

OL/FMG WEEKLY REPORT

PERIOD ENDING 5 OCTOBER 1988

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

25X1 ✓ "Physically Challenged Artists: Man, Woman and Child," a display of paintings and drawings borrowed by the EEO Handicapped Program is being displayed from 4 through 28 October in the Headquarters Exhibit Hall. [redacted]

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

25X1 a. Status of South Side Chilled Water Lines: Bechtel has been selected for the study and design of repairs to be made to the South Side Chilled Water Line. The Scope of Work was sent to Contracts Branch on 26 September along with the request to award the contract by 7 October. The period of performance is 90 days and design is scheduled for completion by 7 January 1989. Estimated cost is \$70,000. [redacted]

*il talked to Andy
Report to DDA
next week
with add'l
details.*

25X1 ✓ b. The West A Parking Lot Expansion contract ~~was~~ awarded to Driggs, Inc. ~~on 14 September in the amount of \$2,354,882.75.~~ *H/S A* ~~The period of construction is~~ ^{one} year beginning 1 October. Security trailers are being moved off site and the contractor is cleaning up construction debris left behind by NBPO contractors. Arrangements have been made for FHA to get 1,000 cubic feet of dirt. The interior fence came down on 29 September and excavation is scheduled to begin week of 3 October. [redacted]

25X1 c. Backfill Project: On 28 September, the Contracts Branch held a preconstruction meeting with Honeywell, Incorporated, for the renovation of the monitoring and control devices on major utility systems in the Original Headquarters Building (OHB). The contractor is to begin work on 1 October and complete work on 31 December 1989. The contract value is \$2,331,360, and the work is in support of the Headquarters backfill program to renovate the OHB. [redacted]

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d. ~~Support to Agency Ceremonies:~~ Supply and Services Branch, [redacted] Supply Group (SSB [redacted] SG), and Headquarters Division supported the 1988 Family Day on Saturday, 1 October. SSB set up 500 chairs at the main OHB entrance for a welcoming ceremony, held by the Deputy Director for Administration and the Deputy Director of Personnel. Headquarters Division provided the sound system and related facilities support for this segment of the program. Both groups provided a myriad of facilities support to other designated areas - Auditorium, NHB Atrium, OHB 1D corridor, etc. ~~The day was considered a success by the Office of Personnel (OP). Each person supporting the Family Day effort will receive a certificate in the near future from OP.~~ Of special note, the Computer Assisted Design (CAD) office was one of the most popular displays with as many as 100 people waiting to see the Intergraph ^{EQUIPMENT} at work. [redacted]

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e. New Headquarters Building (NHB):

(1) The Visitor Control Center and all four levels of the NHB Atrium have been decorated with coordinated planter boxes filled with a variety of tropical plants. [redacted]

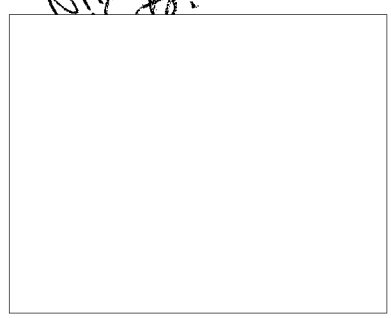
25X1
25X1

(2) Security Trash Chutes, NHB, tests were run on 29 August on the North Tower trash chute and it was found to be non-serviceable. On 26 September, GSA brought in the contractor that installed the chutes in an attempt to render them serviceable. The contractor is attempting to remove dead spots, grind down welds, and remove bumpy spots. Thus far, the contractor has concentrated working on the South Tower. He is also scheduled to work on the North Tower. FMG will re-test the North Tower chute once the contractor completes his work. [redacted]

✓

ILLEGIB
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*Some/all?
Components
Trash to G
NHB e. BSB
to. F*



25X1

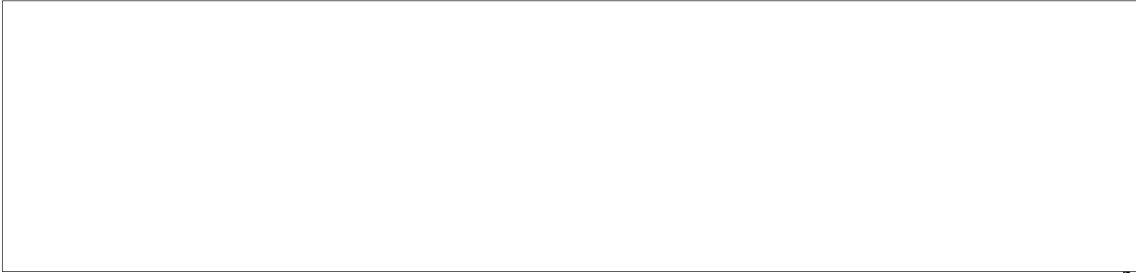
f. Scattergood-Thorne Property Renovation: Contract for installation of the fence is scheduled to be awarded on 4 October and be completed by 28 October. [redacted]

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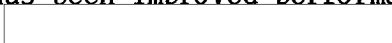
g. Child Day Care Center (CDCC) Project: A meeting was held on 30 September with Hitt Construction Company, the construction contractor for the Child Day Care Center (CDCC), and representatives from the Construction Security Management Branch/OS, to discuss security issues on the project and coordinate plans to start construction work. The project is scheduled to begin on 3 October with a site survey. [redacted]

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- this goes up 10% every week report when complete

i. Original Headquarters Building First Floor Re-Roofing: The first floor reroofing project is 45 percent complete. As of 3 October approximately 97,000 square feet of old roof had been replaced with new 3-ply roofing membrane. On 20 September, the Project Officer called a meeting with GSA and the Vice President of National Roofing Co. to discuss schedule. GSA and the roofing contractor were advised, that in our opinion, they were behind schedule. There has been improved performance by the contractor since the meeting. 

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j. Design Branch met with members of the Counter Intelligence Center, Support Staff (DO/CIC/SS) to review revised space plan drawings for the CIC office renovations in the 2B corridor of the OHB. The plans are not yet final, but the estimated design completion date is still early November. 

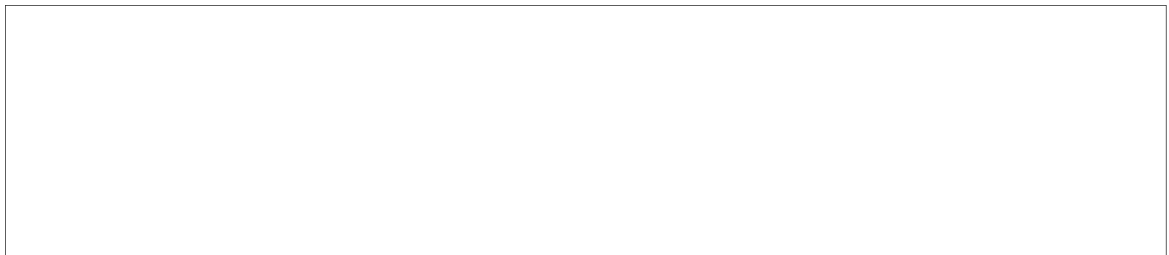
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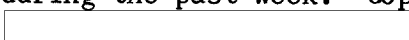
k. Final coordination was accomplished 28 September between Engineering Branch (EB) and Hill International which is the consultant responsible for the design and removal of all PCB transformers in the Original Headquarters Building (OHB), and the P&P Building. GSA plans to send out the Request For Bids (RFB) for both projects around mid-October and to award the contracts before 1 January 1989. The entire project is expected to take one year to complete. 

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1. Significant Customer Service Efforts:

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(2) New contract prices for Corry Hiebert modular furniture and other manufacturer's terminal tables were calculated and published in a catalog distributed to all Logistics and Administrative offices during the past week. Copies of this catalog are available. 

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r. The 60 percent construction drawing review for DA/OP space on the ground, third, fourth, and fifth floors in the New Headquarters Building was held at the offices of Smith, Hinchman & Grylls in Detroit. The 95 percent review is set for the week of 10 October, and will be held in Detroit. [redacted]

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s. Escort Problems: Allied Custodial continues to find it increasingly difficult to perform their assigned duties due to lack of escorts. They are receiving less than half of the escorts required which is affecting their ability to clean our buildings. Following are recent statistics:

Has this been discussed with CSS?

<u>DATE</u>	<u>NEED</u>	<u>RECEIVED</u>	<u>SHORT</u>
09/26	51	35	16
09/27	48	25	23
09/28	48	25	23
09/29	37	21	16
09/30	63	21	42

On 27 September, Hitt Construction requested a meeting with the Contracting Officer to discuss escorts. They are not getting enough escorts to keep their seven construction contracts on schedule. The lack of escorts is expected to impact move schedules to the New Building. [redacted]

25X1

3. Upcoming Events:

Inspections on Boilers Number 2 and 3 will be conducted on 7 October. The current plan is to correct any safety deficiencies found on Boiler Number 2 before the peak heating season, work on Boiler Number 3 will be done later. Work Request Number 5 to Energy Systems Engineers (ESE) has been expanded to include the boiler feed pumps, old deaerator tank, by pass valves, piping, and other boiler support equipment. This work is also scheduled to be completed before the peak heating season. [redacted]

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4. Management Activities and Concerns:

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[redacted]

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[redacted] Chief
Facilities Management Group

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