

### ROUTING AND RECORD SHEET

**SUBJECT:** (Optional)

Major OL FY87 Accomplishments

<b>FROM:</b> [Redacted] OL Planning Officer OL/IMSS [Redacted]	<b>EXTENSION</b> [Redacted]	<b>NO.</b> [Redacted]
<b>DATE</b> 19 August 1987		

TO: (Officer designation, 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		

1.	DC/IMSS/OL [Redacted]			Attached for review by the D/L is a proposed list of major OL FY87 accomplishments as requested by C/DA Management Staff. Also attached is the requesting memo from C/DA Management Staff and its attachment which shows the major DDA 86 accomplishments, some of which were submitted by OL. Also attached is the list of OL submissions that went up last year. It appears that nine were accepted for inclusion in the DDA list. [Redacted] For D/L review/approval.
2.	C/IMSS [Redacted]	8/19	8/19	
3.	EO/OL [Redacted]			
4.	DD/L [Redacted]			
5.	D/L [Redacted]			
6.	[Redacted]			
7.	IMSS/OL [Redacted] Attn: Bob			
8.	[Redacted]			
9.	[Redacted]			
10.	[Redacted]			
11.	[Redacted]			
12.	[Redacted]			
13.	[Redacted]			
14.	[Redacted]			
15.	[Redacted]			

IMSS  
 Tony work - this needs more significant accomplishments  
 on detail on items needed  
 D/L - adjustments have been made to several items. The bullets highlighted in yellow indicate which items were rewritten. Also, several items were deleted as requested.

21 Aug

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### ROUTING AND RECORD SHEET

**SUBJECT:** (Optional)

Major OL FY87 Accomplishments

<b>FROM:</b> John M. Ray Director of Logistics [Redacted]	<b>EXTENSION</b>	<b>NO.</b>  <b>DATE</b> 19 August 1987
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<b>TO:</b> (Officer designation, room number, and building)	<b>DATE</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">RECEIVED</td> <td style="width: 50%; text-align: center;">FORWARDED</td> </tr> </table>	RECEIVED	FORWARDED	<b>OFFICER'S INITIALS</b>	<b>COMMENTS</b> (Number each comment to show from whom to whom. Draw a line across column after each comment.)
RECEIVED	FORWARDED				

1.			Attached at your request are OL's major FY87 accomplishments. If you have any questions, please contact
2.			<div style="border: 1px solid black; padding: 10px; display: inline-block; transform: rotate(-15deg);">                     John M. Ray                 </div>
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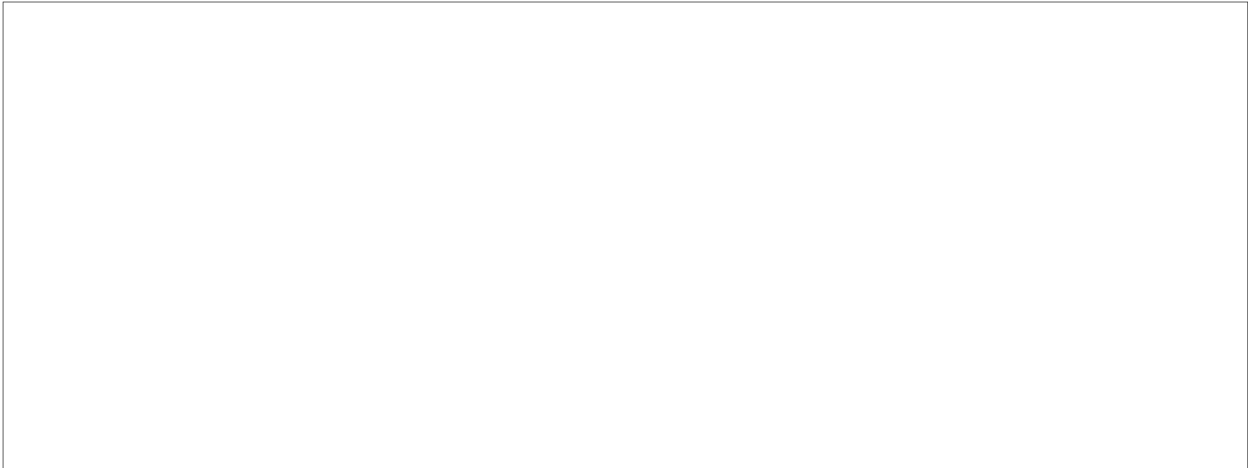
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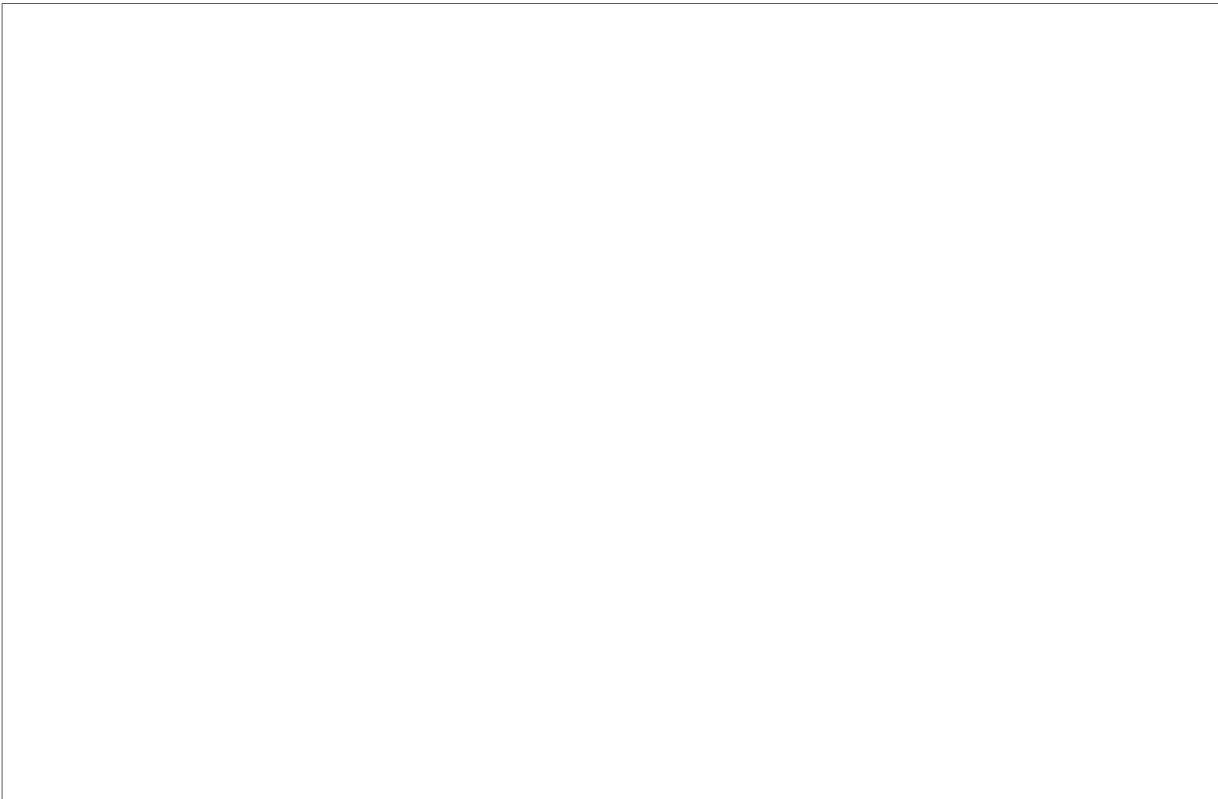
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- Continued construction of the New Headquarters Building (NHB). Walls are now in place, corridors and rooms defined, raised flooring is in place, landscaping is under way, wiring for telephones, ADP equipment, and telecommunications is under way, and the glass curtain wall was installed. About 20% of the total space in the NHB has been turned over to the Agency for beneficial occupancy. Also completed were the construction of the new Headquarters Visitor Control Centers and repaving of the Headquarters compound, which represent the largest contract ever processed through the Small Business Administration (\$5.8 million).

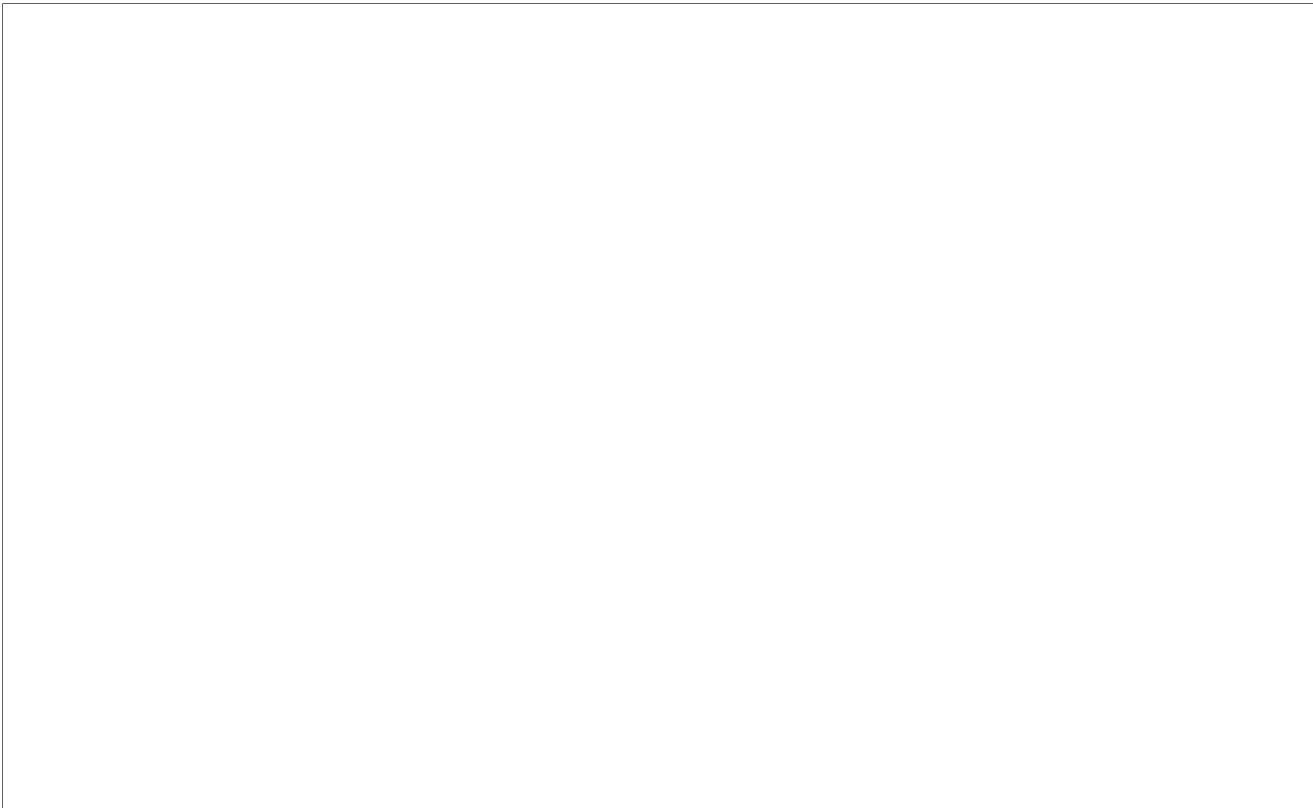


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- Satisfied many requests from the Office of Independent Counsel and the House and Senate Select Committees for documents related to the Iran/Contra affair. OL expended at least 2,200 man-hours and reproduced more than half a million pages in support of the investigations.

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- Completed the annual printing of the Intelligence Community's Congressional Budget Justification Books during the second quarter of FY-1987. As a result of improved trade techniques, greater use of automation, and better production coordination, this year's effort was accomplished with more quality, less overtime, and reduced negative impact on OL's Agency customers.
- Responded to very short deadlines imposed in support of the Office of Personnel and the Human Resources Compensation Task Force for the printing of Federal Employees Retirement System (FERS) books, information on the Thrift Plan, the Human Resources Compensation Task Force reports, and [redacted] individual Agency Employee Benefit Statements.
- Continued record levels of contracting activity in support of operations Agencywide. FY 86 contracting activity ranked fourth of about 60 Federal departments and agencies in the amount of funds obligated by contract with [redacted] contract actions for over [redacted] FY 87 activity is expected to surpass levels achieved in FY 86. During the first three quarters of FY 87, the Agency initiated over [redacted] Agency-funded contract actions, totalling over [redacted] [redacted] In doing so, OL provided millions of dollars worth of cost savings and cost avoidances to the Agency through procurement negotiations, and by combining requirements. One of the largest contracts negotiated which will provide significant support to the DI [redacted] contract to Cray Research, Inc. for the acquisition of the most powerful computer in the world, a Cray X/MP-24 Computer System with software and maintenance.

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- Provided special quick turnaround procurement of urgently needed items in support of several Agency operations.

[REDACTED]

[REDACTED] Often procurements were made and unusual items delivered within the day requested.

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### ROUTING AND RECORD SHEET

**SUBJECT:** (Optional)

IC Staff/OMB 1989/90 Budget Hearings



**FROM** [Redacted]  
C/MS/DDA  
7D18, Hqs

**EXTENSION**

**NO.** DA 87-1645

**DATE** 10 August 1987

**TO:** (Officer designation, room number, and building)

**DATE**

RECEIVED

FORWARDED

**OFFICER'S INITIALS**

**COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. OL/B&F and Planning Officers  
[Redacted]

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DA 87-1645  
7 August 1987

MEMORANDUM FOR: DA Budget and Planning Officers

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FROM:



Chief, DA Management Staff

SUBJECT: IC Staff/OMB 1989/90 Budget Hearings

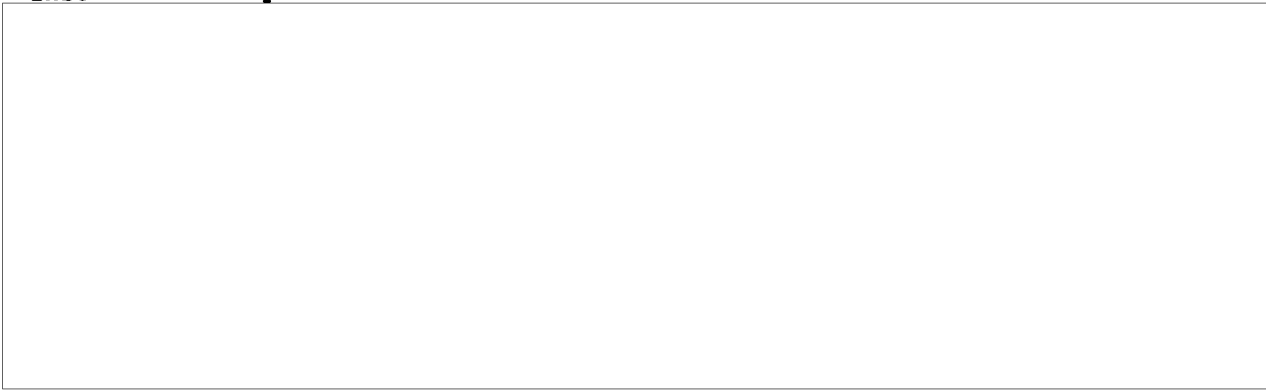
REFERENCES:

- A. COMPT 87-1037; Same subject, dtd 5 August 87
- B. DA 87-1376; Subject: Guidance for the 1989/90 OMB Budget Estimates Submission, dtd 1 July 87

1. As noted in the attached reference (Attachment A), IC Staff/OMB hearings on our 1989/90 budget request will take place during 8-18 September. I expect that the DDA will handle our Directorate presentation (11 September) as he did last year, and our Staff will pull together the majority of his briefing.

2. We will need you to provide us lists of your major FY 1987 accomplishments by 21 August. You will be able to update them to include year-end activities for the Congressional Budget exercise and the DCI's Annual Report. I'm hoping to save everyone some work by doing as much of this as possible at one time, eliminating the multiple taskings of previous years. Last year's list is attached (Attachment B) as a guide to what we are looking for. (Note that the DDA shared it with the DCI/DDCI.)

3. The Staff will get in touch with you individually if they need additional data for the rest of the briefing. A reminder -- we will need the information on position shifts we requested in Reference B by 28 August.



Attachments

- A. Comptroller Memo
- B. Major DDA 86 Accomplishments

cc: DA Office Directors wo/att



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~~S E C R E T~~

MAJOR DDA 86 ACCOMPLISHMENTS

ON AN OCCASION LIKE THIS I THINK IT IS USEFUL TO HIGHLIGHT SOME OF OUR MAJOR 86 ACCOMPLISHMENTS. WE ARE PROUD OF THEIR DIVERSITY AS WELL AS THEIR CONTRIBUTION TO THE OVERALL AGENCY MISSION.

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S E C R E T



25X1 ° REPLACED THE AGING HEADQUARTERS UNCLASSIFIED TELEPHONE NETWORK WITH A  
25X1 MODERN PRIVATE BRANCH EXCHANGE (PBX) NETWORK AND INSTALLED [ ] NEW  
25X1 TELEPHONES, AN INCREASE OF [ ] PHONES OVER THE OLD SYSTEM.

25X1 ° PROVIDED A TOTAL OF [ ] NONSECURE AND [ ] SECURE TELEPHONES IN THE  
25X1 HEADQUARTERS AREA.

S E C R E T

S E C R E T

• ACHIEVED OPERATIONAL STATUS FOR SAFE--SUPPORT FOR THE ANALYSTS' FILE  
25X1 ENVIRONMENT--DELIVERY 2, NOW SERVING [ ] ANALYSTS. DELIVERY 2 WAS ALSO  
25X1 IMPLEMENTED [ ]



25X1 • PROVIDED 50 SESSIONS OF THREE DIFFERENT [ ] TRAINING  
25X1 COURSES TO [ ] STUDENTS.

25X1 • PROVIDED AN ADDITIONAL [ ] STUDENTS PERSONAL SECURITY TRAINING OVERSEAS.

S E C R E T

S E C R E T

• DECREASED THE BACKLOG OF INITIAL FREEDOM OF INFORMATION ACT CASES BY 40 PERCENT, FROM 2,140 to 1,165.

25X1 • ACTIVATED THE RECORDS INFORMATION SYSTEM (TRIS), AN AUTOMATED DOCUMENT CONTROL SYSTEM, AND MADE IT AVAILABLE AT  CONTROL POINTS THROUGHOUT THE AGENCY.

25X1 • IMPLEMENTED A NEW SECRETARIAL CAREER SYSTEM INCORPORATING JOB ENRICHMENT, ENHANCED TRAINING AND PERFORMANCE AWARD FEATURES.

25X1 • ESTABLISHED THE SOVIET REALITIES INSTITUTE, WHICH CONDUCTED 11 SEMINARS ON SOVIET ISSUES TO  STUDENTS.

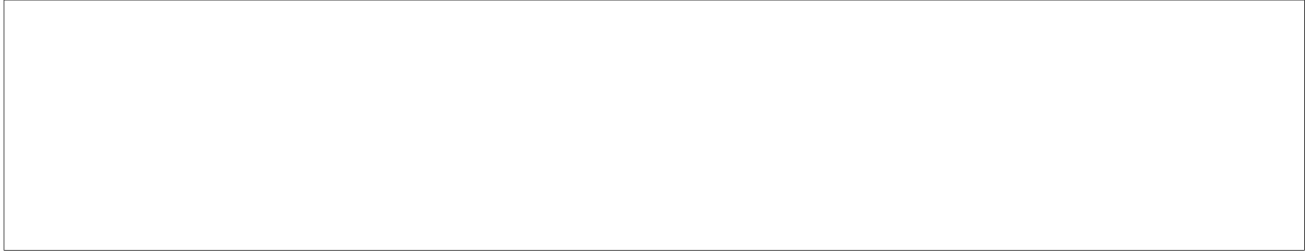
25X1 • OFFERED A TOTAL OF 850 TRAINING CLASSES ON 190 DIFFERENT TOPICS TO  STUDENTS.

-4-

S E C R E T

**S E C R E T**

25X1



• **UPGRADED THE CRISIS COMMUNICATIONS CENTER TO PROVIDE DATA, AUDIO AND VIDEO COMMUNICATIONS SUPPORT TO HANDLE MORE THAN ONE CRISIS SITUATION SIMULTANEOUSLY.**

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S E C R E T

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*LOL*



*LOL*

• AVOIDED  IN COSTS BY USING GOVERNMENT DISCOUNT FARES FOR DOMESTIC TRAVEL AND FOREIGN CURRENCY FARING ON FOREIGN TRIPS.

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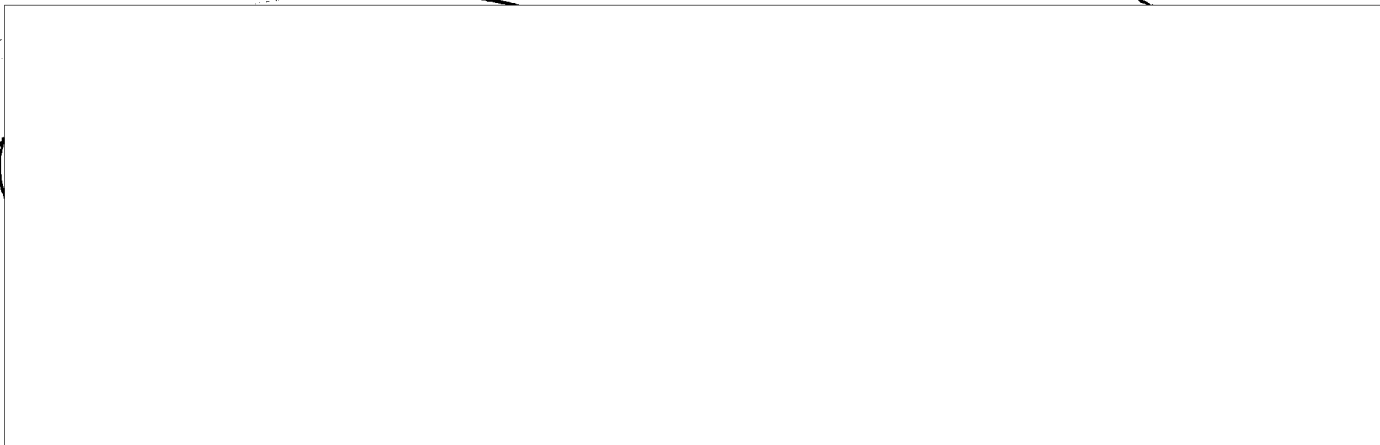
• OBTAINED AUTHORITY FOR THE INTERNAL ADMINISTRATION OF ALL AGENCY RETIREMENT PROGRAMS IN CONJUNCTION WITH PASSAGE OF THE FEDERAL EMPLOYEES RETIREMENT SYSTEM ACT OF 1986.

*LOL*

• RECEIVED THE IRON WORKERS EMPLOYERS ASSOCIATION OF WASHINGTON, D.C. "BUILDING OF EXCELLENCE AWARD" FOR THE NEW HEADQUARTERS BUILDING.

25X1

*LOL*



• PRODUCED THE FIRST EMPLOYEE BENEFITS STATEMENT FOR ALL AGENCY EMPLOYEES DETAILING INDIVIDUAL BENEFITS.

*like this.*

S E C R E T

S E C R E T

• REVIEWED DURING THE START-UP YEAR OF THE HISTORICAL REVIEW PROGRAM, APPROXIMATELY 83 FEET OF RECORDS CONCERNING PREDECESSOR ORGANIZATIONS AND THE U-2 PROGRAM. APPROXIMATELY 11 FEET OF THESE FILES WERE IDENTIFIED FOR DECLASSIFICATION OR SANITIZATION FOR RELEASE TO THE NATIONAL ARCHIVES AND RECORDS ADMINISTRATION.

DOCU:1535B

-7-

S E C R E T



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11/27

### ROUTING AND RECORD SHEET

**SUBJECT:** (Optional)

FY-86 Significant Accomplishments

<b>FROM:</b> [Redacted] OL Planning Officer	<b>EXTENSION</b>	<b>NO.</b> OL 4120-86
[Redacted]	[Redacted]	<b>DATE</b> 25 Aug 86

TO: (Officer designation, 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		

1. [Redacted] DA Planning Officer 7D10 HQ				<p>Fred: Per your memo of 19 Aug, attached are OL's accomplishments for inclusion in the budget package. They've been approved by the D/L.</p> <div style="border: 1px solid black; width: 100px; height: 50px; margin: 10px auto;"></div> <p>MFR: [Redacted] called, 8/28, to ask for additional info. When we'd transmitted the report to them via Wang on 8/25, the long list had also been sent by mistake. Of the items listed on the long list, the DA Mgt Stf planned to use 2: re [Redacted] asked if I'd get him tonnage or weight figures on both [Redacted]</p> <div style="border: 1px solid black; width: 100%; height: 30px; margin: 10px auto;"></div> <p>[Redacted] I obtained the info [Redacted] requested and phoned it to him on p.m., 8/28, and a.m., 8/29. The attached revised submission reflects the changes, plus rewording of the item on contracting (per my later conversation [Redacted])</p> <div style="border: 1px solid black; width: 100%; height: 20px; margin: 10px auto;"></div> <p style="text-align: right;">[Redacted] 8/29/86</p>
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14. A-IUO when separated from SECRET attachment				
15.				

FORM 1-79 **610** USE PREVIOUS EDITIONS

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25 AUG 1986

MEMORANDUM FOR: Deputy Director for Administration

25X1 FROM:

[Redacted]

Acting Director of Logistics

SUBJECT: FY-86 Significant Accomplishments

REFERENCE: Memo for DA Planning Officers from DDA/PO,  
dtd 19 Aug 86, same subject

As requested in referent memorandum, attached is a list of the Office of Logistics' most significant accomplishments for FY 86, to accompany the Agency's budget submission to OMB.

[Redacted]

25X1 Attachment:  
As stated

Distribution:

- Orig and 1 - DDA
- 1 - IMSS/official w/atts ✓
- 1 - IMSS/chrono w/o atts
- 1 - OL Files w/atts
- 1 - OL Reader w/o atts

25X1 OL/IMSS/JMR/EFW:ef [Redacted] (25Aug86)

OL 4120-86

AIUO when separated from  
Secret attachment

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SECRET

Revised 8/29/86

OFFICE OF LOGISTICS  
FY-86 Significant Accomplishments

- Negotiated (through GSA) award of the largest contract processed through the Small Business Administration in the amount of \$5.8 million for construction of the Agency Security Control Centers and paving of the compound.

25X1



- Continued record levels of contracting activity in support of operations Agencywide. (FY-86 contracting activity indicates that CIA ranks fourth of approximately 60 Federal departments and agencies in the amount of funds obligated by contract.)
- Contracted with Coopers and Lybrand to complete a study of the Agency's procurement system (final report dated 31 July 1986).

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25X1



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MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray  
Director of Logistics

SUBJECT: Significant OL Accomplishments in FY 1986

Bill:

1. I have personally reviewed the list of accomplishments you intend to forward to the DCI. I would like to suggest that you add the following:

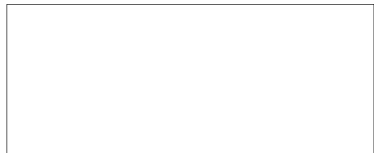
a. The Agency's New Headquarters Building was the recipient of the Iron Workers Employers Association of Washington, D.C. "Building of Excellence Award."

b. On 18 October 1985, the Agency funded the largest contract ever awarded under the Small Business Administration program to Robert Clay, Incorporated, in the amount of \$5.8 million for the construction of the Agency's Security Control Centers and for paving of the Headquarters Compound. This contract was awarded by the General Services Administration on our behalf.



d. A major study of the Agency's procurement system was completed by Coopers and Lybrand which reflected the following comparisons with the Department of Defense:

	<u>Agency</u>	<u>DOD</u>
(1) Contract Actions per contracting officer	78.4	13.4
(2) Value of contracts per contracting officer	\$16.9M	\$14.5M
(3) Time to Award Contracts	6 weeks	27-37 weeks



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SUBJECT: Significant OL Accomplishments in FY 1986

25X1 2. If you need any additional information on the above, please call me  
on black line

John M. Ray

25X1 O-DL/JRAY:mgk/ (29SEP86)

Distribution:

- Orig & 1 - Addressee
- 1 - OL Files
- 1 - D/L Chrono