CLAS, CSAD-Secure Link and the CO, and the lap-top computer. There was a very positive reaction to this meeting and a strong desire to continue them on a regular basis.

(2) On 27 April, the Procurement Policy Panel (PPP) convened as scheduled to discuss ongoing C&L efforts and other significant initiatives, including the Contract Officer Intern Program (COIP).

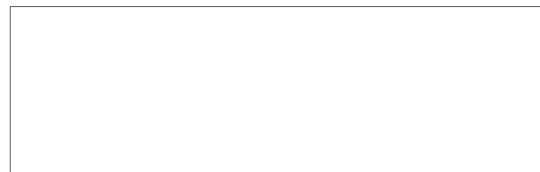
25X1 (3) On 24 April, [redacted] briefed the SCOs on the acquisition planning process and efforts on the part of Procurement Management Staff, Office of Logistics (OL/PMS), to improve it.

b. Visitation:

25X1 On 22 April, the Chief, PMS/OL visited the [redacted]  
25X1 [redacted] As part of this effort, discussions took  
25X1 place with the Director, [redacted] OL support personnel, including  
the procurement officer. The visit was informative for all  
25X1 concerned. [redacted]

(f) c. Software Package Development:

25X1 [redacted] received a program cost analysis and evaluation  
software package and a letter from the Defense Systems  
Management College (DSMC). The letter invites the Agency to



SUBJECT: OL/PMS Weekly Report for the Week Ending 28 April 1987

review and comment on this and other such packages as well as to participate in their development. Such collaboration would be useful to CIA's efforts to increase automation support to COs and their technical representatives and other procurement personnel.

d. Department of Defense (DOD) Policy:

A position paper was prepared for the PPP which recommended that the Agency take no steps at this time concerning the implementation of the new DOD profit policy within the Agency procurement structure. *need more info.*

e. Procurement Note (PN) 85:

Revisions deleting Delta Data Systems Corporation and Quanta Systems Corporation from PN 85 were prepared. A separate letter for the Director of Logistics' (D/L) signature was prepared for the president of Delta Data. *need more info.*

*pls include with more details in next weekly update to the DOD*

f. Skills Workshop:

OL/PMS hosted a skills workshop on Agency practices and policies regarding noncompetitive procurements. Approximately 40 individuals attended the session.

*No*

g. CIA Contracting Manual (CCM):

reviewed the latest unclassified changes to the CCM received from Sterling Institute. She is compiling this final draft version with the existing classified data to generate a master copy for publication and final review by the SCOs.

25X1

*No*

25X1

25X1

25X1

SUBJECT: OL/PMS Weekly Report for the Week Ending 28 April 1987

i. Procurement Picnic:

The procurement picnic planning committee held a kickoff meeting to assign duties to various procurement volunteers. The picnic is tentatively scheduled for noon, 5 June.

j. CONIF Activity:

(1) CONIF input 115 contracts and 107 amendments during the preceding week.

(2) An "A" has been added to the contract and amendment dictionaries for procurement method. This alpha will represent any amendment prepared for administrative purposes and will, therefore, be excluded from the competition statistics.

(3) The working group for C&L recommendations for CONIF met on 24 April regarding revision to the background comments on CONIF. They plan to meet again on 28 April.

k. Training:

(1) A "smart book" was prepared on the COIP.

(2) The training budget was updated, effective 27 April 1987.

(3) A justification requesting additional training funds is being prepared for the Deputy Director of Logistics.

l. Agency Contract Review Board (ACRB):

Six of the eight dockets reviewed by the ACRB on 21 April were recommended for approval by the D/L, one with a caveat. Of the remaining two dockets, one required the D/L's concurrence and was then forwarded for approval to the Deputy Director for Administration because the dollar value exceeded the D/L's authority. On the last docket, the ACRB recommended the D/L consult with senior Agency officers, including the Director of Security, to assess the implication of the proposed waiver of the nondisclosure clause for the proposed contract.

3. Upcoming Events:

None of a significant nature.

4. Management Activities and Concerns:

None of a significant nature.

C O N F I D E N T I A L

**Page Denied**

25X1

25X1

25X1  
25X1

25X1

S E C R E T

25X1

25X1

25X1

25X1

25X1

[Redacted]

h. Procurement Division, Office of Logistics, has received ACRB approval to negotiate, for fiscal years 1988 through 1990, firm fixed prices with Wang Laboratories for word processing/data processing products and related equipment.

25X1

25X1

*for firm pricing for fiscal years 1988-90 on a*

i. Procurement Division, Office of Logistics, has placed a Delivery Order to the DEST Corporation, Milpitas, California, for the purchase of 94 Optical Character Readers in support of the Office of Communications. Expeditious processing of this order saved the Agency some \$47,658.00.

25X1

25X1

NO

[Redacted]

j. Procurement Division, Office of Logistics, increased the scope of the contract with International Data Corporation to include a subscription service to the Procurement Information

S E C R E T

Management Service. This service will enable the Office of Information Technology to keep abreast of the information systems industry.

25X1

25X1

25X1  
25X1

25X1  
25X1

3. Significant Events Anticipated During the Coming Week:

None

4. Management Activities and Concerns:

None

25X1

25X1

25X1  
25X1

25X1  
25X1

25X1  
25X1

25X1

25X1

Next 1 Page(s) In Document Denied

**Page Denied**

25X1  
25X1

25X1  
25X1

25X1  
25X1  
25X1



S E C R E T

3. Upcoming Events:

Eight months ago, the [redacted], Packing and Crating Section (P&CS) purchased and installed a new programmable carton machine. With only a few minor break-in problems, the machine has been up and running since the date of installation, enhancing our box making capabilities significantly. The new machine replaced an old box making machine which required increased maintenance and lacked the capabilities of the new machine and an existing box making machine. Commensurate with the procurement of the new machine, P&CS purchased parts to rebuild the older existing machine which has been in operation for the past 13 years. P&CS has scheduled the overhaul of the old machine for the 4th of May. The vendor estimates that down time to rehabilitate the older machine will be approximately one week. [redacted]

25X1

25X1  
25X1

NO

4. Management Activities and Concerns:

None.

[redacted] 25X1

S E C R E T

**Page Denied**

Next 4 Page(s) In Document Denied

25X1

25X1  
25X1

25X1  
25X1

25X1

25X1  
25X1

25X1  
25X1

25X1

25X1  
25X1

25X1

FACILITIES MANAGEMENT DIVISION  
WEEKLY REPORT FOR PERIOD ENDING 29 APRIL 1987

1. Status of Tasks Assigned by Senior Management:

*Facilities Management Division, OL placed*

*with the other items* \* a. ~~The major emphasis this past reporting period was concerned planning for the demonstration on 27 April, 1987. All elements of the Division were actively involved in this process.~~ A large contingent of <sup>FMD</sup> employees worked throughout the weekend to complete the preparations and the Logistics Emergency Center was manned from 0800 Saturday, 25 April through 1700 hours Monday, 27 April. *on the*

In order to ensure essential power, arrangements were made to run all of the generators in concert with power supplied by Virginia Power. This guaranteed essential power in the event of interruption to either Vepco Supply Power or the generators.

Arrangements were made to insure that the elevated water storage tank was full and although the City of Falls Church pumps are currently out of service, we have been able to maintain internal pressure through our own pumps, as well as to provide an adequate water supply.

Building Services Branch personnel arranged for the rental of chairs and tables, portajohns, and a tent for use by security personnel and to pick up some temporary construction fence to reinforce some of the weaker areas on the compound. All the material was set up on Saturday, 25 April.

Carrier Maintenance Branch made numerous signs to support the Office of Security and in fact were called in on Sunday, 26 April to make additional signs per their request. They also installed U.S. Government Property signs around the compound and painted white property lines at the direction of the Office of Security.

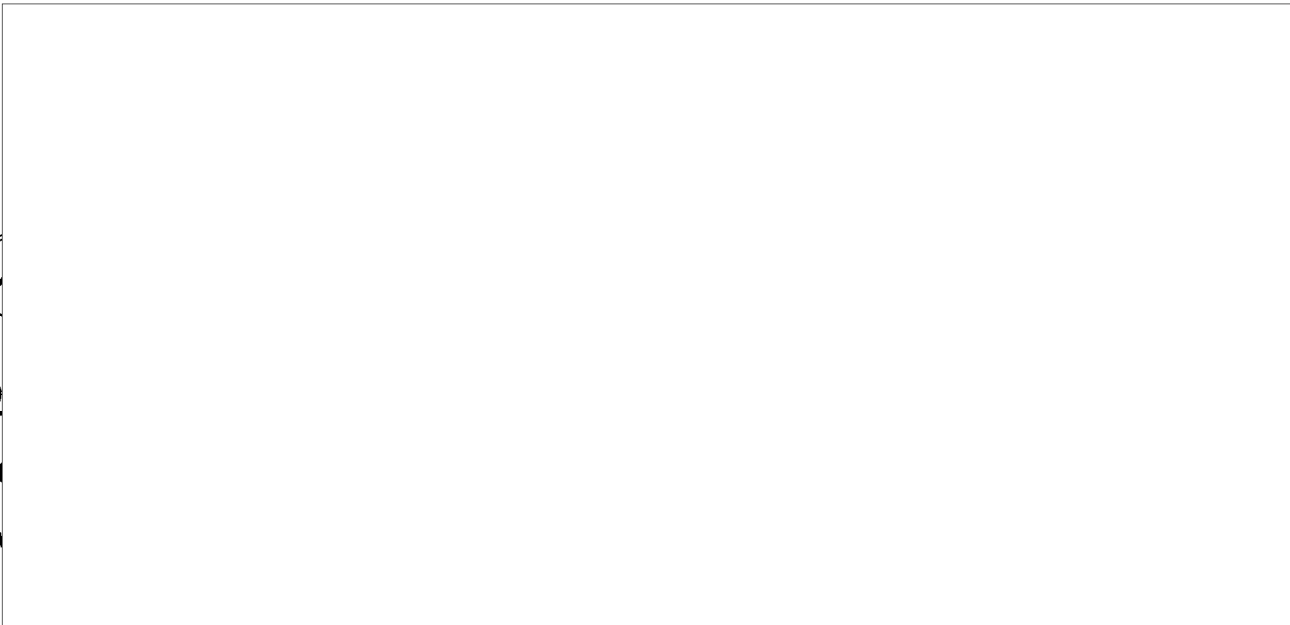
*yes with other items* *h* *The Office of Logistics*

Motor Pool Branch provided around-the-clock service throughout the weekend, ~~as well as providing extra operators to the Office of Security, and operators for the two tow trucks and the two forklifts which were borrowed from the~~

25X1  
25X1

CONFIDENTIAL

25X1



w/ye

34

On Thursday, 23 April 1987, FMD published the first of two Logistics Notices and began publicizing information on the demonstration via the television monitors. On Friday, 24 April, a second Notice was issued and the information on the monitors was updated. We received a number of comments from Agency employees regarding their appreciation of our efforts to get the word out and the monitors all had large audiences throughout Thursday and Friday.

*OL reports that*

Allied Maintenance maintained a critical workforce in the building to ~~work with us and their actions and support were superb.~~ *assist the Agency* For example: Allied personnel strung all of the television and electronic cables from the 123 Gate, the Parkway Gate, construction gate and Turkey Run gate to a central control point in the Security Duty Office. This effort was critical to Security's ability to monitor the activities at the various gates. They also assisted in the repair of the fences, the rental and placement of light ~~structures~~ and a host of other programs.

5  
yes w/ others

Mail and Courier Branch was very shorthanded on Monday; however, they were able to keep essential mail flowing.

This is the fourth emergency type situation involving FMD personnel in the last few months. The combined workforce, including Allied, grows more cohesive and responsive with each new challenge. The Chief and Deputy Chief of FMD have personally expressed their appreciation to all the employees in the Division for a job well done.

NO

**Page Denied**

25X1

25X1

25X1

25X1

25X1

25X1

25X1

25X1

3. Upcoming Events:

a. General Services Administration has agreed to complete the design for the PCB transformer removal in P&PD but will delay construction funding to FY-89. A total of \$2,900,00 will be allocated by GSA for PCB transformer removal including P&PD. [redacted]

*NO*

25X1

b. The Passenger Vehicle Section, Motor Pool, has advance requirements to transport 853 passengers during the upcoming week.

*del* c. On 29 April, two *of furniture movers* ~~BSB employees~~ *ed* will travel to [redacted] to assist in the relocation of ~~the~~ [redacted] 00 office. [redacted]

*Yes*

*25X1  
25X1*

4. Management Concerns and Activities:

a. Personnel

[redacted] Building Services  
[redacted], BSB to OD&E

25X1

[redacted] Chief  
Facilities Management Division, OL

25X1

*put w/  
REC'D's  
article*

OL/NBPO WEEKLY REPORT - PERIOD ENDING 29 APRIL 1987

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

a. The tour of the New Headquarters Building scheduled on 24 April ~~1987~~ for the Deputy Director for Science and Technology (DDS&T) was cancelled by the DDS&T. It has not yet been rescheduled.

7  
YES

[Redacted]

STAT

b. On 20 April ~~1987~~, the New Building Project Office (NBPO), OL, prepared and forwarded a Reimbursable Work Authorization (RWA) for \$400,000 to General Services Administration for fine arts in the New Headquarters Building. The RWA sets up an obligation through the Assistant Director/Liaison/OF to satisfy future billings by GSA for this ~~project.~~ effort.

YES

[Redacted]

STAT

2. Major Events that Have Occurred During the Preceding Week:

a. On 24 April 1987, the Chief, New Building Project Office Site Security, conducted a tour of the New Headquarters Building for 12 Headquarters Security Division technical monitors. The tour included a general orientation of the NHB with special emphasis on computer and communications rooms which will be turned over to the Agency in May 1987. These technical monitors will be responsible for escorting contractors within the areas turned over to the Agency.

NO

[Redacted]

STAT

b. On 23 April ~~1987~~, the New Building Project Office (NBPO), OL, was contacted by the Virginia Department of Transportation (VDOT) Project Manager for the Rt. 123 realignment project. He stated the VDOT was contacted by Fairfax County Police and ordered to remove all survey stakes in the area of the proposed demonstration. The VDOT Project Manager ~~seemed to want~~ the Agency to intervene with the police and stated that any resurvey of the area would be an additional cost charged to the project. He was advised by NBPO to cooperate with the police who had jurisdiction in the area.

P  
YES

[Redacted]

STAT

*OL reports that*  
c. On 23 April ~~1987~~, a coupling joining two sections of chilled water pipe in the New Headquarters Building failed while being subjected to a pressure test. As a result of this failure in the second floor computer room, water cascaded down to the first floor computer room, causing damage to the ceiling and light fixtures. Approximately 100 sq. ft. of the ceiling was affected.

STAT

[Redacted]

d. On 27 April ~~1987~~, the New Headquarters Building construction site was opened at 0500 hours to allow workmen onto the site before demonstrators were assembled. By 0645 hours, 320 construction workers were processed through the construction gate. (Approximately 500 workers come in on a normal day.) At that time, the gate was closed due to demonstrators, (approximately 200) ~~massed in the area.~~ The crowd dissipated

YES  
w/ other items on demo.

during mid-morning and the gate was re-opened at 1030 hours. At that time, several trucks caught in the traffic tie-up made it to the gate and were processed in. The Bid Package 4 contractor (doing work at the George Washington Memorial Parkway and Rt. 123 Visitor Control Center) elected not to work on 27 April and will work 10-hour days for the rest of the week to make up for lost time. [redacted]

STAT

NO

e. On 22 April 1987, the repaired compressor for one of the gas turbine generators arrived back at the site. The compressor has been reinstalled and is in the process of being checked out. [redacted]

STAT

3. Upcoming Events:

None.

4. Management Activities and Concerns:

None.

[redacted]

STAT

Chief, New Building Project Office

D/OL  
C/FMD/OL



25X1

PRINTING AND PHOTOGRAPHY DIVISION  
WEEKLY REPORT FOR PERIOD OF  
21 April 1987 - 27 April 1987

I. Status of Tasks Assigned by Senior Management:

None.

II. Items or Events of Major Interest that have Occurred  
During the Preceding Week

NO  
A. Representatives of Diconix (a Kodak company) met on Tuesday, 21 April 1987, with representatives of the Office of Logistics, Printing and Photography Division to present the Admark III ink jet system. Central to the discussions was the versatility of the system, with particular emphasis placed on utilizing the system for four applications: secure printing, numbering of bound documents, bar coding, and addressing. Diconix will conduct tests on samples of paper currently used in secure printing to determine if two sided ink jet printing is possible without ink bleed-through. Further evaluation of the system will continue once this has been determined.

25X1

B. A representative of the Office of Logistics, Printing and Photography Division (OL/P&PD) attended the first Kodak Research Laboratories Technology Conference in Rochester, New York, on 21 and 22 April. The focus of this conference included in-depth coverage of Kodak's current and future developments in the area of Digital Imaging systems. The conference was somewhat disappointing in that Kodak appears to be reinventing products that are already available and offering very little in improved quality; however, two items were discussed which may have application in P&PD. The first item is an enhanced imaging system that converts hard copy material to digital format. This system is currently offered in monochrome with expectations of a color version in approximately one year. The second item is a color thermal dye transfer printer that is said to produce

CONFIDENTIAL

near photographic quality prints. This product is still under development.

25X1  
25X1



25X1

D. A representative of Rachwal Systems, Inc. will be visiting the Office of Logistics, Printing and Photography Division (OL/P&PD) this week to perform a site survey prior to installing their platemaking and imposition system. This system uses 70mm film as its image medium, and projects images from the film onto a plate with imposition controlled by an IBM PC. While this system does not represent the direct to plate concept of P&PD's Digital Prepress System, it is viewed as an interim solution to allow graphic arts technology to catch up to P&PD's stated goals.

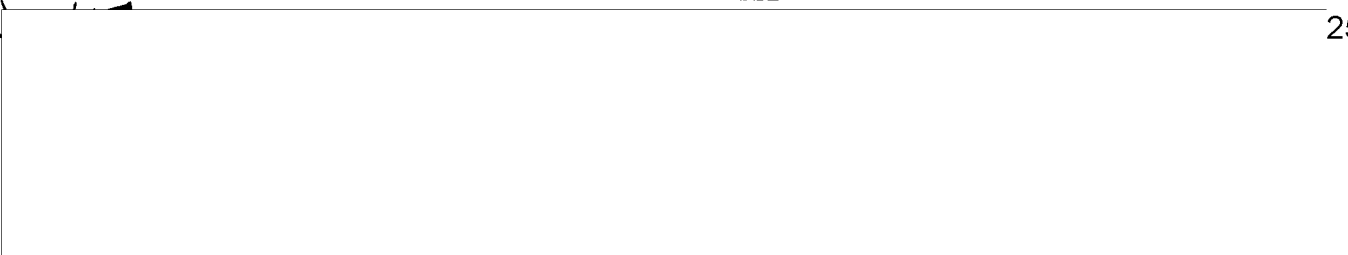
25X1

III. Significant Events Anticipated During the Coming Week:

None.

IV. Management Activities and Concerns:

25X1





25X1

yes \*

CONFIDENTIAL