STAT

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UNITED STATES GOVERNMENT

2-Way Memo

INSTRUCTIONS

Use routing symbols whenever possible.

SENDER (*Originator of message*):
Use brief, informal language.
Conserve space.
Forward original and one copy.

RECEIVER (*Replier to message*):
Reply below the message, keep one copy, return one copy.

Subject: GS-11B-19066, Bid Package No. 2, Headquarters Bldg. CIA Headquarters Expansion.

STAT

To :

New Building Project Office

DATE OF MESSAGE	ROUTING SYMBOL
May 22, 1985	

SIGNATURE OF ORIGINATOR: Gary Lee

TITLE OF ORIGINATOR: Construction Engineer, GSA

FOLD

MESSAGE

Attached is a copy of a Value Engineering Change Proposal (VECP) submitted by Centex Construction suggesting various substitutions/revisions in the finish hardware requirements for the subject project.

Please review this material and provide any comments you may have on its acceptance or rejection by June 7, 1985 so that a decision can be provided to the contractor by June 14, 1985.

A copy of the VECP is also being sent to SH&G for their review and comments.

REPLY

Called Gary Lee c/c and advised to report all.

P. KM.

From :

DATE OF REPLY	ROUTING SYMBOL

SIGNATURE OF REPLIER

TITLE OF REPLIER

1. RETAINED BY ADDRESSEE

5027-107

OPTIONAL FORM 27 (Rev. 7-81)
GSA FPMR (41 CFR) 101-11.6
NSN 7540-00-082-2447

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