

S E C R E T

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5 JAN 1988

MEMORANDUM FOR: Director of Finance

FROM: John M. Ray
Director of Logistics

SUBJECT: Transmittal of First Quarter FY 88
Rent Billing [redacted]

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1. The General Services Administration (GSA) has submitted the Agency's first quarter FY 88 Rent billing in the amount of [redacted] (Attachment A). A detailed and bulky breakdown of space assignments and costs, which accompanied the billing, is being held in Budget and Fiscal Branch, Office of Logistics (OL), pending approvals. [redacted]

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2. Rent billings need adjustment because they do not account for all changes which occurred during the billing period. Changes include the termination and acquisition of space and the Agency's assumption of maintenance and operation responsibilities. OL has made the appropriate adjustments (see Attachment B) for the above, and the revised Rent payment to GSA for the first quarter FY 88 is [redacted]

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3. Included in the [redacted] for the cost of space occupied by the Intelligence Community Staff. We have been advised by the Office of the Comptroller that this [redacted] cost is to be charged to Obligation Reference Number 15900823100100, Cost Center Number [redacted]

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4. It is recommended that the Agency pay the adjusted first quarter FY 88 Rent bill of [redacted]. Included is a summary of the Rent account (Attachment C). [redacted]

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[redacted signature box]

John M. Ray

Attachments:
A-C

[redacted box]

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28 Dec 87

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