

OL/FMD WEEKLY REPORT

PERIOD ENDING 20 JULY 1988

1. Progress Reports on Tasks Assigned by or of Interest to Senior Management:

*NHB*  
The dedication plaque was moved from the 1D corridor of the Original Headquarters Building to the 4th floor entrance of the New Headquarters Building. The dedication plaque was mounted on 15 July by the contractor, Wood and Stone. [redacted]

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

*later!*  
a. Status of Chilled South Side Chilled Water Lines: The draft report of the panel analyzing courses of action regarding the chilled water line will be finalized on 21 July. The FMD Project Officer will be responsible for implementing corrective action as recommended by this panel in their final report. [redacted]

b. On 14 July, the Contracts Staff, FMD/OL, opened bids from five bidders for the installation of chilled water risers and condensate lines in the Original Headquarters Building. The lowest, responsive and responsible bidder was John J. Kirlin, Incorporated, who submitted a bid for \$198,000. The project is part of the Backfill Program. [redacted]

c. On 12 July, ~~the Contracts Staff, FMD/OL,~~ awarded a contract in the amount of \$229,000 to JAK Construction, Incorporated, for the renovations to the Office of General Counsel space in the South Tower of the New Headquarters Building. [redacted]

*yes*  
d. Scattergood-Thorne Property Renovation: Drawings for the new perimeter fence at Scattergood-Thorne have been sent to Headquarters Security Division, Office of Security (HSD/OS), for approval. As soon as the Virginia Department of Highways approves the location of the fence, the drawings will be issued for bids. [redacted]

*yes*  
e. Jogging Track Project: On 15 July, Dewberry & Davis awarded a contract in the amount of \$44,165 to Long Fence to construct a fence along Savile Lane. Long Fence will begin construction on 20 July. Miss Utility came on 18 July and identified power and utility lines located in the area. [redacted]

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f. Child Day Care Center Project (CDCC): On 14 July, FMD engineers met with SAIC Architects, Incorporated, to review the 100 percent submittal drawings. Final drawings will be delivered to the Agency on 19 July. [redacted]

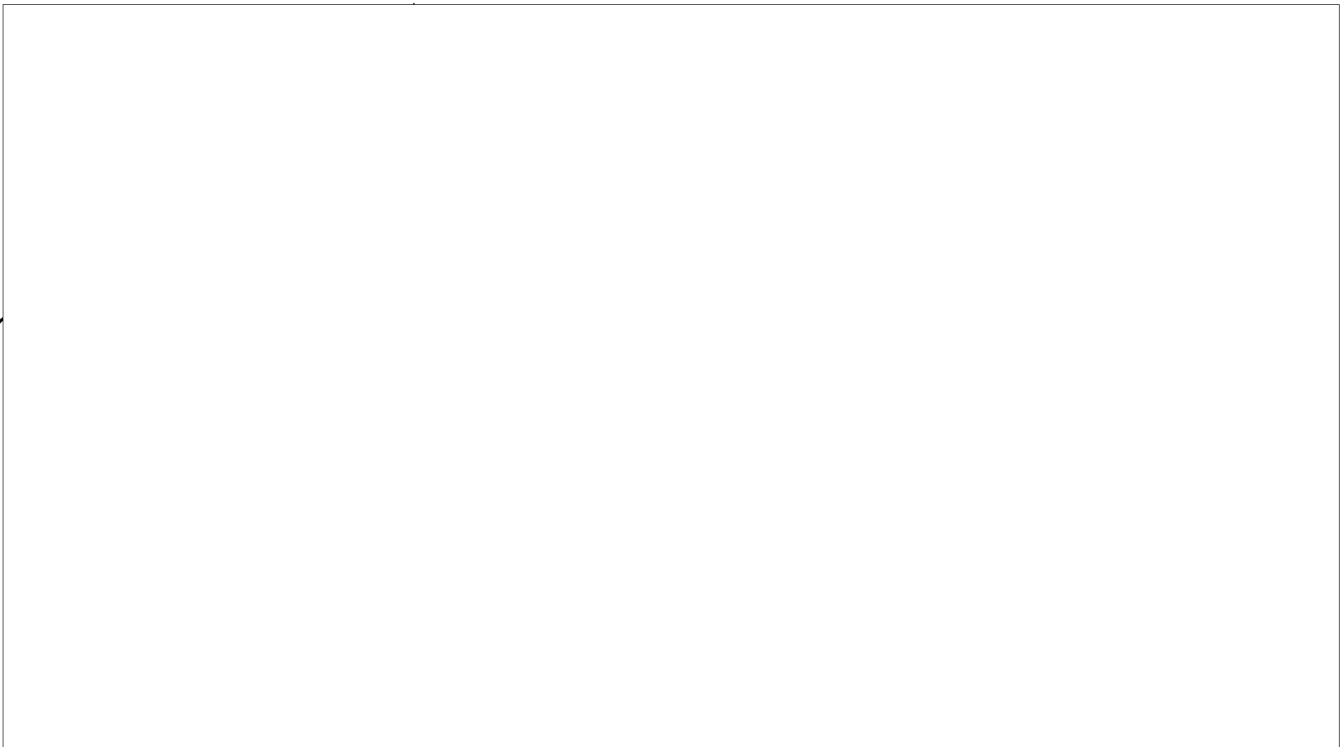
*REJECT*  
*WHEN*  
*FINAL*

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g. Significant Outages of Services/Utilities: The 16 July scheduled Headquarters compound steam outage to perform necessary plumbing work was completed without difficulty. Buildings on the compound were without steam for heating, hot water, and humidification during the outage. [redacted]

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*yes*

j. Significant Construction Projects: During this period, HSD/OS reviewed the 95 percent drawings for the West A parking lot expansion. As a result of this review, the architect's recommendation that a separate truck entrance be included in the project has been rejected. [redacted]

25X1

k. Significant Customer Service Efforts:

(1) The initial phase of delivery of newspapers to consolidated distribution points has been successful; unfortunately, M&CB has encountered some problems with the second phase, prebundling newspapers at the contractor's facility. This procedure was implemented on 11 July, but had to be suspended on 14 July when the contractor was unable to deliver the prebundled papers to distribution points in a timely fashion. M&CB is reevaluating the situation. [redacted]

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*What group?*

(2) On 14 July, the Chief, Building Services Branch, FMD/OL, spoke at an Office of Information Technology (OIT) conference [redacted] to convey current status of NHB projects underway at this time in FMD/OL. Some of the items discussed were the day care center, parking, New Headquarters Building moves, cafeteria expansion, and new jogging trail/gym facilities. [redacted]

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*Report when completed*

[redacted]

q. On 15 July, the BSB supervisors provided lunch for all their employees, including E.I. Kane office movers, for Employee Appreciation Day. The Director and Deputy Director of Logistics and the Chief and Deputy Chief, Facilities Management Division, also participated. This luncheon and the message it conveyed were considered a success. [redacted]

25X1

3. Upcoming Events:

On 25 July, an M&CB employee, who is a member of the OL Flying Squad, will begin a 60- to 90-day domestic assignment in OIT at Headquarters. This opportunity arose when a logistics position was vacated on short notice. [redacted]

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4. Management Activities and Concerns:

None.

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[redacted] Chief  
Facilities Management Division

*Engineering Group,  
OIT*