

MEMORANDUM FOR: Frank

On top are PMS and PD's submissions for 2nd Qtr, plus Ilfords of the slides we actually used. Pls call if any questions on those.

[Redacted] 6/30 - x8131

(Pls return the Gordon.)

*From - pd.  
make a copy  
of these & return to  
+ return O's to Edie*  
[Redacted] done

Date

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ROUTING AND RECORD SHEET				
SUBJECT: (Optional) Significant Accomplishments for the Second Quarter - FY 1986				
FROM	Deputy Chief, Procurement Management Staff, OL		EXTENSION	NO.
	[Redacted] <i>TOA</i>		[Redacted]	DATE
TO: [Redacted] (room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
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16 April 1986

MEMORANDUM FOR: Chief, Information Management and  
Support Staff, OL

FROM:

Deputy Chief, Procurement Management Staff, OL

SUBJECT: Significant Accomplishments for the Second  
Quarter - FY 1986

Please find attached the report, entitled Significant  
Accomplishments for the Second Quarter - FY 1986, for the  
Procurement Management Staff, OL.

Attachment:  
As stated

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OFFICE OF LOGISTICS  
PROCUREMENT MANAGEMENT STAFF  
SIGNIFICANT ACCOMPLISHMENTS  
SECOND QUARTER FY 86

✓ Certified to the Deputy Director for Administration that the Agency Procurement System meets the criteria established by the Agency. The Office of Federal Procurement Policy, Office of Management and Budget, was notified verbally that this had been done.

✓ Completed a final draft of the recommended new FOCI policy, which was forwarded to the Office of Security through Chief, Security Staff, OL, for coordination.

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✓ Completed the phaseout of [redacted] turning over the facility to the Office of Information Technology, DA.

✓ Received the final draft report of the Coopers and Lybrand report on the Agency procurement process. A review was completed of each of the 39 recommendations.

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A Certificate of Appointment was issued to [redacted] Deputy Chief, Contracts Staff, Office of Communications.

✓ Compiled data on contracting with academic institutions for a consolidated report with the Deputy Director for Intelligence to the U.S. House of Representatives Permanent Select Committee on Intelligence.

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FY-86 SECOND QUARTER ACTIVITIES

PROCUREMENT DIVISION SUMMARY OF ACTIVITIES AND ACCOMPLISHMENTS:

1. During the second quarter of FY-86, the Procurement Division processed [redacted] funded actions which have been recorded in the Contract Information System (CONIF). These actions represented a total obligation of [redacted]

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2. The following summarizes key activities that occurred during the second quarter of FY-86:

a. During this period, the Procurement Division released a contract in the amount of [redacted] for the purchase and [redacted] for use by the DCI and DDCI. Delivery is expected on or before 1 August. [redacted]

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b. Representatives of Smith, Hinchman & Grylls Associates, Incorporated (SH&G), the New Building Architect-engineer, the New Building Project Office, and Procurement Division, OL, met to negotiate five proposals from SH&G. The solicited proposals covered Bid Package Four precontract negotiations, courtyard revisions, design of a 415HZ power system for the Office of Information Technology, redesign of the Bid Package Four Security Visitor Centers, and preparation of the New Building carpet specifications. The proposals initially totaled \$161,469. The final negotiated cost was \$142,240. [redacted]

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c. During this period, the Procurement Division completed negotiations for engineering services and computer/communications equipment installations for five FY-86 contracts held by [redacted]. The contracts affected by this negotiation have a total negotiated value of [redacted]

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d. The Procurement Division negotiated a contract with Management Science America, Incorporated (MSA), for the purchase of an Accounts Payable System and Materials Management Inventory System software licenses. These software packages will be used for test and evaluation purposes to determine how this software interfaces with the Agency's Cullinet Database Management system and General Ledger package. An evaluation will also be made of the functional capabilities and limitations of the MSA software. This software will be tested for possible use in the Office of Logistics of the Commercial Logistics Application System (CLAS). A firm fixed price contract in the amount of \$299,625 was issued. [redacted]

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

25X1 \* e. In January, several contracting officers visited the Chief and Deputy Chief of Procurement for the NSA to discuss their success with a contracting officer intern program. Some of the approaches OL has initiated were considered a success at NSA (i.e., hiring and training people who possess no experience rather than hiring experienced people, heavy reliance on a "PAT-B" type test, interviews for employment screening, and relying on external Agency training courses and on-the-job training during an intern period.

25X1 f. The Automated Data Processing & Engineering Branch, Procurement Division, has a requirement for 128 Optical Character Readers from the DEST Corporation in support of the Office of Communications. The Agency Contract Review Board (ACRB) approved the DEST Optical Reader on a sole source basis for a five year period ending in FY-89 and the pricing was negotiated for all five years based upon the GSA Scheduled pricing and an annual escalation of five per cent (5%). When the GSA Schedule was negotiated for FY-86 it was lower than the pricing we had negotiated for FY-86 under the Agency contract. The negotiator contacted the DEST Corporation in an attempt to get more favorable pricing on their Character Readers since the order was a substantial quantity. The negotiations resulted in the DEST representative agreeing to keep the 1985 pricing in effect. This action resulted in a total amount of \$1,224,960, for a savings of \$61,243 and six additional Optical Readers for the Agency.

25X1 g. The Automated Data Processing & Engineering Branch, Procurement Division (ADP&EB/PD), definitized a letter contract with Xerox Special Information Systems, Pasadena, California for the maintenance of the Automated Printing and Reproduction Systems (APARS) at an estimated cost of \$703,474. The APARS is a two party system utilized by the Domestic Network Group, Office of Information Systems and the Directorate of Operations. Estimated savings realized by the negotiation of this effort are \$50,000.

25X1 h. The Automated Data Processing and Engineering Branch, Procurement Division, definitized a letter contract with Basix Controls Systems, Incorporated, Carson, CA, in the amount of \$1,912,389 for the development and installation of a Personnel Access Security System (PASS).

25X1 i. The Automated Data Processing and Engineering Branch, Procurement Division, initiated contract negotiations with Eaton Corporation for the workstation support services contract. The support services contract will provide technical services for Agency installed terminals, workstations and printers. The major support areas include installation, maintenance, user training, consulting, consulting services and systems engineering and programming support. This contract is the result of a competitive procurement and is estimated at \$23,215,043 over the projected term of the contract.

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j. The Automated Data Processing and Engineering Branch, Procurement Division, concluded negotiations with the MITRE Corporation. This requirement is in support of the Intelligence Community Staff (ICS) program to develop a specification for the Community Information Retrieval System (CIRS). The objective of the CIRS program is to allow all of the intelligence community access to the broad range of information through two existing intelligence networks. A contract in the amount of \$136,711 is expected to be awarded by 31 March 1986. [redacted]

k. The Production and Services Contracts Branch, Procurement Division, is handling the purchase of items in the [redacted] for the Directorate of Science and Technology for various offices. The current inventory of the building includes such items as furniture, telephone systems, gym equipment, an audio visual system, art work, a backup storage system, cafeteria kitchen equipment, and an alarm system. The agreement may cover all or only part of the inventory as determined by office requirements and negotiations over the next several months. It is anticipated that the first occupants will move into the building in late summer/early fall 1986. [redacted]

l. The Production and Services Contracts Branch, Procurement Division, having received a statement of work from the Office of Security's Technical Services Group (OS/TSG), issued a request for proposal to [redacted] asking the company to provide consulting services for Agency's Plain Text Processing Equipment (PTPE) program. GE will provide recommendations for potential implementation of systems and procedures appropriate for the handling (i.e., shipping, maintenance, repair, etc.) of PTPE. [redacted]

m. The General Procurement Branch, Procurement Division, has drafted a Request for Proposal (RFP) for carpet tile specifications for the New Building Project Office. The RFP will ask for approximately 84,600 square yards of tile with an option for an increased quantity of 10,000 square yards. The offerors are also being asked to quote on providing a Manufacturer's Technical Service Representative to oversee the actual carpet installation. Funds in the amount of \$2 million have been set aside for this effort. [redacted]

n. General Procurement Branch, Procurement Division, received four IMMEDIATE requests from [redacted] on 30 January 1986 for various communications equipment. Items are in support of [redacted]. Action was taken immediately to ensure compliance with priority delivery schedules. [redacted]

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