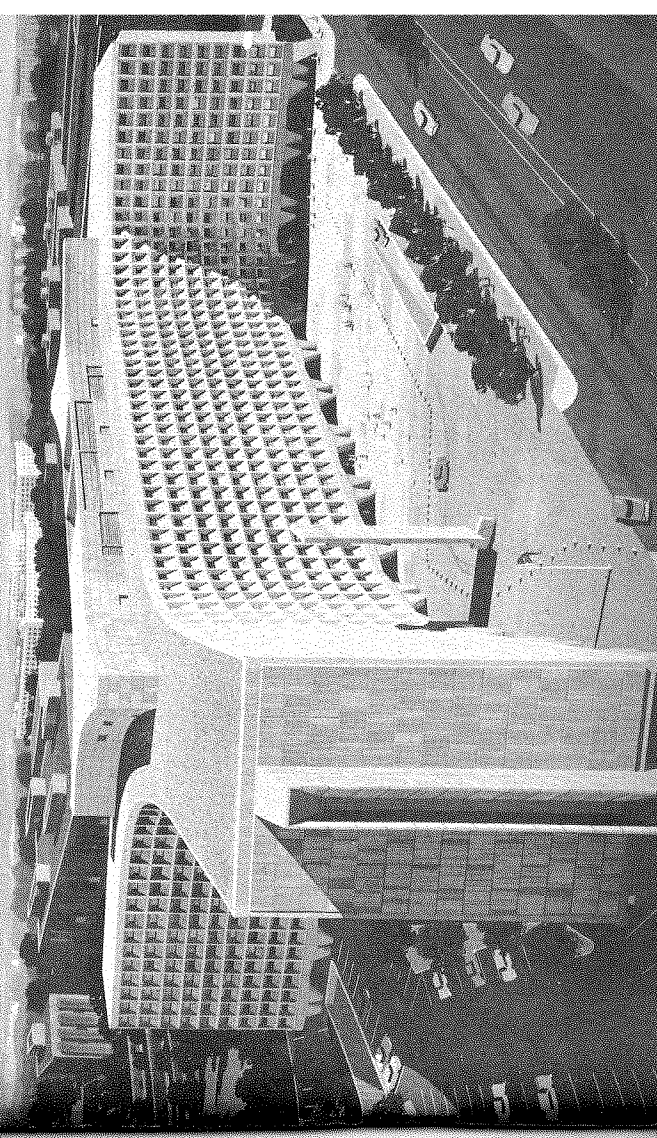


Administrator's

ANNUAL REPORT

1965

GENERAL SERVICES ADMINISTRATION



Annual Report of the Administrator of General Services



1965

Cover: Under construction in southwest Washington is the new headquarters building for the Department of Housing and Urban Development.



GENERAL SERVICES ADMINISTRATION
WASHINGTON

OFFICE OF THE ADMINISTRATOR

January 28, 1966

The Honorable President of the Senate
The Honorable Speaker of the House of Representatives

Dear Sirs:

I am pleased to transmit to the Congress the Annual Report
of the General Services Administration for the fiscal year
which ended June 30, 1965.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "Lawson B. Knott, Jr.", is written over the typed name.

Lawson B. Knott, Jr.
Administrator of General Services

TABLE OF CONTENTS

	Page
INTRODUCTION	VII
COST REDUCTION HIGHLIGHTS	IX
Construction and management of Federal office and related facilities	1
Supply operations and management	9
Management and disposal of strategic and critical materials	19
Utilization of excess and disposal of surplus property	23
Records management	29
Telecommunications	37
Motor equipment and transportation	40
Small business	44
Administrative services	46
Program review and analysis	46
ADP sharing	46
Accounting centralization	48
Centralized services	48
Support to Presidential commissions and other small organizations	48
Other activities	49
Board of Contract Appeals	49
War on poverty	49
College recruitment	51
Equal employment opportunity	51
Comparative statement of financial condition	52
Summary of operations	53
Appendix—Legislative summary	55

INTRODUCTION

The General Services Administration completed its 15th year of operation at the end of the 1965 fiscal year.

The agency came into being on July 1, 1949, upon the enactment of the Federal Property and Administrative Services Act of that year.

Progress was made during fiscal 1965 toward more effectively meeting the intent expressed by the Congress when the agency was created: to provide for the Government an efficient and economical system for procurement, supply, transportation and related functions, utilization of available property, disposal of surplus property, and records management. Federal office, storage and related buildings construction, repair, operation, and maintenance are among other primary responsibilities of General Services Administration.

Under its mandate, GSA provides a host of direct services to other agencies of the Federal Government as well as policy guidance in the "general services" field.

This report on the operations of the General Services Administration during fiscal year 1965 indicates the wide range of activities which are included in the "general services" category.

GSA furnishes much of the working space for Federal agencies through its building and leasing programs; it procures and distributes supplies; it arranges for further Federal utilization of available property and disposes of property surplus to Federal needs; it stores records in low-cost records centers and conducts record management programs; it operates centralized telecommunications and motor pool systems; it manages stockpiles of materials for use in national emergencies.

There are six operating services in the General Services Administration; Public Buildings, Federal Supply, Utilization and Disposal, National Archives and Records, Transportation and Communications, and Defense Materials. The central office of GSA is

located in Washington, D.C., where one of the agency's regional offices also is situated. The other regional offices are in Boston, New York, Atlanta, Chicago, Kansas City (Mo.), Dallas, Denver, San Francisco, and Auburn (Wash.).

The 1965 fiscal year was a period of increased activity and accomplishment by GSA. Among all-time records set were \$1.6 billion in Government-wide procurement, \$432 million in disposals from the emergency stockpiles, utilization and rehabilitation of excess property which originally cost \$992 million, and the 56.8 percent share received by small business of the total dollar value of GSA's prime contracts.

The agency made significant contributions to the President's program to increase governmental efficiency, to eliminate waste wherever it was found, and to modernize our Government.

COST REDUCTION HIGHLIGHTS

As part of the Government-wide cost reduction campaign, GSA developed a management improvement and cost reduction program with a dual purpose: to encourage management innovations to produce savings and to monitor existing operations to eliminate any vestiges of waste.

During the 1965 fiscal year, economies effected by GSA approximated \$1.4 billion. The bulk of these economies were reflected in reduced operating costs to the agencies served by GSA. These Government-wide economies included:

- Further Federal use of excess personal and real property and rehabilitated personal property which originally cost----- \$992 million
- Reduced cost of supplies and materials resulting from large volume buying----- \$307 million
- Reduced freight costs through consolidation of shipments and negotiations of more favorable rates----- \$ 31 million
- Reduction in public utilities and communications costs----- \$ 24 million
- Avoidance of rental costs for office space by freeing up usable space through moving inactive records to GSA records centers, plus return to active use of equipment in storage----- \$ 5 million

Additionally, more than \$10 million in internal economies were realized by the agency through better utilization of facilities and manpower resources, increased use of automation and other procedural improvements.

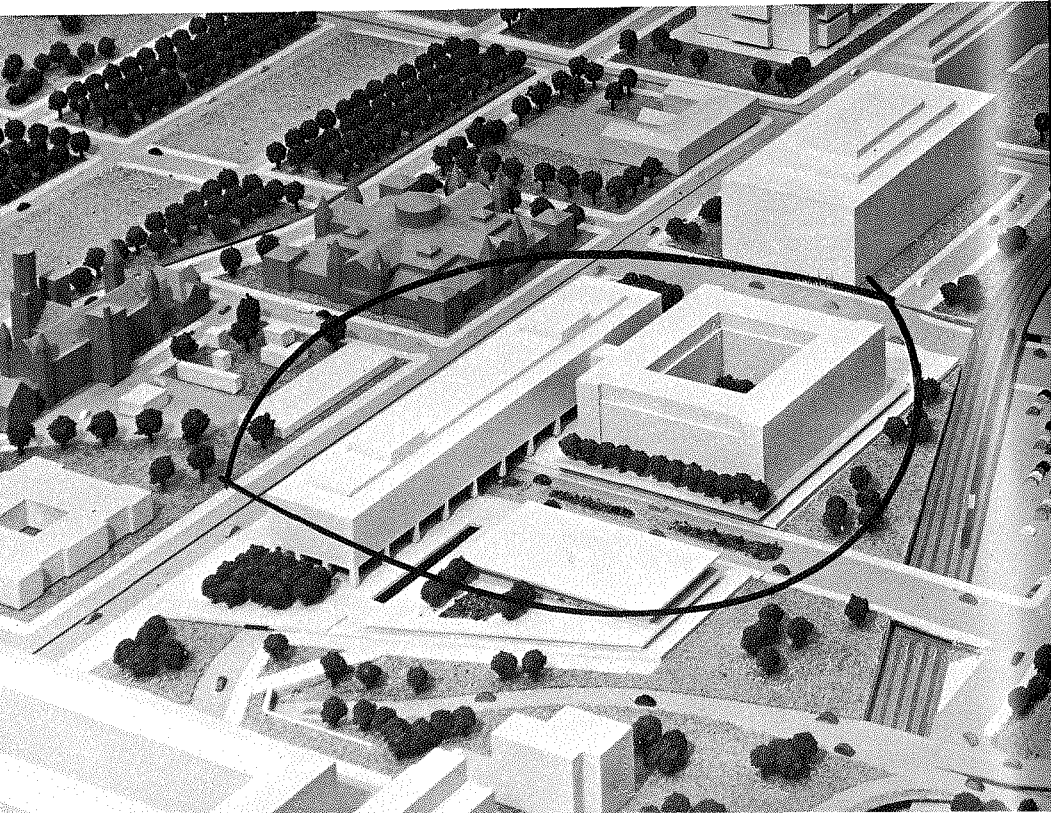
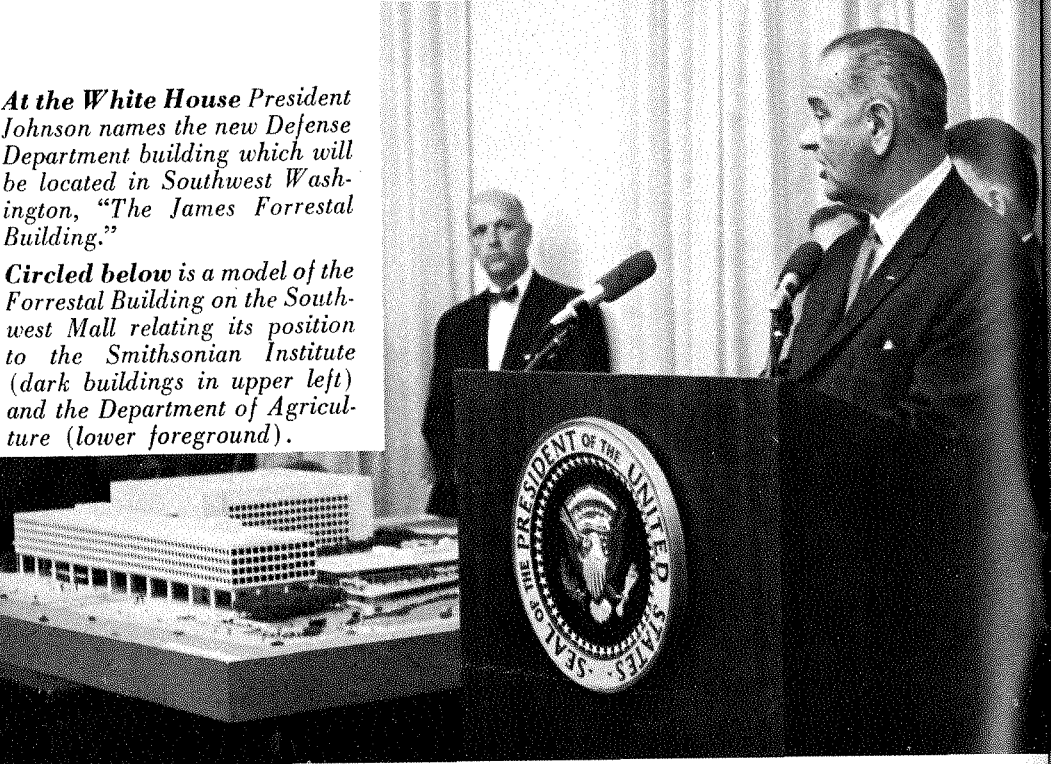
Examples of techniques which have contributed to economies appear in the text of this report.

Construction and Management of
Federal Office and Related Facilities



At the White House President Johnson names the new Defense Department building which will be located in Southwest Washington, "The James Forrestal Building."

Circled below is a model of the Forrestal Building on the Southwest Mall relating its position to the Smithsonian Institute (dark buildings in upper left) and the Department of Agriculture (lower foreground).



Construction and Management of Federal Office and Related Facilities

A major responsibility of the General Services Administration is the construction and management of Federal office and related facilities. It acquires and manages facilities and space for many Federal activities and strives for maximum utilization of space. The Public Buildings Service of GSA plans and administers an integrated program for the acquisition and management of real property which will provide efficient physical facilities for housing the Federal Establishment.

Acquisition

Facilities for housing agencies are obtained by construction, purchase, transfer, and rehabilitation or lease.

The Public Buildings Service conducts comprehensive studies in areas of concentration of Federal activities to determine where new public buildings or modernization and improvement of existing buildings are needed. Recommendations for approval are made to the Bureau of the Budget and the Congressional Public Works Committees.

Space requirements in 467 communities were surveyed in fiscal '65 and 33 construction projects with an estimated cost of \$46 million were sent to the Public Works Committees. Including projects which had been recommended in previous years, the committees approved 63 projects with an estimated total cost of \$76.7 million. These approvals provided for 60 new buildings, 1 major alteration, 1 extension, and 1 purchase.

Among the approvals were 37 buildings—in as many communities—for district offices of the Social Security Administration.

Five hundred and thirty-five parcels of land were acquired throughout the United States and Puerto Rico at a total cost of \$23 million to meet current and future site needs. Additionally, options were exercised and remaining obligations were paid off on 12 buildings constructed under the Public Buildings Purchase Contract Act of 1954, saving \$1.8 million in interest and taxes. The option to buy a leased warehouse at Franconia, Va., for \$5.8 million—where formerly annual rental of \$700,000 was paid—also was exercised. An additional purchase included the Walker Johnson office building and adjoining land in Washington, D.C.

Eighteen properties with a fair market value of \$18.6 million were transferred to GSA from other agencies to meet further Federal requirements. Seven of these properties, valued at more than \$2 million, were retained as sites for new Federal buildings since it is GSA policy to reduce budget requirements through the use of land already owned by the Government for building sites wherever possible.

(The Government obtains benefits by arranging for interim use of sites pending construction of new Federal facilities; \$1.2 million was realized from leasing out such properties, a 5 percent increase over the previous fiscal year.)

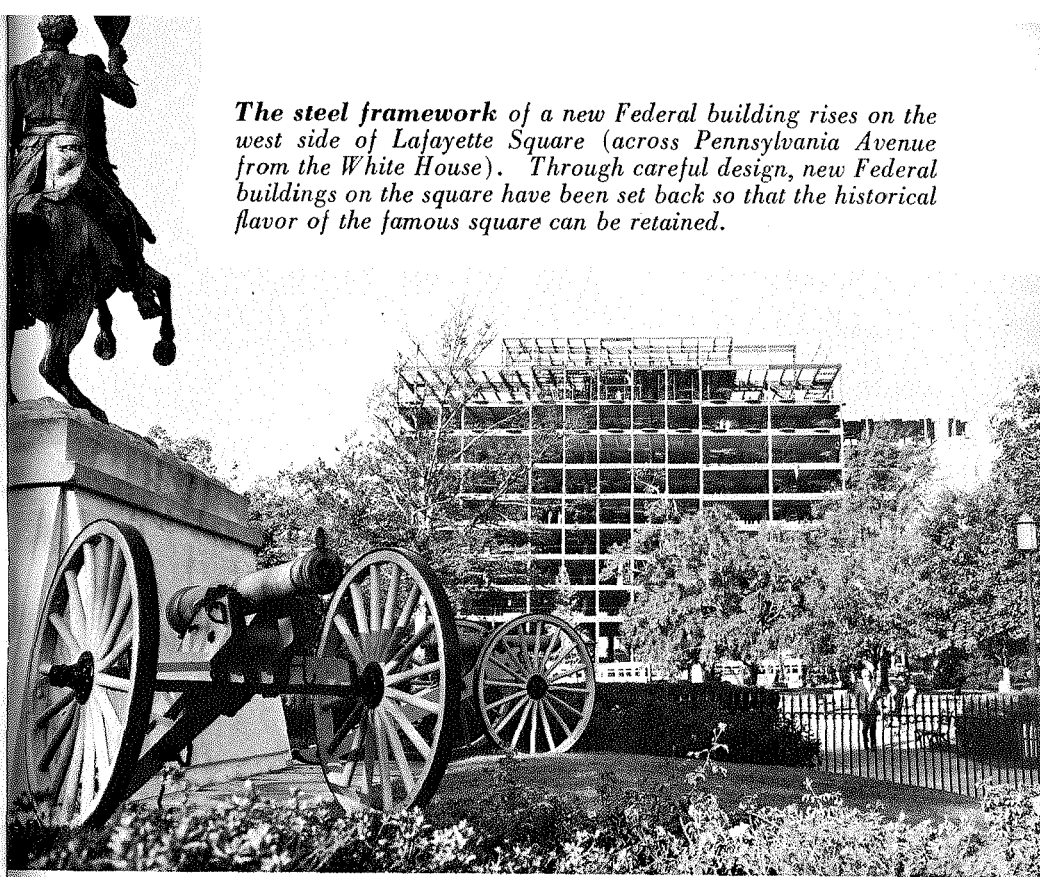
In order to satisfy requirements, not met in Government-owned buildings, the needed space is acquired by lease. At the close of the year, 7,769 leases were in effect covering 42.7 million net assignable square feet. The cost of leased space averaged \$3.38 per square foot for a total lease space expense of \$132 million.

Design and Construction

Increased emphasis has been placed on providing buildings of architectural significance that are also economical to build, operate, and maintain. Local architects are employed to bring to bear in the design the knowledge and “flavor” of the area.

Every State and the District of Columbia and Puerto Rico

The steel framework of a new Federal building rises on the west side of Lafayette Square (across Pennsylvania Avenue from the White House). Through careful design, new Federal buildings on the square have been set back so that the historical flavor of the famous square can be retained.



shared in the design and construction program which included 142 projects in the design stage (with an estimated total project cost of \$737.8 million) and 177 projects under construction (with an estimated cost of \$502.5 million). One hundred and sixty-six designs, with an estimated improvement cost of \$244.4 million, and 57 construction projects, with an improvement cost of \$188.5 million, were completed.

Space Utilization

At yearend, GSA had assignment and utilization control of nearly 189 million square feet of space, including 74 million square feet of office space, 73 million square feet of storage space, and 42 million of special purpose space.

The number of employees housed in office space rose from 494,000 to nearly 499,000 during the year but, at the same time, the per capita utilization rate of office space for these employees was reduced by 3 square feet to an average of 142 square feet. In all, working space was provided for more than 593,000 employees of 65 Federal agencies.

Buildings Management

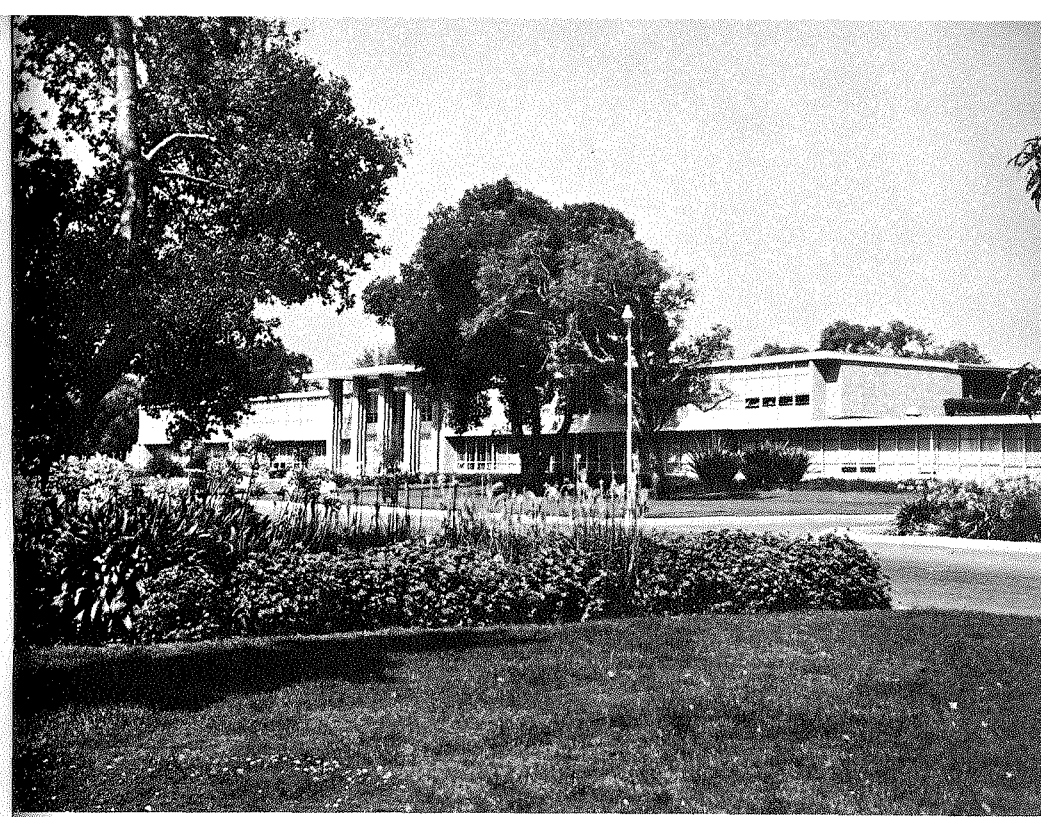
Among GSA's largest management responsibilities is the operation, maintenance, and protection of space in its inventory. The cost of servicing 2,394 federally owned, 393 GSA-operated leased and 6,995 owner-serviced buildings (or parts of buildings) totaled \$270.2 million.

Among the accomplishments in this management field were these:

1. Electric utility costs were reduced by \$125,000 as a result of reviews of rate schedules and contract provisions made in over 1,800 locations.
2. Savings of \$260,000 were realized in operation of buildings by converting manually operated elevators to automatic operation.
3. A 20 percent reduction was made in disabling injuries per million man-hours worked through an intensive safety program.

Beautification

New emphasis was placed on landscaping and the care of grounds surrounding Federal buildings to further President Johnson's Natural Beauty Program. GSA planted trees, shrubs, grass, and flowers, repaired sidewalks, and cleaned building exteriors.




"... we can introduce, into all our planning, our programs, our buildings, and our growth, a conscious and active concern for the values of beauty."

LYNDON B. JOHNSON
February 8, 1965

Countering Obsolescence

The repair and improvement of public buildings to prevent or minimize deterioration and to modernize and renovate them saves taxpayers' dollars. During the year, nearly \$146 million was spent for these purposes of which \$91 million was appropriated directly to GSA and the balance to the Post Office Department and other agencies.



Supply Operations and Management

The role of General Services Administration in Government supply operations and management is to develop and maintain, jointly with the Department of Defense (DOD) and the civil agencies, an efficient and economical national supply system for Federal agencies. This, when fully implemented, will eliminate avoidable overlapping and duplication within the Federal Government's supply programs. A final agreement was reached during the year with DOD, and discussions with the Post Office Department and Veterans' Administration are progressing satisfactorily.

Personal Property Highlights

1. Total procurement increased 5 percent.
2. Stores stock sales (excluding direct deliveries) increased 20 percent.
3. Export volume increased 38 percent.
4. Direct delivery purchases increased 8 percent.
5. Quality assurance suppliers increased 47 percent.
6. Reductions in other agencies' purchasing and contracting operations and costs through GSA supply management surveys reached \$760,000.

Procurement

The increased reliance of Federal agencies upon GSA is indicated by the fact that total Federal supply procurement grew from \$197.1 million in fiscal year 1950 (GSA's first complete year) to over eight times that figure, or \$1,621.3 million in fiscal 1965. Purchasing and contracting programs have produced accumulated price economies amounting to \$2.2 billion. Such savings represent the difference between the commercial wholesale prices which agencies would have had to pay and the prices which they did pay using GSA as a source of supply.

GSA's three major buying programs are: Federal supply schedules, stores stock, and direct delivery purchases.

Under the Federal supply schedule program, GSA executes indefinite quantity term contracts for a wide range of goods and services. Federal agencies order their needs directly from the contractors at favorable prices without the delay or expense of making individual contracts. Procurement under this program was about \$962 million.

Under the stores stock program, GSA is able to make high-

volume procurements at favorable prices and provide fast delivery of agency needs from our depots. During the past year, buying for stores stock rose from \$301 to \$373 million; a gain of 24 percent, largely reflecting, for the first time, the full impact of the supply support transfer of paint and handtool items from DOD to GSA.

Purchases of office furniture, in reflecting the effect of the President's directive to reduce expenditures in this area, declined about 16 percent as agencies reduced their ordering.

Items purchased under the direct delivery buying programs are shipped directly from suppliers or contractors to customer agencies. Selected store

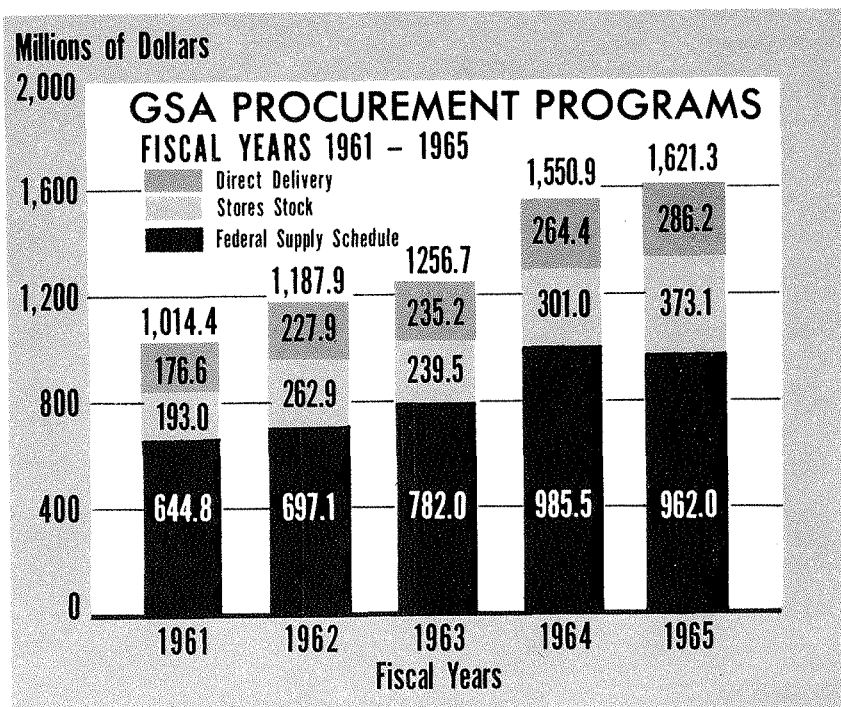
items and individual purchases to meet specific agency needs are supplied by this method. Agency requirements for certain items are also consolidated under a single contract to obtain lower prices for large quantities. Direct delivery purchases, including foreign aid, increased 8 percent to \$286.2 million. Most of this increase came from additional domestic purchases for overseas activities to improve the balance of payments deficit, and provide additional support to military forces in the Far East, and special programs such as the Peace Corps and Job Corps.

A National Inventory Center in Washington, D.C., was established to maintain inventory records on a nationwide basis on GSA stores depot items. This assures maximum utilization of all GSA inventories and avoids unnecessary procurement.

The supply support responsibility for paint and handtools was transferred from the Department of Defense to GSA in fiscal year 1964. In fiscal year 1965, GSA operated this program with approximately 500 employees, 200 less than the number identified by DOD as being directly utilized in this program. This resulted in a net annual savings to the Government

Savings on File Cabinets and Procurement of Furniture

President Johnson's January 1965 moratorium on the purchase of file cabinets and restrictions on procurement of office furniture reduced Government purchases by \$5.7 million during the period January through June 1965.



in excess of \$1.5 million in salary and employee benefits alone. Since the assumption of the paint and handtool responsibility by GSA, the total inventory in these items has been reduced by more than \$10 million. Further reductions are expected in the future.

Standardization

The cataloging of supply items and the development of Federal specifications and standards serve as a base for establishing and maintaining optimum quality and economy in Government supply operations. Positive identification of items bought also contributes to more effective supply control.

Cataloging

Nearly 314,000 cataloging actions were performed, including about 120,000 item identifications. The cataloging of supply items repetitively purchased by civil agencies has now been virtually completed. Cataloging in future years will deal primarily with adding new items and deleting obsolete items.

Specifications and Standards

The development of specifications enables the Government to eliminate procurement of items on a "brand name" basis. During the year, 1,409 specifications and standards actions were completed. This allows more suppliers to submit bids and puts small business on a more equal footing to compete with big business. It improves the quality and uniformity of the commodities bought and brings substantial savings in prices.

For example, the development of a specification on rubber hose assemblies led to a competitive price of \$2.40 per unit rather than the "brand name" price of \$5.70 previously paid and has enabled the Government to realize a net annual savings of over \$13,000 on that item alone.

A worthwhile by-product is the reduction in varieties and sizes of supply items reducing the capital investment in inventories and storage space. A study of 2,043 items resulted in the selection of 1,329 items which will be eliminated from the supply

system where stocks are exhausted. Eliminating these items by standardization will save about \$1.3 million annually. A typical example was the reduction of the variety of felt-tip markers from 32 to 8.

EXAMPLES OF ECONOMIES REALIZED THROUGH SPECIFICATION DEVELOPMENT

Item	Price		Annual savings on current procurement
	Before specifications	After specifications	
Document protectors	\$2.40 box	\$0.90 box	\$461, 400
Felt-tip markers	\$0.19 each	\$0.11 each	\$162, 626
Desk top distributor racks	\$4.26 each	\$2.31 each	\$85, 025
Ballpoint pen refills	\$0.38 dozen	\$0.34 dozen	\$17, 625
Carbon paper, typewriter ribbons	\$1.97 dozen	\$1.78 dozen	\$10, 290
Reconditioned metal drums	\$6.50 each	\$4.30 each	\$185, 000



***Bulk and bin supplies** move rapidly from storage to trains and trucks in the GSA Federal Supply warehouse at Franconia, Va. Computers handle the sorting and scheduling of the day's work at Franconia and other GSA warehouses; then supplies are sped on their way by dragline conveyors such as that pictured here.*

feet, up 2.9 million from a year ago. All additional space acquired was Government-owned, in line with GSA's continuing emphasis on using Government-owned space and giving up commercially leased space wherever possible. Of particular importance was the completion of construction of a GSA Supply Depot at the Denver, Colo., Federal Center this year, which enabled consolidation of three distribution facilities into one, to more economically serve the Federal agencies in that area.

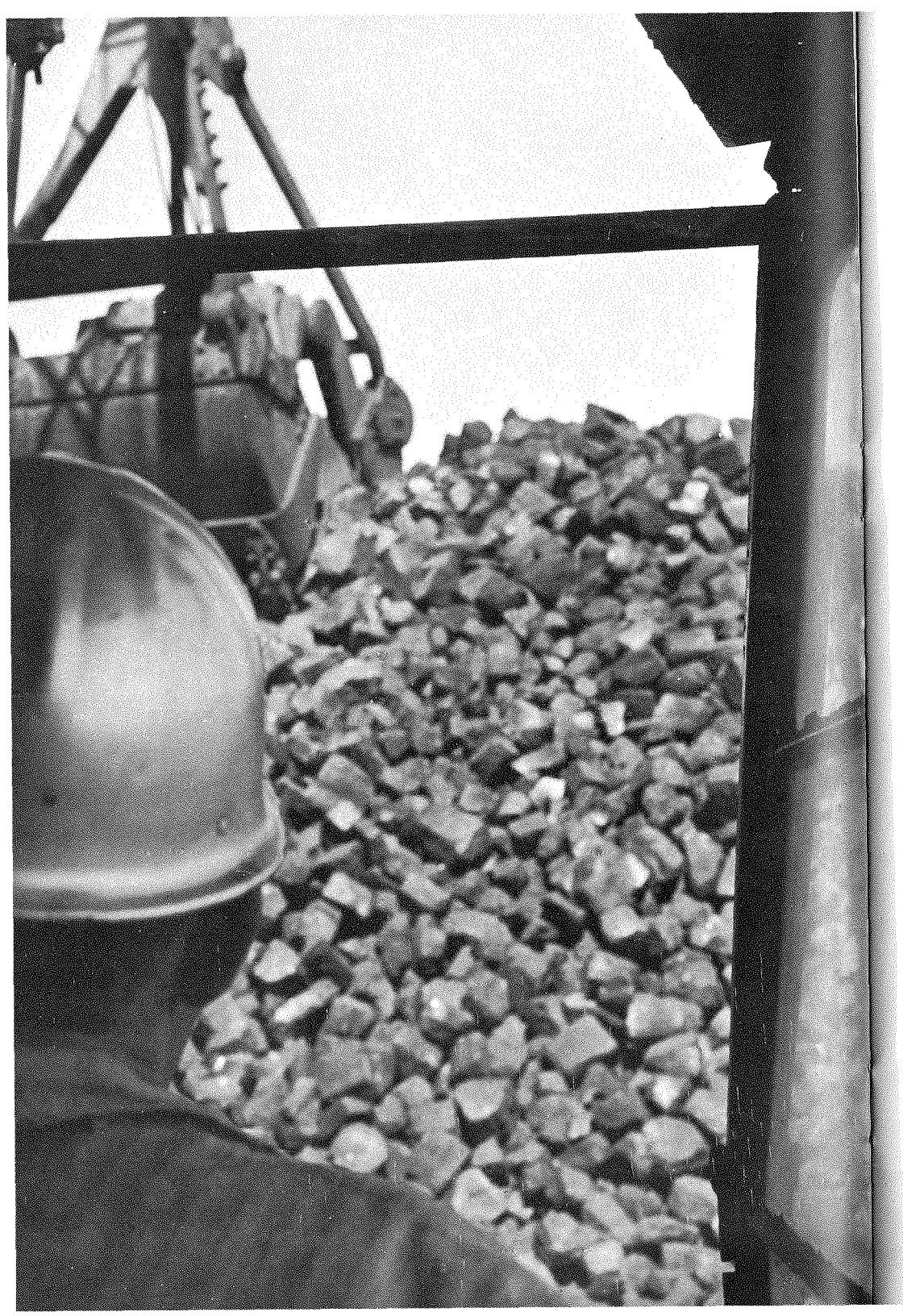
The self-service store system of distribution provides a more effective service to Federal agencies through availability of supplies, consolidation of common services, visual selection of merchandise, elimination of paperwork and simplified billing. On June 30, 1965, there were in operation 27 self-service stores located in 18 cities. This past year our self-service stores were operated at \$8.90 per \$100 of sales. Since the cost to Federal agencies of handling their administrative supplies through individual stockrooms prior to establishment of a self-service store to serve them is estimated at \$30 per \$100 of issues, the savings to the Government from this program, based on a sales volume of \$9.5 million, exceeded \$2 million during the past year.

Support for Southeast Asia

GSA supply support for Vietnam is substantial and consists of: (1) shipments to AID missions of such items as: fertilizers, construction equipment, DDT, transistor radios, X-ray equipment, and water treatment plants; and (2) furnishing direct military requirements for replenishment supplies for forces in being, and for increased stockage levels to support troop buildups and expanded military needs. GSA support included such items as intrenching tools, machetes, axes, ship bottom paint, handtools, various types of tool kits, and food-serving equipment.



***Final inspection** of trucks before shipment in support of Agency for International Development programs in the Far East.*



Management and Disposal of Strategic and Critical Materials

GSA manages Government stockpiles of materials vital to the country in time of emergency. The Office of Emergency Planning provides policy guidance.

The 98 materials stored at 152 locations around the country totaled 52 million tons and included ores, metals, other minerals, liquids, and fibers. About half of this bulk is excess to the Nation's emergency needs.

Under the strong impetus of President Johnson's conviction that the rate of disposal of excess stockpile materials should be significantly accelerated to meet defense requirements, eliminate costly storage, and help improve our balance of payments deficit, GSA during the year pursued a vigorous disposal program and succeeded in increasing its volume of disposal by 159 percent over the prior year for a new record of \$432.5 million, at the same time protecting the United States against avoidable loss and the purchasers, processors, and consumers against avoidable disruption of their usual markets. The following table shows the fiscal year 1965 volume of disposals by commodity in millions of dollars:

Commodity	Government use	Industrial use	Total
Copper.....	\$30.3	\$85.1	\$115.4
Tin.....	6.3	107.8	114.1
Rubber.....	19.3	42.6	61.9
Zinc.....	.6	43.7	44.3
Nickel.....	11.4	11.1	22.5
Molybdenum.....		20.1	20.1
Lead.....		19.3	19.3
Aluminum.....		13.2	13.2
Magnesium, etc.....	3.4	18.3	21.7
Total.....	\$71.3	\$361.2	\$432.5

These disposals not only provided significant returns to the Government, but also—since many of the materials involved are normally procured from foreign countries—helped improve our balance of payments deficit.

As of June 30, 1965, the estimated market value of all materials authorized for disposal was approximately \$842 million.

Disposal plans developed by GSA and approved by the Office of Emergency Planning during the year were as follows:

Abaca.....	47,000,000 lbs.
Antimony.....	26,164 ST
Asbestos chrysotile.....	850 ST
Beryl crystal.....	926 lbs.
Bismuth Alloys.....	36,580 lbs.
Chromite, chemical grade.....	659,000 ST
Copper.....	160,000 ST
Colemanite.....	¹ 67,600 LDT
Diamond dies (small).....	² 8,374 Pcs.
Hyoscine.....	2,100 ozs
Lead.....	200,000 ST
Magnesium.....	21,500 ST
Metallurgical manganese.....	³ 1,749,066 SDT
Nickel.....	340,000,000 lbs.
Quartz crystals.....	4,856,338 lbs.
Crude natural rubber.....	620,000 LT
Silk, raw.....	113,500 lbs.
Silk noils.....	969,500 lbs.
Steatite talc, lump.....	1,049 ST
Tannin extract, chestnut.....	15,000 LT
Tannin extract, quebracho.....	111,457 LT
Tannin extract, wattle.....	23,962 LT
Titanium sponge.....	1,350 lbs.
Tungsten.....	77,900,000 lbs.
Zinc.....	275,000 ST

¹ Long dry tons. ² Pieces. ³ Short dry tons.

During the year, GSA also developed long-range plans for the disposal of the following materials: bauxite, phlogopite, mica, titanium sponge, graphite, fused aluminum oxide, and silicon carbide. These draft plans were awaiting other agency clearances as of June 30, 1965.

Also, during the year GSA, in association with other interested Government agencies, was actively engaged in the preparation of a comprehensive plan for the orderly disposal of the total quantity of excess stockpile aluminum, approximating 1.4 million short tons. These activities included participation in meetings with representatives of the aluminum industry including primary and secondary producers and other users.

An important part of the stockpile management program is the upgrading of non-excess stockpile materials to higher forms

of use. A significant aspect of this program is that payment of the upgrading and other costs is made in excess material from the Defense Production Act inventory or the national stockpile. This results in improvement of the forms of needed stockpile materials without cash outlay, disposal of excess materials, and reduction in the storage costs.

During the year, deliveries of 19,487 pounds of columbium metals and 77,110 pounds of tantalum metal upgraded from columbium and tantalum bearing materials in the stockpile were completed under fiscal year 1963 contracts and 5,701 short tons of oxygen-free high-conductivity copper were upgraded from electrolytic cathode copper under a previously executed conversion contract. Also, during the year, contracts were entered into for upgrading stockpile materials to the following forms:

oxygen-free high-conductivity copper, ferrocolumbium, ferromolybdenum, ferro-tungsten, and ferrovanadium. All of these arrangements provided for payment for the upgrading and transportation costs through the use of excess stockpile materials.

GSA continued to acquire jewel bearings for the stockpile from its contractor-operated plant at Rolla, N. Dak., the only stockpile material still being acquired by cash purchase.

Other GSA mobilization responsibilities include:

(1) Operation of civil defense depots for the Department of Health, Education, and Welfare, and DOD including receiving, stockpiling, and issue of medical, engi-



Most of the employees at the jewel bearing plant at Rolla, N. Dak., are American Indians from the nearby Turtle Mountain Reservation. The young lady in the picture is holding an inspection tray of jewel bearings similar to those used in items ranging from missile guidance systems to stop-watches. Rolla has been called "The Jewel Center of the U.S."

neering, radiological, chemical, biological, and fallout shelter supplies;

(2) Maintaining the National Industrial Equipment Reserve of machine tools and other industrial equipment to keep a national reserve of over 10,000 machine tools and industrial manufacturing equipment valued at \$90.3 million in readiness for immediate use in time of emergency; and

(3) During natural disasters, upon direction of OEP, furnishing supply support to the national disaster emergency support program by placing appropriate Civil Defense depots on a 24-hour standby alert and furnishing emergency supply support as needed. In coordination with the OEP, OCD, and PHS, blankets and cots were furnished to communities in Louisiana suffering from hurricane damage; sanitation supplies to Asotin, Wash., to relieve a critical raw sewage problem; blankets, cots, and generators to areas of Idaho and California affected by the December floods and storms; and supplies to Iowa, Wisconsin, and Minnesota stricken by spring floods, storms, and tornadoes.

Utilization of Excess and Disposal of Surplus Property



Utilization of Excess and Disposal of Surplus Property

Personal Property

There is a four-faceted approach in dealing with personal property which is excess or surplus to the needs of the Government. This involves the *rehabilitation* of in-use and excess personal property to extend its useful life, the *utilization* of available excess personal property by Federal agencies, the *donation* of surplus personal property for various non-Federal public purposes, and the *sale* of remaining items not utilized, rehabilitated, or donated.

Rehabilitation and Reclamation

Rehabilitation substantially extends the useful life of personal property, thus deferring or avoiding the procurement of new items. A wide range of items used by both civil and military departments are rehabilitated under this program.

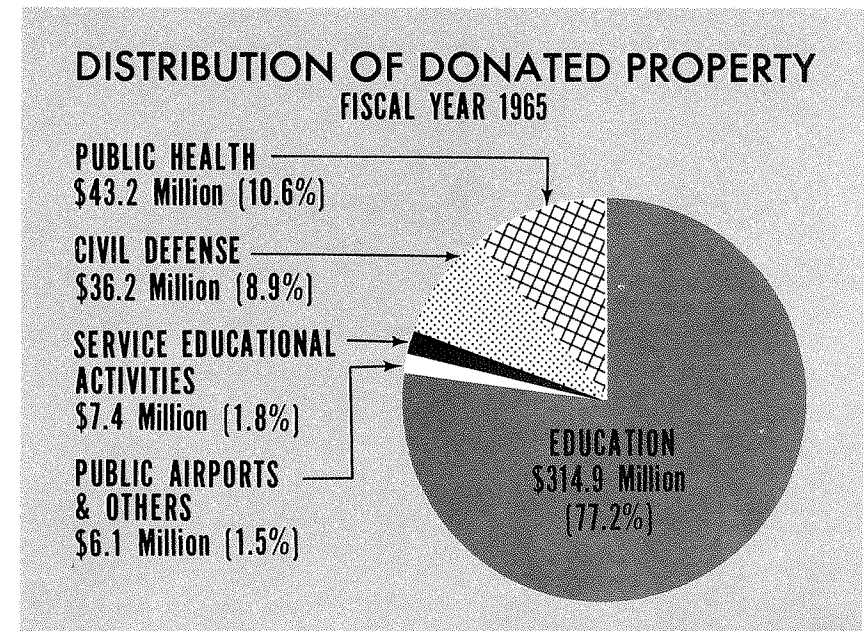
During the year, 1,508,287 items of personal property were maintained, repaired, or rehabilitated. Cost of rehabilitating this substantial quantity of property, which represented an original Government investment of almost \$74 million, was \$12.7 million. This was a 38 percent volume growth over the prior fiscal year at an 18 percent reduction in unit cost.

Small business concerns play a major part in this program and supplement the services of the Federal Prison Industries and the National Industries for the Blind.

A study originated in fiscal year 1964 established the feasibility of recovering platinum and silver from used aircraft spark plugs. Over 1 million spark plugs have since been processed in the first year at a cost of \$100,000, yielding platinum and silver worth \$1.3 million. The Atomic Energy Commission and DOD have been the largest participants. Recovered precious metals are used in research activities of several agencies, and as Government-furnished materials for new spark plugs.

Utilization

Personal property originally costing the Government \$676.6 million was transferred to other agencies for further use. Increased emphasis placed on greater utilization among Federal agencies of excess automatic data processing equipment resulted in continued use through transfers of such equipment originally costing \$9.4 million.



Donation

Education and public health institutions, both public and private, public airports, and civil defense organizations are the beneficiaries of the surplus personal property donation program. Personal property originally costing the Government \$407.8 million was donated during the year. Over the past 5 years, more than \$1.8 billion of surplus property has been donated for public purposes. Donable property contributes significantly to improvement of the Nation's educational and health institutions which are the recipients of most of this property.

Sales

GSA sells surplus personal property for most of the civilian executive agencies. During the year, regulations were issued rescinding many of the earlier delegations of authority and providing for sales to be conducted by GSA. Centralization of the sales function assures uniformity in Government selling practices and reduces the points of contact for buyers.

Personal property owned by GSA and other agencies was sold for \$10.2 million in proceeds plus \$1.1 million for scrap materials. Selling costs were reduced from \$11.58 to \$10.90 per \$100 of proceeds through improved merchandising and procedures.

Real Property

Utilization

Real property held by an agency of Government which it no longer needs is reported to the General Services Administration so that it may be made available for use by any other Federal activity which has a need for it.

Reports of excess were received by GSA's Utilization and Disposal Service for 969 properties which originally had cost \$658 million.

During the year, 71 properties which originally cost \$158 million were transferred between agencies for use in lieu of new acquisitions and 65 additional properties, costing \$84 million,

were withdrawn from excess by reporting agencies and put to further Federal use. One example of effective utilization was the transfer of a former military property, the Port of Whittier, Alaska, to the Alaska Railroad for emergency use following the disastrous earthquake.

Through close liaison with the Office of Economic Opportunity, nine facilities costing \$53 million were made available for utilization as Job Corps centers.

Disposal

Real property for which no further Federal utilization is found is declared surplus and disposed of by GSA.

Surplus property may be made available to public bodies and certain institutions for certain non-Federal public uses at public benefit discounts ranging up to 100 percent. Qualifying uses include education, health, airports, historic monuments, wildlife conservation, parks, and recreation. Disposals in these categories included 137 properties which had cost \$80 million.

Additionally, sales of surplus real property totaled \$46.3 million, including 14 properties sold to user-buyers in areas of substantial unemployment, providing job opportunities for more than 6,000 people and annual payrolls of \$42 million.



Records Management

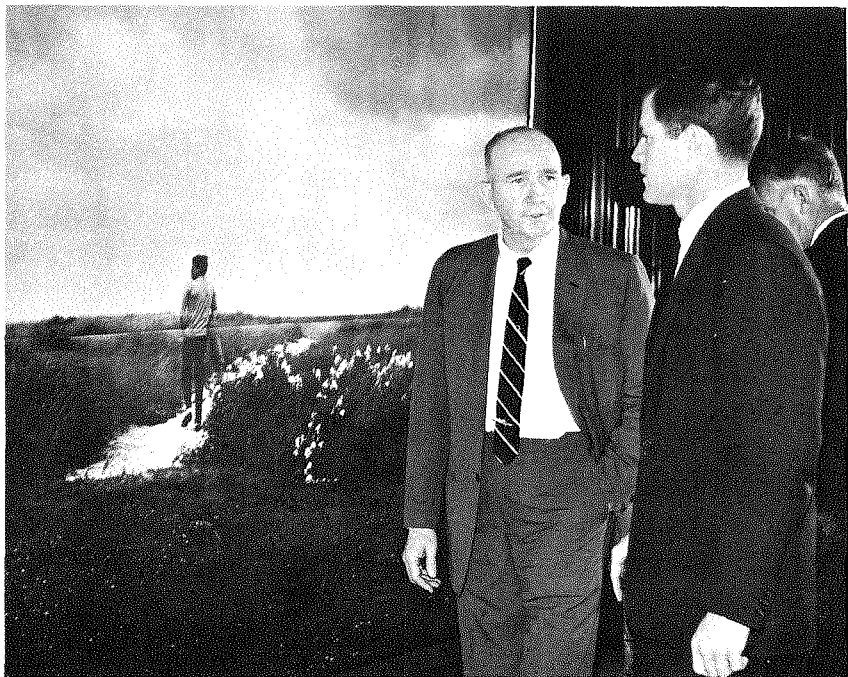
GSA is responsible for an immense body of documentary material, ranging from the Declaration of Independence and the Constitution to individual income tax returns. The scope of the efforts of GSA's National Archives and Records Service in managing records, controlling paperwork, and simplifying office systems is indicated by the following:

Records Management Assistance

To help other agencies improve paperwork practices and records management, the Archives and Records Management part of the Federal Property Management Regulations was revised and expanded. These regulations define agency responsibilities for the creation of new records; the organization, maintenance, and use of current records; and the disposition of older records.

Two symposiums were sponsored for promoting better standards. The first provided a broad review of advances in office copying techniques; the second emphasized the influence of modern automation equipment on the control, design, manufacture, and use of forms.

In providing direct technical assistance to agencies, GSA completed 47 paperwork surveys and 52 work projects. The latter combined training workshops for agency personnel with follow-ups on their improved skills.



Senator Edward M. Kennedy, right, and David Powers, former Presidential assistant, view a photograph of the late President shown in the John F. Kennedy Memorial Library exhibit at the National Archives, March 31, 1965.

Records Centers

The holdings of the 15 records centers reached 7,907,100 cubic feet.

Records received in the 13 regional records centers totaled 1,008,100 cubic feet; 551,600 cubic feet of unneeded records were destroyed. Daily, thousands of inquiries for information were answered. Inquiries for the year totaled 3,166,500. An estimated \$18.6 million in Government-wide costs were avoided by use of the regional records centers.

The two national centers for military and civilian personnel records exceeded workload estimates, processing 6,801,100 items. Inquiries handled there totaled 1,672,900 and were chiefly from the Department of Defense, from the Veterans Administration, from veterans themselves, and from agency personnel offices. An automatic data processing system was se-

lected to replace the manual filing and searching of indexes to personnel records being currently received.

Transfers of records to the centers cleared a total of 444,600 square feet of space. The cost of leasing this space would have amounted to \$1,114,100. By clearing out filed material, agencies were enabled to curtail the purchase of new filing equipment by \$3,876,600.

National Archives

Under the program initiated in 1962 to identify the small body of permanently valuable records in agencies or in Federal records centers, records retention plans were developed for 27 agencies or major subdivisions.

Comprehensive studies were made of large classes of records, such as docketed case files of various regulatory agencies, which were being held indefinitely. Such studies are undertaken to determine the archival and historical values and administrative uses of these records and to make it possible to reduce their quantity and shorten retention periods.

Another program that was stressed during the year was the inventorying and describing of records in the National Archives. Five inventories and one list of records were published, while 89 other inventories and lists were prepared and made available in

Experts in GSA's National Archives and Records Service restore valuable records which have been damaged by water or fire or which have deteriorated because of age.





A group of students from Uganda and Nigeria view the permanent display of the Constitution, the Bill of Rights, and the Declaration of Independence at the National Archives.

unpublished form for staff use. The combined total of 95 inventories and lists is the largest number produced in any single year.

The microfilming of records, both as a means of preservation and a means of making records more widely available for research, again reached an all-time peak with the production of 6,795 rolls of negative microfilm. Microfilm publication sales increased more than 20 percent to an all-time high of 48,715 rolls. Within a five-year period sales of microfilm have more than tripled.

The research initiated at the National Bureau of Standards to determine the cause and means of prevention of blemishes on microfilm resulted in the issuance by the Bureau of interim recommendations for the processing and storage of archival microfilm. Research is continuing and until definitive recommendations are developed, GSA will not approve the disposal of records of permanent value based on the retention of microfilm copies of the originals.

Many records of permanent value were retained in the present inadequate facilities of the Federal records center in the Washington area because of the shortage of space in the National Archives Building. The completion of the new Federal Records Center at Suitland, Md., in 1967 will solve this problem.

The total holdings of the National Archives amounted to 901,561 cubic feet. Besides hundreds of millions of textual documents these included 3,437,000 still pictures, 1,475,000 maps and charts, 60,800 reels of motion pictures, and 37,000 sound recordings. Reference services on the records reached an all-time high of 538,131.

The National Archives continued to serve as a center of popular education by attracting more than 1,320,000 visitors to its exhibition area. Visitors saw the originals of the Declaration of Independence, the Constitution, the Bill of Rights, and 12 other exhibits. Many of the exhibits were of timely interest to all Americans. Included among these were the John F. Kennedy Traveling Exhibit (seen by 620,000 people from April through June) and exhibits on the Civil Rights Act of 1964, the Nuclear Test Ban Treaty, the Supreme Court, and Social Security.

Federal Register and Other Publication Activity

During the year, the Federal Register Office processed 162,000 manuscript pages of laws, rules, and related Federal documents. This represents the largest annual increase (16.5 percent) during the 10-year uptrend in official documentation. The total number of pages published annually by the Office has increased 80 percent since fiscal year 1955. The 1949 and 1950 Truman volumes in the series "Public Papers of the Presidents" were published.

Public Law 88-383 (78 Stat. 335) authorizes the Administrator to allocate appropriated funds, with the advice and recommendations of the National Historical Publications Commission, to Federal, State, and local agencies and to nonprofit organizations and institutions "for the collecting, describing, preserving and compiling, and publishing (including microfilming and other forms of reproduction) of documentary sources significant to the history of the United States." From appropriations in fiscal year 1965, grants were made to 12 projects for the letterpress publication of significant documents, including the "Documentary History of the First Federal Congress," "The Papers of Henry Clay," "The Papers of Jefferson Davis," and "The Papers of Ulysses S. Grant." Grants were also made to ten historical societies and universities for the microfilming of selected collections of important historical material.

The Ford Foundation has granted \$2 million to the National Archives Trust Fund Board to assure the continuation of the following publication projects: "The Adams Family Papers," "The Franklin Papers," "The Hamilton Papers," "The Jefferson Papers," and "The Madison Papers." The grant is to be allocated in accordance with the Commission's recommendations.

Presidential Libraries

The Kennedy family announced on December 13, 1964, that Ieoh Ming Pei had been selected as architect for the John F. Kennedy Library. Negotiations are underway for acquisition of the desired site near Harvard Square in Cambridge, Mass.

The Carnegie Corp. of New York granted \$260,000 to the National Archives Trust Fund Board to finance the John F.

Kennedy Library oral history project for the next 4 years. The purpose of the project is to interview persons associated with former President Kennedy and his administration who are able to furnish information that cannot be found in the documentation of the Kennedy period. The typed transcriptions of these interviews, and in some cases the original tapes, will be preserved at the library and made available for research, subject to the conditions imposed by the persons interviewed.

Among papers received at the Franklin D. Roosevelt Library were those of Rexford G. Tugwell, Leland Olds, Isador Lubin, and Harold D. Smith. More than 200 persons used the research room and more than 177,000 persons visited the museum.

Additions to the holdings of the Harry S Truman Library included the papers of Gordon R. Clapp, James K. Knudson, William L. Clayton, and John T. Kohler. There were 111 persons who did research at the library, and nearly 180,000 persons visited the museum—an increase of over 24,000 from the previous year.

Included among the accessions of the Dwight D. Eisenhower Library were the papers of Charles C. Finucane and Joseph M. Dodge. There were nearly 92,000 visitors to the library during the year.

The new addition to the Herbert Hoover Library provides more office and working space. Two additional exhibit galleries were opened, and exhibits relating to Mr. Hoover's relief work in various countries during and after the two World Wars were developed and partially installed. About 79,000 persons visited the exhibit areas.

Telecommunications

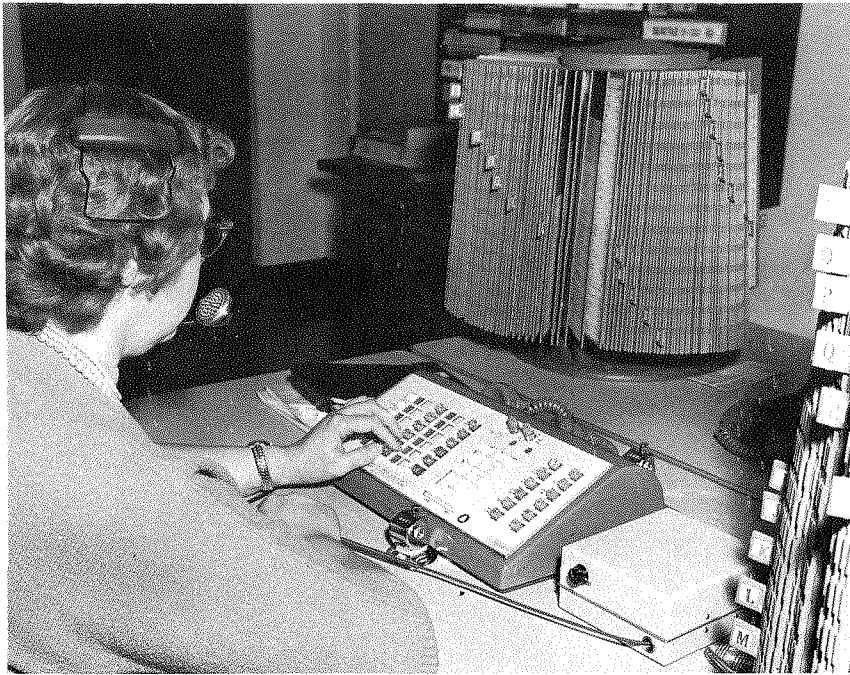
Shortly before 11 a.m on February 14, 1963, a telephone call was placed from the GSA headquarters in Washington to a Government office in Los Angeles, Calif. It marked the formal opening of the Federal Telecommunications System (FTS). This GSA system provided leased-line telephone communications among Government agencies in 43 cities around the country. On July 6, 1964, the network was expanded to 406 cities. Fourteen additional localities were added later in the fiscal year for a total of 420 areas on the system. At the end of the year, the traffic volume over the system was at a level of 3.5 million calls a month.

Switchboard consolidations and system improvements during the year kept pace with the FTS expansion. In addition to continued improvements in service, 14 switchboards were consolidated at an annual savings of over \$75,000, exclusive of space and supplemental facilities.

The Advanced Records System (ARS) for teletype and data communications of Federal agencies was under construction for activation in fiscal year 1966.

Pending activation of the ARS, the FTS teletype network serving Federal civil agencies in more than 200 locations was reshaped to achieve greater operating economies. Through the elimination of 3 switching centers and the conversion of 44 general usage teletype stations, annual operating costs were reduced by \$670,000.

Through the joint GSA/Department of Defense coordinating activity for the procurement and management of intercity circuits for all Government traffic, established in 1963 at the De-



Centrex or comparable direct inward telephone dialing installations speed up communications and require fewer switchboards and operators. It is also quite suitable for use by blind personnel as demonstrated above by Miss T. L. Quesenberry. The wand in her right hand is attached to a sensor device which indicates the line receiving an incoming call.

fense Commercial Communications Office, Scott Field, Ill., savings to the Government were increased during the year by \$12 million.

The rapid increase in the demands of Federal civil agencies for communications service expanded the requirements for intercity circuitry from 2 million miles in July 1964 to 3.7 million miles in June 1965.

GSA actively participated in the progressive development of the National Communications System (NCS), of which the FTS is a basic component. Substantial progress was made by the joint task groups in defining and establishing uniform performance objectives, standards for circuit reliability, speed of service, survivability, and restoration priorities and procedures.

Technical assistance was provided to the Office of Economic Opportunity for the provision of communications services to the

40 rural training centers, 15 urban training centers, and 6 regional offices activated during fiscal year 1965. Assistance was also provided to OEO for radio system requirements and by the preparation of technical guidelines for use in contracting for immediate and long range data transmission requirements.

Negotiations for rates and tariffs, and representation of the interest of the Government as a user and consumer during fiscal year 1965 effected net cost reductions of \$863,000 and cost avoidance of \$4.4 million.

Other Public Utilities

Significant savings to Government agencies were realized in the procurement, management, utilization, and conservation of electric, gas, steam, water, and sewerage services and facilities.

Areawide contracts were negotiated with seven utility suppliers. Savings to the Government will be generated by eliminating the need for individual contracts at a generally higher rate.

To protect the Government's interest as a consumer, GSA participated in five utility rate cases before regulatory bodies from which final decisions are now pending.

Savings produced by this program totaled \$630,000 this year as compared to \$171,000 in fiscal year 1964.

Motor Equipment and Transportation

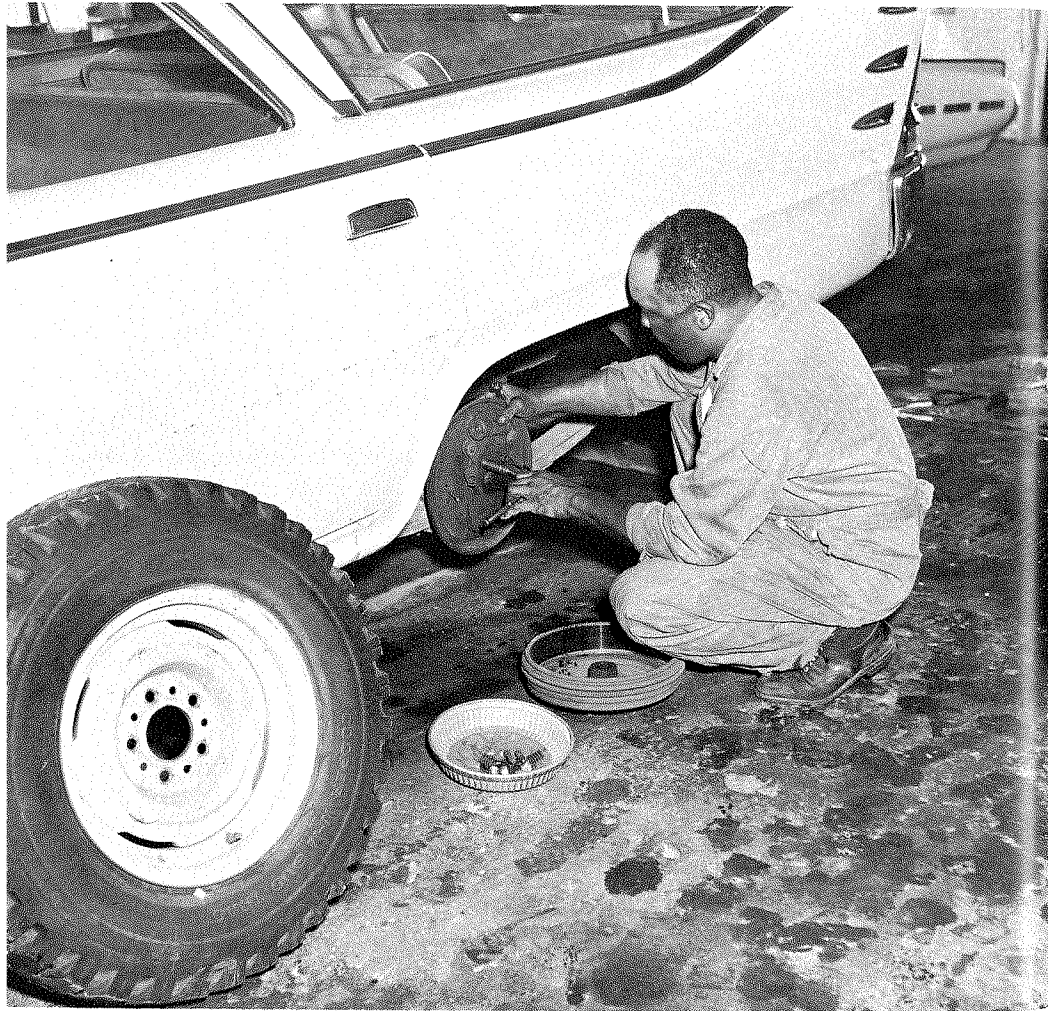
Motor Equipment

GSA, as transportation manager for a large sector of the Government, is operating 91 motor pools involving the use of 41,014 vehicles.

Operating costs for more than 412 million miles, were held to 7.5 cents per vehicle mile. Thus, the Interagency Motor Pool System accomplished a new high in savings to the Federal agencies for fiscal year 1965 with a recorded \$16 million, making a total of \$67.2 million over its 10 years of service.

To take advantage of lower costs for bulk delivery of petroleum products and lower prices for supplies and accessories, a concerted effort was made to provide motor pools with service station facilities, where possible. Such improvements have been completed at 19 locations and 49 motor pools now have fuel dispensing facilities.

To achieve economies available from increased vehicle utilization, a program was initiated to relocate or establish motor pool dispatch facilities, where possible, at centers of customer agency concentration. To date, 15 motor pools have been so established or relocated with 5 additional locations in the process of change. This program will enable increased use of motor pool vehicles on a trip rental basis and decreased full-time vehicle assignments, thus making possible accomplishment of



Effective maintenance and repair in GSA motor pools contributed to holding the same cost per vehicle mile as that reported last year despite a generally rising cost level of transportation.

greater workloads with fewer vehicles. The full benefits of the program will be realized in fiscal year 1966.

Twenty-four Interagency Motor Equipment Advisory Committee meetings were held throughout the United States. These meetings provide an opportunity for exchange of information among Federal agencies and the automotive industry participants with resultant benefits throughout the entire Federal family.

Sixteen on-site motor equipment management studies of Federal agencies' managerial and operational policies were conducted to improve utilization of equipment, motor vehicle maintenance programs, replacement, recordkeeping and reporting. The implementation of the recommendations contained in the studies will generate annual savings to the agencies of over \$750,000.

Transportation

Measurable savings, achieved as a result of increased services performed for Federal agencies by GSA's transportation and traffic management program, reached an all-time high in 1965, with total savings of \$31 million. Approximately \$19.3 million of this amount resulted from GSA's service to the Bureau of the Mint. The major portion of the total savings resulted from GSA's negotiations with carriers for reduced rates on freight traffic where reasonable tariff rates were not available. The use of more economical shipping methods accounted for \$2.9 million.

In furtherance of GSA's transportation program for other agencies, Federal Procurement Regulations were promulgated prescribing transportation policies and procedures intended to achieve economy and efficiency in the transportation aspects of agency procurement programs. Also Federal Property Management Regulations were issued to improve agency transportation and traffic management activities. These regulations will assist civilian agencies in achieving cost reductions in their own programs where transportation is a significant cost factor.

Technical transportation management assistance, supplied on request of Federal agencies, furthers the use of more economical shipping practices. These include the furnishing of freight rates

and routings; transit arrangements; proper freight classification descriptions; specific terms and conditions involving procurement actions; transportation costs in disposition of excess stock-piled commodities; legal and technical interpretations of transportation regulations, and related traffic management data. Advice and assistance on claims resulted in the recovery of almost \$400,000 from carriers for losses and damages to Government material while in transit. Continuing evaluations of new materials handling procedures and technical developments in packaging, handling, stowage, and shipping of materials further minimize loss and damage and resultant claims.

By request, a study was made to assist the Post Office Department in meeting its ever-increasing nationwide transportation responsibilities at minimum costs. As a result of the study 50 changes in 28 major areas were recommended for improvements and overall cost reduction. Many of the recommendations were effected immediately and the remainder will be effected during fiscal year 1966.

On-site surveys and visits at agency field installations were made by traffic management specialists, and seminars were conducted for agency employees on a wide variety of transportation subjects. The agency visits and seminars conducted during the year afforded agency personnel opportunities to learn and apply cost reduction techniques to their programs through the application of improved traffic management principles and procedures.

When it was determined to be needed or helpful, contracts were delivered by hand to small business contractors, at which time terms and conditions were reviewed with them to help them avoid pitfalls and difficulties which might otherwise occur in contract performance. In addition, quality control inspectors assisted small business firms in meeting contract requirements and in solving production, delivery, and quality control problems.

An aggressive small business set-aside program was continued by GSA in its buying programs. Close liaison was maintained with Small Business Administration representatives at each GSA buying office. Clearly worded regulations and procedures to encourage and promote joint set-aside determinations have been issued and are kept current to reflect latest Small Business Administration policy. Likewise, invitations for bids involving small business set-asides are clearly worded to assure that small business concerns understand the bidding procedures.

Intensive training was also conducted to make effective use of public buildings service area and building managers as GSA field representatives in order to assist businessmen in dealing with GSA. Through this training and resulting use of GSA field representatives, GSA business information, counseling, and assistance is made available to local businessmen in over 100 additional cities throughout the country.

Administrative Services

Program Review and Analysis

Three years ago GSA started to develop a new system of planning, programing, and budgeting. This system reached substantial maturity in fiscal 1965. It is known as Operation Blueprint.

It has provided a major vehicle for the GSA Administrator to manage the agency better.

Quarterly program briefings to the Administrator, an integral part of the planning system, enable him to quickly detect major variances from approved program plans and, more significantly, give him an immediate and sound basis for deciding upon needed changes in program direction.

Five-year plans stemming from the program planning system provide the basis for GSA's spring forecast to the Bureau of the Budget, thus furnishing the necessary interlock between planning, programing, and budgeting without costly duplication of effort. GSA's program planning system has been published as a part of GSA's Program Planning Handbook. Copies are available to other Federal agencies upon request.

ADP Sharing

In recent years, more and more of the Government's operations have been converted from outdated methods to new and modern techniques. With the increased use of automatic data processing services, expenditures by the Government in this field

Other Activities

Board of Contract Appeals

The Board of Contract Appeals, which reports directly to the Administrator, cleared 280 cases from its docket during the year. The Board, which considers appeals from decisions by contracting officers, rendered 151 written opinions. The Board also published an index digest of its decisions during calendar year 1963 and an index of decisions for calendar year 1964.

War on Poverty

GSA provided continuous assistance to officials of the Office of Economic Opportunity (OEO) from the outset of its program, including the Job Corps, Community Action, Neighborhood Youth Corps, Volunteers in Service to America, work experience and work training programs, and Head Start. Effective and economical supply arrangements for OEO programs were developed in support of the President's war on poverty. Such arrangements made it unnecessary for OEO to establish a complex and costly procurement and supply organization and precluded overlapping and duplication of logistics effort.

Passenger transportation programs and operating procedures were developed and instituted for OEO to facilitate the prompt and economical transportation of recruits from their homes to various Job Corps training centers throughout the country.

Personal property with an acquisition value of \$14 million was transferred to OEO for its various programs and nine real property facilities originally costing \$53 million were made available for Job Corps centers.



The President's Youth Opportunity Program is helping Gloria Wipprecht earn money to enter nurses' training. She was "Miss Information" for GSA in the lobby of the 20-story San Francisco Federal Building this summer.



GSA looks for its future managers from promising management interns and trainees. These candidates are chosen through a highly selected process. Training is done through a combination of formal instruction and practical on-the-job experience. Virgil Ostrander (on the right) is one such management intern with a degree in architecture. Seen here, he is inspecting construction progress on a Federal Office Building with Project Engineer Edwin F. Burgeson.

College Recruitment

Under the agency's college recruitment program, about 135 college graduates joined GSA during the year. Among these were 26 management interns, raising to 69 the number of young persons who are in training for executive positions in the agency under the intern programs.

Equal Employment Opportunity

Through a continuing program, reports of employment policies, practices, and statistics of some 3,400 GSA contractors were reviewed and more than 500 on-site surveys made to assure that equal employment opportunity is being afforded without regard to race or other discriminatory considerations.

White collar employment for qualified negroes at the GS-12 and above level increased by 36.4 percent. Complaints filed alleging discrimination because of race, creed, color, or national origin decreased to 39 from 51 in the previous fiscal year.

As part of its college recruitment program, GSA representatives visited 26 predominantly negro colleges and universities to attract graduates and upperclassmen to career opportunities in GSA.

General Services Administration
COMPARATIVE STATEMENT OF FINANCIAL CONDITION, FISCAL
YEARS 1964-65

	June 30, 1965	June 30, 1964	Increase or — decrease
ASSETS			
Cash	\$788, 223, 419	\$837, 376, 368	—\$49, 152, 949
Accounts and notes receivable—private debtors	194, 493, 939	130, 780, 307	63, 713, 632
Accrued interest receivable—private debtors	1, 446, 874	1, 586, 215	—139, 341
Advance payments—private contractors	651, 716	3, 203, 592	—2, 551, 876
Bonds and securities	59, 924, 292	59, 807, 051	117, 241
Accounts receivable—Government agen- cies	167, 227, 335	118, 965, 527	48, 261, 808
Advance payments—Government agen- cies	801, 550	5, 074, 086	—4, 272, 536
Prepayments and deferred items	1, 332, 204	2, 281, 877	—949, 673
Inventories	8, 482, 915, 147	8, 758, 287, 468	—275, 372, 321
Equipment (net)	184, 526, 612	176, 019, 715	8, 506, 897
Land and land rights	278, 454, 447	260, 941, 778	17, 512, 669
Buildings and other structures and facili- ties	1, 319, 776, 004	1, 234, 169, 563	85, 606, 441
Construction in progress	913, 747, 161	766, 840, 283	146, 906, 878
Surplus personal property	18, 379, 489	10, 907, 297	7, 472, 192
Surplus real property	63, 910, 073	76, 585, 934	—12, 675, 861
Total assets	12, 475, 810, 262	12, 442, 827, 061	32, 983, 201
LIABILITIES			
Accounts payable	283, 568, 313	295, 411, 588	—11, 843, 275
Advance payments to GSA	80, 432, 437	61, 604, 415	18, 828, 022
Trust and deposit liabilities	7, 081, 037	6, 367, 918	713, 119
Deferred credits	130, 198, 123	101, 187, 550	29, 010, 573
Liabilities for purchase—contract pro- gram	27, 964, 684	35, 495, 261	—7, 530, 577
Employees' leave liability, funded	3, 596, 648	2, 535, 255	1, 061, 393
Employees' leave liability, unfunded	18, 650, 158	17, 842, 668	807, 490
Total liabilities	551, 491, 400	520, 444, 655	31, 046, 745
INVESTMENT U.S. GOVERNMENT			
Investment U.S. Government	11, 924, 318, 862	11, 922, 382, 406	1, 936, 456
Total liabilities and investment U.S. Government	\$12, 475, 810, 262	\$12, 442, 827, 061	\$32, 983, 201

SUMMARY OF OPERATIONS

<i>Federal Supply Service</i>	<i>Fiscal year 1965</i>	<i>Fiscal year 1964</i>
1. Stores sales (thousands of dollars) ¹	382, 178	324, 091
2. Nonstores sales (thousands of dollars)	211, 005	168, 925
3. Stores line items shipped (thousands)	7, 900. 5	6, 590. 3
4. Number of supply distribution points	54	53
5. Total procurement (millions of dollars)	1, 621. 3	1, 550. 9
<i>Utilization and Disposal Service</i>		
1. Personal property—(acquisition cost—millions of dollars):		
a. Transfers to other Federal agencies	676. 6	623. 0
b. Donations	407. 8	392. 5
c. Sales	69. 8	65. 8
Total	1, 154. 2	1, 081. 3
2. Real property—(acquisition cost—millions of dollars):		
a. Further utilization of Federal agencies	241. 8	177. 9
b. Other surplus disposals (donations, etc.)	221. 5	171. 0
c. Sales	259. 9	340. 3
Total	723. 2	689. 2
<i>Public Buildings Service</i>		
1. New construction program:		
a. Design starts (millions of dollars)	316. 5	336. 7
b. Design completions (millions of dollars)	244. 4	182. 9
c. Construction awards (millions of dollars)	184. 2	161. 3
d. Construction completions (millions of dollars)	188. 5	225. 0
2. Buildings management:		
a. Average net square feet managed (millions)	177. 4	168. 5
3. Repair and improvement:		
a. Repair and improvement appropriation:		
(1) Net square feet of R&I responsibility (millions)	163. 7	156. 3
(2) Obligations incurred (millions of dollars)	90. 7	76. 0
b. Reimbursable costs (millions of dollars)	57. 9	67. 2
<i>Transportation and Communications Service</i>		
1. Interagency motor pools:		
a. Number of pools in operation	91	82
b. Mileage (thousands)	412, 533	346, 563
c. Number of vehicles in pools (June 30)	41, 014	33, 617
<i>Defense Materials Service</i>		
1. Strategic and critical materials in inventory (acquisition cost in thousands of dollars)	8, 181, 122	8, 514, 476
2. Sales commitments (thousands)	432, 451	167, 062
<i>National Archives and Records Service</i>		
1. Number of Federal records centers	15	16
2. Records in inventory (thousand cubic feet June 30)	9, 056	8, 588
3. Inquiries handled (thousands)	5, 377	5, 281

¹ Includes stores direct delivery sales.

APPENDIX

The following tabulation is a consolidation of 16 legislative proposals which were recommended to the Congress by the Administrator of General Services and either enacted or agreed to during the 89th Congress, 1st session.

Public Law number and date enacted or resolution number and date agreed to	Subject	Provisions
Public Law 89—168, Sept. 2, 1965 (79 Stat. 647).	Disposal of rubber from the national stockpile.	Authorized the Administrator of General Services to dispose of approximately 620,000 long tons of natural rubber from the national stockpile. In addition, it waived the procedural requirements of sec. 3 of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b) with respect to publication and transmittal of notice of proposed disposal and the 6-month waiting period, but preserved the substantive requirements of sec. 3 with respect to the protection of the United States against avoidable loss and the protection of producers, processors, and consumers against avoidable disruption of their usual markets.
H. Con. Res. 100, agreed to in House Apr. 26, 1965; agreed to in Senate Aug. 6, 1965.	Disposal of raw silk and silk noils from the national stockpile.	Expressed the approval of the Congress, pursuant to sec. 3(e) of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b(e)), of the disposal of approximately 113,500 pounds of raw silk and approximately 969,500 pounds of silk noils from the national stockpile.
H. Con. Res. 453, agreed to in House Aug. 16, 1965; agreed to in Senate Aug. 23, 1965.	Disposal of magnesium from the national stockpile.	Expressed the approval of the Congress, pursuant to sec. 3(e) of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b(e)), of the disposal of approximately 21,500 short tons of magnesium, contained in primary pigs and alloys, from the national stockpile.
H. Con. Res. 454, agreed to in House Aug. 16, 1965; agreed to in Senate Sept. 23, 1965.	Disposal of small diamond dies and bismuth alloys from the national stockpile.	Expressed the approval of the Congress, pursuant to sec. 3(e) of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b(e)), of the disposal of approximately 8,374 pieces of subgrade small diamond dies and approximately 36,580 pounds of nonstockpile grade bismuth alloys from the national stockpile.

Public Law number and date enacted or resolution number and date agreed to	Subject	Provisions
H. Con. Res. 455, agreed to in House Aug. 16, 1965; agreed to in Senate Aug. 23, 1965.	Disposal of hyoscine from the national stockpile.	Expressed the approval of the Congress, pursuant to sec. 3(e) of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b(e)), of approximately 2,100 ounces of hyoscine from the national stockpile.
Public Law 89-245, Oct. 9, 1965 (79 Stat. 967).	Disposal of vegetable tannin extracts from the national stockpile.	Authorized the Administrator of General Services to dispose of approximately the following quantities of vegetable tannin extracts from the national stockpile: 15,000 long tons of chestnut, 111,457 long tons of quebracho, and 23,962 long tons of wattle. Also, it waived the procedural requirements of sec. 3 of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b) with respect to publication and transmittal of notice of proposed disposal and the 6-month waiting period, but preserved the substantive requirements of sec. 3 with respect to the protection of the United States against avoidable loss and the protection of producers, processors, and consumers against avoidable disruption of their usual markets.
Public Law 89-246, Oct. 9, 1965 (79 Stat. 968).	Disposal of colemanite from the supplemental stockpile.	Authorized the Administrator of General Services to dispose of, by negotiation or otherwise, approximately 67,600 long dry tons (gross weight) of colemanite from the supplemental stockpile. In addition, it waived the procedural requirements of sec. 3 of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b) with respect to publication and transmittal of notice of proposed disposal and the 6-month waiting period, but preserved the substantive requirements of sec. 3 with respect to the protection of the United States against avoidable loss and the protection of producers, processors, and consumers against avoidable disruption of their usual markets.
Public Law 89-247, Oct. 9, 1965 (79 Stat. 968).	Disposal of chromite from the supplemental stockpile.	Authorized the Administrator of General Services to dispose of, by negotiation or otherwise, approximately 659,100 short tons of chemical grade chromite from the supplemental stockpile. Also, it waived the procedural requirements of sec. 3 of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b) with respect to publication and transmittal of notice of proposed disposal and the 6-month waiting period, but preserved the substantive requirements of sec. 3 with respect to the protection of the United States against avoidable loss and the protection of producers, processors, and consumers against avoidable disruption of their usual markets.

Public Law number and date enacted or resolution number and date agreed to	Subject	Provisions
Public Law 89-251, Oct. 9, 1965 (79 Stat. 972).	Transfer of copper from the national stockpile to the Bureau of the Mint.	Authorized the Administrator of General Services to transfer, on a reimbursable basis, approximately 110,000 short tons of copper from the national stockpile to the Bureau of the Mint. In addition, it waived the procedural requirement of sec. 3(e) of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b(e)) with respect to the 6-month waiting period.
Public Law 89-252, Oct. 9, 1965 (79 Stat. 972).	Disposal of chromium metal, fluorspar, and silicon carbide from the supplemental stockpile.	Authorized the Administrator of General Services to dispose of, by negotiation or otherwise, approximately 33,552 pounds of chromium metal, approximately 4,548 short dry tons of acid grade fluorspar, and approximately 56 short tons of silicon carbide from the supplemental stockpile. Also, it waived the procedural requirements of sec. 3 of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b) with respect to publication and transmittal of notice of proposed disposal and the 6-month waiting period, but preserved the substantive requirements of sec. 3 with respect to the protection of the United States against avoidable loss and the protection of producers, processors, and consumers against avoidable disruption of their usual markets.
Public Law 89-276, Oct. 20, 1965 (79 Stat. 1010).	Contracts for the inspection, maintenance, and repair of fixed equipment and equipment systems in federally owned buildings for periods not to exceed 3 years.	Amended sec. 210(a) of the Federal Property and Administrative Services Act of 1949 (40 U.S.C. 490(a)) to authorize the Administrator of General Services to enter into contracts for the necessary inspection, maintenance, and repair of fixed equipment and equipment systems in federally owned buildings for periods not to exceed 3 years.
Public Law 89-279, Oct. 20, 1965 (79 Stat. 1011).	Disposal of abaca from the national stockpile.	Authorized the Administrator of General Services to dispose of approximately 97 million pounds of abaca from the national stockpile. In addition, it waived the procedural requirements of sec. 3 of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b) with respect to publication and transmittal of notice of proposed disposal and the 6-month waiting period, but preserved the substantive requirements of sec. 3 with respect to the protection of the United States against avoidable loss and the protection of producers, processors, and consumers against avoidable disruption of their usual markets.

Public Law number and date enacted or resolution number and date agreed to	Subject	Provisions
Public Law 89-310, Oct. 31, 1965 (79 Stat. 1153).	Disposal of graphite, quartz crystals, and talc from the national and supplemental stockpiles.	Authorized the Administrator of General Services to dispose of, by negotiation or otherwise, (1) approximately 16,586 short tons of Malagasy crystalline graphite and 2,009 short tons of crystalline graphite produced in countries other than Ceylon and Malagasy held in the national and supplemental stockpiles; (2) approximately 4,388,522 pounds of stockpile grade quartz crystals and 467,816 pounds of nonstockpile grade quartz crystals held in the national and supplemental stockpiles; and (3) approximately 1,049 short tons of lump steatite talc held in the national stockpile. In addition, it waived the procedural requirements of sec. 3 of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b) with respect to publication and transmittal of notice of proposed disposal and the 6-month waiting period, but preserved the substantive requirements of sec. 3 with respect to the protection of the United States against avoidable loss and the protection of producers, processors, and consumers against avoidable disruption of their usual markets.
Public Law 89-323, Nov. 5, 1965 (79 Stat. 1213).	Disposal of nickel from the national stockpile.	Authorized the Administrator of General Services to dispose of, by negotiation or otherwise, approximately 200 million pounds of nickel from the national stockpile. Also, it waived the procedural requirements of sec. 3 of the Strategic and Critical Materials Stock Piling Act (50 U.S.C. 98b) with respect to publication and transmittal of notice of proposed disposal and the 6-month waiting period, but preserved the substantive requirements of sec. 3 with respect to the protection of the United States against avoidable loss and the protection of producers, processors, and consumers against avoidable disruption of their usual markets.

Public Law number and date enacted or resolution number and date agreed to	Subject	Provisions
Public Law 89-343, Nov. 8, 1965 (79 Stat. 1303).	Applicability of provisions of title III of the Federal Property Act of 1949 to procurement of property and services by executive agencies.	Amended the Federal Property and Administrative Services Act of 1949, as amended, so as to provide that executive agencies shall make purchases and contracts for property and services in accordance with the provisions of title III of the Act and implementing regulations prescribed by the Administrator of General Services. The provisions of title III do not apply to the Department of Defense, the Coast Guard, and the National Aeronautics and Space Administration; or when title III is made inapplicable pursuant to section 602(d) of the Property Act or any other law. When title III is made inapplicable by any such provision of law secs. 3709 and 3710 of the Revised Statutes, as amended (41 U.S.C. 5 and 8), shall be applicable in the absence of authority conferred by statute to procure without advertising or without regard to section 3709. Public Law 89-343 provides a common statutory code of procurement authority which enhances the development of uniform procurement practices for the benefit of both the Federal Government and the businessman contracting with the Government.
Public Law 89-344, Nov. 8, 1965 (79 Stat. 1304).	Installation, repair and replacement of sidewalks around properties owned by the United States.	Amended the Federal Property and Administrative Services Act of 1949 by adding a new subsec. (i) to sec. 210 thereof so as to authorize executive agencies to provide for the installation, repair and replacement of sidewalks around buildings, installations, properties, or grounds under their control and owned by the United States within the several States, the District of Columbia, the Commonwealth of Puerto Rico, and a possession of the United States. The installation, repair, and replacement of such sidewalks shall be done in accordance with regulations prescribed by the Administrator of General Services and approved by the Bureau of the Budget. Executive agencies may either install, repair, and replace the sidewalks or reimburse a State or political subdivision thereof, the District of Columbia, the Commonwealth of Puerto Rico, and a possession of the United States for the performance of such work. Funds appropriated to executive agencies for installation, repair, and maintenance, generally, shall be available for expenditure to accomplish the purposes of this subsection. Nothing contained in the subsection shall increase or enlarge the tort liability of the United States for injuries to persons or damages to property beyond such liability presently existing by virtue of any other law.