



*directing council*

PAN AMERICAN  
SANITARY  
ORGANIZATION

VII Meeting

*regional committee*

WORLD  
HEALTH  
ORGANIZATION

V Meeting



Washington, D.C.  
9-22 October 1953

CD7/23 (Eng.)  
5 October 1953  
ORIGINAL: ENGLISH

Topic 16: REPORTS OF THE PERMANENT SUBCOMMITTEE ON BUILDINGS  
AND INSTALLATIONS

The First Report of the Permanent Subcommittee on Buildings and Installations, Document CE19/11 attached, was presented to the Executive Committee at its 19th Meeting. The Executive Committee after studying the Report adopted the following Resolution:

"RESOLUTION IV

"THE EXECUTIVE COMMITTEE

"HAVING SEEN Document CE19/11, which includes the First Report of the Permanent Subcommittee on Buildings and Installations, and having noted the actual cost of the alterations previously approved and the recent approval given by the Subcommittee for new alterations,

"RESOLVES:

"1. To take note of the First Report of the Permanent Subcommittee on Buildings and Installations and to commend the Subcommittee on the manner in which it has carried out its responsibilities.

"2. To transmit to the Directing Council the Report on the action taken by the Permanent Subcommittee, in accordance with Resolution V of the VI Meeting of the Directing Council, and support the recommendation of the Subcommittee that the construction work previously proposed for the fourth floor of the building located at 1501 New Hampshire Avenue not be undertaken at this time."



*executive committee of  
the directing council*

**PAN AMERICAN  
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*working party of  
the regional committee*

**WORLD  
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19th Meeting  
Washington, D. C.  
April 1953

CEL9/11 (Eng.)  
20 March 1953  
ORIGINAL: ENGLISH

Topic 10: FIRST REPORT OF THE PERMANENT SUBCOMMITTEE ON BUILDINGS  
AND INSTALLATIONS

The Permanent Subcommittee, established at the VI Meeting of the Directing Council by Resolution V and whose membership was determined by the Executive Committee at its 18th Meeting (Resolution I), held its first meeting in Washington, D. C., on 21 January 1953.

The Governments of the Dominican Republic, Guatemala, and the United States designated the following members to serve on the Committee: Dominican Republic, Dr. Luis F. Thomen; Guatemala, Mr. Alfredo Chocano; the United States, Dr. Frederick J. Brady. Dr. Brady was elected Chairman. The Bureau was represented by Dr. M. G. Candau, Assistant Director, Dr. M. E. Bustamante, Secretary General, and Mr. Harry A. Hinderer, Chief, Division of Administration.

In accordance with the terms of Resolutions IV and V of the VI Meeting of the Directing Council, the Subcommittee considered the following items of business:

- A. The report of the Director on the cost of the alterations approved by the Subcommittee on 1 and 2 July 1952, as follows:

I. New Heating Plant

	<u>Approved</u>	<u>Actual</u>
1. Installation of new plant . . . . .	\$13,648	
2. Heavier equipment for new fourth floor. . . . .	438	
3. Additional equipment to heat basement. . . . .	1,986	
4. New gas hot-water heater . . . . .	400	
	<u>\$16,472</u>	\$16,470

II. Removal of Old Heating Plant  
and Repair Work

	<u>Approved</u>	<u>Actual</u>
1. Removal of old heating system and necessary patch-up and repair for new system.....	\$ 4,409	
2. Installation of new furnace pit .....	255	
3. Fireproof wall for new boiler .....	<u>240</u>	
	\$ 4,904	\$ 4,769

III. Basement Renovation

1. Removal of wooden partitions . . . . .	\$ 500	
2. New partitions, shelves, and repairs to . . . basement windows . . . . .	1,000	
3. Proper lighting and electrical outlets . . .	3,000	
4. Painting walls and ceilings . . . . .	700	
5. Floor repairs and new tiles . . . . .	<u>800</u>	
	\$ 6,000	\$ 6,136

IV. Architect Services

1. Estimating cost of 4th floor, air-conditioning, etc.	<u>500</u>	<u>450</u>
Grand Totals . . .	\$ 27,876	\$ 27,825

The Subcommittee pointed out that it was most noteworthy that the actual cost of these improvements was substantially the same as the amounts authorized by the Subcommittee.

B. The second item of business was the consideration of new alterations to the Headquarters buildings.

The following expenditures were approved:

1. Air-conditioning both buildings as proposed in Document CE17/10-B, Point 2, including an estimated \$1100 for engineering costs . . . . . \$68,000

If contract is let during January, estimating contractor promises to complete installation in time for use during June 1953.

2. Toilet renovation as proposed in Document CE17/10-B, Point 3 . . . . . 15,500

	Automatic door-closers as required for all toilets, both buildings . . . . .	\$ 325
3.	Front Driveway improvements for both buildings as proposed in Document CEL7/10-B, Point 5. . . . .	4,000
4.	Construction of entrance into front of basement (1501 New Hampshire Ave.) with a combination ramp and stairway as pro- posed in Document CEL7/10-B, Point 7 . . . .	1,500
5.	Installation of new automatic elevator to serve basement and other 4 floors of 1501. Present elevator is antiquated and serves only 1st, 2nd, and 3rd floors. . . . .	19,500
6.	Plaster repair, paint, needed basic floor repairs, cover fireplace chimney, and new asphalt tile flooring in former records room, 1st floor, 1501. . . . .	783
7.	Convert present wooden-walled room to plaster-- former baggage room, 4th floor, 1501 . . . .	420
8.	New asphalt tile floor for budget office room, 2nd floor, 1515 New Hampshire Avenue. . . .	65
9.	Eliminate causes for faulty sewer drain system for 1515. . . . .	275
	On three occasions, sewer has backed up, result- ing in damaged paper and equipment, also much loss of working time.	
10.	Correct hazardous electrical wiring, both build- ings, as recommended by insurance underwriter's survey. . . . .	400
11.	Adequate room number, toilet, and directional signs, plus directory boards for both buildings	375
12.	Eliminate use of batteries for elevator control circuits, by installing rectifiers for both building elevators. . . . .	150
13.	Repaving area between both buildings and in rear of 1515 after installation of air-conditioning system. . . . .	1,760

- |     |  |           |
|-----|--|-----------|
| 14. | Installation of hooks for affixing safety belts for 111 windows above first floor, both buildings, as required by D. C. Building Code. While we are not compelled to do this, we have made it a point to comply, and this action is recommended for safety reasons | \$ 700    |
| 15. | Underground 1000 gallon fuel tank for 1515 has recently developed a leak, the tank being at least 25 years old. Estimated cost to replace. . . . .   | 1,000     |
|     | Grand Total . . . . .  | \$114,753 |

The Subcommittee made the following two additional recommendations:

- a) That if, in the opinion of the Director, the installation of the air-conditioning equipment will seriously change the appearance of the buildings, another meeting of the Subcommittee should be called to make the final decision.
- b) That, for the time being, the construction work previously proposed for the 4th floor of the building located at 1501 New Hampshire Avenue should not be undertaken (Ref. Document CE17/10-B).

The above alterations, totalling \$114,753, reduce the amount authorized by the VI Meeting of the Directing Council from \$135,180 to \$20,427, which will be held in reserve until a future meeting of the Subcommittee.

Proposed Resolution

THE EXECUTIVE COMMITTEE:

Having considered Document CE19/11 relating to the First Report of the Permanent Subcommittee on Buildings and Installations, and having noted the actual cost of the alterations previously approved and the recent approval given by the Subcommittee for new alterations,

RESOLVES:

- 1. To take note of the First Report of the Permanent Subcommittee on Buildings and Installations and to commend the Subcommittee on the manner in which it has carried out its responsibilities.
- 2. To transmit the report on the action taken by the Permanent Subcommittee to the Directing Council, in accordance with Resolution V of the VI Meeting of the Directing Council.



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Washington, D. C.  
9-22 October 1953

CD7/23 (Eng.)  
ADDENDUM I  
8 October 1953  
ORIGINAL: SPANISH

Topic 16: REPORTS OF THE PERMANENT SUBCOMMITTEE ON  
BUILDINGS AND INSTALLATIONS

The Executive Committee at its 20th Meeting adopted the following resolution (Document CE20/12, Rev. 1, page 11) with regard to this item on the agenda:

Resolution III

Second Report of the Permanent Subcommittee  
on Buildings and Installations

THE EXECUTIVE COMMITTEE,

HAVING EXAMINED the Second Report of the Permanent Subcommittee on Buildings and Installations (Document CE20/6), and taking into account the information submitted by the Director of the Pan American Sanitary Bureau,

RESOLVES:

1. To express its thanks to the Permanent Subcommittee on Buildings and Installations.
2. To approve the action taken to date by the Permanent Subcommittee.
3. To suggest that the Directing Council recommend the disposition to be made of the estimated balance of the original allotment of \$135,180.

Attachment: Document CE20/6



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20th Meeting  
Washington, D. C.  
5-7 October 1953

CE20/6 (Eng.)  
1 October 1953  
ORIGINAL: ENGLISH

Topic 8: SECOND REPORT OF THE PERMANENT SUBCOMMITTEE ON BUILDINGS AND  
INSTALLATIONS

September 23, 1953

Executive Committee  
Pan American Sanitary Bureau  
Washington, D. C.

In accordance with the Resolution of the Sixth Meeting of the Directing Council, the Permanent Subcommittee on Buildings and Installations has approved authorizations and improvements costing approximately \$118,109. These improvements are listed in the enclosed letter from Dr. Soper.

The original allotment made available was \$135,180, leaving a balance of \$17,071. The Subcommittee will entertain proposals for the expenditure of this balance during the Seventh Meeting of the Directing Council.

Respectfully submitted:

(signed) Frederick J. Brady, M. D.  
Chairman

Enclosure

18 September 1953

Dr. Frederick J. Brady  
Chairman,  
Permanent Sub-Committee on  
Buildings and Installations.

Dear Dr. Brady:

I wish to report to you as Chairman of the Permanent Sub-Committee on Buildings and Installations, the action taken to date on the alterations and improvements approved by the Sub-Committee.

	<u>Approved</u>	<u>Actual</u>
1. Air conditioning both buildings, including an estimated \$1,100 for engineering costs	\$ 68,000	68,000
2. Toilet renovation Automatic door-closers, as required, for all toilets, both buildings	15,500 325	14,954 248
3. Front driveway improvements for both buildings (includes Item No. 13)	4,000	6,680*
4. Construction of entrance into front of basement (1501 New Hampshire Avenue) with a combination ramp and stairway	1,500	1,450
5. Installation of new automatic elevator to serve basement and other 4 floors of 1501	19,500	19,951
6. Plaster repair, paint, needed basic floor repairs, cover fireplace chimney, and new asphalt tile flooring in former records room, 1st floor, 1501.	783	500
7. Convert present wooden-walled room to plaster - former baggage room, 4th floor, 1501	420	375
8. New asphalt tile floor for budget office room, 2nd floor, 1515 New Hampshire Avenue	65	65
9. Eliminate causes for faulty sewer drain system, 1515	275	205

\*This amount includes item 13 below. Both items 3 and 13 were contracted for as one project.



	<u>Approved</u>	<u>Actual</u>
10. Correct hazardous electrical wiring, both buildings, as recommended by insurance underwriter's survey	400	400
11. Adequate room number, toilet and directional signs, plus directory boards for both buildings (No contract awarded as yet.)	375	375
12. Eliminate use of batteries for elevator control circuits by installing rectifiers for both building elevators	150	65
13. Re-paving of area between both buildings and rear of 1515, after installation of air conditioning system (included in item No. 3)	1,760	--
14. Installation of hooks for affixing safety belts for all windows above 1st floor, both buildings, as required by D. C. Building Code	700	640
15. New underground 1000-gallon fuel tank for 1515	1,000	496
16. Landscaping to provide shrubbery and plants, as required, to improve the appearance of the grounds around both buildings	<u>3,705</u>	<u>3,705*</u>
	\$118,458	\$118,109

\*This is an estimated amount.

In view of the above expenditure of approximately \$118,109, the estimated balance of money available from the original allotment of \$135,180 is \$17,071.

It is hoped that, when all the Members are in Washington for the Meeting of the Directing Council, a meeting of the Permanent Sub-Committee can be convened so that a determination may be made by the Sub-Committee of the appropriate disposition of the balance of funds allotted by the VI Meeting of the Directing Council.

Respectfully yours,

(signed) Fred L. Soper  
Director