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WEEKLY REPORT FOR SUPPLY DIVISION FOR PERIOD
ENDING 25 March 1987

I. Status of Tasks Assigned by Senior Management:

NONE

II. Major Events That Have Occurred During the Preceding Week:

A. During this reporting period, the Supply Division, Office of Logistics, provided data to issues posed by DCI-designate Webster. Information given described the procedures and authorities in place governing the purchase of weapons from the Department of Defense. [redacted]

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[redacted]

[redacted]

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D. In accordance with [redacted] percent of all Agency stations and bases have forwarded their Annual Weapons Inventory to Headquarters at this time. Utilizing the Agency Automated Weapons Control System, all but three inventory reports thus far have been examined and found to be satisfactory. Three unsatisfactory reports have indicated

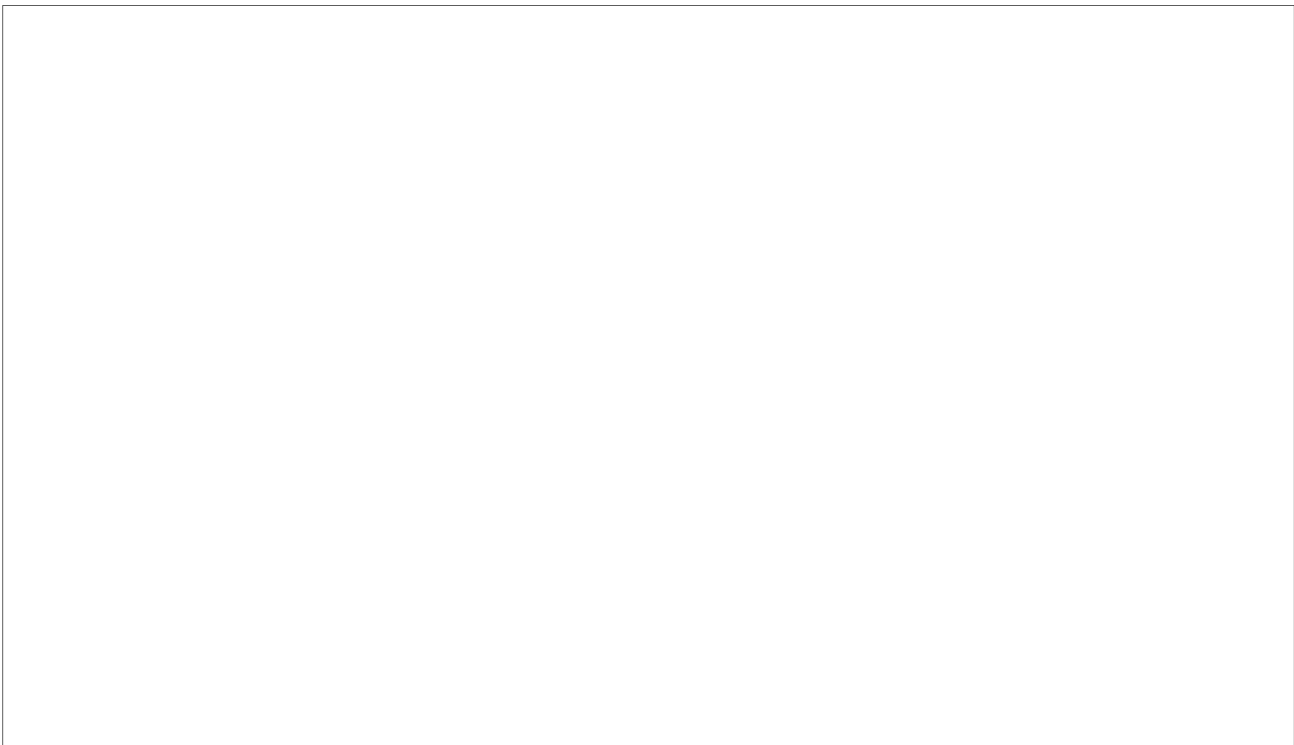
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[redacted]

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Agency weapons that were supposedly operationally expended are now under station accountable records. A representative from the Operations Support Branch, Supply Division, will meet with members of the Special Activities Staff, Materiel Support Section, to discuss these problems.

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G. Supply Management Branch's Intelligent Communications Terminal link with [redacted], which was out of service for over a month, was reported as being operational last week. This report was premature. The system is operating but problems are still being encountered. Office of Information Technology personnel are still working the problem but seem no closer to a solution than a month ago. [redacted]

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H. Representatives of Supply Management Branch (SMB), Supply Division, and Building Services Section (BSS), Facilities Management Division, met briefly on 19 March to discuss BSS's acquisition of administrative items. SMB informed BSS that they would honor their request for administrative items when there is an emergency requirement, and on-hand quantities permit. Large orders for administrative items will continue to be considered Procurement action as in the past. [redacted]

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I. At the request of the Central American Task Force, Latin America Division, DO, Supply Management Branch (SMB) is providing clerical assistance on an overtime basis. Three employees worked Saturday, 21 March 1987, and SMB personnel are scheduled to work the next three Saturdays. [redacted]

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[redacted]

J. Flying Squad Status is as follows:

[redacted] --One member in third week of TDY.

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[redacted] Current TDYer returning 9 April to be replaced.

[redacted] Member returning next week.

[redacted] --Member returning next week.

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[redacted] --One member just returned. Another member returning this week when his replacement arrives.

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[redacted] --Members to rotate approximately 15 April.

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[redacted] --One member in city and one member at Site

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[redacted] --Two members arrived this week for 60-day TDY.

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Europe--Two members on the job for the Foreign Building Office.

Another request is working for two members of the Flying Squad to TDY to [redacted] 60 days on or about 1 June for movement of [redacted] offices into new quarters. [redacted]

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III. UPCOMING EVENTS:

An Ordnance Officer will be departing 29 March TDY to [redacted] to assist with the offload of the [redacted]

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IV. MANAGEMENT ACTIVITIES and CONCERNS:

None

[redacted]

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WEEKLY REPORT FOR PROCUREMENT DIVISION
FOR PERIOD ENDING
22 MARCH 1987

1. Progress Report of Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

a. Agency Contracts Group, Office of Logistics, reports that an Invitation for Bid for the renovation of the South B/B room (located in the area of the south loading dock of Headquarters Building) was released on 17 March 1987 to six contractors. Bids in response to this Office of Information Technology, New Building Communications Project Division (OIT/NBCPD) requirement are due on 3 April 1987, with notice to proceed to be given on 6 April. The estimated construction cost is \$100,000. - \$250,000. [redacted]

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b. Agency Contracts Group, Office of Logistics, completed the final ranking of architect-engineers for the backfill of the Headquarters Building. This follows on-site interviews with Smith, Hinchman, and Grylls Associates, Inc.; Ellerbe; Harwood K. Smith and Partners; and RTKL Associates Inc. by the Source Selection Team. The Government will issue a statement of work to RTKL Associates Inc. of Baltimore and will begin negotiations with the intent to bring them on board by the beginning of May. The estimated 5 year construction costs for the backfill program are in the \$60 million range. [redacted]

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c. On 17 March 1987 a request was received by the Agency Contracts Group, Office of Logistics, for spare parts kits for an antenna control system. The kits were needed by 4 April for a special flight. An order was placed with Delta Electronics for the kits, which are to be delivered on 27 March, leaving ample time to complete required testing and inspection procedures before the flight. [redacted]

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[redacted]
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d. The Agency Contracts Group, Office of Logistics, received a classified priority requisition for sixteen TEMPESTED Gridcase portable computers from Soviet East (SE) Division on 5 March 1987. The DDO directed SE Division to provide a means to restrict the number of people with access to highly sensitive communications between headquarters and the Chief of Station (COS) at selected stations and bases. A system has been developed which uses a TEMPESTED Grid computer to super-encrypt messages between the COS and headquarters and from headquarters. The implementation of this new network required delivery of the equipment from California no later than 13 March 1987. Quick coordination among all involved resulted in a definitized contract for \$185,071 that met the required delivery date. [redacted] 25X1
1.1-85) [redacted] 25X1

e. The Agency contracts Group, Office of Logistics, received a request from the DCI's Office to investigate the 630 Memory Writer by Xerox for use by the new DCI's Administrative Assistant. This particular typewriter functions very much like a wordprocessor, storing its information on disks. The typewriter is in stock at Xerox and can be delivered in less than a month. A demonstration of this product is being scheduled prior to purchase. [redacted] 25X1

f. The Agency Contracts Group, Office of Logistics, received a request on 19 March 1987, from the Director of Logistics for a lectern with special features to be used in room 2C19 [redacted] 25X1
[redacted] The order was placed the same day and the lectern will be delivered from the vendor in California on 10 April. [redacted] 25X1
[redacted] 25X1

g. On 13 March 1987 the Agency Contracts Group, Office of Logistics, received an immediate request for interface cables, an integral part of communication equipment for the Latin America Task Force. This particular cable stops the tracing of transmissions. Items were Federal Expressed to the [redacted] 25X1
[redacted] on 16 March 1987 and hand-carried to Headquarters the next day. [redacted] 25X1
[redacted] 25X1

h. Agency Contracts Group, Office of Logistics, definitized a firm fixed price letter contract for \$271,794 with Harris Corporation, Rochester, NY for 24 RF-2302A SSB synthesized transceivers, power supplies, antennas, and other peripheral equipment. This will be used to expand existing communications links using Harris Corporation-supplied equipment. This requirement is in support of Directorate of Operations, Africa Division, Central Branch. [redacted] 25X1

i. Agency Contracts Group, Office of Logistics, has completed verification of the unit prices and delivery schedule for nine R-3030 Receivers in the amount of \$116,847. A delivery order will be issued within a week against an established FY 1985 requirements contract with Cubic Communications, Oceanside, California. [redacted]

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j. Agency Contracts Group, Office of Logistics, awarded a new \$3,000 contract to Timeplex for the repair and maintenance of communication equipment for the Office of Information Technology. Secondly, in consideration for the Agency accepting delayed delivery on a contract with Ocean Applied Research (OAR), OAR has agreed to deliver an additional antenna to the government and to repair another at no cost. [redacted]

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k. Agency Contracts Group, Office of Logistics, has written a contract with Schonberg Radiation Corporation of Santa Clara, California for the rental of the MINAC 4 electron linear accelerator. This portable high-energy x-ray source was leased on behalf of the Office of Security, [redacted] for \$438,000. Purchase of the newer generation of MINAC 4/6 will be considered next year when current magnetron down time has been remedied and warranty provisions make a government purchase more beneficial. This contractor is currently the only source for this high-energy source field. [redacted]

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l. Agency Contracts Group, Office of Logistics, has awarded a contract for just over \$2 million to Bausch & Lomb for stereomicroscopes and accessories on behalf of the National Photographic Interpretation Center (NPIC). This action was partially an accommodation procurement for the United Kingdom and partially a procurement for the Air Force authorized by the Agency Contracts Review Board on 17 February 1987. Bausch & Lomb continues to be the sole source for stereomicroscopes, which are critical to NPIC's mission. [redacted]

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m. The Agency Contracts Group, Office of Logistics, issued a cost reimbursement contract for \$35,063 to Harvard University's John F. Kennedy School of Government on behalf of the Office of Training and Education. The contract provides for a 1-week course entitled "Intelligence and Decision making" for 20 Agency senior personnel to be held in Cambridge, Massachusetts 23-27 March 1987. [redacted]

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n. The Agency Contracts Group, Office of Logistics, awarded a Variable-Quantity/Firm Fixed Price contract in the amount of \$150,000 to United Digital Networks of Reston, Virginia. The contract, negotiated on behalf of the Office of Information Technology, provides for the acquisition of services necessary for the maintenance and repair of the Headquarters secure voice system. [redacted]

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o. Agency Contracts Group, Office of Logistics, has held detailed discussions with the Office of Security, Physical and Technical Security's Engineer Division on a competitive request for proposal for the development of [redacted] to be released soon. The acquisition is significant as production quantities are expected to exceed 300 units over the next several years. Efforts this week centered on discussions and drafts of the statement of work, proposal evaluation criteria and proposal preparation instructions. [redacted]

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p. Agency Contracts Group, Office of Logistics, completed negotiations with Systematics General Corporation for continued on-site technical writer support to the Office of Security, Information Systems Security Group. The contract, in the amount of \$80,587, reflects a 6 percent savings from the contractor's original proposal. [redacted]

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q. Agency Contracts Group, Office of Logistics, recently awarded three unfunded requirements contracts to the following firms:

1. Intergraph Corporation: This contract, in place through FY92, will allow the Agency users to purchase new or additional hardware, peripherals, and software at a 5 percent discount from the contractor's standard commercial pricing.

2. Floating Point Systems: This contract will allow Agency users to purchase new or additional hardware, peripherals, software and maintenance needs at savings of 6 to 33 percent off the contractor's standard commercial and General Services Administration pricing. The contract is in place thru FY92.

3. D&B Computing Services: This contract will allow the Agency personal computer users to purchase PC NOMAD software at savings of 10 to 52 percent cumulative savings from the contractor's standard commercial pricing. [redacted]

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r. The Agency Contracts Group, Office of Logistics, awarded a contract in the amount of \$1,052,358 to TRW under the Office of Information Technology, Network Systems Engineering Group's Computer Systems Software Engineering Program. This contract represents the first five tasks that were competed among seven contractors. [redacted]

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s. Agency Contracts Group, Office of Logistics, has definitized a time & materials contract with Computer Sciences Corporation totaling \$632,000 for technical support services within the headquarters compound. [redacted]

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t. Agency Contracts Group, Office of Logistics, awarded a contract for \$283,100 to Technology for Communications International (TCI) of Fremont, California, for on-site maintenance of the [redacted]

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[redacted]. This maintenance contract is written to cover services through the remainder of FY87, with an option for yearly renewals. [redacted]

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u. Agency Contracts Group, Office of Logistics, held a fact-finding session with Ford Aerospace on an Engineering Change Proposal for relocating the Communications Center to the New Headquarters building for the New Building Communications Program Division, Office of Informations Technology. [redacted]

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v. Agency Contracts Group, Office of Logistics, received proposals from four bidders for an Antenna Installation and Maintenance Services Contract for the Foreign Networks Division, Office of Communications. Contract award will take place upon completion of the proposal evaluations. [redacted]

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3. Significant Events Anticipated During the Coming Week:

4. Management Activities and Concerns:

None

[redacted]

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REAL ESTATE AND CONSTRUCTION DIVISION WEEKLY REPORT
FOR PERIOD ENDING 24 MARCH 1987

1. Progress Report Tasks Assigned by Senior Management:

None.

2. Major Events That Have Occurred During the Preceding Week:

a. [redacted] TDY - A Real Estate and Construction Division engineer departed for [redacted] on 23 March 1987. He will meet with a contractor concerning the electrical power upgrade at the Operations Base and oversee final connections to the system. The duration of the trip will be approximately one week. [redacted]

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b. Printing and Photography Division Replication Center - The Printing and Photography Division, OL, has requested the services of the Real Estate and Construction Division (RECD/OL) in acquiring approximately 1500-2000 square feet of space to accommodate a new Videotape Replication Center. A preliminary requirements meeting has been held and RECD is surveying the area for suitable warehouse/office-type space. [redacted]

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S E C R E T

SUBJECT: Real Estate and Construction Division Weekly Report
for the Period Ending 24 March 1987

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(2) On 13 March RECD representatives visited [redacted]
[redacted] to solidify plans for relocation of the [redacted]
[redacted]

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engineer also attended the meeting with the lessor and his architect. The government's space requirements were discussed in depth, after which the lease negotiation was conducted. Basic terms were agreed upon and a solicitation for offers was left to be completed by the lessor.

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(3) On 16 March two RECD representatives met with the space planners and lessor for the proposed [redacted] office in [redacted]. Because of [redacted] expanding requirements, an additional 300 square feet must be added to their space and all plans redrawn. The lessor subsequently revised his initial position of absorbing all build-out costs due to the size of the vault and the extensiveness of our special requirements. This point is still being negotiated.

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Many changes to the lessor's lease amendment were discussed and resolved. RECD now awaits a draft of the new agreement.

[redacted].

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3. Upcoming Events:

4. Management Activities and Concerns:

None.

[redacted]

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FACILITIES MANAGEMENT DIVISION
WEEKLY REPORT FOR PERIOD ENDING 25 MARCH 1987

1. Status of Tasks Assigned by Senior Management:

a. On Tuesday, 17 March 1987, the Mail & Courier Branch provided special support to the [redacted] office in [redacted]. Bulk Material was picked up from the [redacted] field office in [redacted] and carried via auto to Headquarters.

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2. Major Events that Have Occurred During the Preceding Week:

a. On Tuesday, 24 March 1987, the Chief/Reinvestigation Branch/Office of Security, [redacted], addressed the Mail & Courier Branch on the subject of three and five year background reinvestigations of Agency staff employees. [redacted] gave a brief lecture and then responded to questions in an effort to allay some of the fears associated with the polygraph examinations given in conjunction with the background reinvestigations.

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b. During the week of 15 March - 21 March, 1987, a total of [redacted] passengers was transported. Out of this total, [redacted] passengers were transported by Pool assignments, [redacted] by special memos, and [redacted] by shuttle services. This is an increase of 11% over the past week. With the increase of services provided, the passenger vehicle section had to use three dispatchers, three mechanics, and two charter buses to support the above tasks.

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c. Contracts Staff, [redacted] reports that an Invitation for Bid (IFB) for the renovation of the South B/B room (located in the area of the south loading dock of Headquarters Building) was released on 17 March 1987 to six contractors. Bids in response to this OIT/NBCPD requirement will be due on 3 April with notice to proceed to be given on 6 April. The estimated construction cost is \$100 - 250,000.00. ([redacted])

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d. Contracts Staff, [redacted] reports the results of the final ranking of Architect-Engineers for the backfill of the Headquarters Building. This follows the on site interview of

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[Redacted]

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by the [Redacted] Source Selection Team. The Government will now issue a statement of work to RTKL of Baltimore and begin negotiations with an intent to bring them on board by the beginning of May. The estimated 5 year construction costs associated with the backfill program are in the range of \$60 million. [Redacted]

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e. The Dock Section received, processed paperwork for, and delivered 1,508 pieces of materiel. Additionally 17 skids of classified materiel were received for the Pouch Room. These figures compare to an average of 1923 pieces per week with 21 skids for the pouch room. This was a decrease of 22% from our weekly average. [Redacted]

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f. The Design Branch has completed drawings indicating smoking areas in the north and south cafeterias. The signs were developed from the Intergraph system using red ink to indicate the smoking areas. The signs will be posted at the entrances to the cafeterias. [Redacted]

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g. Allied custodial reports escorts still remain a problem. Areas affected are stairwells, cleaning of venetian blinds, and some office areas. Work continues to be scheduled for the weekends to catch up and keep the public areas cleaned. [Redacted]

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3. Upcoming Events:

a. On 26 and 27 March, OMS is holding a Health Fair in the 1J corridor. BSB has been tasked with providing chairs, tables, and screens for the two-day fair and electrical outlets are being installed to power the displays.

b. On 28 March, the Retirees Credit Union Meeting will be held in the Headquarters Auditorium. Tables and chairs have been requested for the foyer and tunnel areas in support of this function.

4. Management Concerns and Activities:

a. We are starting the annual "I'm hot" season and the air conditioning will not be turned on until mid April at the earliest. We have issued Fans, are investigating options for window coverings and advising those that complain to keep their blinds down. No doubt this matter will become more of a concern if we have a warm spell.

[Redacted] Chief
Facilities Management Division, OL

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PROCUREMENT MANAGEMENT STAFF, OL
WEEKLY REPORT
Period Ending on 24 March 1987

1. Status of Tasks Assigned by Senior Management:

No tasks pending.

2. Major Events That Have Occurred During the Preceding Week:

a. CONIF Activity:

(1) CONIF input 212 contracts and 216 amendments during the preceding week.

(2) Some recipients of the CONIF Security Report have reacted negatively to the plan to convert to microfiche format in the near future. It is hoped that further discussions will result in a positive resolution of the matter.

(3) As a result of the systems record audit conducted by Information Resources Management Program (IRMP), OIT, CONIF is in receipt of a draft copy of the proposed records control schedule for machine readable data bases as it pertains to CONIF. The draft is being reviewed for finalization.

b. Training:

(1) Ten contract officers are registered to attend the Defense Cost and Price Analysis Course scheduled for 30 March to 10 April 1987. With ten slots still open, Commercial Systems and Audit Division (CSAD), OF, was asked to recruit some of their personnel. It is anticipated that three to five will be available to attend.

(2) An MBO draft has been submitted on "Contracting Guidelines for Training by Independent Contractors."

c. Executive Training:

On 18 March 1987, Chief, Procurement Management Staff (PMS), OL, attended a Human Resource Planning Seminar which was presented by the Comptroller's staff for senior Agency managers. This 1-day offering by the Office of Training and Education (OTE), DA, presented the Agency's budget formulation process with emphasis on the key drivers which affect it and the factors which are influencing current and future budget preparation. The briefing was highly informative and well presented.

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SUBJECT: OL/PMS Weekly Report for the Period Ending 24 March 1987

d. Meetings:

(1) On 20 March 1987, Chief, PMS/OL and a senior PMS/OL staffer met with five Contract Officer Interns (COIs) to discuss their progress in their major training activity. Attendees were provided with a handout of training materials which was discussed at the meeting. This was the third session with the COIs this month. Once more session has been scheduled so all COIs will have participated.

(2) Chief, PMS/OL and representatives from CSAD/OF briefed the Deputy Director of Administration on the history of difficulties experienced by this Agency in our dealings with Delta Data. A chronological history of the problem with Delta Data's invoicing for terminals never ordered or received was specifically reviewed. At this time, Delta Data will continue to remain on PN 85.

(3) [redacted] PMS/OL, met with [redacted] Chief, Applied Technology Group, Office of Technical Services (ATG/OTS), DS&T; [redacted] Chief, Contracts Management Staff (CMS), OTS; and [redacted] Deputy Chief, CMS/OTS to discuss the acquisition process in OTS and some specific problem areas in that process, including acquisition planning. A follow-on meeting is planned for the same topic with Electro-Magnetic Laboratory, ATG/OTS at [redacted]. The meeting was very useful, and OTS offers full and open cooperation in the effort to make improvements.

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(4) On 16 March 1987, Chief, PMS/OL and a senior PMS/OL met with Chief, Procurement Division (PD), OL; Chief, Audit and Certification Division (A&CD), OF; Deputy Chief, A&CD/OF; and Deputy Chief, CSAD/OF to discuss the problem of late payments. Evidently, A&CD/OF has experienced severe personnel shortages which have resulted in an increased number of late payments and disgruntled contractors. The personnel staffing problem has been resolved, and once the new employees are trained, the situation should improve. Chief, A&CD/OF will personally look into the particular cases presented by PMS/OL.

e. Coopers and Lybrand:

PMS/OL continued to address the implementation of Coopers and Lybrand recommendations by reviewing/editing that proposed language for inclusion within the CIA Contracting Manual which deals with the reduced use of letter contracts and acquisition planning. In addition, a draft letter for signature by the DCI

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SUBJECT: OL/PMS Weekly Report for the Period Ending 24 March 1987

was revised to include the comments of the Procurement Executive, OL. This letter will focus Agency attention on two Coopers and Lybrand recommendations: enhancement of the contracting officers role as a key business advisor and the refocus of price/performance criteria as the parameters by which the success of the Agency's procurement system is evaluated.

f. FAR Acquisition Circular 84-24:

The Circular was reviewed for Agency comments regarding the proposed revision concerning implementation of the Anti-Kickback Act of 1986. The PMS/OL response to the FAR Secretariat took no exceptions to the proposed interim rule.

g. Newsletter:

PMS/OL distributed the third issue of the Procurement Newsletter.

h. Personnel:

reported to work in CONIF on 24 March 1987. In her previous work with the Credit Union, she had some systems experience. STAT

3. Upcoming Events:

Coopers and Lybrand Study:

On 27 March 1987, a status report and briefing will be provided for the Director of Logistics on the Coopers and Lybrand study. Many of the planned actions have been completed and will be presented along with the status of remaining actions.

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

OL/NBPO WEEKLY REPORT - PERIOD ENDING 25 MARCH 1987

1. Progress Reports on Tasks Assigned by the Senior Management:

None.

2. Major Events that Have Occurred During the Preceding Week:

a. On 17 March 1987, James Swain, Occupational Safety and Health Administration (OSHA) attorney, contacted [redacted] Chief, Security Staff, New Building Project Office, OL, and asked him to appear as a witness against Williams Enterprises, Inc. on 25 March 1987. [redacted] referred Swain to the Office of General Counsel. Williams Enterprises erected the steel on the New Headquarters Building and was fined by OSHA for safety violations last summer. [redacted]

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b. On 18 March 1987, a construction supervisor and a worker for the New Headquarters Building raised-floor subcontractor were involved in a fight. The supervisor was hospitalized due to injuries inflicted when the worker struck him with a screw gun and floor stringer. He subsequently was released from the hospital with a fractured elbow. [redacted]

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c. Activities at the new South Loading Dock have picked up with the advent of good weather. Footings have been poured, four structural columns have been completed, and a section of concrete wall has been poured. Excavation for trench drains started on 23 March 1987. [redacted]

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d. A new construction activity commenced on 18 March 1987 with the start of the terrazzo floor on the second floor. Eventually work will progress to the first, third, and fourth floors. [redacted]

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e. On 20 March 1987, the New Building Project Office advised the Office of Information Technology that they may begin hardware installation, cable pulling, and other preparatory work in the North B/B room on 17 April 1987. Similar work may start on the first floor computer area on 1 May 1987. This early access is required to ensure that the 1 January 1988 move-in date is met. [redacted]

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f. The New Headquarters Building (NHB) contractor has installed raised flooring and full-height partitions on the fifth floor of the North Tower. This area is a portion of the office space for the Office of Scientific and Weapons Research (OSWR). OSWR's move to the NHB is critical to the OIA relocation from the National Photographic Interpretation Center. [redacted]

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g. On 19 March 1987, the George Washington Memorial

installation of capstone on the median strip barricade wall.

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capstone. Some minor landscaping and sodding also remains to be done. The Federal Highway Administration (FHWA) estimates completion of the project by 1 May 1987. The wall represents \$373,500 or 39 percent of the \$960,000 total cost of this project.

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h. On 19 March 1987, an inspection was made to determine the extent of corrosion on the terne metal below a masonry wall on the first floor of the New Headquarters Building. A masonry block was removed, and the terne metal was found to be in satisfactory condition.

[REDACTED]

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i. During the week of 9 March 1987, the damaged compressor (jet engine) of emergency generator set #7 was examined at a repair facility in California. The preliminary indication is that the cause of failure is a manufacturing defect. Repairs to the unit have begun; the unit is scheduled to be returned to us in early May.

[REDACTED]

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j. On 13 March 1987, the Bid Package 3 contractor held a demonstration of light-off procedures on fuel oil for Boiler #3 at the Headquarters Powerhouse. While the demonstration indicates that improvement has been made in the procedures, more modifications in the control circuit are required. The contractor is investigating various options.

[REDACTED]

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k. On 20 March 1987, the Chief, New Building Project Office, OL, provided a briefing and tour of the New Headquarters Building for representatives from the Africa Division, Directorate of Operations. No significant issues were raised.

[REDACTED]

No

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l. On 23 March 1987, the Chief, New Building Project Office, OL, provided a briefing and tour for the OL Senior Secretaries.

[REDACTED]

[REDACTED]

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m. On 20 March 1987, representatives from Headquarters Security Division (HSD), OS, met with the Chief, New Building Project Office (C/NBPO), OL, to discuss possible changes in the Route 123 and Turkey Run Road Visitor Control Centers (VCC). The representatives from HSD believe that the current design of the Route 123 VCC cannot accommodate the estimated number of visitors. HSD indicated that in order to process all visitors at the perimeter of the compound, another visitor processing boot is necessary at the Route 123 VCC and that the Turkey Run Road VCC must be enlarged. C/NBPO advised HSD to forward a memo from the Director of Security to the Director of Logistics detailing their requirements.

[REDACTED]

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n. The Bid Package 4 contractor estimates that he will complete construction of the Route 123 Visitor Control Center (VCC) by 31 March 1987. The New Building Project Office, OL, plans to install a bus shelter behind the Route 123 VCC for people waiting for the compound shuttle bus, and build a sidewalk from the VCC to the south parking lot area.

[REDACTED]

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o. During the next few months, the roadway just inside the George Washington Memorial Parkway entrance will be realigned and paved. The construction will be accomplished in stages, and as work progresses, traffic patterns in the area will change. Construction on the roadway is expected to begin during the first week in April. The New Building Project Office, OL, has prepared an Employee Bulletin alerting employees to the expected traffic changes.

[REDACTED]

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3. Upcoming Events:

None.

4. Management Activities and Concerns:

None.

Chief, New Building Project Office

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PRINTING AND PHOTOGRAPHY DIVISION
WEEKLY REPORT FOR PERIOD OF
17 March 1987 - 23 March 1987

I. Status of Tasks Assigned by Senior Management:

None.

II. Items or Events of Major Interest that have Occurred
During the Preceding Week:

* A. The Office of Logistics, Printing and Photography Division, has been inundated with Directorate of Operations and Director of Central Intelligence requests for copying files pertaining to Iranian arms sales and Contra aid. Each request demands immediate action and has resulted in the use of extensive overtime (500+ hours during the last three weeks), 12-hour shifts and a 25 fold increase in late deliveries to other customers. Since Xerox copying equipment is used to process these requests, the loss of our dedicated, in-house Xerox technician is compounding the problem. Xerox will provide service only on a first come, first served basis.

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B. On 12 March 1987, the Office of Logistics, Printing and Photography Division, was tasked with a routine request to process and print 12 rolls of black and white 35mm film with a scheduled due date of 25 March. On 18 March, representatives from the [redacted] Embassy Project Staff called and requested a new due date on a priority basis. The new deadline of 20 March was met without major impact to other priorities, however, routine work came to a standstill. The total production came to 360 slides and 720 5x7 photographic prints. [redacted]

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25X1

C. The Office of Logistics, Printing and Photography Division, will be unable to utilize the Dicomed computer graphic equipment on 28 March 1987. Dicomed will be onsite to install the Presenter PC, Media Manager, and the IMAGEN Laser Writer. Installation of this equipment will facilitate enhanced production of computer graphics.

25X1

D. Two members of the Office of Logistics, Printing and Photography Division, are scheduled to be on TDY in Texas from 29 March to 3 April 1987. They will be filming a special project for the Directorate of Operations, [redacted] While they are there they will also update the [redacted] Film.

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~~SECRET~~

E. Supply Division has requested the Office of Logistics, Printing and Photography Division, to assist in the production of an inventory catalog for the [redacted]. A still photographer will photograph the weapons and ammunition inventory so that the images can be reproduced with the best detail possible. This detail requires the use of a still photographer and studio equipment for completion. This assignment is scheduled for mid-April. [redacted] 25X1

F. The Office of Logistics, Printing and Photography Division, has been tasked by the Counterterrorist Center for another printing of the two volume "Terrorists Profiles." A 4 to 6 week turnaround is anticipated. [redacted] 25X1

G. Research by the Office of Logistics, Printing and Photography Division (OL/P&PD), into using ink jet for addressing of Foreign Broadcast Information Service, Joint Publications Research Service publications continues. A representative of OL/P&PD contacted several manufacturers of ink jet systems during 17-23 March 1987. Only two manufacturers have emerged with possible systems that could meet P&PD requirements. [redacted] 25X1

III. Significant Events Anticipated During the Coming Week:

Representatives of the Office of Logistics, Printing and Photography Division (OL/P&PD), are scheduled to attend a meeting of the Special Interest Group on CD-ROM Applications and Technology (SIGCAT) on 25 March. This attendance is in direct support of OL/P&PD's monitoring of the developing optical disk technology. [redacted] 25X1

IV. Management Activities and Concerns:

None.

[redacted]

25X1

26 March 1987

MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
the Period Ending 25 March 1987 [redacted]

25X1

1. Events of Major Interest That Have Occurred During the
Preceding Week:

a. The Office of Logistics (OL) reports that the government will begin negotiations with the Architectural Engineering firm, RTKL, of Baltimore for the design effort for the backfill of the Headquarters Building with a contract to be awarded in May. The estimated five-year construction costs of the backfill program is \$60 million. [redacted]

25X1

b. OL has written a contract for the rental of a MINAC 4 electron linear accelerator. This portable high-energy x-ray source was leased on behalf of the Office of Security, [redacted] Program for \$438,000. [redacted]

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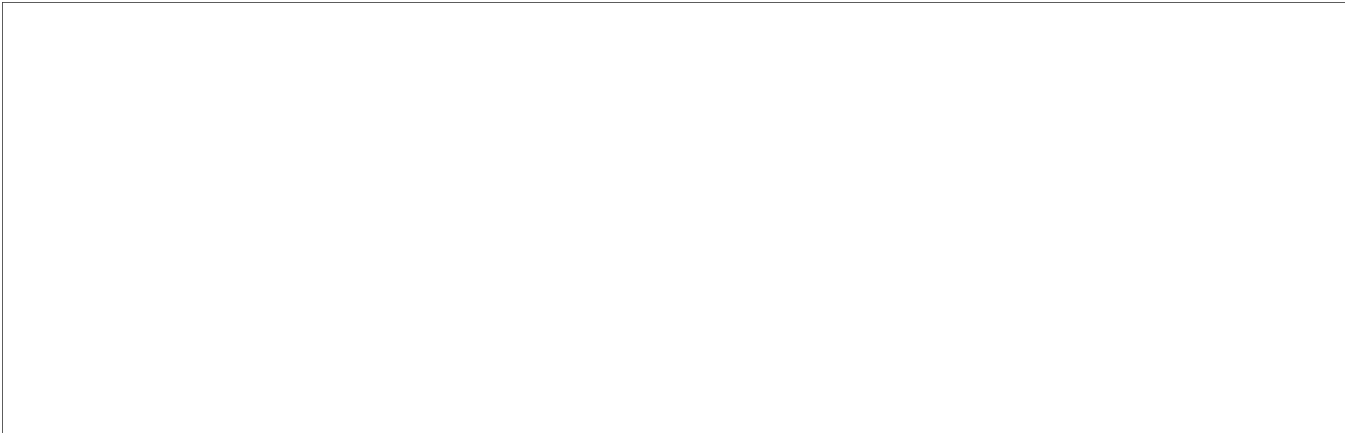
25X1

c. OL reports that the Motor Pool transported [redacted] passengers during the period of 15 to 21 March. This is an increase of 11 percent over the past week. [redacted]

25X1

d. OL issued a cost reimbursement contract for \$35,063 to Harvard University's John F. Kennedy School of Government on behalf of the Office of Training and Education. The contract provides for a one-week course entitled, "Intelligence and Decisionmaking," for 20 Agency senior personnel to be held in Cambridge, Massachusetts, from 23 to 27 March. [redacted]

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* f. On 19 March, in response to a priority request received from the Angolan Task Force, OL delivered 4,000 non-U.S. manufactured ammunition pouches to the [redacted] for shipment via special flight on 23 March. The procurement cycle consumed five working days. [redacted]

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25X1

g. The following is the status of OL's Flying Squad:

[redacted] --One member in third week of TDY.
[redacted] -- Current TDYer returning 9 April, replacement in process

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25X1

[redacted] Member returning next week.
[redacted] --Member returning next week.
[redacted] --One member just returned. Another member returning this week when his replacement arrives.

[redacted] Members to rotate approximately 15 April.
[redacted] --One member in city and one member at

25X1

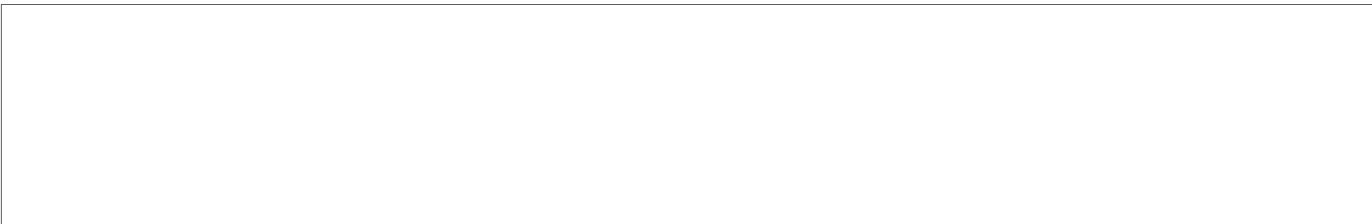
[redacted] --Two members arrived this week for 60-day TDY.
[redacted] --Two members on the job for the Foreign Building Office.

25X1

Total members currently in TDY status - 13

A request for two members of the OL Flying Squad for a 60-day TDY to [redacted] is scheduled for 1 June in support of the relocation of [redacted] offices into new quarters. [redacted]

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25X1



i. A total of 11,800 pounds of Silver Recovery burn materiel was picked up from [redacted] and NPIC by the [redacted] personnel for delivery to [redacted] for processing. [redacted]

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25X1

j. On 23 March, an OL engineer departed for [redacted]. He will meet with a contractor concerning the electrical power upgrade at the Operations Base and oversee final connections to the system. The duration of the trip will be one week. [redacted]

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25X1

k. On 18 March, a construction supervisor and a worker for the New Headquarters Building raised-floor subcontractor were involved in a fight. The supervisor was hospitalized due to injuries inflicted when the worker struck him with a screw gun and floor stringer. He subsequently was released from the hospital with a fractured elbow. [redacted]

25X1

* 1. On 20 March, OL advised the Office of Information Technology that hardware installation, cable pulling, and other preparatory work may be initiated on 17 April in the North-side New Headquarters Building (building-to-building) communication filter room. Similar work may start on the first floor computer area on 1 May. This early access is required to ensure the January 1988 component move-in date.

25X1

m. OL reports the New Headquarters Building (NHB) contractor has installed raised flooring and full-height partitions on the fifth floor of the North Tower. This area is a portion of the office space for the Office of Scientific and Weapons Research (OSWR), DI. OSWR's move to the NHB is critical to the Office of Imagery Analysis relocation from the National Photographic Interpretation Center.

25X1

n. OL reports that the Bid Package 4 contractor estimates that the construction of the Route 123 Visitor Control Center (VCC) will be completed by 31 March. The New Building Project Office plans to install a bus shelter behind the Route 123 VCC for people waiting for the compound shuttle bus and build a sidewalk from the VCC to the south parking lot area.

25X1

o. On 20 March, representatives from Office of Security (OS) met with the Chief, New Building Project Office (C/NBPO), OL, to discuss possible changes to the Route 123 and Turkey Run Road Visitor Control Center (VCC). The OS representatives believe that the current design of the Route 123 VCC cannot accommodate the estimated number of visitors, and OS indicated that another visitor processing booth is necessary, in addition to enlarging the Route 123 VCC. C/NBPO advised OS to forward a memorandum from the Director of Security to the Director of Logistics detailing their requirements.

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p. Printing and Photography Division, OL, has been inundated with Directorate of Operations and the office of the ADCI requests to copy files pertaining to Iranian arms sales and contra aid. Each request demands immediate action and has resulted in the use of extensive overtime (500+ hours during the last three weeks), 12-hour shifts, and a 25-fold increase in late deliveries to other customers. Since Xerox copying equipment is used to process these requests, the loss of our dedicated, in-house Xerox Corporation technician is compounding the problem. Xerox will provide service only on a first-come, first-served basis.

25X1

q. Printing and Photography Division, OL, has been tasked by the Counterterrorist Center, DO, for another Printing of the two-volume, "Terrorist Profiles." A four-to six-week turnaround is anticipated.

25X1

r. At the request of the Office of Technical Service, Incident Response Team (IRT), several "Hardigg" plastic equipment cases were prepared with special foam inserts custom-cut for [redacted]

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25X1

The [redacted], Design & Specification Unit provided the materials and completed this priority request in two days. [redacted]

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25X1

2. Significant Events Anticipated During the Coming Week:

a. An OL Ordnance Officer will be departing 29 March TDY to [redacted] to assist with the offload of the [redacted]

25X1

25X1

b. During the next few months, the roadway just inside the George Washington Memorial Parkway entrance will be realigned and paved. The construction will be accomplished in stages, and as work progresses, traffic patterns in the area will change. Construction on the roadway is expected to begin during the first week in April. The New Building Project Office, OL, has prepared an Employee Bulletin alerting employees to the expected traffic changes. [redacted]

25X1

c. Two members of Printing and Photography Division, OL, are scheduled to be on TDY to [redacted] from 29 March to 3 April. They will be filming a special project for the [redacted], Air Branch, DO. [redacted]

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25X1

d. On 30 and 31 March, the D/L will host the Chief of Logistics of the Contras at a Washington area location. [redacted]

25X1
25X1

[redacted]

John M. Ray

~~CONFIDENTIAL~~
**INFORMATION AND MANAGEMENT SUPPORT STAFF
WEEKLY REPORT FOR PERIOD ENDING 24 MARCH 1987**

1. Progress Report on Tasks Assigned by the DCI/DDCI:
2. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. DAS

(1) FCS (Field Computer System). A memorandum has been sent to the Director of Logistics requesting authorization of funds for the General Electric Company to convert the Logistics Automated Data System (LADS) III, currently running on a WANG VS100, to a Micro VAX II mini-computer for the Logistics Field Computer System. The memorandum is being sent through the Director of Communications for concurrence.

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(2) The Micro VAX II was selected over the WANG VS6 because of an Information System Security Division, OS, requirement that all magnetic media be removable from an overseas computer system. The Micro VAX II system proved to be a less expensive non-tempered configuration and OC will be better able to provide spare parts for a Micro VAX II.

25X1

(3) Bar Code Study. TG/DAS continues discussions with General Electric on areas of the bar code study that required additional clarification, such as, tracking of government furnished equipment.

(4) General Electric provided TG with several change pages to the final report that have been distributed to individuals who received a copy of the study.

B. Planning

(1) IMSS reviewed/revised an OL reply to the Deputy Inspector General for audit, responding to the most recent audit of OL Supply Division.

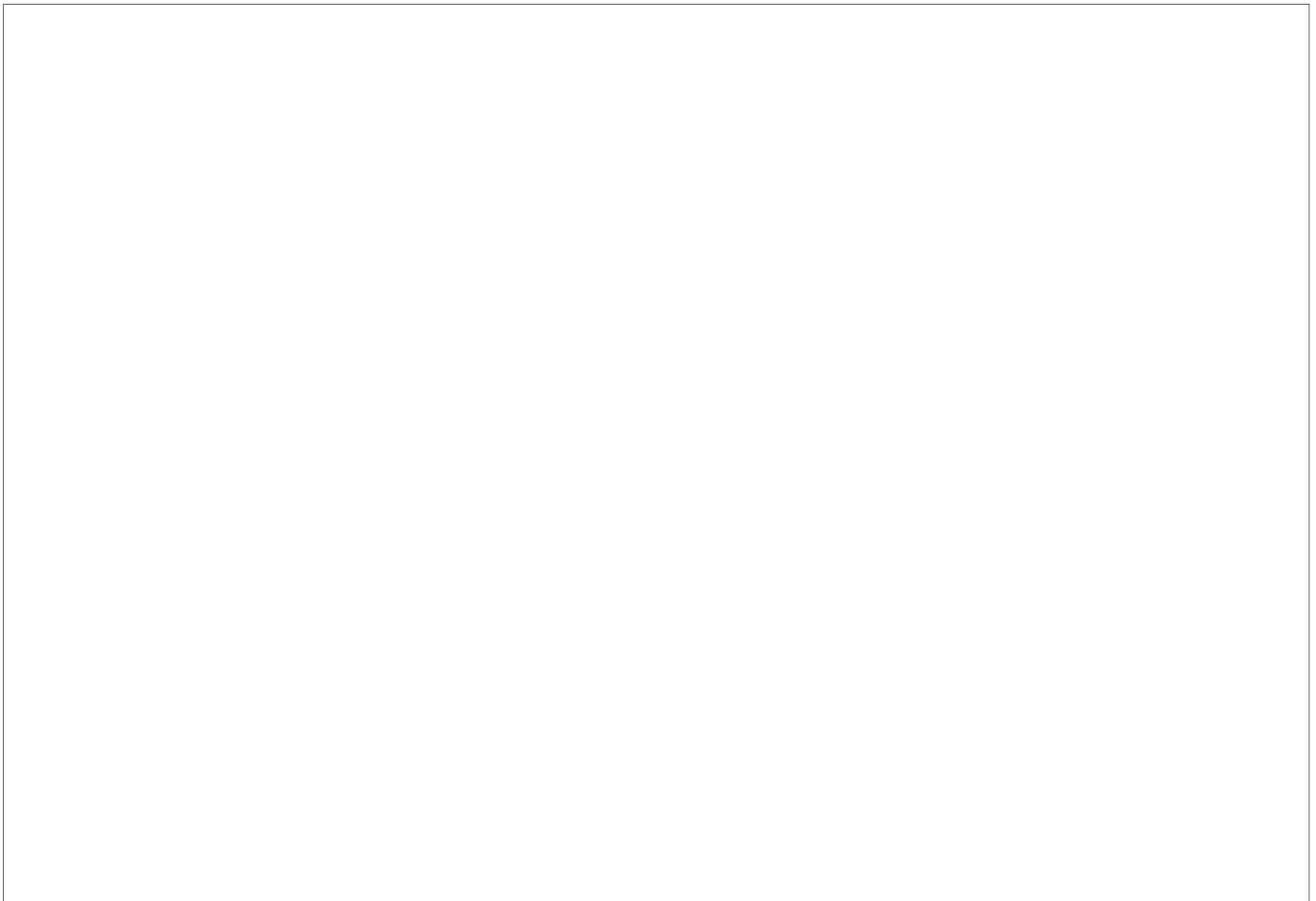
(2) At the request of the Office of the Inspector General (IG), the OL Planning Officer in IMSS met with an IG representative to relay a collective OL opinion of OIT services, including phone service/maintenance, ADP services and commo/cable service. Opinions were solicited from the ADP Control Officer for OL, and all OL Divisions and Staffs.

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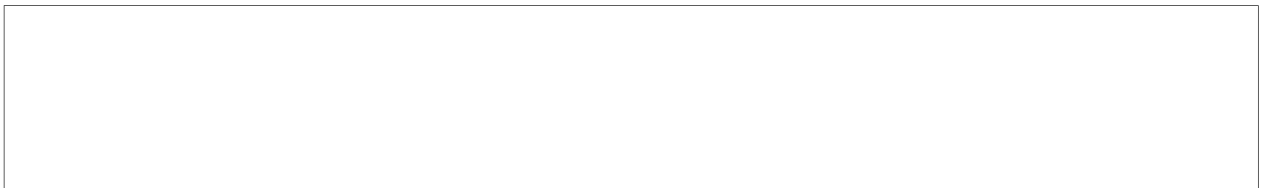
WEEKLY REPORT FOR PERIOD ENDING 24 MARCH 1987

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(2) The Scattergood-Thorne property assessment committee was presented orientation briefings on the following subjects:

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25X1

b. Upgrade of the Original Headquarters Building (OHB) - [redacted] discussed the planned five-year program to completely renovate the OHB, provide new utility services and install raised flooring throughout.

25X1



CONFIDENTIAL

WEEKLY REPORT FOR PERIOD ENDING 24 MARCH 1987

revised to include the existing [redacted] plus one additional high rise office complex. If approved, this site could provide approximately 1.3 million square feet of space under current zoning regulations. 25X1

d. [redacted] presented a brief history and present status of the six sites that comprise the [redacted] facility. [redacted] emphasized that although further development is possible with relatively few problems, the immediate need is to restore and renovate existing real property. 25X1

e. Washington Metropolitan Area (WMA) External Facilities Posture - [redacted] provided the current proposed configuration management direction of the Agency into the 1990's. Bob explained that efforts are being concentrated to consolidate the present [redacted] overt locations in the WMA into eight sites. 25X1

3. Significant Events Anticipated During the Coming Week

CLAS: The purchasing team is gearing up for the installation on 6 April of the Purchasing and Accounts Payable Software. The loading was delayed due to IDMS/R stability problems resulting from an OIT system architecture design that is unique. OIT assures us that they have identified and are resolving the configuration anomaly. [redacted] 25X1

4. Perspective of Staff Activities

[redacted] 25X1

DDA 37-0623
27 March 1987

MEMORANDUM FOR: Acting Director of Central Intelligence

FROM: William F. Donnelly
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 27 March 1987

1. The Office of Information Technology (OIT) successfully activated new T-96 Multiplexer communications equipment between Headquarters and [redacted] [redacted] Removing the old FS-96 Multiplexer equipment from the Headquarters Network Control Center will mark another milestone in our efforts to upgrade Agency communications.

25X1
25X1

2. The Office of Training and Education has received 17 percent more requests for external training courses so far this year than over the same period last year.

3. The Office of Security, in coordination with the State Department, is accelerating its investigations of technical security problems in Moscow and Vienna stemming from the Lonetree case given the recent revelations of a second Marine Guard being involved in Moscow.

4. The Director of Security, Headquarters representatives, and European Area Security Officers attended a Regional Conference in Frankfurt, Germany, during 24-26 March. The agenda included updates on worldwide physical and technical security matters and various security issues and problems throughout the European Area.

5. The Office of Logistics (OL) has written a contract for the rental of a MINAC 4 electron linear accelerator, a portable, high-energy x-ray source, for the Moscow Embassy Program.

6. OL advised OIT that hardware installation, cable pulling, and other preparatory work will begin on 17 April in the Northside New Headquarters Building communication filter room. Similar work may start on the first floor computer area on 1 May. Providing OIT this early access to the building will help ensure that components will begin moving in by January 1988.

ALL PORTIONS SECRET

[redacted]

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7. OL's Printing and Photography Division (P&PD) has been inundated with requests to copy files for the Iranian arms sales and contra aid investigations. P&PD has consequently gone to three round the clock shifts, kusing more than 1000 hours of overtime.

25X1

10. An OMS representative attended the interdisciplinary research conference on Psychology of Terrorism (Behavior, World-Views, States of Mind) at the Woodrow Wilson International Center For Scholars.

11. Small student demonstrations protesting Agency on-campus recruitment took place at several schools this past week, including: Ft. Lewis College in Colorado, Georgetown University in Washington, D.C., Johns Hopkins University in Maryland, and Ball State University in Indiana.

12. Approximately 130 employees and their spouses attended Office of Personnel's (OP) 18 March Auditorium presentation on "Basics of Money Management." OP has received about 50 requests for the videotape of the session and is planning workshops on other financial topics in the future.

25X1

14. Two Office of Finance representatives attended the annual Joint Financial Management Improvement Program conference sponsored by the Office of Management and Budget, Department of Treasury and the Comptroller General. The focus of this year's conference was on financial system modernization and the presentations confirmed that the CIA modernization program is in line with efforts of most other Federal agencies.

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15. The National Security Archive, an organization founded by former Washington Post reporter Scott Armstrong and funded by the leftist oriented "Fund for Peace," is causing concern within and outside the US Government because its acronym, NSA, gives it the appearance of a government intelligence organization. The National Security Archive has recently submitted a total of 32 Freedom of Information Act requests to the Agency for information on various national security and intelligence-related topics.



25X1

William F. Donnelly