
General Services Administration
Office of Inspector General

Report to the Congress

April 1, 1982 - September 30, 1982

Made Pursuant to Section 5 of Public Law 95-452
November 1, 1982



General
Services
Administration

Office of
Inspector
General

Washington, DC 20405

OCT 29 1982

Honorable Gerald P. Carmen
Administrator
General Services Administration
Washington, DC 20405

Dear Mr. Carmen:

The following semiannual report of the Office of Inspector General for the period April 1, 1982 through September 30, 1982 is submitted pursuant to the Inspector General Act of 1978 (Public Law 95-452, Section 5(b)). In accordance with the law, you are required to submit this report to the Congress within 30 days, together with any comments you deem appropriate.

The report is divided into two parts. The first part describes the major audit and investigative results of the Office of Inspector General for the six month reporting period, and is organized to conform to the specific requirements of the Act. The second part discusses the organization and staffing of the Office of Inspector General and summarizes its operations during the period.

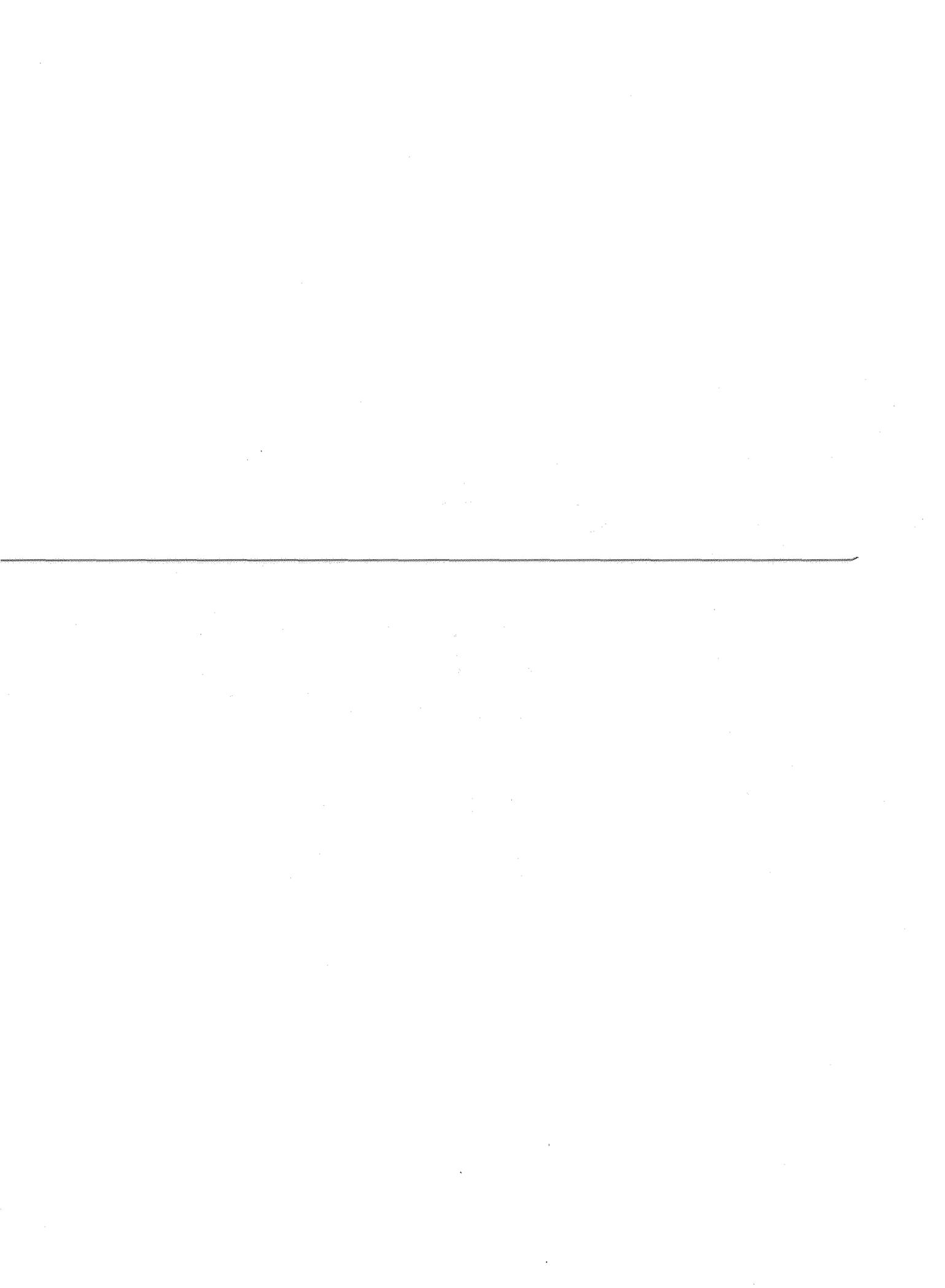
Despite staffing cutbacks and an acute shortage of operational travel funds, the Office made significant contributions during this period. We identified a number of major program areas within the General Services Administration which presented opportunities for improving program results with increased economy and efficiency. In these and other program areas, recommendations were made to reduce vulnerability to fraud, waste, and abuse.

Top management has been both receptive and responsive to our recommendations. Your support has brought us closer to our mutual goal of improved agency operations.

Sincerely,


JOSEPH A. SICKON
Inspector General

Enclosure



EXECUTIVE SUMMARY

This six-month period was marked by significant accomplishments in spite of several severe constraints on Office of Inspector General (OIG) activities. Handicapped by staffing cutbacks and a lack of operational travel funds -- the lifeblood of a regional audit and investigative function -- the Offices of Audits and Investigations conducted reviews that resulted in substantial benefits to the Agency.

At the same time, we worked with GSA management to address several significant policy-level issues confronting the Agency. For example, the OIG was instrumental during these six months in focusing Agency attention on the need for an improved system of audit followup in GSA. Through a closely coordinated effort with Agency management and with the full support of the Administrator, a GSA Order has been developed that will establish substantially revised policies, procedures, and responsibilities for audit resolution and followup. The Order, which is now being circulated for final Agency concurrence, will bring GSA into full compliance with Public Law 96-304 and OMB Circular A-50 (Revised). It will also directly address the concerns repeatedly expressed by Congress about inadequate Federal Agency performance in this area.

Within the Office of Inspector General, this period was characterized by significant management improvements. With the filling of the OIG Counsel and two Assistant Inspector General positions, the top-level OIG management team was made virtually complete and we were able to move ahead to formulate a clear strategy to guide the operations of the Office. At the same time, OIG administrative operations were streamlined; a comprehensive OIG management information system was implemented; and OIG capabilities to identify and focus OIG resources on areas of potential review within Agency operations were enhanced.

A. Audits

We issued 382 audit reports during this period; 112 addressed internal operations, 221 involved GSA's contracting function, and 49 related to inspections. The audits recommended almost \$64.3 million in cost avoidance and approximately \$25.8 million in cost recoveries. Based on recommendations in these reports, as well as from recommendations made in prior periods, management has committed itself to avoid some almost \$42 million in costs, and to take steps to recover approximately \$4 million. In addition, the audits resulted in unquantifiable savings to the Agency in terms of increased program effectiveness and operational efficiency. The following examples will serve to illustrate the nature of audit accomplishments during this period.

- In reviewing two cases where the Agency's failure to exercise lease renewal options may result in additional costs of between \$30.1 million and \$42.5 million, we found systemic problems in the Agency's recording of and followup on lease renewal options. We made a series of recommendations to correct those weaknesses and GSA management has moved aggressively to implement them on a nationwide basis.
- An internal audit disclosed that a major minicomputer procurement, estimated to save GSA about \$5.2 million, would, in fact, cost GSA an additional \$5.9 million. Advised of our findings, GSA management terminated the procurement.
- A pre-award review of \$31.1 million in negotiated price proposals (submitted by the same contractor) revealed \$9.4 million in questioned costs. The audit adjustments were well received by the contracting officer, and we expect that the audit findings will be substantially sustained in negotiations.

Details on our audit accomplishments can be found in Part 1, Section I (pp. 1 to 13) and Part 2, Section II (pp. 35 to 40). Summary data for Fiscal Year 1982 is contained in Appendix III to this report (page 85).

B. Investigations

Our investigations staff continued its emphasis on aggressively pursuing criminal and administrative actions against those persons or firms who have defrauded or attempted to defraud the Government. During this period, the Office of Investigations:

- opened 366 new investigations and closed 345.
- referred 38 cases (51 subjects) to prosecuting authorities.
- referred 10 cases to other Federal and State agencies for further investigation.
- secured 16 indictments/informations and 18 convictions on criminal matters referred.
- referred 86 cases (91 subjects) to management for administrative action.
- secured 29 reprimands, 15 employee suspensions, 1 demotion, and 23 terminations.
- referred 9 cases recommending debarment of 20 contractors.

- secured 5 contractor suspensions and 14 contractor debarments.
- processed 867 hotline calls and letters, 39 GAO referrals, and 16 other agency referrals.

Details on investigative activity can be found in Part 1, Section III (pp. 20 to 26) and Part 2, Section II (pp. 38 to 42). Summary data for the entire fiscal year can be found within Appendix III (page 85).

C. Counsel

Our legal staff in the Office of Counsel to the Inspector General referred 7 civil cases (15 subjects) with potential recoveries of \$1.04 million to the Department of Justice. In addition, five subpoenas were served to secure information vital to our operations. Counsel also reviewed over 56 legislative and regulatory matters during the period and provided comments as appropriate.

Additional information on these activities can be found in Part I, Sections III (pp. 20 to 26) and V (page 28), and Part 2, Section II (pp. 42 to 43). Appendix III provides summary data for Fiscal Year 1982 (page 85).

D. Special Initiatives

We have placed substantial emphasis on the development of strategies for the OIG and each operating component. We believe that communication of these strategies will foster significantly more effective OIG operations through greater understanding of and support for the role and function of the Inspector General within GSA.

A key element of the OIG strategy is providing advice and assistance to GSA management in order to effect better and more current decisions on significant issues. The GSA Order on Audit Followup is illustrative of our efforts in this regard. Part 2, Section I (pp. 30 to 34) of this report details similar OIG contributions in matters pertaining to Agency implementation of OMB Circular A-76, the GSA leasing program, Multiple Award Schedule contracts, and the Personal Property Donation Program.

In terms of internal OIG management, we continued to give priority attention to initiatives mentioned in the last report. This includes the IG-wide management information system, a comprehensive system for identifying and ranking the potential of agency programs to fraud, waste and mismanagement, and the ongoing need for Fraud Awareness Training for GSA managers and employees. Today, major components of the information system are operational, development of a comprehensive system of program vulnerabilities is continuing, and more than 1,000 employees have been given Fraud Awareness Training. We have also made substantial progress in achieving our goal of collocating and consolidating OIG offices at regional locations. These matters are also discussed in Part 2, Section I.

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Part 1

REPORTING REQUIREMENTS OF THE INSPECTOR GENERAL ACT
FOR THE PERIOD APRIL 1, 1982 TO SEPTEMBER 30, 1982

I. SIGNIFICANT PROBLEMS, ABUSES, DEFICIENCIES, AND RECOMMENDATIONS FOR CORRECTIVE ACTION DURING THE CURRENT REPORTING PERIOD

As required by Section 5(a)(1) and 5(a)(2) of the Inspector General Act of 1978, the following paragraphs present summaries of significant problems, abuses, deficiencies, and our recommendations for corrective action during the period April 1, 1982 to September 30, 1982.

A. Space Acquisition and Utilization

Audit of a Missed Lease Option

At the request of the Regional Administrator in GSA's Region 9, we initiated a joint audit/investigative review of a missed renewal option for leased space at 211 Main Street, San Francisco, California. We verified that the option had, in fact, not been exercised in time to retain the Government's right to occupy the space at the base rental rate of \$9.20 per square foot. Since the missed option covered a five-year period with an additional renewal option available for a second five-year period, the Government may have to pay from \$24 million to \$33 million more for rental space over the next 10 years.

Our audit disclosed that the lease at 211 Main Street had two expiration dates because different blocks of space were obtained at different times. The Public Buildings Service (PBS) Information System contained only the later renewal option and expiration date. As a result, monthly computer listings that provide advance warning of renewal option and lease expiration dates did not include the earliest date for the 211 Main Street lease.

Our audit report dated September 16, 1982 recommended that the Assistant Regional Administrator for Public Buildings and Real Property: (1) require that pertinent data on multiple block leases be added to the remarks section of the lease digest until the PBS Information System is reprogrammed; (2) require that short synopses of each large or complex lease be prepared and maintained summarizing pertinent lease data, such as termination dates and renewal options, and the effect that each supplemental agreement has had or will have on the lease; (3) require independent verification of all initial lease digests and lease digest updates; (4) require that the coding sheets prepared to enter original lease data and subsequent changes be retained in the lease files; (5) have operating personnel obtain basic data from the lease files when responding to Central Office inquiries or preparing future lease prospectuses; (6) require regional personnel to inform the Leasing Branch of any suspected errors in the PBS

Information System; and (7) ensure that the revised draft prospectus for 211 Main Street contains accurate and appropriate information regarding renewal and expiration dates.

We further recommended that the Commissioner, Public Buildings Service, have the PBS Information System reprogrammed to provide information which would enable realty specialists to manage each block of space separately when a lease has more than one block or unit.

The Regional Administrator and Commissioner agreed to implement our recommendations.

Our investigation disclosed that a realty officer orchestrated the preparation of a lease prospectus for Congress which was misleading because it did not include the date on which the lease option expired. As a result of this investigation, the Regional Administrator proposed the removal of two employees and the suspension of a third employee.

Audit of a Claim for Increased Costs on the Federal Home Loan Bank Board Building in Washington, DC

As a result of our review of a \$1.6 million claim for alleged Government-caused delays during construction of the Federal Home Loan Bank Board Building, we recommended on August 10, 1982 that adjustments be made to reduce the cost by \$1.5 million. The adjustments were based upon: (1) unsupported direct costs, (2) excessive equipment rental costs, (3) overstated wage escalation, (4) unsupported inefficiency costs, (5) overstated home office overhead costs, (6) unallowable interest costs, and (7) unallowable profit and other markups.

This claim is currently under the jurisdiction of the GSA Board of Contract Appeals.

Evaluation of a Change Order Proposal

Our audit report, issued on August 16, 1982, concluded that a \$300,000 credit change order submitted on GSA's VOTRAKON project in Saudi Arabia was understated by \$640,000. A technical evaluation revealed that actual labor expenditures were \$300,000 less than originally proposed because the level of effort for many of the labor categories had been substantially reduced or eliminated by the change order. The remaining portion of the understatement (\$340,000) resulted from the contractor's application of an arbitrary profit rate of 10 percent to the deleted work rather than the actual experienced profit rate of 71.4 percent.

Resolution of this matter has been deferred until the contracting officer returns from Saudi Arabia in January 1983.

Unrestricted Competition Is Needed in the Region 6 Leasing Program

A regional review of GSA's leasing program was performed to determine regional policy on the solicitation of offers for leased space. A hotline complaint received by the OIG alleged that realty specialists were directed to limit these solicitations to space which was fully serviced, i.e., space in which all building services, supplies, and utilities are furnished. Our audit report, issued on July 15, 1982, disclosed that the allegation was factual and, because offers for unserviced space were not solicited, competition was restricted. Since restricted competition may have resulted in undetermined excessive costs to the Government, we recommended that the Assistant Regional Administrator, Office of Public Buildings and Real Property issue new policy guidance to ensure that offers for both serviced and unserviced space are solicited and considered in the lease acquisition process.

Management concurred in our recommendation and issued new policy guidance on July 12, 1982.

Lease Renewal Options

Many of GSA's largest leases contain renewal options which allow the Government to continue renting the leased space at a rate which is often substantially less than the going market rate. Such provisions, if not exercised according to the terms of the lease, can result in substantial Government losses.

An inspection of one leased facility in the metropolitan Washington, DC area revealed that a lessor had filed a suit contending that GSA missed a lease renewal option. A legal ruling for the lessor would result in additional Government costs of \$6.1 million to \$9.5 million. Further, this review identified several potential problems in the overall procedures utilized by GSA to ensure that renewal options are exercised on time. Therefore, we recommended on July 22, 1982 that the Commissioner, Public Buildings Service instruct each region to conduct a lease-by-lease review to verify that the records pertaining to renewal notices were accurate and to ensure that all leases contained clear and consistent provisions on the requirements for renewal notices. We also recommended that realty specialists receive reliable "alert" reports to advise them of upcoming renewal options, and that modifications be made to the methods used by GSA to draft leases to minimize the potential for ambiguity.

GSA management has taken steps to implement all of these recommendations. The nationwide search of lease renewal provisions and records identified several instances wherein options had either already been missed or could have been missed had the recommendations not been implemented. There were three missed options which will result in additional costs of about \$74,000 over the life of the leases. (These are in addition to the missed lease option at 211 Main Street, San Francisco, California discussed previously on page 1.)

B. Buildings Management

Poor Inspection of Repair and Alteration Contract Work

An inspection of repair and alteration work on a warehouse in the midwest raised serious concerns over the inspection efforts of regional GSA personnel assigned to the project. Numerous contract deficiencies went unnoticed by these inspectors and other defects and omissions noted during a final inspection were signed off on even though the contractor had not taken corrective action.

Our evaluation revealed that the contractor failed to install 21 masonry wall pilasters (a serious violation of contract requirements and the Uniform Building Code), and thereby jeopardized the structural integrity and safety of the masonry wall construction. Even though this failure represents a potential loss to the Government of approximately \$29,000, the monetary loss is considered insignificant in comparison to the potentially dangerous situation that was created for personnel working in the warehouse area.

We recommended on July 14, 1982 that the Regional Administrator direct the contracting officer to: (1) either have the contractor perform the specified work or obtain an appropriate credit for deleted work; (2) either have the contractor correct the identified deficiencies or obtain a credit; (3) instruct his representatives to perform a more thorough review of corrected items to assure that they are in fact corrected; (4) establish a procedure that expedites the acceptance of change orders to eliminate costly delays; (5) recover an overpayment; and (6) take the appropriate steps to correct as-built drawings for the lightning protection system in order to have a correct set of drawings for future reference. Special emphasis was placed on the need to analyze the masonry wall construction to ensure its structural integrity and safety prior to taking any remedial action.

The response from management indicates that cost recovery and corrective action is underway. A structural analysis is being performed on the masonry walls and efforts toward improved inspection performance have been initiated.

Special Review of Controls Over Firearms and Other Property - Federal Protective Service

On December 11, 1981, management requested that a nationwide review be performed to determine whether the Federal Protective Service (FPS) is properly controlling firearms and other sensitive property. Our review generally showed that even though regional FPS offices were aware of the required controls pertaining to the management of sensitive property, controls were either not fully implemented or were ignored. We found that ammunition was missing,

unaccounted for and/or inadequately protected; ammunition stock levels were too high; weapons were not issued in accordance with regulations; and the number of weapons on hand exceeded the needs of the FPS.

In four audit reports issued between May 28, 1982 and July 30, 1982, we recommended that: (1) regional FPS offices establish and fully implement regulations that would afford adequate safeguards over sensitive Government equipment, and (2) the FPS conduct a utilization study to determine ammunition, weapon, and operating equipment requirements.

The Regional Administrators concurred in our recommendations and all of the action plans for implementation have been received.

C. Federal Real and Personal Property

Proposed Sale of the 49 Fourth Street Property, San Francisco, California

A review of the proposed sale of Federal property at 49 Fourth Street, San Francisco, California, which was undertaken at the request of the Administrator, disclosed that the Agency's decision to sell the property to the City of San Francisco was based on insufficient comparative cost data. Further, we found that the appraisal obtained by the GSA may have understated the value of the property. As a result, there was no assurance that the proposed \$17.4 million sale was in the Government's best interest.

In our audit report dated September 16, 1982, we recommended that the Administrator obtain and use a cost analysis that compared the economic advantages of the various "sale" and "exchange" scenarios before determining the final disposition of the 49 Fourth Street property. In addition, we recommended that the Administrator obtain and use an updated and amended appraisal report that considers the special use benefits which might accrue to the intended property recipient when negotiating the sale or exchange terms.

Contracting Procedures for Commercial Appraisal Services Do Not Assure Adequate Competition

An internal review of the contracting procedures utilized by the Office of Real Property within GSA's Federal Property Resources Service (FPRS) found that current practices do not assure adequate competition. We found that FPRS took the position that appraisal services were "personal" or "professional" services and, according to a provision of the Federal Property and Administrative Services Act of 1949, did not

require FPRS to maximize competition. Since FPRS negotiated contracts with a total value of \$450,000 without advertising them, there is no assurance that the contracted services represent the most reasonable fees available.

GSA's Office of General Counsel rendered an opinion that appraisal services were neither "personal" nor "professional" services and, therefore, are subject to the provisions of the Federal Procurement Regulations. Accordingly, on August 13, 1982 we recommended that FPRS revise its contracting procedures to comply with Federal Procurement Regulations in order to maximize competition.

Management concurred in our recommendations, the action plan has been approved, and the audit is considered resolved.

D. Stockpile Material

Deteriorated Roof Adversely Affecting Stockpiled Asbestos

A review of the National Defense Stockpile (NDS) storage program revealed that water leaking through the roof of the Baton Rouge Depot, Baton Rouge, Louisiana had caused deterioration of the burlap and plastic bags covering stored asbestos. Although we determined that the asbestos did not pose an immediate health hazard if properly handled, we felt that continued neglect could result in a potential health hazard for communities surrounding the depot.

The nature of this situation prompted us to bring the matter to the attention of the Administrator. On May 25, 1982, we recommended that the Administrator direct the Commissioner of the Public Buildings Service, the Commissioner of the Federal Property Resources Service, and others, as required, to take immediate action to resolve the asbestos problem.

The Federal Property Resources Service formed a task force to study the problem and subsequently developed a plan to either sell or bury the asbestos by May of 1983.

E. Financial Management

Internal Controls Over Government Transportation Requests (GTRs)

Reviews of the internal controls used to safeguard and account for GTRs in five GSA regions disclosed serious weaknesses. We found inadequate controls over the receipt and issuance of GTRs at the GSA depot in Franconia, Virginia; inadequate accounting controls over GTRs maintained in regional offices; and poor accountability for GTR books issued to individuals. Other weaknesses included: (1) physical inventories and

surveys of GTRs not being conducted as required by GSA regulations; (2) refunds due the Government for cancelled or partially used tickets not being collected; (3) GTRs being used for unauthorized travel; (4) excessive stocks of GTRs being maintained in regional offices; (5) GTRs being stocked at a self-service store for over-the-counter sales contrary to existing regulations; and (6) inadequate procedures to safeguard and account for teleticketing equipment and blank airline tickets.

In Region 9, controls were found to be almost nonexistent and over 49,000 GTRs could not be located. Due to the lack of adequate physical safeguards and the absence of documentation for the receipt and issuance of GTRs, it could not be determined if the GTRs were lost, misplaced, or stolen.

In the five regional reports issued between April and September 1982, we recommended that: (1) a comprehensive and detailed regional directive be developed and implemented for safeguarding and accounting for GTRs; (2) physical inventories and surveys of GTRs be performed as required; (3) procedures be developed to ensure that refunds due the Government for unused or partially used tickets are requested from the airlines; (4) GTRs be issued only for official authorized travel; (5) existing procedures be followed in projecting annual GTR requirements; (6) formal guidance be issued to reaffirm the requirements that GTRs not be sold in self-service stores; and (7) detailed regional procedures be developed for securing and safeguarding teleticketing equipment and blank airline tickets.

Management generally agreed with the findings and recommendations contained in the audit reports.

Selected Transactions of the Working Capital Fund

A review of the Working Capital Fund (WCF) disclosed that it was used during Fiscal Year 1981 to fund over \$850,000 in activities which were not authorized by the WCF's legislation, Public Law 79-49. The activities funded included the library, the travel ticketing office, the correspondence control unit, the Federal Executive Board, the salaries of chauffeurs, the salary of the Director of Administrative Services, and a centralized mailing list service.

We also found that: (1) a management fund, which was established in the WCF without authorizing legislation, was used to pay most of the Fiscal Year 1981 costs for the unauthorized WCF activities; (2) this management fund and the unauthorized uses of the WCF were not disclosed in the financial statements required by GAO accounting policy; and (3) over \$700,000 in expired appropriations were used to fund the aforementioned costs during Fiscal Years 1980 and 1981.

The problems disclosed by this review are generally attributable to management's noncompliance with the restrictions placed on the use of these funds by the specific WCF enabling legislation and by general fiscal statutes. Accordingly, on August 6, 1982 we recommended that action be taken to: (1) fully disclose the misuse of the WCF to OMB and Congress, and place the unauthorized WCF activities under direct appropriations in future fiscal years, or until the WCF legislation is amended to authorize funds for these purposes; (2) abolish the special management fund and return the unexpended balance to the contributing appropriation, and charge common-use printing costs to the WCF and bill GSA appropriations under the normal operating procedures of the WCF; (3) ensure that the financial statements fully disclose all activities which impact on the WCF; and (4) identify and return funds unexpended in 1979 and 1980 to the appropriations from which they were advanced.

In commenting on the draft report, management concurred in the findings and recommendations with two significant exceptions. Management did not agree that unauthorized expenditures were made from the WCF and objected to the recommendation that a report on unauthorized use of the WCF be submitted to OMB and Congress. They contend that using the WCF to pay the costs of the questioned activities was proper.

Management also took exception to the recommendation to charge common-use printing costs to the WCF and bill GSA appropriations under the normal operating procedures of the fund. They felt that such billings would not be feasible. We believe that weekly, monthly, or quarterly billings are feasible and would provide a basis for more accurate and timely accounting of expenditures by appropriation.

Because we believe that GSA acted improperly in extending the use of the WCF before receiving Congressional approval in the form of a legislative amendment, on August 19, 1982 we requested a Comptroller General's decision on whether a violation of the Anti-Deficiency Act (Revised Statute 3679) had occurred. Final audit conclusions and recommendations concerning the possible Anti-Deficiency Act violation will be deferred until a Comptroller General decision has been rendered.

Controls Over Overtime Use

A regional review of the use and control of overtime payments disclosed that inadequate management oversight and planning resulted in increased use of overtime which could exceed \$240,000. Further, there were no assurances that overtime was used in accordance with GSA regulations. We found that: (1) overtime was not always properly accounted for; (2) approval for overtime was not obtained from the delegated level of management; (3) required overtime reports were not completed or were inaccurate; (4) alternatives to overtime were not implemented;

(5) payroll reports generated to validate overtime payments were not used; (6) field supervisors and timekeepers were not complying with overtime reporting requirements; and (7) approximately \$1,630 in overtime payments were made to employees for overtime not worked.

In our May 28, 1982 report we recommended that action be taken to assure that: (1) GSA policy and regulations concerning overtime controls and file documentation are fully implemented; (2) all levels of management are directed to evaluate more closely the propriety and efficiency of utilizing overtime; (3) Premium Pay Validation Reports are distributed to appropriate levels of management for review; and (4) procedures are established to monitor compliance with overtime recording and reporting controls.

Management concurred in the recommendations and is taking the necessary corrective action. Additionally, management has recovered the \$1,630 for the overtime not worked.

F. Automated Data Processing (ADP)

Procurement of Computer Hardware and Software to Support GSA Operations

During this reporting period we reviewed a major in-process procurement for 26 minicomputers to support the Federal Supply Service and other GSA regional data processing requirements. We found that the procurement would cost GSA in excess of \$5.9 million more than the equipment configuration currently in place without commensurate benefits. Accordingly, we recommended on August 13, 1982 that the procurement be terminated.

Management initiated this procurement as a cost savings measure. They projected a savings of \$5.2 million over a systems life of five years, based upon the abolishment of seven small computer centers and the phase out of some outdated peripheral ADP equipment in conjunction with the procurement.

We found that: (1) management had attributed large savings to the procurement that had nothing to do with it; (2) primary and secondary users for whom the procurement was being made provided almost no input; (3) no cost-benefit analysis had been prepared to justify the procurement; (4) inadequate attention was given to defining and satisfying agency long-range ADP requirements; and (5) the funding mechanisms being proposed for the procurement were inappropriate.

Management concurred in all of the recommendations contained in our report and terminated the procurement.

National Archives Trust Fund - ADP Procurement

An audit of the procedures utilized in the procurement of a systems development contract for the National Archives Trust Fund accounting system disclosed internal control weaknesses that resulted in an award being made to the highest-priced, qualified offeror without adequate competition. Our review determined that the contract amount of \$251,422 was almost three times higher than the bid of the lowest-priced, qualified bidder.

Because the legislation establishing the National Archives Trust Fund allows it to be technically excluded from following Federal Procurement Regulations (FPRs), this procurement was not conducted in strict accordance with FPR provisions. As a result, evaluation criteria were not developed until after proposals were received; only the proposal with the highest technical ranking was recommended to the contracting officer; and other acceptable offerors were not given the opportunity to participate in negotiations or submit "best and final" offers. We believe that if the FPRs had been followed, the contract would have been awarded to one of the other lower-priced, qualified offerors.

We recommended on August 13, 1982 that the National Trust Fund Board adopt specific rules and regulations to conform with the Federal Procurement Regulations for Trust Fund procurements.

In their response, management did not agree with certain findings and recommendations. The Office of Counsel to the Inspector General is now addressing the issues raised in management's response to the report.

Systems Development Activities

We reviewed a systems development project, estimated to have cost \$100,000, which was terminated after being substantially completed. We determined that poor documentation existed to support the decision to terminate; GSA systems development procedures had been ignored; no cost benefit analysis had been performed to originally justify the project; and intended users were afforded little or no opportunity to provide input during the development process.

We concluded that this waste of funds could have been avoided if GSA's systems development procedures had been followed. Under such procedures, all systems development efforts are subject to a process known as the Systems Development Life Cycle (SDLC) which prescribes general milestones for evaluating each development effort. A very important segment of the SDLC is the General Systems Study which provides a basis for determining whether or not to proceed with the effort by providing

information on the significance of improvements to be attained and their associated cost benefits. Management took the position that these procedures were not applicable since the system represented only an interim system. In fact, management initiated action to cancel GSA's systems development handbook during the course of our review, due to lack of use and its inadequacy for maintenance and redesign projects.

We recommended on May 7, 1982 that the systems development handbook be reinstated and used on all future systems development projects. We also recommended that the decision to terminate the project be formally reevaluated and documented.

Management concurred in all of our recommendations, the action plan for implementation has been agreed upon, and the audit is considered resolved.

G. Other Significant Audits

Investigative Activities of the Office of Oversight

Our review showed that the Office of Program Oversight, Office of Oversight, had established an investigative unit and was conducting investigative activities even though it had not been delegated such responsibility. This situation violated GSA Orders and assurances given to the Congress by the Administrator that no investigative responsibility would be conferred on this office. Additional assurances regarding potential conflict with the mission of the Office of Inspector General were also violated.

On September 22, 1982, we recommended that the Administrator (1) abolish the Office of Program Oversight within the Office of Oversight, and (2) issue an order stating that the Office of Oversight possesses no investigative authority or functions. The Administrator's response to the draft report stated that (1) certain functions that had been performed in some instances by the Office of Oversight would be discontinued, and (2) the order establishing the Office of Oversight would be revised to eliminate those responsibilities entailing investigative efforts.

We agreed that such actions would generally satisfy the intent of our recommendations. The revised GSA Order was issued on October 8, 1982.

Preaward Evaluation of Price Proposals for Office Furniture

We audited three negotiated price proposals (submitted by the same contractor) totaling \$31.1 million for gray metal desks, contemporary desks, and security file cabinets. In three audit reports issued between July 14, 1982 and August 18, 1982, we questioned \$9.4 million in costs. These questioned costs resulted from adjustments to the contractor's proposed labor, overhead, material, and freight rates.

Although we have not yet received an official negotiation memorandum on the subject procurements, the audit adjustments were well received by the contracting officer. We expect that the majority of audit findings will be sustained in negotiations.

Review of the Telephone Inventory Accounting System

A regional review of the procedures used by Automated Data and Telecommunications Service (ADTS) personnel for paying telephone company invoices found that the inventory of telephone equipment contained errors that could result in incorrect billings to customer agencies and incorrect payments to telephone companies. Further, the payment reconciliations (Administrative Difference Statements) between amounts paid to telephone companies versus the amounts billed by them were not properly prepared. As a result, errors may have gone undetected.

In the region reviewed, payments to the telephone company during a one-year period amounted to \$19.5 million. Yet, ADTS was found to rely entirely on customer agencies to report inventory adjustments without any adequate monitoring efforts of its own. In addition, even though payments to the telephone company are generated by the ADTS Telephone Inventory Accounting System (TIAS) independently of telephone company invoices, reconciliation of these two items can take up to five months after the receipt of the invoice. ADTS relies upon future months to offset current differences and does not consider it essential to reconcile balances.

Accordingly, on April 20, 1982 we recommended that GSA: (1) instruct customer agencies to inventory their phone systems and continually notify ADTS of inventory changes, and (2) reconcile Administrative Difference Statements in a timely manner.

The Regional Administrator agreed with our recommendations, the action plan for implementation has been agreed upon, and the audit is considered resolved.

Improved Efficiency and Reduced Operating Costs Possible Through Consolidating Federal Information Centers

A regional audit of the Federal Information Center (FIC) program was conducted to ascertain whether each of the five offices was operating economically and efficiently, and to determine whether there was any duplication in their functions. We found that FIC offices maintained excess telephone equipment and circuits, estimated to cost GSA approximately \$53,000 annually, and that actual workload did not support the current staffing levels at the FICs. By consolidating the FICs into one centralized regional office and taking advantage of automation in telecommunications and retrieval systems, we estimated that \$292,000 in annual savings were possible.

In our audit report dated April 14, 1982, we recommended that the Regional Administrator first reduce excess telecommunications equipment and then consolidate the FICs into one regional center.

The Regional Administrator concurred in our findings and recommendations, the action plan for implementation has been agreed upon, and the audit is considered resolved.

II. STATUS OF SIGNIFICANT RECOMMENDATIONS MADE IN PREVIOUS REPORTS ON WHICH CORRECTIVE ACTION HAS NOT BEEN COMPLETED

As required by Section 5(a)(3) of the Inspector General Act of 1978, this section details all significant matters and recommendations reported in prior Inspector General reports on which corrective action has not been completed. Because many of the recommendations are in the process of being implemented and are proceeding according to milestones agreed to by management and the OIG, such items are discussed separately.

Much of the input for this section was provided by Agency management officials charged with tracking the implementation of audit recommendations. In addition to management's implementation tracking activities, the OIG issued 72 followup reports during the period. In 82 percent of the followups, management had implemented all of our recommendations.

A. Significant Audit Recommendations Which Have Not Been Satisfactorily Implemented

Unliquidated Obligations and Year-End Spending, Region 9

Period First Reported: October 1, 1981 - March 31, 1982

This audit disclosed two violations of GSA's administrative control of funds during Fiscal Year 1980. Of our five recommendations for corrective action, management did not concur in the two recommendations concerning a violation in Budget Activity 54 - Major Repairs and Alterations. These recommendations were: (1) to prepare and process through Central Office the necessary accounting entries to establish an unobligated balance of \$822,129 in Budget Activity 54 for Fiscal Year 1980, and (2) to prepare the necessary reports required by GSA Order ADM 2200.2D, paragraph 1(i).

Both the Regional Administrator and the Assistant Administrator for Plans, Programs, and Financial Management disagreed with our conclusion that the allowance was exceeded. The Assistant Administrator pointed out that Fiscal Year 1980 was the initial year for the line-item program and that some confusion was experienced by the regions. Also, he took exception to the recommendation for reinstating an unobligated balance. He felt that our report failed to indicate that the reprogrammed amount incurred in Fiscal Year 1980 was either in error or invalid. He added that he saw no benefit from recreating an unobligated balance for a period which was closed out two years ago and for which funds have been withdrawn.

On September 30, 1982, we sent a letter to the Deputy Administrator apprising him of management's views and reaffirming our position concerning the violation.

Systems Development and Control

Period First Reported: April 1, 1981 - September 30, 1981

This review found that the Office of Finance had expended approximately \$265,000 to develop the Stockpile Billing and Receivables System and then decided to terminate it. Because we believed the termination decision was not justified or adequately documented, we recommended that: (1) the decision to terminate be formally reevaluated and the reasons for not implementing the system be thoroughly documented and supported by data which would be available for review by the Office of Audits, and (2) the reevaluation specifically address the reason(s) the system was allowed to proceed to completion before termination and, to the extent possible, assign responsibility for this waste of GSA resources in an effort to minimize the potential for its recurrence.

In his response to the audit report, the Assistant Administrator for Plans, Programs, and Financial Management disagreed with our recommendations and stated he did not plan to implement them. We prepared a fact sheet detailing our position and forwarded it to the Deputy Administrator on July 23, 1982. The Deputy Administrator referred the matter to Agency tracking officials. These officials notified us on September 13, 1982 that they are reviewing the matter and will make their recommendations to the Deputy Administrator by mid-November 1982.

Problems Relating to GSA's ADP Systems

Period First Reported: October 1, 1980 - March 31, 1981

This audit found that GSA had not developed contingency/recovery plans for its major sensitive computer systems. We made 10 recommendations for corrective action; two have not been implemented. They relate to the development of a contingency/recovery plan for the B-7700 and FSS-19 systems, and performing a risk analysis on the same systems.

On November 18, 1981, this matter was brought to the Administrator's attention. On December 21, 1981, the Administrator stated that he had instructed responsible officials to cooperate in resolving the matter. We requested status information from the Deputy Administrator in July 1982 and were advised that the risk analysis was underway and a target completion date of September 30, 1982 had been established. Upon its completion, target dates would be established for the development of the contingency/recovery plan.

As of September 30, 1982, Agency tracking officials told us that the draft GSA Order ADM 2100.1A, which specifies the procedures for performing a risk analysis, is currently in the clearance process

and should be issued in final form by July 1983. At that time, the risk analysis will be initiated. These same officials further stated that the development of a contingency/recovery plan is in process and should be completed by June 1983.

B. Significant Audit Recommendations Being Implemented According to Established Milestones

An Approach to Improving GSA's Leasing Program

Period First Reported: October 1, 1981 - March 31, 1982

This compendium report disclosed that GSA must take a more aggressive role in establishing and enforcing policy for leasing. Toward this end, we made 14 recommendations. Of these, four were closed based upon the Commissioner's response to the report.

Regarding the outstanding recommendations, Agency tracking officials have been advised that action has been completed on five of the recommendations. These officials are awaiting documentation to certify that the actions have been taken. The remaining recommendations are proceeding according to established milestones and should be completed by the end of the calendar year.

Prompt Action Needed to Preserve America's Recorded Heritage

Period First Reported: October 1, 1981 - March 31, 1982

Our audit of the National Archives and Records Service found that intrinsically valuable historical documents were not being adequately preserved and protected. To correct the identified deficiencies, we made eight recommendations for corrective action. Implementation of all of these recommendations is proceeding according to established milestones and should be completed by August 1983.

Reimbursable Work Authorizations

Period First Reported: October 1, 1981 - March 31, 1982

We found that GSA was performing work for tenant agencies under reimbursable agreements without Congressional review and approval. Thus, we recommended that GSA develop procedures which would require tenant agencies to cite appropriations when requesting reimbursable services to demonstrate that Congress approved and funded the projects.

Phase one of the corrective action was completed on July 2, 1982; the second phase is proceeding according to established milestones and should be completed on January 31, 1983.

Mosler Safe Company Value Engineering Change Proposal Should Not Be Approved

Period First Reported: April 1, 1981 - September 30, 1981

Our review of a Value Engineering Change Proposal (VECP) determined that acceptance of this VECP would result in unnecessary expenditures of over \$300,000. Accordingly, we recommended that: (1) the VECP not be approved, and (2) the contractor be paid only a fair and reasonable amount for the system.

The Commissioner of the Public Buildings Service advised us that GSA's General Counsel had determined that there was no legal basis for not approving the VECP. This determination removed the basis for our recommendations. However, Agency tracking officials have deemed it appropriate to continue tracking the negotiations to ensure that an equitable settlement is reached with the contractor.

Audit of Claim for Increased Construction Costs

Period First Reported: October 1, 1981 - March 31, 1982

On July 31, 1979, a contracting officer denied a \$565,000 claim for increased construction costs. The contractor, after his claim was denied, filed suit in the Court of Claims. The Court transferred the claim to the GSA Board of Contract Appeals. At the Board's request, we performed an audit of the claim and questioned over \$461,000 in costs. As of September 30, 1982, the Board had not rendered any decisions on the final disposition of the claim.

Potential Recoveries on Laboratory and Hospital Furniture and Equipment

Period First Reported: October 1, 1981 - March 31, 1982

This price reduction/defective pricing audit of a multiple award contract recommended that the Government receive a refund of \$1.3 million. A demand letter was sent to the contractor on March 12, 1982. A settlement has been negotiated for \$600,000 and the GSA is awaiting receipt of the check from the attorneys for the firm. Agency tracking officials are carrying this audit as an open item until the check is received.

Better Utilization of Excess Personal Property

Period First Reported: October 1, 1981 - March 31, 1982

Our audit disclosed that excess personal property in one region, valued at approximately \$1 billion annually, could be redistributed among Federal agencies for additional use. We made 13 recommendations aimed at improving utilization; eight of these recommendations have been implemented.

The Office of Inspector General considers the remaining five recommendations resolved and is working with management to develop an implementation schedule.

Contract for New Federal Office Building Improperly Administered

Period First Reported: October 1, 1981 - March 31, 1982

Our review of the construction of the new Federal Office Building and Courthouse in Hato Rey, Puerto Rico found that over \$580,000 in unnecessary costs were incurred and additional funds were wasted due to improper administration of the construction contract. Accordingly, we made four recommendations, including one to initiate claim actions to recover overpayments from the contractor.

Management has acted upon and/or implemented all of these recommendations. The region forwarded the claim to the General Accounting Office on April 3, 1982. Agency tracking officials are monitoring progress in recovering the overpayments.

Inadequate and Improper Financial Management of the Construction Services Fund

Period First Reported: October 1, 1981 - March 31, 1982

Our review of the Construction Services Fund (CSF) disclosed serious improprieties relative to its financial management. The audit report contained nine recommendations. Corrective action has been completed on eight of these recommendations.

The remaining recommendation urged that an indepth reconciliation be performed in order to determine the true fund status of all accounts, adjustments be made based upon the reconciliation, and a report be made to the President, Congress and OMB. GSA reported to Congress on May 13, 1982 that the fund operated under assumptions which violated the Anti-Deficiency Act. Management is in the process of reconciling the accounts and a final report will be issued to Congress in December 1982 if actual statutory violations occurred. According to Agency tracking officials, the issuance of this report will complete action on all of the recommendations.

Regional Management of the Public Buildings Service/Information System Needs Improvement

Period First Reported: October 1, 1981 - March 31, 1982

An internal audit of the Public Buildings Service/Information System found that the system's usefulness and reliability had been reduced. We made 10 recommendations directed at correcting the problems contributing to this condition. Corrective action has been completed on six of the recommendations.

Implementation of the remaining four recommendations is progressing. Two recommendations addressing the elimination of unnecessary system reports will be acted upon in January 1983 when the analysis of system usage is completed. The remaining recommendations which concern staffing issues have been affected by a regional reorganization. For this reason, final staffing plans and training remain uncompleted. Agency tracking officials are monitoring regional actions.

Government Real Property Used for Private Use

Period First Reported: April 1, 1981 - September 30, 1981

This audit revealed that Government real property had been improperly used by a neighboring property owner to expand his parking lot facility. Accordingly, we recommended that the land be recovered and that a claim be initiated to recover the value of the profits generated through this unauthorized use.

As a result of a second followup audit, the OIG has concluded that management's actions meet the intent of our recommendations. Agency tracking officials are monitoring the reimbursement actions until successfully completed.

III. MATTERS REFERRED FOR CRIMINAL, CIVIL AND/OR ADMINISTRATIVE ACTION AND INSPECTOR GENERAL SUBPOENAS

As required by Section 5(a)(4) of the Inspector General Act of 1978, this section summarizes those matters referred to prosecutive authorities and the resulting prosecutions and convictions which occurred during the period. In addition, civil, administrative, and subpoena actions are provided.

Due to delays in the notification process, some of the data in this section includes activities which occurred during the last reporting period but are reported here for the first time.

A. Criminal Referrals

Our Office referred 38 cases involving 51 subjects to the Department of Justice or other authorities for prosecutive consideration during this reporting period. Of those referrals, prosecution was declined on 23 cases (24 subjects). The Department of Justice also declined prosecution on 20 cases (41 subjects) which were referred during earlier reporting periods. The primary reasons for these declinations were: (1) although a technical violation may have existed, there was a lack of harm to the Government or the public; (2) there was nominal dollar loss to the Government; (3) the matter lacked jury appeal; and/or (4) corrective action could best be initiated through other means.

B. Investigative Referrals

Our Office made 10 investigative referrals to other Federal and State agencies for further investigation or other appropriate action.

C. Criminal Prosecutions

Figure 1 illustrates by type of subject the number of indictments, convictions, dismissals/acquittals, sentences, and sentences pending during this reporting period. There is no direct correlation between the number of indictments and the number of convictions since some of the convictions resulted from indictments returned in previous reporting periods.

SUBJECTS IN THE CRIMINAL JUSTICE SYSTEM
 APRIL 1, 1982 THROUGH SEPTEMBER 30, 1982

	<u>Indictments/ Informations</u>	<u>Convictions Pleas/Trials</u>		<u>Dismissals/ Acquittals</u>	<u>Sentences</u>	<u>Sentences Pending</u>
GSA Employees	8	5	1	1	4	3
Firms	0	0	0	0	0	0
Officers, Employees, Principals, and Agents of Firms	4	5	1	1	3	3
Other Individuals	4	6	0	0	3	3
Other Government Agency Employees	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	16	16	2	2	10	9

Figure 1

D. Investigation Recoveries

As a direct result of investigative action, the OIG recovered \$2,242.77. This amount represents a management commitment to recover monies.

E. Civil Referrals

We referred 7 cases (15 subjects) to the Civil Division of the Department of Justice or the appropriate U.S. Attorney for civil action. Settlements have been reached in 2 of these cases (4 subjects); the remaining cases are under active review by the Department of Justice. The total amount of potential recoveries for these 5 civil referrals (11 subjects) is almost \$1 million.

Regarding referrals from prior periods, 5 cases (6 subjects) were declined and a civil settlement was reached in 1 case

involving 3 subjects. For the 34 cases, representing 74 subjects, pending at the close of the period, the total amount of potential recoveries is approximately \$14.9 million.

ACTION STATUS OF CIVIL REFERRALS BY SUBJECT
APRIL 1, 1982 THROUGH SEPTEMBER 30, 1982

Referrals Pending Action 4/1/82	Referrals 4/1/82-9/30/82	Actions Taken 4/1/82-9/30/82		Referrals Pending Action 9/30/82
		Settlements	Declinations	
76	15	7	10	74

Figure 2

F. Criminal and Civil Recoveries

Fines and penalties totaling \$16,600 and restitutions totaling \$1,607 were secured in 7 criminal cases (7 subjects), and a settlement totaling \$15,017 was reached in 1 criminal case (1 subject). Civilly, settlements totaling \$145,967 in 3 cases (7 subjects), and restitutions totaling \$22,629 in 10 cases (10 subjects) were accomplished. Figure 3 presents overall totals by category for both criminal and civil actions.

CIVIL AND CRIMINAL RECOVERIES ORDERED
APRIL 1, 1982 THROUGH SEPTEMBER 30, 1982

	<u>Criminal</u>	<u>Civil</u>	<u>Total</u>
Fines and Penalties	\$16,600	-	\$ 16,600
Settlements	15,017	\$145,967	160,984
Restitutions	<u>1,607</u>	<u>22,629</u>	<u>24,236</u>
TOTAL	<u>\$33,224</u>	<u>\$168,596</u>	<u>\$201,820</u>

Figure 3

G. Administrative Referrals Involving GSA Employees and Programs

As illustrated in Figure 4, 86 cases involving 91 subjects were referred to agency officials for administrative action. In addition, we referred 95 cases concerning 97 subjects to agency officials for informational purposes. We also received and evaluated 241 complaints or allegations involving GSA employees and programs which did not warrant formal investigation because they were not specific, did not justify investigative action, or could best be resolved by management inquiry.

ACTIONS TAKEN ON ADMINISTRATIVE
REFERRALS TO AGENCY OFFICIALS*
APRIL 1, 1982 THROUGH SEPTEMBER 30, 1982

	<u>Pending 4/1/82</u>	<u>Referrals During Period</u>	<u>Administrative Action Completed</u>	<u>Pending 9/30/82</u>
Cases	83	86	114	55
Subjects	85	91	116	60

* Does not include contractor suspension/debarment recommendations.

Figure 4

Figure 5 details the management actions taken during the period as a result of our administrative referrals involving GSA employees.

PERSONNEL ACTIONS RESULTING
FROM ADMINISTRATIVE REFERRALS

<u>Reprimands*</u>	<u>Suspensions</u>	<u>Demotions</u>	<u>Terminations</u>
29	15	1	23

*Includes warnings and counseling.

Figure 5

H. Contractor Suspension and Debarment Referrals

The Office of Inspector General has continued its efforts to make the suspension/debarment process a more effective and more readily used means of protecting the interests of the Government in connection with GSA's multi-billion dollar procurement activities.

We referred to agency officials 9 cases recommending 20 subjects for debarment as illustrated in Figure 6. During this period, 5 suspensions were imposed and 14 debarments were effected, including suspension action taken on 3 subjects not originally referred. Recommendations on 6 suspensions and 9 debarments were disapproved.

CONTRACTOR SUSPENSION AND DEBARMENT ACTIVITIES APRIL 1, 1982 THROUGH SEPTEMBER 30, 1982

	<u>CASES</u>			
	<u>Pending Action 4/1/82</u>	<u>Referrals Reported</u>	<u>Actions Completed</u>	<u>Pending Action 9/30/82</u>
Suspensions	8	0	3	5
Debarments	12	9	11	10
	<u>SUBJECTS</u>			
Suspensions	33	0	11	25
Debarments	31	20	23	28

Figure 6

I. Significant Criminal Cases

As reported in Section III A, 38 cases involving 51 subjects were referred for prosecution during this reporting period. The following paragraphs summarize selected referrals made for prosecution during this period as well as actions taken on referrals made in prior periods.

Purchase of Government Surplus Vehicles With Worthless Check

On April 29, 1982, an individual was sentenced in U.S. District Court, Northern District of Georgia, to serve eight years confinement for theft of Government property. The individual purchased six vehicles from the General Services Administration at an auction in Chamblee, Georgia, in July 1981, and paid for the vehicles with a check that he knew to be worthless. The cars were then transported to other states and sold to unsuspecting individuals and dealers.

Redelivery of Rejected Wiping Cloths

A contract for furnishing wiping cloths to GSA included provisions prohibiting the redelivery of goods previously rejected by GSA. Joint audit/investigative action determined that a total of 797 bales of wiping cloths, valued at \$41,942.50, had previously been rejected by GSA as defective and returned; yet they were knowingly redelivered intact by the firm. The firm and its officers were recommended for debarment after the U.S. Attorney's Office, Philadelphia, Pennsylvania, had declined criminal prosecution in the matter. The firm was debarred for three years terminating on May 26, 1985. In addition, the firm's president was also debarred from further contracting with GSA for a concurrent period of time.

Extortion on GSA Contract

On April 20, 1982, a GSA contract cleaning supervisor received a one year sentence which included 30 days to be served in prison and the remainder was suspended; two years probation; and \$3,600 restitution to his victims at a rate of \$150 per month following his release. The subject had previously pled guilty to a one-count indictment charging him with violating 18 USC 1951 (interference with commerce by threats or violence) for extorting money from employees under his supervision by threatening them with loss of their jobs. The indictment was the result of a joint investigation by the GSA Boston Field Office and the FBI.

Vehicle Rental Charged to the Government by Former GSA Employee

A former employee of the Federal Emergency Management Agency (FEMA) was indicted on nine counts of 18 USC 287 (false, fictitious or fraudulent claims) for causing false claims to be submitted to GSA. The subject represented himself as a FEMA employee to rent \$14,435 worth of vehicles from a rental car firm and then caused the billing to be sent to GSA. After being indicted, he fled and a warrant has been issued for his arrest.

Embezzlement from Imprest Fund

A GSA Field Office Manager, with 29 years of service with GSA, abruptly retired after being advised that our investigation showed that he had inflated imprest vouchers in the amount of \$2,221. Subsequent to his retirement, he pled guilty to a charge of conversion of Government property to personal use. He was fined \$1,000, placed on two years probation, and ordered to perform 200 hours of community service.

Fraudulent Submission of an Invoice

On August 11, 1982, a former official of an Indiana firm which held a GSA contract to provide electrical transformers was convicted in U.S. District Court, Kansas City, of defrauding GSA of more than \$23,000 by submitting an invoice to GSA for transformers that were never shipped. On September 14, 1982, this individual was sentenced to three years imprisonment and was fined \$10,000.

J. Subpoenas

The use of subpoenas has been an effective tool for obtaining information necessary for the proper completion of audits, inspections, and investigations. We issued five subpoenas during this reporting period.

IV. UNREASONABLE REFUSAL OF INFORMATION OR ASSISTANCE

The Office has encountered no instances of unreasonable refusal of information or assistance during the reporting period.

V. REVIEW OF LEGISLATION AND REGULATIONS

As required by Section 4(a)(2) of the Inspector General Act of 1978, we reviewed numerous legislative and regulatory initiatives, including 56 legislative matters. Among the more important areas in which we have provided comments are the following:

-- Expressed general support for the intent of H.R. 6266, the Waste and Abuse Information Collection Act. However, we expressed our belief that it created an inappropriate mechanism for policing GSA contractors who take reprisal actions against their "whistleblower" employees. We also opposed the agency head cash award provision as being vulnerable to abuse, in contrast to a similar provision in the new Inspector General Cash Award Program.

-- Supported Draft Bill 50, the Program Fraud Civil Penalties Act of 1981. This proposal provides an administrative mechanism for the recovery of civil penalties and assessments for false claims and statements involving Federal grants, contracts and programs.

-- Supported S. 2451, the Public Buildings Authorization Act of 1982. This is the first separate annual public buildings authorization bill. It conforms closely to S. 533, the proposed Public Buildings Act, which would provide a permanent authorization for many significant program changes.

-- Supported H.R. 1526, the Federal Managers' Financial Integrity Act of 1982, which requires the head of each executive agency to prepare an annual statement certifying that his or her agency's system of internal accounting and administrative controls fully complies with the standards prescribed by the Comptroller General.

-- Commented on deficiencies in H.R. 6894, the National Archives and Records Administration Act of 1982. The bill made no provision for either the continuation of an Inspector General function within the proposed new agency, or for the establishment of a separate Office of Inspector General for the proposed agency.

-- Generally supported the proposed amendments to the Inspector General Act of 1978, Legislative Committee No. 97-12. Supported amendments to permit OIG personnel to administer oaths and affirmations; to establish specific conditions for tenure or removal of Inspectors General; and to authorize separate appropriations for the Offices of Inspector General.

VI. REPORTS ISSUED BY THE OFFICE OF INSPECTOR GENERAL
FOR THE PERIOD APRIL 1, 1982 TO SEPTEMBER 30, 1982

Pursuant to Section 5(a)(6) of the Inspector General Act of 1978, Appendices I (pages 47 through 80) and II (pages 81 to 84) list each audit and inspection report issued by the OIG during the reporting period.

Part 2

OFFICE OF INSPECTOR GENERAL ACTIVITIES FOR
THE PERIOD APRIL 1, 1982 TO SEPTEMBER 30, 1982

I. OFFICE OF INSPECTOR GENERAL ORGANIZATION, STAFFING, BUDGET AND SPECIAL MANAGEMENT INITIATIVES

A. Organization and Staffing

The organizational structure of the Office of Inspector General as presented in the May 1, 1982 Report to Congress remains unchanged. The structure provides for two major operational units, the Office of Audits and the Office of Investigations; a centralized planning and evaluation staff, the Office of Policy, Plans and Evaluation; an OIG-oriented legal staff, Office of Counsel to the Inspector General; and, a centralized management and data systems support staff, the Office of Executive Director.

The Fiscal Year 1982 Budget envisioned a workforce of 511 full-time equivalent employees, and actual staffing as of October 1, 1981 totaled 518. However, resources available under final Fiscal Year 1982 funding authority fell far short of requirements. By year's end, on-board staffing had been reduced through attrition to 419 employees. This reduction of 99 employees or 19 percent was obviously highly significant in terms of magnitude. Also significant was the fact that most of the employees who left the organization were fully functioning journeymen investigators, auditors, or inspectors who had considerable knowledge of the intrastructure of GSA's programs and operations. Replacement of this loss of expertise in the immediate future will be extremely difficult.

Figure 1 compares on-board staffing levels at the close of the reporting period to our approved staffing level.

OFFICE OF INSPECTOR GENERAL DISTRIBUTION OF STAFF		
<u>OIG Organization</u>	<u>Approved FY 82 Staffing</u>	<u>On Board 9/30/82</u>
Office of Inspector General	6	6
Office of Counsel to the Inspector General	9	8
Office of Executive Director	26	17
Office of Policy, Plans and Evaluation	22	20
Office of Audits	317	268
Office of Investigations	<u>131</u>	<u>100</u>
TOTAL	511	419

Figure 1

B. Travel Funds

Our authorized Fiscal Year 1982 travel budget was \$1.12 million. Due to severe budgetary constraints, actual obligations were restricted to \$400,000 for the entire fiscal year. This restriction, which extended to all OIG operations, was imposed to avoid the necessity of reductions in force or extended furloughs.

During the reporting period, \$148,000 in travel funds were obligated, as opposed to \$515,000 in travel expenditures for the equivalent period in Fiscal Year 1981. The reduced Fiscal Year 1982 level of funding for operational travel imposed a severe handicap on OIG activities: investigative work and internal audit jobs requiring travel were deferred; of the scheduled external audits requiring travel, only the highest priority ones were undertaken; and supervisory visits were essentially eliminated during the entire period.

C. Special Management Initiatives

Formulation of OIG Strategy

During these six months we placed substantial emphasis on the development of strategy statements for the OIG and each operating component. These statements are aimed at focusing and unifying our efforts in carrying out the OIG's statutory responsibilities. They provide a clear definition of the GSA OIG, in terms of its primary mission, its clients, its destined products, its intended results, and the qualities necessary to support the strategy. We believe that these strategies will foster significantly more effective OIG operations through greater understanding of and support for the role and function of the Inspector General within GSA.

Improved OIG Management Operations

Considerable effort has been directed to consolidating and centralizing internal support functions to achieve greater economies and efficiencies in our own operations. Although needs were identified prior to the reporting period, most of the front-end work necessary to implement these changes could not be achieved until the third and fourth quarters of Fiscal Year 1982. Accomplishments to date include:

- centralized mail management;
- centralized records management;
- centralized administrative staff support;
- coordinated ADP development efforts; and
- consolidated word processing.

As a result, the OIG has experienced more efficient control, timeliness and responsiveness in its operations.

Inspector General Information System (IGIS)

A major internal management achievement during the period was the completion of the system design and programming of the Inspector General Information System. Although faced with reduced staffing and resource availability, major components of the fully automated, interactive data base management system were finalized and installed prior to the projected deadline date of September 30, 1982. As constituted, the IGIS provides an inventory of auditable entities within GSA, ranked by their priority for review; an audit planning mechanism that is tied to the inventory; and a system for tracking the progress of investigative and audit assignments. Future system modules will provide for categorizing and compiling findings in audit and investigative reports, and tracking the status of audit recommendations to the point of recommendation resolution.

Improving Operations Through Integrity Awareness Training

Efforts are continuing at GSA to make managers and supervisors more aware of their personal responsibilities to combat program inefficiencies, report suspected fraud, and educate employees regarding the GSA Standards of Conduct. Based on reports during this six month period, more than 1,000 managers, supervisors and employees in eight regions and Central Office received such training from the OIG. Integrity awareness training programs supplement separate briefings given to GSA employees working in areas with identified vulnerabilities to waste and fraud.

OIG Participation in Implementation of OMB Circular No. A-76

An evaluation was conducted of the Public Buildings Service (PBS) A-76 cost model to determine if it was prepared in accordance with Supplement No. 1 to Office of Management and Budget (OMB) Circular A-76, "Policies for Acquiring Commercial or Industrial Products and Services Needed by the Government." The Circular establishes policies for determining whether commercial or industrial products and services needed by the Government should be contracted through private businesses or performed by Government personnel. It also provides guidance for developing cost for in-house performance and guidance for performing a comparative price analysis of contract versus in-house costs. Each agency head has the responsibility for ensuring that its provisions are followed.

The results of our review disclosed areas that could be improved. We recommended that the instructions included in the cost model be clarified to assure that all cost figures rely upon the statement of work contained in the solicitations furnished to prospective contractors.

The close coordination and team work with PBS personnel and other regional segments of GSA resulted in timely revision of the model. The work performed on the A-76 cost model is expected to benefit the Federal Government by saving millions of dollars.

Advisory Reviews of Leases Prior to Award

On December 14, 1981, the Administrator of GSA issued a letter to the Commissioner of PBS which required that certain changes be made to the PBS Leasing Program. Among other things, the letter stated that all leases over \$200,000 would be referred to the regional Office of Inspector General for review.

In accordance with the Administrator's letter, the Inspector General developed a program to perform these advisory reviews. These reviews are designed to: (1) identify major deficiencies in the leasing process; (2) determine that all major documentation was prepared; and (3) identify any irregular events affecting the lease award. Our findings do not constitute approvals to make the lease awards or waivers on performing future audits of such leasing actions. They are reported to the contracting officer who is solely responsible for making the final decision on the lease award.

The following schedule shows the program results for this period:

<u>Category</u>	<u>Number</u>
Lease proposals submitted for review	75
Lease proposals reviewed	43
Reviews with no or minor deficiencies	37
Reviews with major deficiencies	6

Since these reviews are advisory in nature, the decision to take corrective action resides solely with the contracting officer. In most instances, the contracting officer has corrected the identified deficiencies prior to the lease award. Yet, corrective actions were not taken in all cases. Therefore, these leases will be reviewed in our periodic internal postaward audits of the leasing program.

Collocation and Consolidation of Field Offices

In the last semiannual report, we advised that the OIG had undertaken a major effort to collocate and consolidate offices both at headquarters and at regional locations. During the first six months of Fiscal Year 1982, we accomplished a 22 percent reduction in general office space at headquarters. During these six months, our focus shifted to the regional offices. To date, all but four OIG field offices have been collocated

and consolidated. The net effect of these actions has been: overall reduction of square footage of office space assigned; increased and more efficient utilization of space; and more effective clerical and administrative operations. Average square footage has been reduced at field locations from 176 to 135 square feet per employee. The remaining four locations -- New York, Chicago, Philadelphia and field operations in the Washington, D.C. metropolitan area -- are scheduled to be completed during the next reporting period.

Other Initiatives

In addition to the efforts previously discussed, the OIG also contributed to the development of an improved Price Reduction Clause for Multiple Award Schedule Contracts which we believe will have a tremendous positive impact on agency procurements. We also assisted management in the development of a draft audit program for the use of auditors when assessing the effectiveness of the Personal Property Donation Program at the state level.

II. OPERATIONS AND STATISTICS

A. Office of Audits

The Office of Audits provides internal audit, contract audit, and inspections services to the General Services Administration.

Contract audits provide contracting officials within GSA, who procure goods or services from the private sector, professional advice on accounting and financial matters relative to the negotiation, award, administration, repricing and settlement of contracts.

Internal audits deal with all facets of GSA operations, and are designed to determine whether the financial statements covering various elements fairly present the results of operation, whether the operations are being performed in an economical and efficient manner, and whether the programs assigned to GSA are being accomplished.

The inspection services provide detailed technical evaluations of all aspects of GSA operations including evaluations of the leasing program and lease award procedures, various aspects of the buildings operations program, elements of the GSA construction program, and the effectiveness and efficiency of procurements in the Federal supply program including contracting procedures and contract administration.

Contract Audit Accomplishments. During the current reporting period, the Office of Audits issued 221 contract audit reports resulting in recommended cost recoveries and cost avoidance of \$64.7 million. Figure 1 shows a breakdown of these costs by type of audit, while Figure 2 summarizes those contract audits settled during the current reporting period. As of September 30, 1982, there were 2 unresolved postaward contract audit reports, involving \$32,373.

Of particular interest during this period was the tentative settlement of \$7,075,000, inclusive of interest, reached on a delay claim relative to the construction of the Richard B. Russell Federal Building in Atlanta, Georgia. The contractor's original claim asserted that Government interference caused a delay of over 14 months and resulted in increased construction costs of \$22 million. This claim represented the largest construction claim ever submitted by a contractor against GSA.

The Office of Inspector General has been involved in the review of this claim since June 1981, when we issued a summary report which questioned \$19 million of the proposed \$22 million claim (exclusive of interest). Later, after the contractor decided to have the claim heard by the U.S. Court of Claims, the settlement responsibility shifted to the Department of Justice. The U.S. Attorney, working with GSA's General Counsel, requested our assistance in developing the case for the U.S. Court of Claims.

SUMMARY OF EXTERNAL AUDITS
APRIL 1, 1982 THROUGH SEPTEMBER 30, 1982

AUDITS BY GSA-IG	Number of Reports Issued	Total Dollars Reviewed	Recommended Cost Avoidance	Recommended Cost Recovery
Architect-Engineer Proposals	19	\$ 6,296,299	\$ 474,047	\$ -
Claims	18	10,627,144	7,961,277	4,011
Initial Pricings	41	51,486,408	11,949,931	
Change Orders	7	1,537,149	1,037,227	-
Lease Preawards	2	373,564	51,132	-
Lease Escalations	42	20,583,190	9,892,696	-
Terminations	4	86,371	50,627	-
Multiple Award- Preaward	26	276,605,878	10,295,392	-
Multiple Award- Postaward	37	642,156,080	-	20,649,757
Cost Type Contract	2	2,800,499	-	7,239
Others	18	52,299,336	-	1,506,143
Subtotal-GSA-IG Audits	216	\$1,064,851,918	\$ 41,712,329	\$ 22,197,279
<u>AUDITS BY OTHER AGENCIES</u>				
Claims	1	\$ 176,675	\$ -	\$ -
Initial Pricings	4	2,678,792	802,995	-
Subtotal Audits by Others	5	2,855,467	802,995	-
TOTAL AUDITS	221	\$1,067,707,385	\$ 42,515,324	\$ 22,197,279
TOTAL COSTS RECOMMENDED (Avoidance and Recovery)			\$64,712,603	

Figure 1

SUMMARY OF TOTAL COSTS SUSTAINED ON
CONTRACT AUDITS SETTLED DURING THE PERIOD
APRIL 1, 1982 THROUGH SEPTEMBER 30, 1982

<u>REPORT ISSUE DATE</u>	<u>AVOIDANCE</u>		<u>RECOVERY</u>	
	<u>Recommended Costs</u>	<u>Costs Sustained</u>	<u>Recommended Costs</u>	<u>Costs Sustained</u>
FY 1977 GSA Audits	\$ -	\$ -	\$ 867,741	\$763,631
FY 1978 GSA Audits	-	-	72,360	2,903
FY 1979 GSA Audits	329,189	326,352	-	-
Audits by Other Agencies	13,868	13,868	-	-
FY 1980 GSA Audits	3,056,488	2,192,845	480,259	156,810
Audits by Other Agencies	613,115	359,207	-	-
FY 1981 GSA Audits	10,663,711	6,617,963	1,286,127	225,007
Audits by Other Agencies	639,125	639,125	-	-
FY 1982 GSA Audits	12,692,524	7,506,020	207,119	211,652
Audits by Other Agencies	<u>583,535</u>	<u>70,000</u>	<u>-</u>	<u>-</u>
Total-GSA Audits	<u>\$26,741,912</u>	<u>\$16,643,180</u>	<u>\$2,913,606</u>	<u>\$1,360,003</u>
Total-Audits By Other Agencies	<u>\$ 1,849,643</u>	<u>\$ 1,082,200</u>	-	-
TOTAL	<u>\$28,591,555</u>	<u>\$17,725,380</u>	<u>\$2,913,606</u>	<u>\$1,360,003</u>
TOTAL COSTS SUSTAINED (AVOIDANCE AND RECOVERY)			<u>\$19,085,383</u>	

Figure 2

The settlement will become final with the concurrence of the U.S. Attorney General's Office. Cost savings to the U.S. taxpayers based on our audit and negotiations will be in excess of \$14 million.

Internal Audit Accomplishments. During the current reporting period, the Inspector General issued 112 internal audit reports involving recommended cost avoidance of over \$6.8 million. We also recommended cost recoveries of over \$2.9 million during the period. Figure 3 summarizes these audits by organizational element and indicates the amounts of cost avoidance and cost recovery recommended.

Internal audits resolved during the reporting period resulted in total costs avoided of over \$9 million and a commitment by management to seek the recovery of over \$2.25 million.

Inspection Accomplishments. During the current reporting period, the Inspector General issued 49 inspection reports covering contracts with a value of over \$136 million. Total recommended cost avoidance resulting from these inspections amounted to \$14.9 million. Total recommended cost recoveries amounted to \$629,000. Figure 4 shows the reports issued and results by program area.

Inspection reports resolved during the period resulted in total costs avoided of almost \$15 million and a management commitment to seek the recovery of \$363,426.

B. Office of Investigations

Figure 5 illustrates the types and numbers of investigative cases which were opened and closed from April 1, 1982 through September 30, 1982. In addition to this investigative case workload, we received and evaluated 241 complaints/allegations from sources other than the hotline involving GSA employees and programs which, based upon analysis, did not warrant conducting a formal investigation. These determinations were made based on the fact that the allegations were either not specific, did not warrant investigative action, or could best be resolved by management.

Hotline: Calls, Letters, GAO and Other Agency Referrals

During the reporting period, we received 867 Hotline calls and letters, 39 referrals from the General Accounting Office and 16 referrals from other agencies. These complaints were evaluated and, where warranted, appropriately referred to GSA program officials, other Federal agencies or were retained by the OIG for audit, inspection or investigative action. Figure 6 shows a breakdown of the disposition of these complaints.

Memorandum of Understanding With the FBI

On August 19, 1982, the Inspector General and the Assistant Director, Criminal Investigative Division, Federal Bureau of Investigation (FBI) met at FBI Headquarters to sign a Memorandum

SUMMARY OF
INTERNAL AUDIT REPORTS
APRIL 1, 1982 TO SEPTEMBER 30, 1982

<u>Program Area</u>	<u>No. of Audits Performed</u>	<u>Percentage of Total Audits</u>	<u>Recommended Cost Avoidance</u>	<u>Recommended Cost Recovery</u>
Office of Plans, Programs, and Financial Management	18	16.1	\$ 6,490,504	\$ 5,749
Automated Data and Telecommunications Service	9	8.0	292,000	-
Federal Property Resources Service	11	9.8	-	-
Federal Supply Service	8	7.1	-	-
National Archives and Records Service	2	1.8	-	-
Transportation and Public Utilities Service	3	2.7	-	2,926,110
Public Buildings Service	57	50.9	44,770	-
GSA Board of Contract Appeals	1	0.9	-	-
Office of Oversight	2	1.8	-	-
Office of Organization and Personnel	<u>1</u>	<u>0.9</u>	<u>-</u>	<u>-</u>
TOTALS	112	100.0	\$ 6,827,274	\$ 2,931,859

Figure 3

INSPECTION AND TECHNICAL SERVICES DIVISION
 REPORTS ISSUED, CONTRACTS INSPECTED AND RESULTS
 ATTAINED DURING THE CURRENT REPORTING PERIOD

<u>Program Areas</u>	<u>Number of Reports Issued</u>	<u>Number of Contracts Inspected</u>	<u>Total Dollar Value of Contracts</u>	<u>Recommended Cost Avoidance</u>	<u>Recommended Cost Recoveries</u>
Leasing	13	22	\$ 93,824,862	\$ 14,942,400**	\$ 154,600
New Construction	1	1	16,500,000	-	7,600
Repairs and Alterations	23	26	10,536,060	15,000	172,938
Buildings Management Field Offices	2	268	514,000	-	650
FSS*	7	19	15,576,314	-	293,190
TPUS*	1	0	0	-	-
ADTS	1	0	0	-	-
	<u>49</u>	<u>336</u>	<u>\$136,951,236</u>	<u>\$ 14,957,400</u>	<u>\$ 628,978</u>

*These services have been abolished and their function has been transferred to the Office of Personal Property.

**\$7.5 million of this amount is related to Report No. S-PBS-L-05-81 which questioned the necessity for this facility and recommended that GSA consider terminating the lease contract. As a result of a continuing evaluation, the region has revised its initial position and has taken action to terminate the lease for default.

Figure 4

INVESTIGATIVE WORKLOAD ACTIVITY
APRIL 1, 1982 THROUGH SEPTEMBER 30, 1982

<u>Case Category</u>	<u>Cases Open*</u> <u>4/1/82</u>	<u>Cases</u> <u>Opened</u>	<u>Cases</u> <u>Closed</u>	<u>Cases</u> <u>Remaining</u> <u>Open</u> <u>9/30/82</u>
White Collar Crime (Fraud, Bribery, Embezzlement, and False Claims)	297	105	132	270
Other Crimes in GSA-Occupied Space	83	89	59	113
Contractor Suspension/Debarment	51	13	21	43
Employee Misconduct	66	84	67	83
Proactive Investigation	16	1	14	3
Other	<u>27</u>	<u>74</u>	<u>52</u>	<u>49</u>
TOTAL	540	366	345	561

* Figures relating to cases open at the close of our last reporting period have been adjusted among case categories.

Figure 5

DISPOSITION OF HOTLINE CALLS, LETTERS,
GAO AND OTHER AGENCY REFERRALS
APRIL 1, 1982 TO SEPTEMBER 30, 1982

<u>Audits/Inspections/ Investigations</u>	<u>GSA Program Officials</u>	<u>Other Agencies</u>	<u>No Further Action/Closed</u>
111	96	59	656

Figure 6

of Understanding. This agreement establishes policy for the FBI and the Office of Inspector General, GSA regarding referrals and investigations of criminal matters and other areas of mutual interest.

C. Office of Counsel to the Inspector General

The Office of Counsel to the Inspector General provides independent legal counsel to the Inspector General, the Deputy Inspector General, and other officials of the Office of Inspector General. The Office provides technical legal assistance to the Office of Investigations in connection with criminal investigative matters and to the Office of Audits with respect to the full range of issues relating to Federal procurement law and GSA operations. Counsel personnel also provide assistance to the U.S. Attorney offices, the Department of Justice, and GSA counsel in preparing and conducting civil and administrative proceedings, and in reviewing and recommending contractor suspension and debarment actions.

The Office is also responsible for preparing and issuing subpoenas for information, documents, and records necessary in the performance of investigations, and for developing and reviewing legislative and regulatory initiatives affecting the GSA. Some of the more significant activities handled by Counsel during the reporting period are detailed below.

Suspension and Debarment Activities: OFPP Policy Letter

During this reporting period, the Office of Federal Procurement Policy (OFPP) promulgated a policy letter on suspension and debarment. This letter established for the first time a Government-wide sanction of suspension and debarment in the procurement area. This Office actively participated on the interagency task force which developed the policy.

In addition, the Office of Counsel to the Inspector General is the lead organization on a President's Council on Integrity and Efficiency (PCIE) project to assure prompt and effective implementation of this policy throughout the Government.

Suspension and Debarment Activities: PCIE Project on a Consolidated System

The Counsel to the Inspector General is sharing the leadership role on another PCIE project which was initiated to determine both the desirability and feasibility of establishing a consolidated Government-wide suspension and debarment system. Such a system would encompass the full range of Federal activities, including procurement, grants, cooperative agreements, loan guarantee programs and other forms of Federal assistance (excluding statutory entitlement programs).

Withholding of Lump Sum Payments of Former GSA Employees

The Office of Counsel to the Inspector General has been involved in the process of formalizing an administrative procedure for withholding lump sum payments due to former GSA employees who have incurred potential civil fraud liability to the Government. A decision on such withholding usually is made after an employee has terminated employment with the agency following a criminal indictment or conviction.

Under the new procedure, the Civil Division of the Department of Justice formally requests that we initiate action to temporarily withhold the accumulated annual leave and/or pension monies due the former employee. The OIG requests a withholding determination from the appropriate agency officials after providing them with the necessary information upon which to make an independent determination, and instructs them concerning the notice and due process requirements which must accompany their action. To date, GSA, at our initiation, has withheld the accumulated annual leave or pension monies of 34 former employees.

During this period, we sought and obtained a formal legal opinion from the Department of Justice concerning the use of this administrative procedure. We also prepared a formal delegation of authority from the Administrator to Regional Administrators and Heads of Staff Offices and Services which clarifies their responsibilities in this area. These actions will facilitate the use of this administrative procedure in the future.

D. Office of Policy, Plans and Evaluation

As a result of our February 17, 1982 reorganization, the Office of Policy, Plans and Evaluation came into existence. Since its inception, it has undertaken the extremely important task of developing centralized systems to provide for improved OIG operational performance and better targeting of OIG resources to agency program areas which are highly vulnerable to waste, fraud, and mismanagement. As of September 30, 1982, our major accomplishments included:

-- Development of an Integrated Planning System. As noted previously, we have developed a computerized inventory of all auditable entities within GSA prioritized in terms of significance, and an automated audit annual plan which draws upon this inventory for planning purposes and tracks audit accomplishments against established milestones. Refinements are now being made to the inventory and the first automated plan will be available at the start of Fiscal Year 1983. The system module designed to collect and classify all audit findings and recommendations is scheduled to go on-line within the next several months.

-- Preliminary Identification of Vulnerable Areas and Systemic Problems. We analyzed recurring deficiencies disclosed in all OIG audit reports and identified vulnerable program areas and systemic problems within the GSA. This effort, combined with the input obtained through a special vulnerability survey of some 180 auditors, investigators and inspectors, has provided the OIG with a significant foundation for directing its future efforts. Plans now call for updating this information on a semiannual basis, and conducting workshops composed of experienced auditors, investigators, and inspectors to develop strategies for approaching the specific problem areas that have been identified.

-- Evaluations of Component Offices. Plans are being made to evaluate the component elements of the Office of Inspector General in relation to established OIG policies and professional standards in order to maximize their effectiveness. Efforts to date have focused on the development of a Management Evaluation System which provides the Inspector General with detailed information on audits and investigations; the establishment of a review guide for conducting individual office evaluations; and the development of guidelines for audit critiques. The next six months will see full implementation of these evaluation functions.

-- Formulation of Integrated Policy Statements. These statements, which cover a wide range of professional and administrative issues, represent a major accomplishment in the OIG's efforts to establish/consolidate/refine OIG policy and procedural guidance. Over the next eight months, these policy statements will be integrated into a totally revised OIG Policy and Procedures Manual.

E. Interagency Coordination and Efforts Through the President's Council on Integrity and Efficiency

During this reporting period, the Office of Inspector General participated in interagency projects and a special task force on Government-wide audit resolution; kept other Inspectors General informed of cost reduction opportunities available through GSA programs; and provided specialized assistance to several other OIGs.

Regarding the interagency projects sponsored by the President's Council on Integrity and Efficiency (PCIE), this Office participated in seven projects during this reporting period. Figure 7 lists each PCIE project and the extent of our participation.

In the Procurement Suspension and Debarment Project, our Office is the lead agency for overseeing the implementation of Federal Procurement Policy Letter 82-1, dated July 1, 1982, concerning the new Government-wide suspension and debarment information system. The Project Committee is currently developing agency regulations, training methods, and collection and reporting procedures. The ultimate goal of this Committee is the timely

and uniform implementation of new reporting procedures and improved agency usage of suspension and debarment authority.

In the Uniform Suspension and Debarment Standards Project, our Office is working with the Inspector General, Department of Housing and Urban Development, in studying methods for improving the Government-wide administration and implementation of Federally imposed suspensions and debarments. The primary objective of the project is to determine whether a fully coordinated suspension and debarment system covering the full range of Federal activities is both desirable and feasible.

During this reporting period, our employees also served on a special task force organized by the Office of Management and Budget which studied the process by which audit report recommendations are resolved. The major areas of emphasis included developing criteria for measuring the audit resolution process in Federal agencies, testing the criteria developed, and developing a review guide for assessing the quality of various audit resolution processes.

This Office continues to advise other Inspectors General of administrative cost reduction programs offered by GSA which can be implemented within their respective agencies. During this period, other Inspectors General were made aware of the cost reduction opportunities available through utilizing rehabilitated, low-cost furniture offered by the GSA Furniture Reclamation Center, improved methods for controlling Government Transportation Requests, and the need to claim unused airline refunds in a more timely manner.

We have also provided specialized assistance to other Inspectors General as evidenced by the technical support we gave to the Inspector General, Department of Education, on an ongoing investigation of the design and construction of a \$12.3 million high school project. Through this review, we identified estimated Government losses of \$970,783. Our findings and recommendations were forwarded to the Inspector General, Department of Education, on July 2, 1982 for his use in conducting this investigation.

In an ongoing effort, we are assisting the Inspector General, Department of Commerce, in an audit of the Patent Review Process. A member of our staff, an industrial engineer, is analyzing the multifaceted flow of patent applications in order to recommend methods and procedures to reduce the length of review periods. It is anticipated that these reviews can be shortened by either eliminating, modifying or combining some of the steps in the process. The onsite work has been completed and we expect to issue our report in November 1982.

PRESIDENT'S COUNCIL ON INTEGRITY AND EFFICIENCY
INTERAGENCY PROJECTS

<u>Project Name</u>	<u>Participation</u>
Construction Contract Change Orders	Full
Procurement Suspensions and Debarments	Full
Uniform Suspension and Debarment Standards	Full
Government-Wide ADP Systems	Limited
Computer Matching Project	Limited
Government-Wide 8(a) Eligibility	Limited
OMB Circular A-102	Limited

Figure 7

APPENDICES

REPORT REGISTER
INTERNAL AUDITS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
9B-12049-51-04	Construction Contract Change Orders in Region 4	04/05/82
9B-20213-51-06	Region 6 Procedures for Issuing and Administering Construction Contract Change Orders Need Improvement	04/07/82
3J-00039-04-04-F(1)	Short Form Followup - Operational Review of Region 4 Motor Equipment Division	04/09/82
5D-10862-09-09	Controls Over Government Transportation Requests and Teleticketing Operations, Region 9	04/09/82
5D-10274-11-11-F(1)	Followup - Review of Obligations Under Section 1311, Public Law 663, Federal Buildings Fund, Fiscal Year 1980	04/13/82
5D-00154-06-06-F(2)	Followup - Significant Internal Control Weaknesses Can Cause Losses to the General Supply Fund	04/14/82
4N-20173-04-04	Federal Information Centers in Region 4 Should Be Consolidated to Improve Efficiency and Reduce Operating Cost	04/14/82
4G-20596-11-11-A	Letter Report - Proposed Award of Succeeding Lease, Crystal Plaza 5, 2211 Jefferson Davis Highway, Arlington, Virginia	04/14/82
4G-20596-11-11-B	Letter Report - Proposed Award of Succeeding Lease, Rosslyn Plaza "E", 1611 N. Kent Street, Arlington, Virginia	04/14/82
4G-20590-05-05-A	Letter Report, Preaward Lease Review, Detroit-Canada Tunnel	04/15/82
5M-10747-06-06	Greater Emphasis on Monitoring Accomplishments, Training Counselors, and Resolving Complaints Would Provide a More Effective Equal Employment Opportunity Program in Region 6	04/16/82

REPORT REGISTER
INTERNAL AUDITS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
4G-20589-04-04-b	Letter Report - Pending Lease Award, Lease No. GS-04B-21189	04/16/82
30-20392-07-07	Letter Report - Self-Service Store Operation, Dallas, Texas	04/19/82
4G-20589-04-04-A	Letter Report - Pending Lease Award, Lease No. GS-04B-21367	04/19/82
4G-20594-09-09-A	Letter Report - Preaward Review of A Proposed Lease, Prudential Insurance Company of America, Lease No. GS-09B-50081 in Long Beach, California	04/19/82
4M-00085-04-04-F(1)	Followup - Procurement of Competitive Switchboard Equipment	04/20/82
4I-00621-07-07-F(1)	Short Form Followup - Region 7 Energy Utilization Program	04/20/82
5D-00294-04-04-F(2)	Followup - Administrative Approving Officials Need to Perform More Detailed Review of Travel Vouchers	04/20/82
5Y-00530-04-04-F(1)	Followup - Cuban Refugee Emergency	04/20/82
4M-10461-02-02	Telephone Inventory Accounting System, Region 2	04/20/82
30-00617-08-08-F(1)	Short Form Followup - Region 8 Depot Operations Could Be Improved by Eliminating Hazardous Conditions and Reducing Document Processing Time	04/21/82
4G-10787-05-05	The Acquisition Process Used to Lease Special Purpose Space Should Be Reevaluated and Changed to Avoid Costly Problems	04/22/82
5D-00460-08-08-F(1)	Short Form Followup - Improvement Needed in Accounting for Construction Costs in the Federal Buildings Fund, Region 8	04/26/82
5D-20161-08-08	Review of Obligations, Section 1311, Public Law 663, Fiscal Year 1981, Region 8	04/26/82

REPORT REGISTER
INTERNAL AUDITS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
3W-20384-05-05	Letter Report - Return of Unused Air Fares, United Airlines, Inc.	04/26/82
4I-00084-02-02-F(1)	Short Form Followup - More Emphasis Should Be Placed on Energy Conservation in Region 2	04/27/82
4M-20474-04-04	Internal Controls for Administering Contracts at the Interagency Data Systems Facility, Huntsville, Alabama, Need To Be Improved	04/27/82
4D-00274-11-11-F(1)	Followup - Building Management Operations at the Mall Field Office Could Be Improved	04/28/82
5B-00667-11-11-F(1)	Followup - Opportunities Exist for Improving the Financial Condition of the Working Capital Fund	04/28/82
4I-10244-04-04-F(1)	Followup - Region 4 Federal Protective Service Division Security System Program Lacked Direction	04/28/82
4F-20435-11-11	Procurement of New Revolvers Should Be Suspended	04/28/82
4G-20589-04-04(c)	Letter Report - Pending Lease Award, Lease No. GS-04B-21375	04/28/82
4G-20596-11-11-D	Letter Report - Proposed Award of New Lease, Crystal Mall #1, 1911 Jefferson Davis Highway, Arlington, Virginia	04/28/82
3U-00535-08-08-F(2)	Short Form Followup - Need for Improvements in Motor Pool Operations at Bismarck, North Dakota, Region 8	04/29/82
4E-10571-02-02-F(1)	Followup - Government Real Property in Puerto Rico Has Been Improperly Appropriated for Private Use	04/29/82
5D-10744-07-07	Internal Controls Over Government Transportation Requests Need To Be Strengthened	04/29/82

REPORT REGISTER
INTERNAL AUDITS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
4G-00688-09-09	Acquisition and Control of Leased Space, Region 9	05/04/82
5F-10897-00-28	Systems Development Activities Relating to the Monthly Operating Plan System	05/07/82
4G-20590-05-05-B	Letter Report - Preaward Lease Review, Nuclear Regulatory Commission, Glen Ellyn, Illinois, Contract No. GS-05B-13543	05/07/82
4G-20596-11-11-C	Letter Report - Proposed Lease for International Communications Agency, Federal Center Plaza, 400 C Street, S.W., Washington, D.C., Lease No. GS-11B-20054	05/07/82
4G-20586-01-01	Letter Report - Recommendation for Suspension of Leasing Action for the Pending Award of GS-01B-(PRA)-03358 Neg	05/07/82
5W-00462-11-11-F(1)	Followup - Improved Monitoring Techniques are Needed for Grants Awarded by the National Archives and Records Service	05/11/82
3B-00627-02-02	Stockpile Operations of the Office of Property Management, Federal Property Resources Service, Zone 1	05/11/82
4G-00688-10-10-F(1)	Letter Followup - Leases Awarded by Acquisition Branch Lacked Documentation	05/11/82
4D-11062-02-02	Public Buildings Service Accident and Fire Prevention Program	05/11/82
30-10402-03-03-F(1)	Need for Implementation of Inventory Controls for Self-Service Operations, Pittsburgh, Pennsylvania	05/12/82
4G-20589-04-04-d	Letter Report - Two-Year Lease Extension, Lease No. GS-04B-14886	05/12/82
4I-10780-02-02	Procurement of Security Systems in Region 2	05/14/82
4G-20590-05-05-C	Letter Report - Preaward Lease Advisory Review, HUD Area Office, 547 W. Jackson, Chicago, Illinois, Contract No. GS-05B-13956	05/14/82

REPORT REGISTER
INTERNAL AUDITS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
3U-00606-02-02-F(1)	Short Form Followup - GSA is Susceptible to Overcharges for Leased Motor Pool Vehicles, Region 2	05/19/82
3C-20609-06-04	Letter Report - Industrial Vulcanizing	05/19/82
4G-00688-07-07-F(1)	Followup - Lease Award and Administration, Region 7	05/20/82
5D-10922-09-09	Assignment of Parking in the San Francisco Area, Region 9	05/21/82
3U-00212-04-04-F(1)	Short Form Followup - The Transportation and Public Utilities Service Needs to Determine if the Number of Vehicles Assigned to Airport Dispatch is Cost Effective	05/24/82
3O-20391-07-07	Need for Timely Updating of Office of Personal Property Inventory Management Branch Due-In File	05/24/82
4C-11042-04-04	Partition Contracts in Region 4 Need More Competition	05/25/82
3N-20389-02-02	Letter Report - Small Purchase Procurements in Region 2	05/25/82
3E-20753-00-23	The Deteriorated Roof at a Stockpile Storage Depot is Adversely Affecting Asbestos	05/25/82
5D-10921-05-05	Greater Management Oversight Could Reduce Use of Overtime	05/28/82
6T-10936-09-09	Contracting Officers Warrant Program, Region 9	05/28/82
4F-11041-03-03	Need for the Federal Protective Service Division to Improve Internal Controls	05/28/82
4F-20518-10-10	Internal Controls Need to be Strengthened to Better Protect, Account For, and Utilize Government Equipment	05/28/82

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<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
3C-20203-06-06-F(1)	Short Form Followup - Better Contract Award Procedures Could Result in Lower Moving Costs	06/03/82
3U-00648-09-09-F(1)	Short Form Followup - More Can Be Done to Promote Energy Conservation and Reduce Parking Costs	06/07/82
5D-00460-09-09-F(1)	Followup - Controls Over Transactions Financed From the Federal Buildings Fund Need To Be Strengthened in Region 9	06/08/82
5Y-00530-05-22-F(1)	Short Form Followup - Participation in the Cuban Refugee Emergency Lacked Adequate Procedures and Direction	06/08/82
5D-10267-04-04-F(1)	Short Form Followup - Region 4 Exceeded Available Funds For Budget Activity 53, Rental of Space	06/09/82
4D-10834-02-02	Deficiencies Associated with the Pricing of Reimbursable Work Authorizations in Region 2	06/09/82
70-9178-022-F(1)	Short Form Followup - Hazardous Health Conditions in New York City, Region 2	06/10/82
4D-10254-08-08	Letter Report - Installation of the Physical Fitness Exercise Course at the Denver Federal Center by the Office of Public Buildings and Real Property in Region 8	06/10/82
30-20604-08-08	Denver Customer Supply Center Operations	06/11/82
4E-10255-05-05	The Carbondale FOB - Not Needed and Functionally Obsolete	06/16/82
3N-00619-09-09	Review of Advertised Procurements, Office of Personal Property in Region 9	06/17/82
5F-12112-00-28	Computer Security and Firesafety - GSA Board of Contract Appeals	06/17/82
5T-20405-03-03	Administrative Control Over Record Center Operations Can Be Improved	06/18/82
3W-20385-07-07	Letter Report - Refunds for Unused Airlines, Texas International, Inc.	06/21/82

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5Y-00530-03-03-F(1)	Short Form Followup - The General Services Administration (GSA's), Region 3, Involvement in the Cuban Refugee Emergency	06/22/82
5F-00552-07-28-F(2)	Short Form Followup - Computer Security and Firesafety, Region 7	06/24/82
5D-00669-05-05-F(1)	Short Form Followup - Time and Attendance Recordkeeping and Reporting Could Be Improved	06/24/82
5D-00155-06-06	Letter Report - Review of Federal Supply Service Sales Adjustments and Contractor Fund Codes	06/24/82
3B-10218-06-06-F(1)	Short Form Followup - Inadequate Internal Controls Allow Conditions for Improper Actions and Inefficiencies in Inventory Management	06/25/82
5D-10743-01-01-F(1)	Short Form Followup - Use of the Scheduled Airlines Traffic Office (SATO)	06/28/82
4M-00681-09-09-F(1)	Short Form Followup - Procedures for Awarding and Administering Contracts for Telephone Services Can Be Improved	06/30/82
4M-10859-11-11	Significant Improvements Needed in the Procedures Followed When Evaluating Telecommunications Systems Proposals	07/01/82
3V-00056-02-02-F(1)	Short Form Followup - Incorrect Shipping Weights Are Resulting in Excessive Freight Costs	07/06/82
3U-00648-05-05-F(1)	Followup - Vehicles Fuels Energy Conservation Program	07/07/82
5D-00088-07-07-F(1)	Short Form Followup - Fiscal Year 1979 Obligations Meet Public Law Requirements, Region 7	07/08/82

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5A-10748-08-08	Letter Report - Administrative Control of Funds, Region 8	07/09/82
4F-20428-04-04	Special Review of Controls Over Firearms and Other Property, Federal Protective Service Division	07/09/82
74-9425-044-F(1)	Short Form Followup - Architect/Engineer Term Contract Program, Region 4, Needs Direction	07/12/82
4M-20398-04-06	Letter Report - Acquisition and Utilization of Word Processing Equipment in Region 6	07/13/82
54-8329-033-F(2)	Short Form Followup - Review of Obligations Under Section 1311, Public Law 663, Federal Buildings Fund, Fiscal Year 1978, Region 3	07/14/82
4D-00687-11-11-F(1)	Followup - Building Management Procurements at the Columbia Pike Field Office Could be Improved	07/14/82
5D-20224-04-04-F(1)	Short Form Followup - Some Imprest Funds Are Not Adequately Protected	07/14/82
4G-20774-06-06	Unrestricted Competition is Needed in the Region 6 Leasing Program	07/15/82
4G-20800-04-04-a	Letter Report - Pending Lease Award, Lease No. GS-04B-22151	07/15/82
4G-20800-04-04-b	Letter Report - Pending Award, Lease Extension, Lease No. GS-04B-11484, Supplemental Agreement No. 132	07/15/82
5D-10265-02-02-F(1)	Short Form Followup - Obligations Recorded in the Federal Buildings Fund are Overstated by \$2.2 Million as of the Close of FY 1980	07/16/82
5D-00088-02-02-F(1)	Short Form Followup - Yearend Review of Federal Buildings Accounts Needs To Be Improved, Region 2, FY 1979	07/16/82
5D-00460-02-02-F(1)	Followup - Internal Controls Over Federal Buildings Fund Payments Need To Be Strengthened, Region 2	07/16/82

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5P-00467-04-04-F(1)	Short Form Followup - GSA Can Achieve Substantial Cost Savings by Eliminating One Federal Information Center in Florida, Using FTS Circuits to Reduce Dependence on Foreign Exchange Service	07/19/82
5D-10742-11-11	Accountability for Government Transportation Requests Can Be Improved	07/20/82
3E-90006-09-09-A-F(2)	Followup - Controls Over Federally Owned Surplus Property in California Need To Be Strengthened, Region 9	07/21/82
5D-90053-02-02-F(1)	Short Form Followup - Controls Over Merchandise Delivered Directly to Customers Need Improvement, Region 2	07/21/82
4G-20817-09-09	Letter Report - Preaward Audit of a Proposed Lease, The Robert A. McNeil Corp., A General Partnership in Real Estate Investment and Management, Solicitation No. GS-09B-82475	07/21/82
3G-00036-04-04-F(1)	Short Form Followup - Region 4 Procedures for Awarding Contracts on Multiple Award Schedules	07/22/82
3E-10890-11-11	Letter Report - Carson City Silver Dollar Sales Program	07/22/82
5D-20157-04-04	Unliquidated Obligations and Yearend Spending, Region 4, FY 1981	07/23/82
4M-20171-05-05	Letter Report - Competitive Acquisition of Local Telephone Service	07/26/82
4M-20398-05-05	Letter Report - Proliferation of Regional Word Processing Equipment	07/26/82
5D-10264-01-01-F(1)	Letter Followup - Increased Management Attention Should Be Directed to the Validity and Timeliness of Obligations	07/27/82
4G-20800-04-04-c	Letter Report - Pending Lease Award, Lease No. GS-04B-22215	07/27/82
4E-00718-02-02-F(1)	Short Form Followup - The Contract to Renovate the Military Ocean Terminal, Bayonne, New Jersey, Was Neither Properly Awarded Nor Adequately Administered	07/28/82

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4E-10376-00-24-F(1)	Short Form Followup - \$4.8 Million Has Been/Will Be Wasted Over 10 Years Because a New U.S. Courthouse Has Been and Will Remain Vacant	07/28/82
3U-00622-10-10-F(1)	Short Form Followup - Use of Commercial Rental Cars is More Economical Than the Current Vehicles Dispatch Operations at SeaTac Airport	07/29/82
3C-00626-09-09	The Property Rehabilitation Procurement Program, Region 9	07/30/82
4F-20425-01-01	Operations of the Federal Protective Service, Region 1	07/30/82
9B-20271-61-22	Letter Report - Interagency Audit of Treasury-Based Disbursing System	08/05/82
4G-20817-09-09-A	Letter Report - Preaward Audit of a Proposed Lease, Northpoint Investors, A General Partnership, Solicitation No. GS-09B-79864	08/05/82
4G-20875-01-01-a	Letter Report - Extension of Lease No. GS-01B(PRA)-03254 Neg. at 100 Summer Street, Boston, Massachusetts	08/05/82
5N-10582-00-22	Selected Activities of the Working Capital Fund	08/06/82
4F-00692-03-03-F(1)	Short Form Followup - The Administration of Repairs and Alterations Contracts in Region 3 Can Be Improved	08/09/82
4G-20800-04-04-d	Letter Report - Pending Lease Award, Lease No. GS-04B-20730	08/09/82
4G-20521-06-06	Letter Report - Space Management Actions Relative to the Mart Building, St. Louis, Missouri	08/10/82
30-00620-10-10-F(2)	Short Form Followup - Need for Improved Inventory Controls for Self-Service Store Operations, Seattle, Washington, Region 10	08/11/82
4G-20838-11-11-B	Letter Report - Proposed Supplemental Lease Agreement, Rockwall Building, 11400 Rockville Pike, Rockville, Maryland, Lease No. GS-03B-6124	08/11/82

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4G-20838-11-11-D	Letter Report - Proposed Award of Succeeding Lease, Scuderi Building, 4235 28th Avenue, Temple Hills, Maryland, Lease No. GS-11B-20074	08/11/82
4G-20838-11-11-E	Letter Report - Proposed Award of Succeeding Lease, Rosslyn Plaza C, 1601 North Kent Street, Arlington, Virginia, Lease No. GS-11B-20073	08/11/82
4G-20817-09-09-B	Letter Report - Preaward Audit of a Proposed Lease, The Museum Square Associates, A California Partnership Consisting of J. H. Snyder Co. and Ogo Associates, Solicitation No. GS-09B-82387	08/12/82
5F-10465-00-28	Award of Systems Development Contract for National Archives Trust Fund Accounting System	08/13/82
3D-20265-00-21	Procurement of Commercial Appraisal Services	08/13/82
5F-20407-00-28	Minicomputer Procurement to Support FSS-19 and Other Regional Requirements	08/13/82
4G-20828-07-07-A	Letter Report - Proposed Award of Lease, Progreso International Bridge Complex, Progreso, Texas	08/13/82
4F-10779-06-06-F(1)	Followup - The Region 6 Federal Protective Service Division Needs Improved Planning and Evaluation for Mission Accomplishment	08/16/82
3N-10207-06-06-F(1)	Followup - The Formal Advertised Procurement Process Would Be Improved with Increased Emphasis on Internal Controls and Greater Adherence to Procurement Procedures	08/17/82
4G-20824-03-03-A	Letter Report - Award of Succeeding Lease, 6660 Security Boulevard, Woodlawn, Maryland	08/17/82
5D-20269-03-03-F(1)	Short Form Followup - The Need to Improve the Control of Imprest Funds in Region 3	08/24/82

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3U-00648-04-04-F(2)	Short Form Followup - Underinflated Tires and Erratic Service and Maintenance Scheduling Impact Adversely on Region 4's Vehicle Fuel Conservation Program	08/24/82
4G-00504-08-08-F(1)	Short Form Followup - Delayed Billing of \$136,000 in User's Charges	08/25/82
5T-20403-10-10	Improved Controls and Practices are Needed for More Effective Records Protection, Prompt Records Disposition and Storage Space Utilization, Federal Archives and Records Center, Seattle, Washington	08/25/82
5D-20404-02-02	Review of Internal Control Over GTRs, Region 2	08/25/82
4G-00504-02-02-F(1)	Short Form Followup - GSA Is Not Effectively Managing Its Space Inventory, Region 2	08/26/82
3N-10206-01-01-F(1)	Short Form Followup - Deficiencies in the Award and Administration of Contracts Under FSC Group 84, Region 1	08/26/82
4A-20143-04-04-F(1)	Short Form Followup - Financial Status of Strom Thurmond Federal Building Construction Project	08/26/82
5D-20225-06-06-F(1)	Followup - Improvements are Needed in Administering and Safeguarding Region 6 Imprest Funds	08/26/82
4G-00691-04-04-F(2)	Followup - Procedures of the Appraisal Staff Do Not Control the Appraisal Process	08/27/82
3C-20610-06-06	Letter Report - Evaluation of Performance on Tire Retread and Repair Contracts, Community Tire Retreading Company, Inc., St. Louis, Missouri	08/27/82
4G-20891-06-06-A	Letter Report - Advisory Review of Proposed Lease Award, Hanley Building, 200 South Hanley Road, Clayton, Missouri, Lease No. GS-06B-28126	09/01/82

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<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
5D-00294-04-04-F(3)	Short Form Followup - Administrative Approving Officials Need to Perform More Detailed Review of Travel Vouchers	09/03/82
4D-10767-07-07-F(1)	Short Form Followup - Pricing of Reimbursable Work Authorizations, Region 7	09/07/82
4D-10827-07-07-F(2)	Short Form Followup - Unauthorized Vending in the Fritz G. Lanham Federal Building, Region 7	09/07/82
4G-20891-06-06-B	Letter Report - Advisory Review of Proposed Lease Award, Tower II, Gateway Centre, 4th & State, Kansas City, Kansas, Lease No. GS-06B-28129	09/07/82
5D-20617-10-10	Internal Controls Over Government Transportation Requests, Teleticketing and Travel Should Be Strengthened	09/08/82
4E-10571-02-02-F(2)	Short Form Followup - Government Real Property in Puerto Rico Has Been Improperly Appropriated for Private Use	09/10/82
3C-20606-04-04	Operational Review of the Georgia State Agency for Surplus Property, Federal Surplus Property Program	09/10/82
4F-20897-05-05	Letter Report - Planned Upgrading of Region 5 FPSD Control Center	09/10/82
4G-20838-11-11-(f)	Letter Report - Proposed Award of Succeeding Lease, 1919 M Street, N.W., Washington, D.C., Lease No. GS-11B-20068	09/13/82
3U-00606-11-11-F(1)	Short Form Followup - Significant Savings Can Be Achieved Through Improved Administration of the Leased Vehicle Program	09/14/82
4G-20596-11-11-(f)	Letter Report - Proposed Award of Lease, 122 C Street, N.W., Washington, D.C., Lease No. GS-11B-20066	09/16/82

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30-20837-05-05	Letter Report - Shipment of Low Dollar Value Items from the Supply Distribution Facility (SDF)	09/16/82
4G-20864-09-09	Audit of a Missed Lease Renewal Option, Region 9	09/16/82
4G-20875-01-01(b)	Letter Report - Proposed Award of Lease, Mechanics National Tower, Worcester Center, Worcester, Massachusetts, Lease No. GS-01B-(PRA)-03359 Neg.	09/16/82
3D-20876-00-23	Proposed Sale of the 49 Fourth Street Property, San Francisco, California	09/16/82
3C-12088-02-02	GSA Can Improve the Effectiveness of Its Silver Recovery Program	09/20/82
3C-12090-03-03	Need for Better Controls Over the Administration and Operation of the Sale, Abandonment, or Destruction of Federal Surplus Personal Property	09/20/82
4G-20800-04-04(e)	Letter Report - Pending Lease Award, Peachtree 25th Building, Atlanta, Georgia, Lease No. GS-04B-22403	09/21/82
9D-20962-00-00	Review of Selected Investigative Activities of the Office of Oversight	09/22/82
5F-00528-00-22	GSA Terminal Data Processing Equipment is Vulnerable to Abuse	09/23/82
5L-20406-09-09	Administrative Services Division, Region 9	09/23/82
4G-20911-08-08(a)	Letter Report - Proposed Award of Lease, Chidlaw Building, 2221 East Bijou Street, Colorado Springs, Colorado	09/23/82
4M-20398-04-04	Acquisition and Utilization of Word Processing Systems, Region 4	09/24/82
4D-20815-09-09	Letter Report - Sansome Street Field Office, San Francisco, California, Buildings Management Division, PB & RP, Region 9	09/24/82

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4G-20828-07-07(b)	Letter Report - Proposed Award of Lease, 3450 Eastex Freeway, Beaumont, Texas	09/24/82
5M-10747-06-06-F(1)	Followup - Greater Emphasis on Monitoring Accomplishments, Training Counselors, and Resolving Complaints Would Provide a More Effective Equal Employment Opportunity Program in Region 6	09/27/82
4M-10914-07-07	Improvements Needed in Administration and Monitoring of ADP Technical Services Contracts	09/28/82
5D-20170-05-05-F(1)	Short Form Followup - Imprest Funds Need Better Management	09/28/82
4G-20816-10-10(c)	Letter Report - Proposed Award of Lease, 2221 Northern Lights Boulevard, Anchorage, Alaska, Contract No. GS-10B-05027	09/28/82
5D-20228-09-09-F(1)	Short Form Followup - Controls Over Imprest Funds, Region 9	09/28/82
4D-10771-07-07-F(1)	Short Form Followup - Improvements Needed in Accident and Fire Prevention Program	09/29/82
4I-10833-06-06	The Region 6 Federal Protective Service Division Needs to Improve Management of the Security Systems Program	09/29/82
4N-20451-06-06	Improved Cost Recovery and Accountability Are Needed in the Region 6 Electronic Services Program	09/29/82
5D-20154-01-01	Unliquidated Obligations and Yearend Spending, FY 1981, Region 1	09/30/82
3N-20390-03-03	Letter Report - Region 3 Management of Federal Supply Schedule Contracts for Photographic Equipment, FSC 67, Part III-B	09/30/82
4G-20838-11-11-G	Letter Report - Proposed Award of Lease, Melpar Building, 7700 Arlington Boulevard, Falls Church, Virginia, Lease No. GS-11B-20086	09/30/82

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<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
2C-10641-00-05(b)	Price Reduction and Defective Pricing, Victor Business Products, A Subsidiary of Walter Kidde & Co., Inc., Contract No. GS-00S-03303	04/01/82
2U-20515-06-01	Claim for Increased Costs, Raytheon Service Co., Contract No. GS-06S-10882	04/01/82
2J-20496-11-11	Preaward Evaluation of Pricing Proposal, Sparkle Trucking Co., Inc., Contract No. GS-11C-20048	04/05/82
1M-20506-11-11	Letter Report - Evaluation of Contract Pricing Proposal, TDC Management Corp.	04/05/82
2C-11017-09-05	Price Reduction and Defective Pricing, Clarke Division, Clarke-Gravelly Corp., Contract No. GS-09S-40565	04/06/82
1J-20511-02-02	Letter Report - Compliance with License Agreement by the City of New York, Army Pictorial Center, Queens, New York	04/07/82
2C-10641-00-05(a)	Price Reduction and Defective Pricing, Victor Business Products, A Subsidiary of Walter Kidde & Co., Inc., Contract No. GS-00S-92646	04/08/82
2C-10647-00-07	Price Reduction and Defective Pricing, Acoustical Screens in Color, Inc., Contract No. GS-00S-81330	04/08/82
1D-20032-01-01	Evaluation of Delay Claim for Increased Construction Costs, Jay-Mar, Inc., Subcontractor to Roubin & Janeiro, Inc., Under Contract No. GS-01B-01582	04/09/82
2J-20530-07-07	Preaward Evaluation of Pricing Proposal, John Baker Janitorial Service, Inc., Contract No. GS-07B-21137	04/09/82
1A-20532-06-08	Preaward Evaluation of Pricing Proposal, Rogers, Nagel, Langhart, Inc., Project No. GS-06B-05109	04/09/82

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<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
2B-20631-10-01	Preaward Evaluation of Price Proposal, Tra-Con Corp., Solicitation No. 10PN-HRS-0095	04/09/82
2B-20450-00-10	Preaward Evaluation of Price Proposal for Measurement and Test Instruments, FS Schedule 66-II-H, John Fluke Manufacturing Co., Ijnc.	04/12/82
1W-20503-02-02	Letter Report - Audit of Progress Payments, Marcel Breuer Associates, James Stewart Polshek and Partners, Goldman-Sokolow-Copeland, A Joint Venture, Contract No. GS-02B-23070	04/12/82
1T-20709-02-02	Evaluation of Termination Settlement Proposal, Libra Associates, Inc.	04/12/82
1L-10956-04-04(a)	Letter Report - Lease Escalation Review, Lease No. GS-04B-15226	04/13/82
1L-20534-04-04	Letter Report - Lease Escalation Review, Contract No. GS-04B-15902	04/13/82
1S-20513-11-11	Preaward Evaluation of SBA 8(a) Pricing Proposal, Arlington Painting and Construction Co., Inc., Contract No. GS-11B-08359	04/14/82
1W-20472-11-11	Preaward Evaluation of Pricing Proposal for a Sole Source Procurement, Air Pollution Control Products, Inc., Contract No. GS-11B-28183	04/15/82
2B-20347-10-03	Preaward Evaluation of Pricing Proposal, Dudley Sports Company, A Division of Anthlone Industries, Inc., Solicitation No. 10PN-HRS-0095	04/16/82
2E-20501-02-02	Preaward Evaluation of Pricing Proposal and Qualification Under Walsh-Healey Public Contracts Act, GFC Manufacturing Co., Inc.	04/16/82
1L-20333-09-09	Letter Report - Preaward Audit of a Proposed Lease, Trizec Western Inc., Solicitation No. GS-09B-81989, for Property in Marina Del Rey, California	04/19/82

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1L-10943-02-02	Lease Escalation Proposal, Whitestone Associates, 130-30 31st Avenue, College Point, New York, Lease No. GS-02B-17982	04/20/82
1L-20329-09-09	Lease Escalation Proposal, Kaiser Industries Corp., Lease No. GS-09B-6682	04/21/82
1D-00190-11-11	Claim for Increased Costs, Jones & Artis/G&M, A Joint Venture, Contract No. GS-03B-78049	04/22/82
1S-20517-11-11	Preaward Evaluation of Pricing Proposal, Diplomatic Painting and Building Services Co., Inc., Contract No. GS-11C-20074	04/22/82
1B-20675-08-08	Preaward Evaluation of Pricing Proposal, Oliver and Hellgren Architects, P.C., Project No. Z-CO-81-002	04/22/82
2C-20085-00-02	Letter Report - Price Reduction and Defective Pricing, Deknatel, Division of Homedica, Inc., Contract No. GS-00S-86723	04/23/82
2C-20367-00-10	Letter Report - Price Reduction and Defective Pricing, McHenry Systems, Inc., Contract No. GS-00S-85298	04/23/82
1L-20437-11-11	Lease Escalation Proposal, Plaza Associates, Lease No. GS-03B-80085	04/23/82
2C-20487-00-09	Letter Report - Price Reduction and Defective Pricing, Cushman Electronic's, Inc., San Jose, California, Contract No. GS-00S-81365	04/23/82
1L-20436-11-11	Lease Escalation Proposal, Plaza Associates, Lease No. GS-03B-6639	04/26/82
1C-20500-06-06	Evaluation of Change Order Proposal (P-81), C. Rallo Contracting Co., Inc., St. Louis, Missouri, Contract No. GS-06B-81001	04/26/82

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<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
2S-20204-00-01	Letter Report - Price Reduction and Defective Pricing, Digital Equipment Corp., Contract Nos. GS-00C-02546 and GS-00C-02943	04/27/82
1N-20249-03-03	Evaluation of Lessor's Operating and Ownership Costs, 370 Office Associates, Inc., c/o Compass Realty Co., Lease Nos. GS-03B-80228 and GS-03B-00586	04/27/82
2J-20350-04-04(a)	Letter Overhead and Profit Rates, Hyde's Security Services, Inc.	04/27/82
1B-20674-08-08	Preaward Evaluation of Pricing Proposal, Case, Lowe & Hart, Inc., Project No. Z-UT-82-001	04/27/82
2B-20531-09-08	Preaward Evaluation of Pricing Proposal, Economics Laboratory, Inc., Solicitation No. 9FCB-OLV-M-A0536/81	04/29/82
1S-20731-06-06	Preaward Evaluation of Pricing Proposal, Louisa Construction Co., Inc., Topeka, Kansas, Contract No. GS-06B-03591	04/29/82
1L-20682-09-09	Letter Report - Lease Escalation Proposal, C&C Investments, 211 Main Street, San Francisco, California, Lease No. GS-09B-6600	04/30/82
1L-20728-02-02	Letter Report - Lease Escalation Proposal, West 57th Street Parking Co., 622-640 W. 57th Street, New York, New York, Lease No. GS-02B-18652	05/03/82
2C-10871-00-03	Post Award Audit, Remington Rand Corporation, Contracts GS-00S-03002 and GS-00S-23146	05/04/82
1L-20321-05-05	Lease Escalation Proposal, American National Bank of Chicago, Trustee Under Trust No. 32501 and Trust No. 40589, Lease No. GS-05BR-12005	05/06/82
1L-10130-02-02	Lease Escalation Proposal, Hemisphere Group, Newark International Plaza, Newark, New Jersey, Lease No. GS-02B-18628	05/10/82

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2B-20072-00-01	Preaward Evaluation of Pricing Proposal, Waters Associates, Solicitation No. FCGS-P-36396-N-1-12-82	05/13/82
1L-20318-05-05	Lease Escalation Proposal, Cleveland Joliet Company, Lease No. GS-05B-12235	05/17/82
1T-20653-04-04	Claim for Increased Costs, Capital Electric Company, Federal Building and U.S. Courthouse, Fort Lauderdale, Florida, Contract No. GS-04B-16555	05/17/82
1C-20716-11-11	Letter Report - Change Order Proposal, Owens Corning Fiberglas, Wolff & Munier, Inc., Joint Venture, Contract No. GS-00B-02839	05/18/82
2E-20727-01-09	Letter Report - Eligibility as a Regular Dealer Under Walsh-Healey, Walter W. Cribbins Co., Inc.,	05/18/82
2J-20667-06-06	Preaward Evaluation of Pricing Proposal, N.C.T. Services, Inc., Kansas City, Missouri, Contract No. GS-06B-27514-01	05/19/82
1L-20520-05-05	Lease Escalation Proposal, Financial Services Development, Inc., Lease No. GS-05B-12112	05/20/82
1L-20639-02-02	Lease Escalation Proposal, Samuel Caspert & Son, 193 Avon Avenue, Newark, New Jersey, Lease No. GS-02B-18610	05/20/82
1B-20737-11-05	Preaward Evaluation of Proposed Overhead Rate, Hanscomb Associates, Inc., Proposal No. GS-11B-19055	05/20/82
2J-20634-01-01	Evaluation of Pricing Proposal, M & H Building Services, Inc.	05/26/82
2C-12035-00-02	Price Reduction and Defective Pricing, Becton Dickinson, Contract No. GS-00S-86092	05/27/82
2G-20369-10-10	Letter Report - Labor Hour Audit of Electronic Data Systems Federal Corporation	05/27/82

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2A-20738-04-03	Preaward Evaluation of Pricing Proposal, Selby, Battersby & Co., Solicitation No. AT/TC 19225	05/27/82
1S-20512-11-11	Preaward Evaluation of Pricing Proposal, J. Callaham Refuse Hauling, Inc., Contract No. GS-11C-20089	05/28/82
1L-20681-09-09	Lease Escalation Claim, Trizec Western, Inc., Lease No. GS-09B-76206	05/28/82
1L-20691-11-11	Lease Escalation Proposal, Gelman Building Ltd., Partnership, Lease No. GS-03B-60171	05/28/82
2B-20742-07-05	Preaward Evaluation of Price Proposal, General Instrument Corp., Lamp Division, Solicitation No. 7CF-52213/L5/7FC	05/28/82
2H-12118-00-11	Price Reduction and Defective Pricing, Fisher Scientific Corp. (VA Contracts)	05/28/82
2C-11002-00-02	Price Reduction and Defective Pricing, Xerox Corp., Contract No. GS-00S-03061	06/01/82
2S-20074-00-01	Price Reduction and Defective Pricing, Codex Corp., Contract Nos. GS-00C-01761, GS-00C-02161, and GS-00C-02801	06/01/82
2U-20082-00-03	Post Award Audit, Cost and Pricing Data, Aydin Vector Division, Contract No. GS-00S-66293	06/01/82
2S-12000-00-01	Price Reduction and Defective Pricing, Computer Devices, Inc., Contract No. GS-00C-01680	06/03/82
1C-20047-06-06	Change Order Proposal (P-73), C. Rallo Contracting Co., Inc., St. Louis, Missouri, Contract No. GS-06B-81001	06/04/82
10-20650-03-03	Contractor's Claim for Increased Costs, Hill International, Inc., Contract No. GS-00B-2225	06/04/82
1J-20698-11-11	Letter Report - Claim for Lessor's Services, Vanguard Associates, Lease No. GS-11-B-10008	06/04/82

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1W-20739-03-03	Proposed Labor Rates, Hill International, Inc., Contract No. GS-00B-2225	06/04/82
2B-20116-00-10	Preaward Evaluation of Pricing Proposal, Tektronix, Inc., Beaverton, Oregon	06/07/82
2B-20339-00-01	Preaward Evaluation of Price Proposal, Nashua Corp., Solicitation No. 2FC-NDZ-N-A0662Q	06/10/82
1C-20508-11-11	Preaward Evaluation of Change Order Proposal, CMS Contractors, Inc., Contract No. GS-03B-98106	06/10/82
2M-20640-02-02	Letter Report - Cafeteria Concession Operations, Canteen Corp., Contract No. GS-02B-19656	06/10/82
1T-20762-06-06	Evaluation of Termination Settlement Proposal, Dynetics, Inc., Madison Heights, Michigan, Contract No. GS-06S-12082	06/10/82
2J-20366-10-10	Evaluation of Pricing Proposal, Burks Cleaning Service, Contract No. GS-10B-50804-01	06/11/82
1L-20320-05-05	Lease Escalation Proposal, Detroit and Canada Tunnel Corp., Lease No. GS-05B-12863	06/14/82
2J-20684-10-10	Evaluation of Pricing Proposal, Handyman Building Maintenance Co., Contract No. GS-10-B-50783-01	06/14/82
2M-00240-11-11	Letter Report - Audit of Guest Services, Inc., Contract No. GSA-PBR-1	06/15/82
1D-20307-03-02	Claim for Delay Costs, Wolff & Munier, Inc., Contract No. GS-03B-78059	06/15/82
2B-20630-10-01	Preaward Evaluation of Pricing Proposal, Spalding Sports Worldwide, Solicitation No. 10PN-HRS-0095	06/15/82
2C-11028-09-08	Price Reduction, Economics Laboratory, Inc., Contract Nos. GS-09S-40649 and GS-09S-40508	06/17/82

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1D-00713-03-11	Claim for Increased Costs, John H. Hampshire, Inc., Contract No. GS-00B-02839	06/18/82
2Q-20516-00-11	Preaward Evaluation of Pricing Proposal, Watkins-Johnson Co., Solicitation No. RFP GSC-CDPS-C-K-00001-N-11-21-79	06/18/82
1L-20665-06-06	Lease Escalation Proposal, Boulevard Office Park, Wichita, Kansas, Lease No. GS-06B-14274	06/18/82
1D-20495-04-10	Letter Report - Claim for Increased Costs for Differing Site Conditions During Construction of The Richard B. Russell Federal Building	06/21/82
2C-20091-00-05	Price Reduction and Defective Pricing, Gilford Instrument Laboratories, Inc., Contract No. GS-00S-86694	06/22/82
2C-20092-00-05	Price Reductions and Defective Pricing, Gilford Instrument Laboratories, Inc., Contract No. GS-00S-87041	06/22/82
2J-20087-04-04	Price Proposal for Guard Service, Louisville, Kentucky, Hyde's Security Services, Inc., Contract No. GS-04B-82519	06/22/82
1A-20760-02-02	Letter Report - Price Adjustment, Marcel Breuer Associates, James Stewart Polshek and Partners, Goldman-Sokolow-Copeland, Joint Venture, Contract No. GS-02B-23070	06/22/82
2C-11033-00-09	Price Reduction and Defective Pricing, National Cash Register Corp., Micro-graphic System, Contract No. GS-00S-92243	06/23/82
1D-20037-03-02	Claim for Delay Costs, Wolff & Munier, Inc., Subcontractor to USS-OCF-W&M, Joint Venture Under Prime Contract No. GS-00B-02839	06/23/82
1L-20336-11-11	Lease Escalation, 19th & M Street Associates, Lease No. GS-03B-6512	06/23/82

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<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
2A-20710-04-04	Preaward Evaluation of Federal Supply Service, Pricing Proposal, Sargent and Greenleaf, Inc., Solicitation No. AT/TC 1973	06/23/82
2A-20720-00-07	Preaward Evaluation of Pricing Proposal, Hoover Systems, Acoustical Screens in Color, Inc., Contract No. GS-00S-20174, Renewal No. 1	06/23/82
1D-20723-11-11	Claim for Increased Costs, Whiting-Turner, Contracting Co., Inc., Contract No. GS-03B-78041	06/23/82
1S-20758-06-06	Preaward Evaluation of Pricing Proposal, Courtney Day, Inc., Kansas City, Missouri	06/23/82
1L-20284-11-11	Lease Escalation Proposal, UMET Trust, Chester Arthur Building, Lease No. GS-03B-6422	06/24/82
1L-20747-02-02	Lease Escalation Proposal, 953 Realty Corp., 953 Southern Boulevard, Bronx, New York, Lease No. GS-02B-18641	06/25/82
1D-20646-02-02	Claim - MWR Construction Corp.	06/25/82
1T-20775-11-11	Termination - Hunter Miller Assoc.	06/29/82
2A-20763-00-03	Contract Pricing Proposal, Ikselah Corp., Solicitation No. FCGE-M8-75227N	06/29/82
1D-20734-00-25-D	Claim for Increased Costs, Planning Research Corp., Contract No. GS-00B-2238	06/30/82
1B-20752-03-03	Preaward Evaluation of Supplemental A/E Proposal, Diamond McCune, Inc.	07/01/82
2C-10640-00-05(a)	Price Reduction and Defective Pricing, American Hospital Supply Corp., American Convertors Division, Contract No. GS-00S-64133	07/06/82
2C-10640-00-05(b)	Price Reduction and Defective Pricing, American Hospital Supply Corp., American Convertors Division, Contract No. GS-00S-86840	07/06/82

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<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
2B-20342-00-02	Preaward Evaluation of Price Proposal, Savin Corp., Solicitation No. FCGE-M8-75227-N	07/06/82
2H-20528-44-04	Post Award Audit of Sole Source Guard Contract, No. INS-FA-2-81, for Period August 11, 1981-March 22, 1982, Security Associates International, Fort Allen, Puerto Rico	07/08/82
2B-20754-00-01	Preaward Evaluation of Price Proposal, Millipore Corp., Bedford, Massachusetts	07/09/82
2C-00602-00-11	Letter Report - Price Reduction and Defective Pricing, Fisher Scientific Co., Contract No. GS-00S-04081, FSC Group 66, Part II, Section B	07/12/82
2C-20340-00-01	Price Reduction and Defective Pricing, Bruel & Kjaer Instruments, Inc., Marlborough, Massachusetts	07/12/82
1A-20778-11-11	Preaward Evaluation of A/E Pricing Proposal, Gormley/Wareham Associates, P.A. et. al., Joint Venture, Contract No. GS-11B-19056	07/12/82
1D-20283-11-11	Claim for Increased Costs, W. M. Schlosser Co., Inc., Contract No. GS-03B-78080	07/13/82
1L-20497-08-08	Lease Escalation Proposal, Carrera Corp., Agricultural Photo Laboratory, Salt Lake City, Utah, Lease No. GS-08B-10728	07/13/82
1L-20713-05-05	Lease Escalation Proposal, Associated Planners, Inc., Lease No. GS-05B-12504	07/13/82
2A-20502-00-03	Preaward Evaluation of Pricing Proposal, Art Metal-U.S.A., Inc., Solicitation No. FNMA-A2-1189-N-2-9-82	07/14/82
1D-20645-02-02	Evaluation of Claim for Increased Construction Costs Due to Delay, Kalisch-Jarcho, Inc., Subcontractor to Carlin-Atlas, Inc., Under Prime Contract No. GS-02B-16835	7/14/82

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2J-20669-06-06	Preaward Evaluation of Pricing Proposal, Ridley Southside Janitorial Service, Inc., Kansas City, Missouri, Contract No. GS-06B-27550-01	07/16/81
2Q-20787-00-26-D	Preaward Evaluation of Pricing Proposal, ITT Defense Communications Division, Solicitation No. CDPXE-82-001-3-30-82	07/16/82
1L-20825-04-04	Letter Report - Lease Escalation Review, Title Building, Atlanta, Georgia, Contract No. GS-04B-08304	07/19/82
1L-20826-04-04	Letter Report - Lease Escalation Review, Pershing Point, Atlanta, Georgia, Lease No. GS-04B-15262	07/19/82
1A-20633-01-01	Preaward Evaluation of Pricing Proposal, Arrowstreet, Inc.	07/21/82
2S-20745-00-07	Letter Report - Price Reduction and Defective Pricing, University Computing Co., Contract No. GS-00C-01878	07/21/82
1B-20832-02-02	Letter Report - Preaward Evaluation of Pricing Proposal for Supplemental A/E Services, Lawrence Picone and Associates, Inc., Contract No. GS-02B-23164	07/22/82
2J-20670-06-06	Preaward Evaluation of Pricing Proposal, Glow Janitorial and Cleaning Service, St. Louis, Missouri, Contract No. GS-06B-27573-01	07/23/82
1J-20781-11-11	Claim for Overtime Services, Northwestern Development Co., Lease No. GS-03B-06521	07/23/82
1B-20802-02-02	Preaward Evaluation of Pricing Proposal for Supplemental A/E Service, William A. Hall and Associates	07/23/82
1C-20839-11-11	Preaward Evaluation of Credit Change Order, Contract No. GS-03B-88151	07/23/82
2R-20847-00-09	Letter Report - Preaward Evaluation Pricing Proposal, Versatec, Inc., Santa Clara, California, Solicitation No. GSC-CDPS-C-00021-5-12-82	07/23/82

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2M-20743-08-08	Southern Cafeteria Operating Co., Inc., Contract No. GS-08B-08776	07/26/82
1N-20820-05-05	Preaward Evaluation of Proposed Base Period Operating Costs, One North Wacker Venture, Lease No. GS-05B-12276	07/27/82
2A-20649-00-03	Preaward Evaluation of Pricing Proposal, Art Metal-U.S.A., Inc., Solicitation No. FNMA-A1-1173-N-2-9-82	07/28/82
2J-20668-06-06	Preaward Evaluation of Pricing Proposal, N.C.T. Services, Inc., Kansas City, Missouri, Contract No. GS-06B-27611-01	07/28/82
1L-20337-11-11	Net Rent Calculation for the Lansburgh's Department Store Building, District of Columbia Government	07/30/82
2B-20354-00-04	Preaward Evaluation of Pricing Proposal for Dictating Equipment, Lanier Business Products, Inc., Solicitation No. FCGE-Y7-75209-N	07/30/82
1L-20718-11-11	Lease Escalation Proposal, Equitable Life Assurance Society of the U.S., Lease No. GS-03B-6334	07/30/82
1L-20317-05-05	Lease Escalation Proposal, O'Hare Lake Office Plaza, Ltd., Lease No. GS-05BR-10740	08/02/82
1D-20647-02-02	Evaluation of Claim for Increased Construction Costs Due to Delay, Norkin Plumbing Co., Inc., Sub- Contractor to Carlin-Atlas, Contract No. GS-02B-16835	08/02/82
1L-20730-08-08	Lease Escalation, Equity Management, Inc., Durango Federal Building, Durango, Colorado, Lease No. GS-08B-09877	08/02/82
2R-20783-00-04	Preaward Evaluation of Pricing Proposal for Word Processing Typing Systems, Lanier Business Products, Inc., Solici- tation No. GSC-CDPS-C-00021-N-5-12-82	08/02/82
1L-20844-04-04	Letter Report - Lease Escalation Review, American Management Co., 2121 Building, Birmingham, Alabama, Lease No. GS-04B-15578	08/02/82

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<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
2J-20686-10-10	Letter Report - Review of Contractor's Proposal, Northwest Building Maintenance, Contract No. GS-10B-50837-01	08/04/82
2B-20362-00-08	Proposed Multiple Award Contract for Information Handling Services, Solicitation No. FCGE-B9-75224-N	08/05/82
2J-20819-06-06	Preaward Evaluation of Pricing Proposal, Olde English Building Services, Inc., Omaha, Nebraska, Contract No. GS-06B-27530-01	08/05/82
2S-11030-00-09	Price Reduction and Defective Pricing, Versatec, Inc., Contract Nos. GS-00C-01577, GS-00C-01828, and GS-00C-02501	08/06/82
2S-10652-00-08	Price Reduction, Network Systems Corporation, Contract No. GS-00C-01936	08/10/82
1D-20787-11-11	Claim for Increased Costs, Thomason Industries, Inc., Contract No. GS-00B-03169	08/10/82
2B-20845-00-26-D	Evaluation of Price Proposal, Norden System, Inc., Solicitation No. GSC-CDPS-C-00021	08/11/82
2B-20852-10-10	Preaward Evaluation of Price Proposal for Special Industry Machinery, Chain Saws, FS Schedule 36-V, Cascade Pacific International	08/12/82
1B-20860-02-02	Letter Report - Preaward Evaluation of Pricing Proposal for Supplemental A/E Services, Lebron Associates, Contract No. GS-02B-23163	08/12/82
1C-20873-11-11	Evaluation of Change Order Proposal, The George Hyman Construction Co., Contract No. GS-03B-88963	08/12/82
1L-20306-02-02	Letter Report - Lease Escalation Proposal, Coldwell Banker, 237 South Street, Morristown, New Jersey, Lease No. GS-02B-18594	08/13/82

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1L-20729-08-08	Lease Escalation, Equity Management, Inc., Lakewood Office Plaza, Lakewood, Colorado, Lease No. GS-08B-09899	08/13/82
2R-20849-00-10	Preaward Evaluation of Price Proposal for Automatic Data Processing Equipment and Software FSC Group 70, Part I, Section A, Tektronix, Inc., Beaverton, Oregon, Solicitation No. GSC-CDPS-C-00021-N-5-12-82	08/13/82
1C-10884-07-07	Preaward Evaluation of Change Order No. 2, CRS Design Associates, Inc., Contract No. GS-03B-79040	08/16/82
2B-20642-00-02	Preaward Evaluation of Pricing Proposal, Dictaphone Corporation, Solicitation No. FCGE-Y7-75209-N	08/17/82
2R-20769-00-07	Preaward Evaluation of Pricing Proposal, Datapoint Corporation, Solicitation No. GSC-CDPS-C-00021-N-5-12-82	08/17/82
2R-20814-00-07	Preaward Evaluation of Pricing Proposal, Harris Data Communications, Inc., Solicitation No. GSC-CDPS-C-00021-N-5-12-82	08/17/82
1B-20863-11-03	Proposed Contract for A/E Design Services, Kling-Lindquist, Inc.	08/17/82
2S-20638-00-02	Letter Report - Price Reduction and Defective Pricing, Vydec, Inc., Contract No. GS-00C-01860	08/18/82
2A-20651-00-03	Preaward Evaluation of Pricing Proposals, Art Metal-U.S.A., Inc., Solicitation No. FNMC-C1-1125-N-1-6-82	08/18/82
1O-20784-11-05	Letter Report - Cost Plus Fixed Fee Contract, James H. Lowry & Associates, Subcontractor, Contract No. GS-03S-51814	08/19/82
1L-20717-11-11	Lease Escalation Proposal, Equitable Life Assurance Society of the U.S., Lease No. GS-03B-70081	08/20/82
2A-20823-00-04	Preaward Audit of FSS Pricing Proposal, Marquette Metal Products Co., Solicitation No. FTN-EW-A3002-N-4-6-82	08/20/82

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1B-20874-11-11	Letter Report - Preaward Evaluation of Supplemental A/E Pricing Proposal, The Architrave Partnership, Contract No. GS-11B-19061	08/20/82
2C-20457-07-02	Price Reduction and Defective Pricing, National Laboratories, Contract No. GS-07S-06397	08/23/82
1L-20719-11-11	Lease Escalation Proposal, Equitable Life Assurance Society of the U.S., Lease No. GS-03B-70051	08/24/82
2B-20822-00-26-D	Evaluation of Price Proposal, Hamilton Watch Co., Inc., Solicitation No. WFC-AF-NN-4599-5-5-82	08/24/82
2S-20679-00-07	Letter Report - Price Reduction and Defective Pricing Review, Harris Data Communications, Inc., Contract No. GS-00C-01701	08/25/82
1D-20818-06-06	Evaluation of Claim for Increased Costs, Hof Construction Co., Inc., St. Louis, Missouri, Contract No. GS-06B-81130	08/25/82
1N-20851-05-05	Preaward Evaluation of Proposed Base Period Operating Costs, Tishman Midwest Management Corp., Agent for the Landlord, Solicitation No. GS-05B-13969	08/25/82
2B-20856-11-05	Preaward Evaluation of Price Proposal, Community Metal Products Corp., Solicitation No. WFC-A2-N-4619-4-8-82	08/25/82
2B-20687-00-11	Preaward Evaluation of Pricing Proposal, Showcase Corp., Solicitation No. FCGE-B9-75224-N	08/26/82
1L-20870-11-11	Lease Escalation Proposal, Nash Street Associates, Lease No. GS-03B-60158	08/26/82
2R-20831-00-02	Letter Report - Preaward Evaluation of Pricing Proposal, Exxon Office Systems Co., Solicitation No. GSC-CDPS-C-00021	08/27/82

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2S-10648-00-07	Defective Pricing Audit, Micom Data Systems, Inc., Contract Nos. GS-00C-01886 and GS-00C-02524	08/30/82
2Q-20819-00-05	Preaward Evaluation of Price Proposal, Northern Telecom, Inc., Solicitation No. GSC-CDPS-C-00021-N-5-12-82	08/31/82
2S-20095-00-05	Price Reduction and Defective Pricing, Motorola, Inc., Communications Group, Contract No. GS-00C-90109, Base Contract Period	09/02/82
1B-20855-02-02	Preaward Evaluation of Pricing Proposal for Supplemental A/E Services, Robson & Woese, Inc., Contract No. GS-02B-23162	09/02/82
1C-20841-11-11	Preaward Evaluation of Pricing Proposal, Advanced Energy Control Systems, Inc., Contract No. GS-11C-10462	09/03/82
1L-20641-02-02	Lease Escalation Proposal, Astorill Assoc., One Astor Plaza, 1515 Broadway, New York, New York, Lease No. GS-02B-15547	09/07/82
1A-20632-01-01	Preaward Evaluation of A/E Proposal, Webster, Baldwin, Day, Rohman	09/09/82
2C-20655-01-05	Letter Report - Price Reduction and Defective Pricing, American Drapemasters, Division of Northway Cleaners, Inc., Contract No. GS-01S-07830	09/09/82
1B-20671-07-07	Preaward Evaluation of A/E Pricing Proposal for Supplemental A/E Services, State of Texas, Richard Armstrong, Architect, Inc.	09/09/82
2B-20833-01-02	Letter Report - Preaward Evaluation of Pricing Proposal, Dun & Bradstreet, Inc., Contract No. GS-01S-07959	09/09/82
1D-20720-11-11	Claim Proposal for Differing Site Conditions and Delays, Kora & Williams Corp., Contract No. GS-03B-78332	09/10/82
1L-20751-02-02	Lease Escalation Proposal, Astorill Assoc., One Astor Plaza, 1515 Broadway, New York, New York, Lease No. GS-02B-18664	09/10/82

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<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
2J-20927-04-04	Letter Report - Superb Maintenance Services, Inc., Proposal to Provide Janitorial Services, Memphis, Tennessee	09/10/82
1L-20829-08-08	Lease Escalation, Lincoln Tower Building, Co., Lincoln Tower Building, Denver, Colorado, Lease No. GS-08B-10732	09/10/82
1L-20750-10-10	Evaluation of Third Year Operating Costs Under Lease No. GS-10B-04552, The Equitable Center, Salem, Oregon	09/13/82
2J-20913-08-08-D	Preaward Evaluation of Price Proposal, Air Logistics Corp., Solicitation No. 8YCO-E8-D2AER	09/14/82
1Q-20846-09-09	Letter Report - Post Award Review of Labor-Hours Contracts, Signet Testing Laboratories, Inc., Hayward, California, Contract Nos. GS-09B-C-8208-SF and GS-09B-C-8206-SF	09/15/82
2E-20880-10-02	Letter Report - Preaward Evaluation of Qualifications of Bidder Under the Walsh-Healey Public Contracts Act, GFC Manufacturing Co., Inc., Solicitation No. 10PN-HRS-0095	09/15/82
1L-20848-09-09	Letter Report - Lease Escalation Proposal, California State Automobile Assoc., Lease No. GS-09B-75262	09/16/82
1L-20830-08-08	Lease Escalation Proposal, Del E. Webb Realty and Management Co., Prudential Plaza Building, Denver, Colorado, Lease Nos. GS-08B-10869 and GS-08B-10870	09/17/82
2J-20685-10-10	Preaward Evaluation of Pricing Proposal, Big Boy Facilities Maintenance and Services, Inc., Contract No. GS-10B-50861-01	09/20/82
2J-20926-06-06	Preaward Evaluation of Pricing Proposal, Professional Technical Services, Inc., St. Louis, Missouri, Contract No. GS-06B-27620-01	09/20/82
2S-10629-00-03	Letter Report - Price Reduction, QYX Products, Division of Exxon Enterprises, Inc., Contract No. GS-00C-01812	09/21/82

REPORT REGISTER
CONTRACT AUDITS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
1B-20695-11-11	Preaward Evaluation of Supplemental A/E Pricing Proposal, Construction Management Collaborative/Devroux & Purnell, Joint Venture, Contract No. GS-11B-19031	09/21/82
2B-20704-11-11	Letter Report - Cost and Pricing Data, Acme Visible Records, Inc., Contract No. GS-00S-23715	09/21/82
2J-20879-05-05	Preaward Evaluation of Price Proposal, Rainey's Security Agency, Inc., Solicitation No. GS-05B-42252	09/21/82
2J-20922-04-04	Preaward Evaluation for Cleaning Services, Raleigh, North Carolina, Colbar, Inc.	09/21/82
2J-20924-01-01	Evaluation of Pricing Proposal, M&H Building Services, Inc.	09/21/82
1A-20858-04-04	Preaward Evaluation of A/E Pricing Proposal, Charleston Courthouse Annex	09/22/82
1L-20869-11-11	Lease Escalation Proposal, Ballston Center Tower No. 3, Lease No. GS-03B-5734	09/22/82
2R-20782-00-09	Preaward Evaluation of a Pricing Proposal, Computer Sciences Corp., Solicitation No. GSC-CDPCS-A-00004-N-5-20-82	09/23/82
2K-20835-05-02	Cost Plus Award Fee Contract, Custodial Guidance Systems, Inc., Contract Nos. GS-05B-41901(NEG), GS-05B-41901(NEG)-2, and GS-05B-41901(NEG)-3	09/24/82
2C-10635-09-04	Price Reduction and Defective Pricing, Dubois Chemicals, Inc., Cincinnati, Ohio	09/27/82
1B-20943-11-11	Preaward Evaluation of Supplemental A/E Pricing Proposal, Mueller Assoc., Inc., Contract No. GS-11B-19063	09/27/82

REPORT REGISTER
CONTRACT AUDITS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
2B-20706-00-01	Preaward Evaluation of Pricing Proposal, Nashua Corp.	09/28/82
2Z-20950-00-04	Accounting System Survey Quality Manufacturing, Inc.	09/28/82
2R-20946-00-05	Preaward Evaluation of Price Proposal, Motorola, Inc., Communications Group, Solicitation No. GSC-CDPCE-0019-N-6-29-82	09/29/82
2Z-20950-00-04	Letter Report - Preaward Survey of Contractor's Accounting System, Quality Manufacturing, Inc., Talladega, Alabama	09/29/82
2C-10068-00-03	Post Award Audit, Stanley Vidmar, Inc., Multiple Award Schedule Contract Nos. GS-00S-41246, 61071, 61736, and 81683	09/30/82
2G-20237-07-07	Letter Report - Vehicle Rental Contracts, American International Rent-A-Car, Houston, Texas, Contract Nos. GS-07S-03713 and 06228	09/30/82
2G-20673-07-07	Letter Report - Vehicle Rental Contracts, American International Rent-A-Car, Phoenix, Arizona, Contract Nos. GS-07S-20639 and 07879	09/30/82
2J-20836-10-10	Preaward Evaluation of Pricing Proposal, Decor Maintenance, Inc., Contract No. GS-10B-50845-01	09/30/82
1A-20872-11-11	Preaward Evaluation of A/E Pricing Proposal, Kidde Consultants, Inc., Contract No. GS-03B-89057	09/30/82
2B-20938-00-11	Preaward Evaluation of Pricing Proposal, Federal Sales Service, Inc.,	09/30/82

Note: Three contract audit reports were issued to the Office of Investigations and are not included in the reports listed above.

REPORT REGISTER
INSPECTION REPORTS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
<u>Leasing Program</u>		
NC-PBS-L-01-82	Inspection of VA Clinic, Grand Rapids, Michigan	04/08/82
NC-PBS-L-14-82	Preaward Lease Review, Detroit-Canada Tunnel	04/15/82
NC-PBS-L-18-82	Preaward Lease Review, NCR Glen Ellyn, Illinois	05/07/82
W-PBS-L-01-82	Lease Enforcement at 1425 N.E. Irving Street, Portland, Oregon	05/12/82
NC-PBS-L-19-82	HUD Area Office, 547 W. Jackson Boulevard, Chicago, Illinois	05/21/82
PBS-L-02-82	Review of Allegations of Charles L. Oddenino, Washington, D.C.	06/04/82
NC-PBS-L-02-82	Inspection of PHS Clinic, Cleveland, Ohio	06/09/82
S-PBS-L-08-82	SSA Data Center, Albuquerque, New Mexico, Lease Nos. GS-07B-10082 and GS-07B-11089	06/16/82
T-PBS-L-03-82	The Landow Building, Lease Renewal, Lease No. GS-03B-6114	07/22/82
NC-PBS-L-17-82	SSA District Office, 4415 N. Milwaukee, Chicago, Illinois	08/02/82
T-PBS-L-02-82	Union Center Plaza, 941 N. Capital Street, N.E., Washington, D.C.	08/27/82
PBS-L-04-82	Lease Review of Donahoe Building	09/02/82
NC-PBS-L-17-82(a)	SSA District Office, 9020 S. Stony Island Avenue, Chicago, Illinois	09/09/82

REPORT REGISTER
INSPECTION REPORTS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
<u>Buildings Operations Program</u>		
NC-PBS-B-20-82	Review of Contract Administration and Work in Progress, U.S. Customs House, 3rd Floor, Chicago, Illinois	04/20/82
PBS-C-09-81	Review of Amendment No. 7, A/E Design, Contract No. GS-03B-99021, Smithsonian Annex, Suitland, Maryland	04/30/82
NC-PBS-B-09-81	Additional Parking, Landscaping and Fencing, Federal Center, St. Louis, Missouri	05/05/82
NC-PBS-B-02-82	Miscellaneous Improvements, Grand Island, Nebraska	05/05/82
W-PBS-C-08-82	Roofing Replacement, Various Buildings at the Federal Center, Alameda, California	05/06/82
S-PBS-C-06-82	New Construction Project, U.S. Courthouse Annex, Miami, Florida	05/20/82
PBS-B-19-82	Inspection of Tenant Complaints, 1405 I Street, N.W., Washington, D.C., Lease No. GS-03B-5543	05/28/82
W-PBS-C-07-82	Roofing Replacement, Stockton, California	06/04/82
NC-PBS-B-23-82	ACO Installation, Internal Revenue Service, Chicago, Illinois	06/08/82
S-PBS-C-15-82	Space Alteration, National Archives and Records Service, East Point, Georgia	06/08/82
W-PBS-C-08-81	Forest Service Office, Custer, South Dakota	06/09/82
NC-PBS-B-22-82	Masonry and Roof Repairs, FSS Depot, Chicago, Illinois	06/14/82
S-PBS-C-04-82	Space Alterations, Internal Revenue Service, Clamblee, Georgia	06/17/82

REPORT REGISTER
INSPECTION REPORTS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
NC-PBS-B-15-81	Replacement of Windows, Installation of Air-conditioning and Exterior Painting at 1709 Jackson Street, Omaha, Nebraska, Contract No. GS-06B-03480	06/18/82
NC-PBS-B-18-82	Jeffersonville, Indiana, Field Office	06/22/82
NC-PBS-B-20-81	Fire Protection "G" Warehouse, 1500 E. Bannister Road, Kansas City, Missouri, Contract No. GS-06B-81110	07/14/82
PBS-B-31-82	Upgrade Electrical System and Repair Restrooms, GAO Building, Washington, D.C., Contract No. GS-11B-22051	07/16/82
NC-PBS-B-25-82	Electrical Distribution System Improvement, FSS Depot, Chicago, Illinois	08/02/82
S-PBS-C-21-82	Lease Alteration to Install an Uninterruptible Power Supply System at the National Water Quality Laboratory, Doraville, Georgia	08/09/82
NC-PBS-B-24-82	Court Improvement, Milwaukee, Wisconsin	08/18/82
W-PBS-C-17-82	RWA Building Alteration in Leased Buildings, Region 9	09/01/82
PBS-C-07-82	Alterations to 2nd Floor, 1800 G Street, N.W., Washington, D.C.	09/03/82
NC-PBS-B-17-82	Twin Cities Field Office, Minneapolis/St. Paul, Minnesota	09/09/82
NC-PBS-B-19-82	Omission and Defects Overlooked in Final Inspection, Everett McKinley Dirksen Building, Chicago, Illinois	09/09/82

REPORT REGISTER
INSPECTION REPORTS

<u>Number</u>	<u>Title</u>	<u>Date of Report</u>
S-PBS-C-22-82	Roofing at the NARS Federal Records Center, East Point, Georgia	09/16/82
PBS-C-06-82	Renovation to Building #3, Suitland, Maryland	09/30/82
<u>Federal Supply Program</u>		
NC-FSS-16-81	Thermodyne International, Ltd., Contract No. GS-05S-10520	04/21/82
S-FSS-10-82	Review of the Intended Procurement of a Replacement Telephone System, Asheville, North Carolina, Solicitation No. CDPW-W-81-J-A0009-W4	05/12/82
S-FSS-01-81	Administration of Contracts for Padlocks, NSN-5340-00-292-0896 Was Effective in Region 4	05/28/82
FSS/TPUS-F-08-82	Defective Paper Used for the Manufacture of Treasury Check Envelopes	06/02/82
NC-FSS-04-82	Procurement of Plastic Bags, American Western Corp., Contract No. GS-05S-11867	06/14/82
NC-FSS-02-82	Inspection of Plastic Bags, Chicago Transparent Products	07/26/82
FSS/TPUS-T-01-81	Interagency Motor Pool, Albuquerque, New Mexico	07/29/82
S-FSS-09-82	Selected Contracts Effected by Negotiation Pursuant to 41 USC 252(c)(10) by the Commodity Operations Branch	08/12/82
S-FSS-02-81	Origin Quality Control for Padlocks, NSN 5340-00-292-0896, Region 2	09/28/82
<u>Reports Issued Outside GSA</u>		
S-PBS-C-03-82	New Construction, Tohatchi High School, Tohatchi, New Mexico	07/06/82

SUMMARY OF OIG PERFORMANCE
IN FISCAL YEAR 1982

- Issued 721 audit reports, 202 covering GSA's internal operations, 452 involving GSA's contracting function, and 67 relating to inspections.
- Performed 145 followups of internal audit reports.
- Recommended savings of over \$148 million.
- Achieved \$94 million in sustained cost avoidance.
- Obtained commitments from management to seek the recovery of over \$6.4 million.
- Opened 646 new investigations and closed 765.
- Referred 90 cases involving 127 subjects to prosecuting authorities.
- Secured 29 indictments/informations and 31 convictions on criminal matters referred.
- Referred 28 cases to other Federal and State agencies for further investigation.
- Referred 198 cases involving 205 subjects to management for administrative action.
- Secured 49 reprimands, 17 suspensions, 3 demotions and 34 terminations.
- Referred 8 cases recommending the suspension of 35 private contractors.
- Referred 16 cases recommending debarment of 43 contractors.
- Secured 34 contractor suspensions and 56 contractor debarments.
- Reviewed and commented on 75 legislative and numerous regulatory matters.
- Served 12 subpoenas to secure information vital to our operations.
- Referred 12 cases involving 26 subjects to the Department of Justice for civil action with potential recoveries of over \$7 million.
- Processed 1,521 hotline calls and letters, 74 GAO referrals, and 25 other agency referrals.

