

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Director of Communications

EXTENSION

NO.

DD/A Registry

83-1375/1

DATE

31 May 1983

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. *EO/* DDA
7D24 HQS.

1 JUN 1983

1 JUN 1983

[Signature]

Harry,

2. ADDA

1 JUN 1983

[Signature]

Stated simply, what we aim to do as described in our memorandum to OL is to [redacted]

3. DDA

1 JUN 1983

[Signature]

We

4.

would also house there the contractors working on these two projects as well as consolidate some of our other activities at [redacted]

5.

This would free up [redacted] ft. at Headquarters which is inadequate for our purposes because we need about [redacted]

6.

DD/A REGISTRY
FILE: 45-2

7.

In FY84, we have [redacted] to refurbish space at Headquarters

8.

9.

The logic behind this move should be clear. [redacted]

10.

11.

12.

13.

Attachment: Memo to OL

1-2/3; TILT!

14.

15.

Harry--I've asked OL to find out how much space OC wants in total, whether [redacted] is still available and how many sq. ft. and whether they would hold until 1 Oct on the basis that it would take until then for us to do renovation design and them to quote costs for modifying. Since OC's requirement is temporary or until new building is available, ODP could use subsequently for CAMS back-up or other computer back-up center.

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OC-M83-420

MEMORANDUM FOR: Director of Logistics
FROM: William F. Donnelly [redacted]
Director of Communications
SUBJECT: OC Space Requirements [redacted]

1. The Office of Logistics (OL) is requested to assist the Office of Communications (OC) in determining if the [redacted] Building is suitable for the requirement outlined in the attachment. We believe that acquisition of such space is the best way to meet Agency communications requirements until the new Headquarters Building is fully occupied. However, OC is also prepared to consider other alternatives in cooperation with OL. [redacted]

2. After reviewing the projected space available within the Headquarters Building with members of your staff, it has become apparent that the 4,000 square feet identified will not be adequate. [redacted]

3. We are planning to complete the development of our new Communication Switching and Message Handling Systems "inhouse" in parallel operation with the present systems. This arrangement will be of a temporary nature until we move into the new Headquarters Building. To reduce costs, it is our intention to minimize renovations of the temporary facilities to the extent possible and use old furniture presently available. There will be a need for security alarms, authorization for external antenna mountings, uninterrupted power service, as well as a guard service. We will install all the communications services with our own resources. [redacted]

4. From the information available, it appears to be impractical to even attempt to install these systems at Headquarters; therefore, leasing a site in the greater Vienna area such as [redacted] Building will be necessary. One advantage of this arrangement is

[redacted] CONFIDENTIAL [redacted]

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SUBJECT: OC Space Requirements



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that it will free up the space allocated for other use. In view of the compelling nature of this matter, it is requested that your representative contact [redacted] Division, to explore the suitability of the [redacted]

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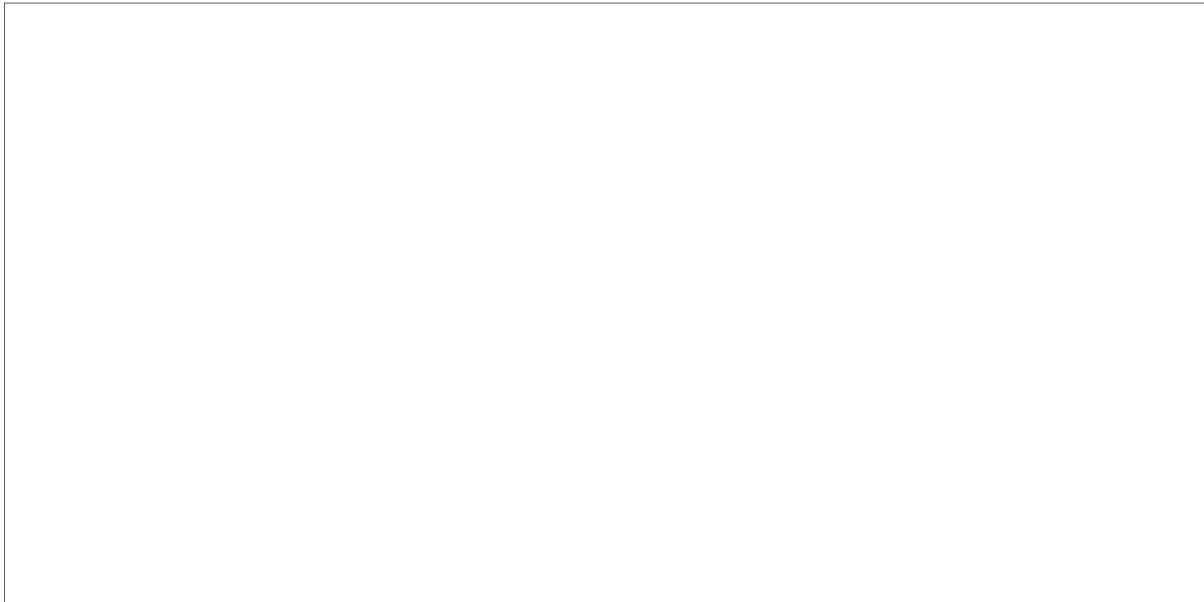


William F. Donnelly



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Attachment:
As Stated



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