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29 June 1988

MEMORANDUM FOR: Acting Deputy Director for Administration
FROM: John M. Ray
Director of Logistics
SUBJECT: Report of Significant Logistics Activities for
the Period Ending 28 June 1988

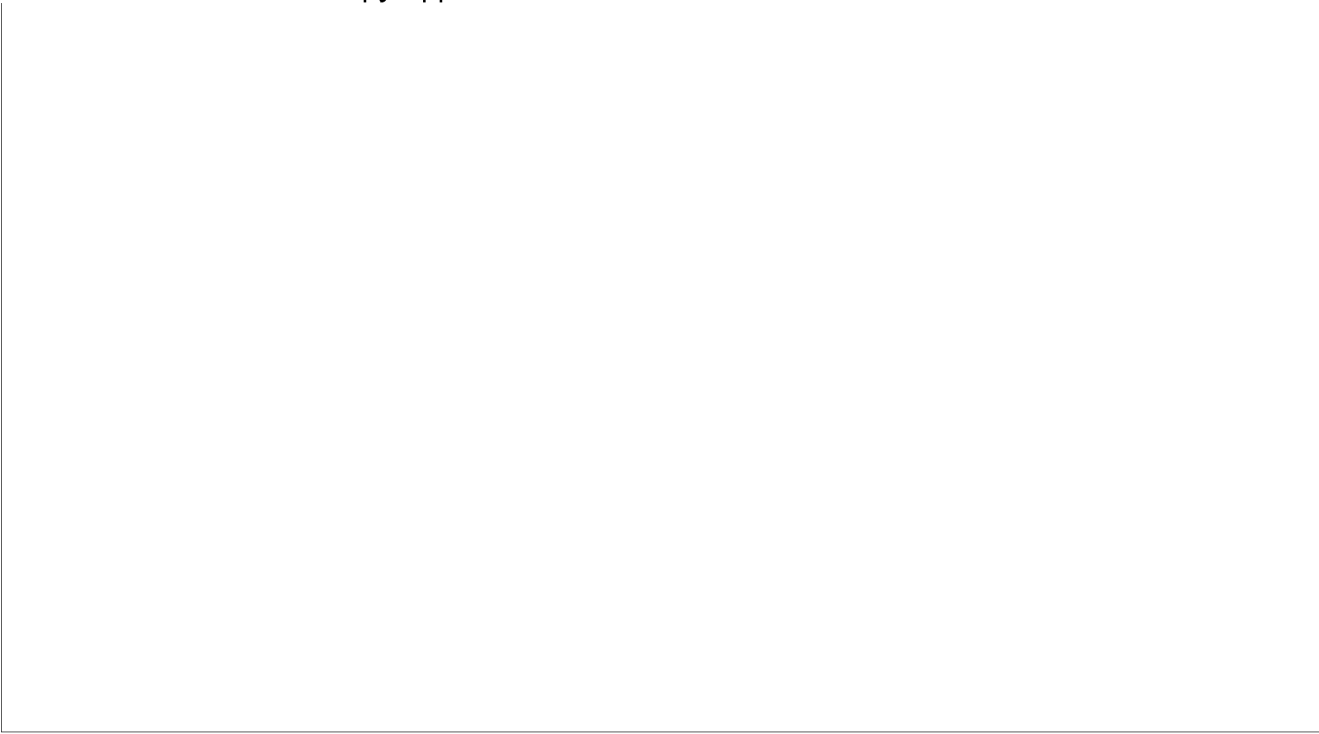
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1. Events of Major Interest That Have Occurred During the Preceding Week:

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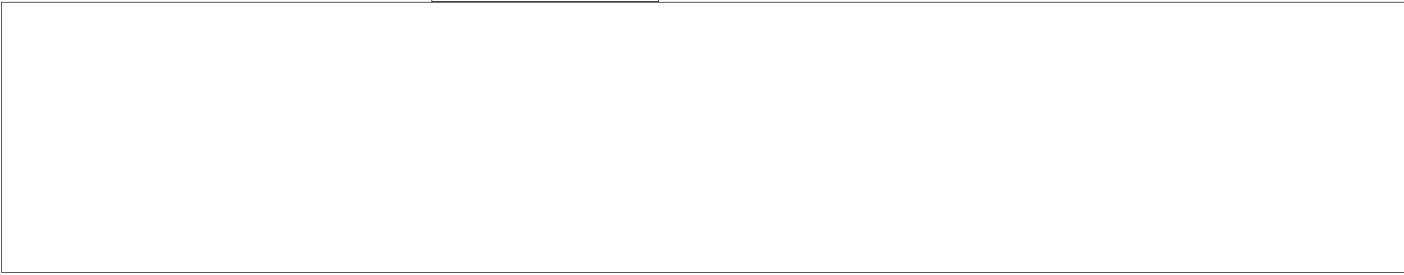
*Old memo
wants to
know
this.*

(*) h. On 24 June, the Parking Office, FMD, OL, provided the Office of Technical Service (OTS) parking permits and instructions for assignment of parking spaces on Level 2 of the Parking Deck. These spaces are in support of the move of OTS personnel to the New Headquarters Building scheduled to begin on 5 July. In addition, commencing 5 July, open parking (No Permit Required) will be available on Level 3 of the Parking Deck. Plans are underway to issue permits for the newly surfaced area of the South Parking Lot. Coupled with the opening of Level 3 of the Deck and West Lot 3, approximately 1,250 new spaces will become available.

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i. On 29 June 1988, in cooperation with the Equal Employment Opportunity Officer and representatives from the Office of General Counsel, OL inaugurated a program to donate excess office furniture and furnishings to Historically Black Universities. Sojourner Douglas University of Baltimore, Maryland, recently received a truckload of metal chairs, desks, and accessories. Although this program is in its early stages, we anticipate considerable growth.

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to be done

* k. On 23 and 24 June, OL representatives met with Ellerbe-Becket Architects and Engineers, and Mulligan/Griffin Associates (Site Developer) to review two versions [redacted] Site Master Plan. One is the Agency's preferred plan; the other is a variation of the developer's plan. During these meetings, it was determined that the Agency's preferred plan would require additional design effort to improve the visual impact of the parking structures. In a parallel effort, the variation of the developer's plan will be tested against the Agency's recently completed Master Plan Criteria. In order to maintain the schedule for the Master Plan phase of development, consideration of both versions will continue until it is determined whether or not the Agency's preferred plan will gain [redacted] During the week of 27 June 1988, Offices of Security and Information Technology representatives will be provided with plans and slides of both versions for their technical review. [redacted]

l. During this reporting period, OL has completed blueprint drawings for the computer room to house the Personnel Access Security System control equipment in the Office of Security offices at the 4th floor atrium of the New Headquarters Building. Completion of the room is scheduled for 8 July. [redacted]

2. Significant Events Anticipated During the Coming Week:

None

[redacted]

J John M. Ray

Atts: Orig Only