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CONFIDENTIAL

21 June 1971
BPS/OL

MEMORANDUM FOR THE RECORD

SUBJECT: Proposed Class 7 Side File and "Secure Storage Wall"

25X1A9a

25X1A9a The concept of the secure storage wall came from [redacted] C/BPS, with [redacted], Security Officer assigned to BPS, doing preliminary design, feasibility studies, and early as well as follow-on coordination within the Agency
25X1A9a (Logistics, Security, and Records Management). [redacted] approached Mr. Paul Cooper, Mosler Company, with an officer of OS since at that time BPS was not being surfaced outside of the Agency, to solicit interest in this concept by the Mosler Company. There was an immediate positive reaction on the part of the Company and the offer was made by them to do the developmental engineering and to make various models at Mosler expense.

Mosler developed the prototype of the security side file and had BPS officers examine it. Representatives of BPS, OS, and Records Administration Branch, SSS-DDS, made several recommendations concerning filing versatility which Mosler incorporated in the other three prototypes. They also proceeded to design the ancillary equipment to go with the side file so that it could be used as a storage wall and retain the 5 foot module pattern that we have in Headquarters.

25X1A9a In January 1971 Mr. Cooper contacted [redacted] to provide the latest design drawing of the module units to accompany the side file when used as part of a wall in lieu of partitions. Mr. Cooper also provided a copy of Mosler's letter to GSA requesting the drafting and approval of specifications and to arrange for the testing of the prototypes so that they could be put on the Federal Supply Schedule.

Advantages of the security side file:

Increased security protection - 1 hour protection against surreptitious entry versus the present 30 minutes.

Increased filing capacity -

	Security Side File	4-Drawer Safe	5-Drawer Safe
Letter Size:	15 feet	8 feet	10 feet
Legal Size:	11 feet	8 feet	10 feet

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It is to be noted that in letter size filing the increase over the conventional safes is 50% (5 drawer) to 87 1/2 % (4 drawer) whereas in legal size filing the increase is 9% (5 drawer) to 27% (4 drawer).

Filing versatility - can file legal size correspondence across the width of the drawer (left to right), or two rows of letter size side by side (front to back), or both. It can also accommodate card trays either 3 x 5, 5 x 8, or punch cards.

Space recapture possibility - the conventional safe requires 10 square feet of floor space to operate whereas the side file requires only 8 square feet or a 20% reduction in floor space. (There are currently in use 5,252 4 and 5 drawer safes requiring 52,520 square feet of space whereas an equivalent amount of side files would require 42,026 square feet of floor space or 10,504 less square feet of space - equivalent to the net useable space of a floor of the Ames or Chamber of Commerce Buildings (a potential recurring cost savings of (10,504 x $4.80 - Chamber of Commerce rental) $50,419.20 if the space could be recaptured.

Planning versatility - can be used in conventional offices as well as in office landscaping. Also, when used with its module storage units and fillers, can be used in lieu of partitions between office complexes and elements requiring privacy. Safes can be faced in both directions. Also, with the average partition being 4" x 15', there is a savings in each instance of 5 square feet. The module units in this connection would replace such items of furniture as bookcases, supply cabinets, and coat racks. One unit is configured for the storage of unclassified material. The availability of colors will provide additional esthetics to the office environment and be used to accent or compliment other building color systems.

It is the opinion of the Building Planning Staff and the Records Administration Branch that the side file and the storage wall will prove its adaptability and versatility when used in either the conventional or landscaped office as well as a secure storage wall with notable space savings.

It is anticipated that the 4,284 Remington Rand 4 drawer safes now in the Agency will have to be replaced in the next ten years due to "wear and tear".

Attached are the design drawings of the module units, color photographs, a list of safe keeping equipment in the Agency, conceptual drawings for the storage wall, Mosler's letter to GSA, and a color chart of available colors.

Prototypes of the side file and storage wall components are being made available to the Agency in the near future for pre-marketing examination.

25X1A9a [redacted]

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Atts 1 cy DD/S w/atts
1 cy O/DL w/o atts

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SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM

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CENTRAL INTELLIGENCE AGENCY

OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	EO-DDS	9-30-71	
2	ADDS	7 OCT 1971	
3	DDS seen by DD/S	10-26-71	
4			
5			
6	C/BPS/OL		

	ACTION		DIRECT REPLY		PREPARE REPLY
	APPROVAL		DISPATCH		RECOMMENDATION
	COMMENT		FILE	X	RETURN
	CONCURRENCE	X	INFORMATION		SIGNATURE

Remarks:

Tex:

Since this is the only set of photos and blueprints which we have please return this batch of material to me as soon as you, Jack Coffey and other interested members of the DDS staff have seen it.

Ken Many thanks Tex

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.		DATE
C/BPS 1012 Ames Bldg., x3553		29 Sept. 71

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