

~~CONFIDENTIAL~~

OL/FMD WEEKLY REPORT

PERIOD ENDING 20 JANUARY 1988

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

None

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

a. Preliminary plans for the Saville Lane jogging track were submitted by the design firm of Dewberry & Davis. FMD has directed that two minor modifications be made which will relocate the entrance to the trail closer to the Security Control Center and visually screen the trail from Route 123.

[Redacted]

OL representatives
to OL
15 J
b. C/FMD, Chief Operations/FMD, and the designer from SAIC, Architects toured the Scattergood Thorne tract and Agency property adjacent to the Saville Lane to investigate an alternative location for the Child Day Care Center. An alternate location will permit expansion of the West A parking lot.

c. FMD now has beneficial occupancy of most of the North Tower with the exception of part of the ground floor. Areas on the second and third floor South Tower will be the first to be turned over some time in the near future.

d. The Design Branch/Operations has completed construction drawings for two areas on the 6th floor of the New Headquarter Building for the Office of Near East and South Asian Analysis.

e. Module No. 2 on the Emerson UPS 60 hz. system was repaired by Tru Power and put back into service on 11 January. Allied has maintained a special watch on the unit to make sure it operates correctly.

f. A permanent exhibit of historical material depicting the Langley/McLean area from colonial times to the early 1900's was designed and installed at the Headquarters Visitor Control Center under the supervision of the Interior Design Staff.

[Redacted]

4 - don't believe it!

~~CONFIDENTIAL~~

g. GSA has put a bid package out for replacement of the first floor roof of the Headquarters Building. The closing date for return of bids is 21 January. Starting date will be 15 March. Several walkthroughs with the contractors have been conducted for prebid purposes. [redacted]

NO
25X1

h. Building Services Branch (BSB) Relocation Support:

(1) Relocated six vaulted doors (Mosler), est. weight 1200 pounds each, from [redacted] Building to [redacted] Building.

25X1
25X1

(2) Delivered 40 pieces of CorryHeibert furniture to IMS/Logs, Room GA58, and simultaneously PTI'd 40 pieces of furniture from that location.

(3) Relocated 12 positions for LA/Logs from 3D3120 and 3E19; PTI'd 56 desks and 56 returns from DDI/ALA to 1G23; and delivered 26 workstations to LA/Logs in 2D00.

(4) Unloaded and installed 274 pieces of CorryHeibert furniture from three [redacted] trailers; relocated four workstations within 1G23 and 1G53; and relocated six workstations within 1H area. [redacted]

NO
25X1
25X1

i. On 14 January, representatives from the Mail & Courier Branch (M&CB) attended an FBIS briefing at Reston. ~~Attendees, which also included representatives from State Department and OIR, were briefed on the mission of FBIS within the Intelligence Community and the importance of FBIS receiving materials in a timely manner.~~ Conversations with Chief, JPRS.

NO
25X1
copy

3. Upcoming Events:

a. A contract has been awarded to Universal Craftsman for \$79,000 to provide air conditioning and UPS power for the new South B/B room in NHB. Construction is to begin within the next week. [redacted]

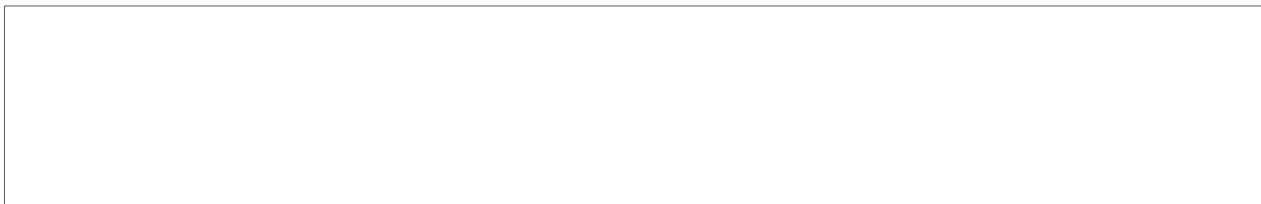
NO
25X1

b. On 20 January, a BSB employee will transport Bill [redacted] Historical Collections Curator, to New York City to pick up WWI black soldiers' uniforms and accessories to be used in the February exhibit of Black History Month. [redacted]

NO
25X1
25X1

Answer!

25X1



NO

has now assigned magazines

d. ~~M&CB was levied with additional requirements from the Office of Information Resources (OIR) Magazines, which were previously identified and disseminated by OIR, have now been contracted~~ to an outside vendor. The magazines will be separated and bundled according to the office which is to receive them. Once received at the Agency, M&CB will deliver the magazines as coded by OIR and the vendor. This practice will allow recipients to receive magazines quicker since OIR will be eliminated from the distribution cycle.

YES

4. Management Activities and Concerns:

a. Visitation: On 14 January, C/FMD met with personnel from AF Division. They were very gracious in their words of appreciation of [redacted] and the assistance she provides them with visiting VIPs and COSs. They were concerned that they have not been receiving feedback from ILSP and the current status of the building. [redacted] is the new DO representative and we have advised him of the necessity to make sure that Chiefs of Support in the DO receive copies of the minutes of the ILSP meetings. In addition, AF Division was concerned that they are 3000 square feet short of space in the NHB. They were assured that the space planners were aware of this.

25X1

25X1

NO

25X1

b. Personnel: Messrs. [redacted] reported to M&CB on 11 January; however, on 15 January, [redacted] resigned from the Agency. Another courier is expected to be reassigned effective 22 January. [redacted] (25803)

25X1

25X1

NO

25X1

[redacted] Chief
Facilities Management Division