

Monday 6/7/71

GSA
JAP
5/24
00

6:10 FRANK URBANY:

Tom said to tell you not to let the Pennsylvania Avenue
space go. If GSA has any troubles, call Tom about it.

GSA

OFFICE OF TELECOMMUNICATIONS POLICY

ROUTE SLIP

TO C.T. Whitehead

ACTION ☐

Concurrence ☐

Signature ☐

Comments ☐

For reply ☐

Information ☒

Per conversation ☐

Discuss with me ☐

FROM W. Dean, Jr.

DATE 2/23/71

REMARKS

Mr. Long, GSA, reaffirms after contact with "refurbishers" that 1 March is still good for availability of 1325 G Street (reaccommodation site for IRAC Secretariat).

Will

C.C. G. Mansur
F. Urbony

Mr Whitehead
F Y I
GSA

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON, D.C. 20504

Date: February 2, 1971

Subject: Meeting Concerning GSA Filings

To: MEMORANDUM FOR THE FILE

On Friday, January 29, I met with Hart T. Mankin, General Counsel of GSA and Robert M. O'Mahoney, Commissioner of GSA's Transportation and Communications Service, concerning the problem of GSA filings in Federal and State regulatory proceedings.

I expressed this office's concern that filings under the Federal Property and Administrative Services Act of 1949 not be mistaken for overall Administration policy with respect to communications matters, but rather be presented and readily recognized as statements on behalf of the United States as consumer. Messrs. Mankin and O'Mahoney were generally receptive to this concern.

I stated that this office had no intention of seeking to review each filing, but would be satisfied with the following: (1) Clear indication within each filing that the position taken represents the interest of the United States as consumer. (2) Consultation in advance with this office with respect to those major proceedings as to which we may request such consultation. (3) Consultation in advance with this office with respect to any proceedings which GSA itself may consider to be of major importance. There was agreement on all three points. As to the first, Mr. Mankin pointed out that all of the papers filed by his office already contain a standard clause which makes it clear that it is the government's interest as consumer which is being represented.

We then proceeded to discuss the major problem, which is not GSA filing but DoD filing by delegation. I pointed out that DoD's appearances have made no attempt to limit representation to the consumer interest of the government, but to the contrary speak in the broadest possible terms. Mr. Mankin stated that this ought not to be so, since the very terms of delegation grant DoD authority only to represent consumer interests. [Although it was my impression that DoD could and did appear in many cases without specific delegation by reason of the general delegation contained in the 1950 Statement of Areas of Understanding between DoD and GSA (see my memorandum of January 5, 1971), Mr. Mankin stated that in each case there is a specific delegation of authority to represent.

I will pursue this question further in my discussions with DoD officials.] Mr. Mankin agreed to raise this matter with Mr. Wagner, the appropriate person at DoD; but I suggested that his contact should await discussion between Mr. Wagner and myself, which I plan to initiate shortly.

There is one area in which Messrs. Mankin and O'Mahoney would appreciate our cooperation. Any proposals on our part which have a direct affect upon common carrier rates can drastically increase GSA costs. They requested in the rate field we bear their interests in mind and consult with them prior to taking any action. Since I believe our coordinating responsibility would require this anyway, I agreed to do so.

I plan to write a letter this week, confirming the above commitment on our part--and at the same time reciting their agreements. It is my sense that this is as formal as the matter should be made at the present time. I believe I have established a cordial working relationship and anticipate no difficulty with respect to GSA filings in the future. It would greatly help the situation, however, if we show ourselves especially careful to consult with them on the matters which they requested. I expect that this necessity will arise infrequently, but hope that the first occasion will be soon, so that we may establish the continuing working relationship.

SIGNED

Antonin Scalia

45 B
April 23, 1971

Mr. William L. Dorman
Assistant Building Manager
General Services Administration
Room 2200 First Office
Building 11, Room 2015
2200 Constitution Avenue N.W.
Washington, D. C. 20407

Dear Mr. Dorman:

Your writing is another of the continuing temperature control problem we are experiencing from my earlier letter of March 19. Attached is a copy of a temperature log we are keeping for the Director's entire office area. As you can tell, the temperatures are inadequate for comfortable working conditions. In addition, other offices are having similar problems.

The remodeling program is coming along very well. Mr. Terry's contract management of the work is doing an excellent job. In installing the work, it does not appear to me that any changes have been made with regard to the ventilation and air conditioning system. In the past, offices located in the central part of the reconstruction have been poorly ventilated but generally satisfactory from the temperature control point of view.

In view of the considerable expense that we have incurred in improving our office accommodations, it would be extremely unfortunate if we are unable to realize maximum benefit due to continuation of a poor temperature control system. I am, therefore, bringing this matter to your attention and requesting your good offices and assistance in insuring that any necessary changes are made to provide adequate temperature control for all GSA office space located at 1500 H Street.

I think it would be useful if you could come and discuss this matter with me personally.

Sincerely,

Freda S. Bryant
Executive Assistant

cc: C. T. Whitehead
G. P. Mansur

- OTP

DATE	TIME	Director	<u>Degrees</u>		
			D/Deputy	Outer	Conference
4/15	9 am	80			
	pm				
4/16	9:45 am	80			
4/19	pm				
4/19	10 am	85			
	pm				
4/20	9 A m	80			
	2 PM	80			
4/21	8:30	78	75	79	76
	3:45	82	80	80	80
4/22	8:30	82	82	78	76
	3:45	82	80	80	80
4/23	8:30	80	82	79	78
	2:45	80	78	80	

YSA

January 20, 1971

To: Steve

From: Tom

You may be more charitable
than I and read it differently
but I don't want to get caught up
in a lot of mish-mash.

Get the waiver and get it over with.

CTW

UNITED STATES OF AMERICA
GENERAL SERVICES ADMINISTRATION
WASHINGTON, D.C. 20405



JAN 11 1977

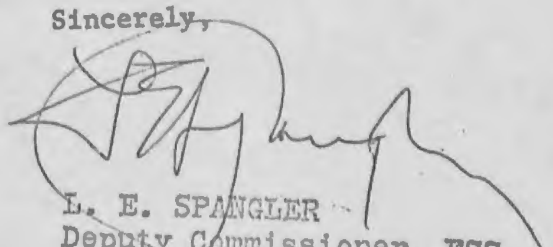
Honorable Clay T. Whitehead
Director
Office of Telecommunications Policy
Washington, DC 20504

Dear Mr. Whitehead:

Reference is made to your letter of December 24, 1970, and your recent discussion with Mr. Rod Kreger, concerning the selection of furnishings for your office.

Our Interior Designers are authorized to prescribe only standard items of furniture and furnishings available from the General Services Administration supply system and may not prescribe non-standard items without prior approval from my office. While we have authorized Miss Elizabeth Moore to assist you in selecting satisfactory items, she will be guided in her selection by our policy with respect to the purchase of non-standard furnishings. This policy requires the obtaining of a waiver to purchase non-standard items. Waivers are granted only where a standard item clearly will not adequately serve the required functional purpose and/or where the cost of a non-standard item is lower than the cost of a comparable standard item. Miss Moore will also assist you in obtaining any necessary waivers.

Sincerely,



L. E. SPANGLER
Deputy Commissioner, FSS

Ed Kidwell
13-22318

File

GSA - Parking

21 OCT 1970

Mr. A. F. Sampson
Commissioner
Public Buildings Service
General Services Administration
Washington, D. C. 20405

Dear Mr. Sampson:

The Office of Telecommunications Policy, established pursuant to Reorganization Plan No. 1 in February 1970, has now been physically located at 1800 G Street, N. W., a commercial building occupied primarily by the National Science Foundation. Within this building there are no government parking facilities, and available commercial facilities close completely and lock up at 7:00 PM daily.

I am writing to you with reference to GSA Order PBS 7030.2C which concerns parking facilities for leased buildings.

The Director of this Office is a Presidential appointment Level III and the Deputy Director is a Level IV; we have a total staff of 73. At the present time, we have no parking facilities. I have an official car assigned to the Director, leased by the government, but I have no assigned space for parking that car. To get it off the street, we have leased a commercial slot at a cost of about \$40 a month.

I have some minimum immediate needs for parking which directly relate to the capacity of my executive staff to do its work.

(a) The official car should be available for use during normal working hours and on Saturdays (for I work most Saturdays at least half a day) within a reasonable distance from 1800 G Street, N. W.

(b) Although the Office hours here are 9:00 to 5:30, I normally work at my desk until 7:30 or 8:00 or later. Because of the great number of meetings I must attend each day, my own

paperwork has to be done after the phone stops ringing. I require a secretary to support me during these hours. I request, therefore, a parking facility for her car within a reasonable distance from 1800 G Street, N. W., which would be available after 7:00 and on weekends, which rules out parking in this building.

(c) The Deputy Director of my office drives a considerable distance to work each day, living in the State of Virginia, and frequently works with me late evening hours and weekends. I feel that it is a reasonable request in the interest of the efficient operation of my office to have a parking slot for the Deputy Director.

This Office is prepared to absorb the cost of leasing commercial facilities for (a) our official car, (b) my confidential secretary's car, and (c) the Deputy Director's car as necessary costs supporting the efficient and effective operation of my office. In all three cases, these automobiles, were they to be garaged in commercial facilities within this building, would have to be moved during the day when the garage closes. If some government or commercial facility exists within a reasonable walking distance from 1800 G Street, N. W., your assistance in arranging for a lease, even if it must be at the cost of this Office, would be appreciated.

Available public transportation to meet the needs of my personal secretary and Deputy Director are inadequate since in the former case there is no service directly to Turkey Point, 15 miles from Annapolis; and, in the case of the Deputy Director, only the most indirect bus service is available, which would require his traveling in excess of an hour both to and from work each day.

Off-street parking is available at a number of commercial sites at costs ranging from \$3 a day upward, and I consider such a requirement on my secretary and Deputy Director to be prohibitive as amounting to, in effect, a reduction in salary.

I do not hesitate to add my own concern for the safety and welfare of my secretary, particularly as she frequently leaves this office well after dark at night.

While I might reasonably point out that my existing staff contains nine supergrade officers in addition to those I have mentioned, I am not now seeking accomodation of their needs for parking because I do consider the three above requirements absolutely essential to the operation of this Office, and I do not want to confuse the significance of this request with some lesser important requirements which are nonetheless critical but can be met through alternate arrangements, such as car pools and group leasing of parking facilities.

The relatively modest proportion of this request is expressly intended to contribute to expedient consideration and early approval.

I have determined and so certify that parking facilities for the vehicles of employees, as set forth above, used to provide transportation to and from their place of work is required in order to avoid significant impairment of the operating efficiency of this Office.

It is also agreed that this Office will reimburse GSA for the cost of leasing such parking for the duration of our use of such facilities.

Any assistance you can provide for arranging leased spaces as requested would be greatly appreciated.

Sincerely,

Clay T. Whitehead

cc: Mr. Doyle
Mr. Whitehead

SDoyle:jm

Monday 10/19/70

12:30 Mr. Moore, GSA, called re our draft. He suggested we strike out the last sentence of the letter: "As I have indicated above, ..." and add the following two paragraphs:

"I have determined and so certify that parking facilities for the vehicles of employees, as set forth above, used to provide transportation to and from their place of work is required in order to avoid significant impairment of the operating efficiency of this Office.

"It is also agreed that this Office will reimburse GSA for the cost of leasing such parking for the duration of our use of such facilities."

On the first page, the GSA Order is PBS 7030.2C.

October 16, 1970

To: J. Herman Moore

From: Steve Doyle

Attached is a draft I have prepared pursuant to our telephone conversation of October 15 and your note to me following that conversation. I have retained a copy of the draft here and we can reduce this to final with your comments by phone.

Looking forward to your early call.

Attachment

DRAFT
SDoyle:jm
10/16/70

Mr. A. F. Sampson
Commissioner
Public Buildings Service
General Services Administration
Washington, D. C. 20405

Dear Mr. Sampson:

The Office of Telecommunications Policy, established pursuant to Reorganization Plan No. 1 in February 1970, has now been physically located at 1800 G Street, N. W., a commercial building occupied primarily by the National Science Foundation. Within this building there are no government parking facilities, and available commercial facilities close completely and lock up at 7:00 PM daily.

I am writing to you with reference to GSA Order PBS 7030.2 which concerns parking facilities for leased buildings.

The Director of this Office is a Presidential appointment Level III and the Deputy Director is a Level IV; we have a total staff of 73. At the present time, we have no parking facilities. I have an official car assigned to the Director, leased by the government, but I have no assigned space for parking that car. To get it off the street, we have leased a commercial slot at a cost of about \$40 a month.

I have some minimum immediate needs for parking which directly relate to the capacity of my executive staff to do its work.

(a) The official car should be available for use during normal working hours and on Saturdays (for I work most Saturdays at least half a day) within a reasonable distance from 1800 G Street, N. W.

(b) Although the Office hours here are ^{9:00 5:30}~~8:00~~ to ~~5:00~~, I normally work at my desk until 7:30 or 8:00 or later. Because of the great number of meetings I must attend each day, my own paperwork has to be done after the phone stops ringing. I require a secretary to support me during these hours. I request, therefore, a parking facility for her car within a reasonable distance from 1800 G Street, N. W., which would be available after 7:00 and on weekends, which rules out parking in this building.

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This Office is prepared to absorb the cost of leasing commercial facilities for: (a) our official car, (b) my confidential secretary's car, and (c) the Deputy Director's as necessary costs supporting the efficient and effective operation of my office. In all three cases, these automobiles, were they to be garaged in commercial facilities within this building, would have to be moved during the day when the garage closes. If some government or commercial facility exists within a reasonable walking distance from 1800 G Street, N. W., your assistance in arranging for a lease, even if it must be at the cost of this Office, would be appreciated.

Available public transportation to meet the needs of my personal secretary and Deputy Director are inadequate since in the former case there is no service directly to Turkey Point, *20 miles from* ~~near~~ Annapolis; at the hours when she normally leaves work; and, in the case of the Deputy Director, only the most indirect bus service is available, which would require his traveling in excess of an hour both to and from work each day.

Off-street parking is available at a number of commercial sites at costs ranging from \$3 a day upward, and I consider such a requirement on my secretary and Deputy Director to be prohibitive as amounting to, in effect, a reduction in salary.

I do not hesitate to add my own concern for the safety and welfare of my secretary, particularly as she frequently leaves this office well after dark at night ~~and ought not to be,~~ at that time of day, required to find her way home to Turkey Point by public transportation.

While I might reasonably point out that my existing staff contains nine supergrade officers in addition to those I have mentioned, I am not now seeking accommodation of their needs for parking because I do consider the three above requirements absolutely essential to the operation of this Office, and I do not want to confuse the significance of this request with some lesser important requirements which are nonetheless critical but can be met through alternate arrangements, such as car pools and group leasing of parking facilities.

The relatively modest proportion of this request is expressly intended to contribute to expedient consideration and early approval.

Any assistance you can provide for arranging leased spaces as requested would be greatly appreciated. ~~As I have indicated above,~~ this Office stands ready to reimburse GSA for any costs incurred in arranging such parking.

Sincerely,

CTW

GSA

December 24, 1970

Honorable Robert L. Kunzig
Administrator of General Services
General Services Administration
Washington, D. C. 20405

Dear Mr. Kunzig:

In order to implement Reorganization Plan No. 1 and Executive Order 11556, which brought my Office into existence, it is necessary to relocate 25 individuals from what formerly was the Office of Telecommunications Management to the Department of Commerce. Twenty-one of these personnel were transferred to Commerce roles as of October 18, 1970.

It was my understanding that these people were to be transferred to spaces on the 10th floor at 1325 G Street, N. W., on or about January 1, 1971. I learned recently that the space originally available has been assigned to the National Capital Planning Commission. We now understand that space can be made available on the second floor at 1325 G Street, N. W., in early February.

Until space assigned for my Office is vacated by these Department of Commerce personnel, I am unable to make rearrangements to accommodate the new staff I am acquiring to meet our new responsibilities.

I would appreciate your personal attention to ensuring that this important relocation is effected with a minimum of delay.

Sincerely,

Clay T. Whitehead

cc: A. Kandoian
Mr. Dean
Dr. Mansur
Mr. Whitehead ✓

Reading file

WDEAN/ebm/12/23/70; CTWhitehead:d

Route Slip

GSA

22 DEC 1970

To

_____	Clay T. Whitehead	_____
_____	George F. Mansur	_____
_____	William Plummer	_____
_____	Wilfrid Dean	_____
_____	Steve Doyle	_____
_____	Walt Hinchman	_____
_____	Charles Joyce	_____
_____	William Lyons	_____
_____		_____
_____		_____

_____	Eva Daughtrey	_____
_____	Timmie White	_____
_____	Judy Morton	_____

REMARKS

Copy to Mancini & Seals.

*Notes:
I generally agree with
Charles's suggestions.
The GSA General Counsel
could visit geologists
& we offer to help on the
border coordination problem,
& I think we should
probably include him.*

T

EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF TELECOMMUNICATIONS POLICY
WASHINGTON, D.C. 20504

Date: December 21, 1970

Subject: Discussion with Dave Solomon

To: Mr. Whitehead

*Charlie
Generally agree
but let's not let
this drag on.
T.*

At lunch today, Dave Solomon and I discussed the problem of coordination between the OTP, Defense and GSA on filings with the FCC. Solomon points out that GSA has the responsibility under the Property and Administrative Services Act of 1949 to file with the FCC on behalf of all the Executive agencies of the government. GSA can also delegate this authority, and frequently does so, to Defense. In Defense these filings are handled by the Department of Army. Solomon says there are about 4,000 filings made annually of which about 600 are with the FCC. Most of these are obviously minor.

Solomon says that if we want to get in on these, we should either indicate some criteria by which Defense and GSA can determine which cases we are interested in, or else set up some apparatus within our offices for handling the workload. He also raises the more fundamental question of whether it is our intention to try to tell Defense or GSA whether they may file or not, what position to take, or how to back it up. He says that Defense and GSA lawyers are very sensitive on this point and will resist any efforts to tell them what to do. He admitted, on the other hand, that the Army lawyers come to his office to get "policy guidance". I couldn't pin him down on what constituted policy guidance or on how it affected the filings.

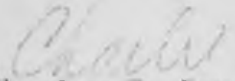
We also discussed the possibility of a Defense filing on TAT 6. Solomon fully understands our interest in this one, particularly in view of the Pausch letter. However, he points out that from the view point of Defense, our office operates very slowly and at an abstract policy level. Defense feels a need to protect its interests and is reluctant to wait around to see if our office is going to do anything. He indicated, for example, that Defense provided our office with comments on Docket 18875 with the expectation that we would soon write to the FCC. They are disappointed by our inaction. (Of course, they would be even more disappointed if we had said what we thought.) Solomon's point is that if Defense has something to say, and particularly if there are pressures from Congress and other Defense constituencies, they will be reluctant to wait indefinitely for their

views to be incorporated in an OTP policy statement. I pointed out that there were similar problems with respect to issues being handled through the NSC process.

I am not sure what concessions, if any, we might want to make to the need (desire?) of Defense and others to act quickly in these regulatory cases. However, I think it is very important that we get a better feel soon for how much pressure we can try to exert on GSA and Defense with respect to a particular filing. I suggest that Nino Scalia and I discuss this with the appropriate GSA people and with the Army. Then Nino should dig into the legal background and find out what authority we have in this area, if any. I feel that we should postpone putting out any memorandum to the departments and agencies on this subject until we have looked into it a bit more.

In the meantime, Dave Solomon has promised to call us when one of these is coming up and I will ask O'Mahoney to do the same.

I am sending you separately memoranda for your signature to Defense, State and CIA on TAT 6 and the Pausch letter.


Charles C. Joyce

UNITED STATES OF AMERICA
GENERAL SERVICES ADMINISTRATION

Public Buildings Service
Washington, D.C. 20405



DEC 15 1970

Honorable Clay T. Whitehead
Director
Office of Telecommunications Policy
Washington, DC 20504

Dear Mr. Whitehead:

We are pleased to inform you that the parking arrangements of which we advised you in our letter of November 9 have been completed.

Parking facilities have been acquired in the building at 1800 G Street, NW., and three spaces have been allocated to your office for your official car, your Deputy's car, and your secretary's car, effective December 1, 1970. The spaces are being provided at a cost of \$1,800 annually subject to reimbursement by your office to the General Services Administration.

Access hours to the parking area are from 7 a.m. to 9 p.m., and will be extended to 10 p.m. next month; provision may be made for special time periods, if required, upon 24 hours notice.

Please let us know if we can be of further assistance.

Sincerely,

W. H. Sanders
Acting Commissioner
Public Buildings Service

7 DEC 1970

OT P
Official
requests
MSA

Mr. Fred J. Emery
Director of the Federal Register
National Archives and Records Service
General Services Administration
Washington, D. C. 20408
Attention: NF

Reference: No. NF 70-5 and GPO Jacket No. 39-861

Dear Mr. Emery:

In response to your memorandum of November 25, 1970,
I would appreciate receiving a copy of the 1969 volume of
Public Papers of the Presidents.

Sincerely,

Clay T. Whitehead

lmc:12/4/70

cc: Mr. Whitehead ✓
Subject file
Reading file

Lansing—215 S. Walnut St. (Dispatch Point)
517-372-1910, Ext. 1519
(Zip Code 48933) -----FTS-517-372-1519

MINNESOTA (Region 6)
Duluth—218 E. First Street -----218-727-6692
(Zip Code 55802) -----FTS-218-727-6265
Twin Cities—Fort Snelling -----612-725-4425
(Zip Code 55111) -----FTS-612-725-4425

MISSISSIPPI (Region 4)
Jackson—320 S. Farish St.
601-948-7821, Ext. 2323
(Zip Code 39202) -----FTS-601-948-2323
Mississippi Test Facility -----601-688-2064
Bay St. Louis (Zip Code 39520) -----FTS-601-688-2064
Vicksburg—813 Crawford St. -----601-636-1562
(Zip Code 39180) -----FTS-601-948-7821
Ask For-636-1562

MISSOURI (Region 6)
Kansas City—601 E. 12th St. -----816-374-5714
(Zip Code 64106) -----FTS-816-374-5714
St. Louis—1520 Market St.
314-622-8100, Ext. 4535
(Zip Code 63103) -----FTS-314-622-4535

MONTANA (Region 10)
Billings—421 N. 24th St.
406-245-6711, Ext. 6270
(Zip Code 59103) -----FTS-406-245-6270
Great Falls—617 First Ave. South -----406-454-9293
(Zip Code 59401) -----FTS-406-761-3344
Helena—814 Front St.
406-442-9040, Ext. 3265
(Zip Code 59601) -----FTS-406-442-3265

NEBRASKA (Region 6)
McCook—1712 W. Third St. (Dispatch Point)
308-345-4511
(Zip Code 69001) -----FTS-402-221-1221
Ask For-308-345-4511
Omaha—1707 Jackson St. -----402-221-4755
(Zip Code 68102) -----FTS-402-221-4755

NEVADA (Region 9)
Las Vegas—300 Las Vegas Blvd, FOB
702-385-6388
(Zip Code 89501) -----FTS-702-385-6388
Reno—300 Booth St. -----702-784-5204
(Zip Code 89502) -----FTS-702-784-5204

NEW HAMPSHIRE (Region 1)
(Nearest pools are at Boston, Massachusetts,
or Portland, Maine)

NEW JERSEY (Region 2)
Newark—Post Office & Courthouse
201-645-3360
(Zip Code 07102) -----FTS-201-645-3360
Trenton—402 E. State St. -----609-599-3377
(Zip Code 08608) -----FTS-609-599-3377

NEW MEXICO (Region 8)
Albuquerque—1800-12th Street, NW

505-843-0311, Ext. 2303
(Zip Code 87103) -----FTS-505-843-2303
Farmington—623 N. Industrial Ave.
505-325-4574
(Zip Code 87401) -----FTS-505-843-0311
Ask For-325-4574
Gallup—500 E. Coal Ave. -----505-863-9571
(Zip Code 87301) -----FTS-505-843-0311
Ask For-863-9571
Las Cruces—806 W. Hadley St.
505-524-8651
(Zip Code 88001) -----FTS-505-843-0311
Ask For-524-8651
Santa Fe—U.S. Courthouse
505-982-3801, Ext. 3336
(Zip Code 87501) Rm. 123 -----FTS-505-982-3336

NEW YORK (Region 2)
Albany—32 Clinton Avenue -----518-472-4544
(Zip Code 12207) -----FTS-518-472-4544
Buffalo—1021 Main Street, FOB
716-842-2319
(Zip Code 14203) -----FTS-716-842-2319
New York City—203-209 Centre St. (Manhattan)
212-264-1105
(Zip Code 10013) -----FTS-212-264-1105
Syracuse—Bldg. 442, Watertown Road
315-473-3580
Hancock Field (Zip Code 13225) -----FTS-315-473-3580

NORTH CAROLINA (Region 4)
Raleigh—211 W. Cabarrus St.
919-828-9031, Ext. 4176
(Zip Code 27601) -----FTS-919-755-4176

NORTH DAKOTA (Region 6)
Bismarck—117 Main Street
701-255-4011, Ext. 4318
(Zip Code 58501) -----FTS-701-255-4318

OHIO (Region 5)
Cincinnati—550 Main Street -----513-684-2524
Rm. B-123, FOB (Zip Code 45202) -----FTS-513-684-2524
Cleveland—1240 E. 9th Avenue -----216-522-4050
(Zip Code 44199) -----FTS-216-522-4050
Columbus—85 Marconi Blvd. -----614-469-5690
(Zip Code 43215) -----FTS-614-469-5690

OKLAHOMA (Region 7)
Muskogee—516 W. Broadway
918-683-3111, Ext. 459
(Zip Code 74401) -----FTS-918-683-3459
Oklahoma City—200 NW, Fourth St.
405-231-4436
(Zip Code 73102) -----FTS-405-231-4436
Tulsa—210 S. Elwood Ave.
918-584-7151, Ext. 7758
(Zip Code 74103) -----FTS-918-584-7758

OREGON (Region 10)
Medford—1201 Armory Drive -----503-779-1226
(Zip Code 97501) -----FTS-503-779-2252

Portland—1002 NE. Holladay Street
503-234-3361, Ext. 4487
(Zip Code 97208) -----FTS-503-234-4487

PENNSYLVANIA (Region 2)
Harrisburg—228 Walnut Street, FOB
717-782-3425
(Zip Code 17108) -----FTS-717-782-3425
Philadelphia—37 South 2nd St. -----215-597-4380
(Zip Code 19106) -----FTS-215-597-4380
Pittsburgh—14th & Smallman Sts.
412-644-2688
(Zip Code 15222) -----FTS-412-644-2688

PUERTO RICO (Region 2)
San Juan—GSA Building, Old Navy Radio Site
211-765-0404, Ext. 334
Martin, Pena, Hato Rey, Puerto Rico
**FTS—See footnote

Mailing Address:
San Juan Interagency Motor Pool
General Services Administration
GPO Post Office Box 3426
San Juan, PR 00936

RHODE ISLAND (Region 1)
Providence—198 Pine Street -----401-528-4453
(Zip Code 02903) -----FTS-401-528-4453

SOUTH CAROLINA (Region 4)
Columbia—1801 Assembly Street
803-253-8371, Ext. 3307
Courtyard (Zip Code 29201) -----FTS-803-253-3307

SOUTH DAKOTA (Region 6)
(Nearest pools are at Bismarck, North Dakota,
or Omaha, Nebraska)

TENNESSEE (Region 4)
Memphis—167 N. Main Street -----901-534-3681
(Zip Code 38103) -----FTS-901-534-3681
Nashville—Rear of 801 Broadway
615-242-8321, Ext. 5235
(Zip Code 37203) -----FTS-615-242-5235

TEXAS (Region 7)
Amarillo—628 Taylor Street, FOB
806-376-5151, Ext. 210
(Zip Code 79101) -----FTS-806-376-0210
Austin—Federal Office Building
512-475-5191
(Zip Code 78701) -----FTS-512-475-5191
Dallas—1014 Jackson Street -----214-749-2244
(Zip Code 75202) -----FTS-214-749-2244
El Paso—614 Myrtle Street
915-533-9351, Ext. 5396
(Zip Code 79901) -----FTS-915-533-5396
Fort Worth—819 Taylor Street -----817-334-3135
(Zip Code 76102) -----FTS-817-334-3135
Galveston—Fort Crockett
713-763-1211, Ext. 511
(Zip Code 77552) -----FTS-713-763-1511

** For instructions to place call to Alaska, Hawaii,
and Puerto Rico, see GSA Bulletin FPMR F-56.

Houston—2320 La Branch St.
713-226-4011, Ext. 4211
(Zip Code 77004) -----FTS-713-226-4211
Lubbock—1507 18th Street
806-765-8541, Ext. 204
(Zip Code 79401) -----FTS-806-765-8204
San Antonio—107 E. Arsenal
512-225-5511, Ext. 370
(Zip Code 78204) -----FTS-512-225-4370

UTAH (Region 8)
Ogden—183 W. 30th Street -----801-399-6491
(Zip Code 84401) -----FTS-801-399-6491
Salt Lake City—125 S. State St. -----801-524-5266
(Zip Code 84111) -----FTS-801-524-5266
Vernal—420 E. First South St. -----801-789-0041
(Zip Code 84078) -----FTS-801-524-5500
Ask For-789-0041

VERMONT (Region 1)
Burlington—11 Elmwood Avenue
802-862-6501, Ext. 6379
(Zip Code 05402) -----FTS-802-862-6379

VIRGINIA (Region 3)
Norfolk—Main & Granby Streets -----703-627-7471
(Zip Code 23510) -----FTS-703-627-7721
Richmond—400 N. Eighth Street -----703-649-2511
(Zip Code 23219) -----FTS-703-649-2511
(Nearest pool for Arlington, Alexandria,
Falls Church, and Fairfax, See District
of Columbia)

WASHINGTON (Region 10)
Seattle—909 First Avenue, FOB
206-583-5456
(Zip Code 98104) -----FTS-206-583-5456
Seattle—18445 Pacific Highway South
206-246-7300
Tacoma International Airport
FTS-206-583-0111
Ask For-246-7300
Spokane—South 119 Jefferson Street
509-838-4611, Ext. 573
(Zip Code 99204) -----FTS-509-838-4573
Vancouver—1500 NE. Ross Street
206-693-5801, Ext. 313
(Zip Code 98660) -----FTS-206-693-5313

WEST VIRGINIA (Region 3)
Charleston—500 Quarrier St. (Dispatch Point)
304-343-6181, Ext. 338
(Zip Code 25301) -----FTS-304-343-1338
Huntington—233 4th Avenue
304-529-2311, Ext. 584
(Zip Code 25701) -----FTS-304-529-2584

WISCONSIN (Region 5)
Milwaukee—811 E. Wisconsin Ave.
414-272-8600, Ext. 3578
(Zip Code 53202) -----FTS-414-272-3578

WYOMING (Region 8)
Casper—Bureau of Reclamation
307-265-4310, Ext. 3239
Mills (Zip Code 82644) -----FTS-307-265-3239



LOCATIONS - SERVICES - RATES



General Services Administration
Transportation and Communications Service
Motor Pool Operations Division

AUGUST 1970

INTERAGENCY MOTOR POOLS—
LOCATIONS, SERVICES, AND RATES

PURPOSE

Interagency motor pool systems furnish economical vehicle support to Government agencies from centrally managed facilities. This leaflet provides information to Federal employees so that they may avail themselves of interagency motor pool services.

MOTOR POOL SERVICES

Each interagency motor pool system furnishes various types of motor vehicles and related services. The following vehicle services are available from each interagency motor pool system:

1. Dispatch vehicles for short-term or trip rental use;
2. Assigned vehicles for long-term continuing use;
3. Vehicle supplies, maintenance, and repair; and
4. Where feasible, special vehicle services, such as local hauling, parcel pickup, and delivery.

HOW TO OBTAIN POOL VEHICLES

If possible, place reservations (by letter, telephone, wire, or in person) at least 24 hours in advance. State the type of vehicle required, the name of the vehicle user, the expected period of use, and a complete billing address. If the motor pool addresses are used for mailing purposes, please use the format in the following example:

Mobile Interagency Motor Pool
General Services Administration
161 St. Louis Street
Mobile, AL 36602

As evidence of authority to obtain a vehicle, motor pool personnel will accept a letter of authority, purchase order, official travel authorization specifying the use of a Government-owned vehicle, or GSA Form 1313, Interagency Motor Pool Service Authorization (for details inquire at the local interagency motor pool). GSA Form 1313 is particularly convenient for Federal employees in travel status. By prior arrangement with the motor pools, some agencies use Standard Form 46, U.S. Government Motor Vehicle Operator's Identification Card, as evidence of authority to obtain vehicles in the local area.

Unless specifically exempted therefrom, the operator of a motor pool vehicle must have in his possession both a State motor vehicle operator's permit and a Standard Form 46.

RENTAL OF COMMERCIAL VEHICLES

Information regarding rental of commercial vehicles is provided in the "Traveler's Pocket Guide" published by the Federal Supply Service, GSA.

OPERATOR RESPONSIBILITY

As provided by law, the use of Government-owned vehicles is restricted to official purposes only. The operator of an interagency motor pool vehicle is responsible for the proper use, servicing, and protection of the vehicle in his custody and for reporting any accidents in which the vehicle is involved. Necessary instructions are contained in the Operator's Packet in each interagency motor pool vehicle.

MOTOR POOL RATES

The current uniform service rates for sedans and station wagons are as follows:

NATIONWIDE (except in Puerto Rico, Hawaii, and Alaska)

<i>Vehicle Type</i>	<i>Base Rate Per Day</i>	<i>Plus Charge Per Month</i>	<i>Plus Charge Per Mile</i>
Sedans			
Standard	\$2.50	\$40.00	\$0.040
Station Wagons			
6-passenger	\$2.80	\$47.00	\$0.046
9-passenger	3.00	50.00	0.049

HAWAII AND PUERTO RICO

<i>Vehicle Type</i>	<i>Base Rate Per Day</i>	<i>Plus Charge Per Month</i>	<i>Plus Charge Per Mile</i>
Sedans			
Standard	\$2.50	\$40.00	\$0.049
Station Wagons			
6-passenger	\$2.80	\$47.00	\$0.054
9-passenger	3.00	50.00	0.057

ALASKA

<i>Vehicle Type</i>	<i>Base Rate Per Day</i>	<i>Plus Charge Per Month</i>	<i>Plus Charge Per Mile</i>
Sedans			
Standard	\$2.90	\$49.00	\$0.070
Station Wagons			
6-passenger	\$3.25	\$55.00	\$0.074
9-passenger	3.55	59.00	0.085

Rates for other types of vehicles are established and published by each GSA regional office.

INTERAGENCY MOTOR POOL
LOCATIONS

ALABAMA (Region 4)*

Mobile—161 St. Louis Street
205-433-3581, Ext. 3200
(Zip Code 36602) FTS—205-433-3200

ALASKA (Region 10)

Anchorage—2nd Ave. & Christensen Drive
907-272-5561, Ext. 636
(Zip Code 99501) **FTS—See footnote
Fairbanks—219 Third Avenue
907-452-4486
(Zip Code 99701) **FTS—See footnote

ARIZONA (Region 8)

Holbrook—215 N. 11 Ave.
(Zip Code 86025) FTS—602-261-3900
Ask For—524-3973
Parker—Bureau of Indian Affairs
602-669-2184
Colorado River Agency FTS—602-261-3900
(Zip Code 85344) Ask For—669-2184
Phoenix—401 W. Van Buren
602-261-3277
(Zip Code 85003) FTS—602-261-3277
Tucson—450 N. Grande Ave.
602-792-6401
(Zip Code 85705) FTS—602-792-6401
Yuma—3800 Avenue 3E
602-725-2376
(Zip Code 85364) FTS—602-725-2376

ARKANSAS (Region 7)

Little Rock—New Federal Building
501-372-4361, Ext. 514
(Zip Code 72201) FTS—501-372-5514

CALIFORNIA (Region 9)

Fresno—1130 "O" Street
209-485-5000, Ext. 328
(Zip Code 93721) FTS—209-485-5328
Los Angeles—300 N. Los Angeles St.
213-688-3221
(Zip Code 90012) FTS—213-688-3220
Los Angeles Int'l Airport
213-670-1266
5760 W. 96th St. (Zip Code 90045)
FTS—213-670-7460
Oakland—620 Central Ave., FOB
415-273-7281
Alameda (Zip Code 94502)
FTS—415-273-7281
Redding—1000 Locust Street
916-241-7100, Ext. 334
(Zip Code 96001) FTS—916-241-2333
Redwood City—700 Bay Road
408-275-7011
Menlo Park (Zip Code 94025)
FTS—408-275-7011
Riverside—1765 Massachusetts Avenue
714-683-1550
(Zip Code 92507) FTS—714-686-9275
Sacramento—Federal & U.S. Courthouse Bldg.
916-449-2421
(Zip Code 95814) FTS—916-449-2421

* (GSA Region)

** For instructions to place call to Alaska, Hawaii, and Puerto Rico, see GSA Bulletin FPMR F-56.

San Diego—1229 Columbia St.
(Zip Code 92101) FTS—714-293-5650
San Francisco—49 Fourth Street, FOB
415-556-1035
(Zip Code 94102) FTS—415-556-1035

COLORADO (Region 8)

Boulder—3720 Walnut St. (Dispatch Point)
303-447-1000, Ext. 3516
(Zip Code 80302) FTS—303-447-3516
Denver—Denver Federal Center
303-233-3611, Ext. 3113
Building 45 (Zip Code 80225)
FTS—303-233-3113
Grand Junction—AEC Compound
303-242-8621, Ext. 8375
Building 28 (Zip Code 81501)
FTS—303-242-8375

CONNECTICUT (Region 1)

Hartford—450 Main Street
(Zip Code 06103) FTS—203-244-3314

DELAWARE (Region 2)

(Nearest pools are at Baltimore, Maryland, or Philadelphia, Pennsylvania)

DISTRICT OF COLUMBIA (Region 3)

Washington—49 L Street, SE
(Zip Code 20003) FTS—202-963-6395
or 962-3362
(Government Code 13-23362, or 36395)

FLORIDA (Region 4)

Cape Kennedy (Zip Code 32899)
305-867-5644
Kennedy Space Center FTS—305-867-5644
Jacksonville—400 W. Bay Street
(Zip Code 32202) FTS—904-791-2521
Melbourne—Dispatch Point
305-727-3555
Cape Kennedy Regional Airport
FTS—904-791-2011
Ask For 305-727-5555
Miami—25 NE. Third Street
(Zip Code 33132) FTS—305-350-5748
Miami—Dispatch Point
305-350-5748
FAA—WB Bdg., Miami Int'l Airport
FTS—305-350-5748
Orlando—McCoy AFB (Dispatch Point)
305-855-2903
Civillian Air Terminal FTS—904-791-2011
Ask For 305-855-2903
Tampa—1701 N. Florida Ave.
813-228-7711, Ext. 7236
(Zip Code 33602) FTS—813-228-7236

GEORGIA (Region 4)

Atlanta—50 Seventh St., NE.
(Zip Code 30323) Courtyard
FTS—404-526-5633

HAWAII (Region 9)

Honolulu—Federal Bldg., Rm. 349-351
808-546-5870
(Zip Code 96813) **FTS—See footnote

IDAHO (Region 10)

Boise—Federal & Courthouse
208-342-2711, Ext. 264
(Zip Code 83702) FTS—208-342-2264

ILLINOIS (Region 5)

Chicago—701 S. Clinton St.
(Zip Code 60607) FTS—312-353-6158

INDIANA (Region 5)

Indianapolis—249 N. Roanoke St.
317-633-8931
(Zip Code 46202) FTS—317-633-8931

IOWA (Region 6)

Des Moines—Bldg. 87, Ft. Des Moines
515-284-4351
(Zip Code 50315) FTS—515-284-4351

KANSAS (Region 6)

Wichita—420 South Water
316-267-6311, Ext. 6568
(Zip Code 67202) FTS—316-267-6568

KENTUCKY (Region 5)

Lexington—1409 Forbes Road
(Zip Code 40505) FTS—606-252-2627
Louisville—600 Federal Place
(Zip Code 40202) FTS—502-382-3131

LOUISIANA (Region 7)

Baton Rouge—707 Florida Blvd
504-348-7181, Ext. 217
(Zip Code 70802) FTS—504-348-4217
New Orleans—4545 Perilliat St.
(Zip Code 70113) FTS—504-527-6671

MAINE (Region 1)

Portland—21 Pearl Street
207-775-3131, Ext. 3310
(Zip Code 04111) FTS—207-775-3310

MARYLAND (Region 3)

Baltimore—Federal Office Bldg.
(Zip Code 21202) FTS—301-962-2130
(Nearest pool for Montgomery County,
and Prince Georges County—
(See District of Columbia)

MASSACHUSETTS (Region 1)

Boston—387 Commercial St.
(Zip Code 02109) FTS—617-223-2691

MICHIGAN (Region 5)

Detroit—3770 E. Jefferson St.
(Zip Code 48207) FTS—313-226-3193

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