

*executive committee of  
the directing council*



PAN AMERICAN  
HEALTH  
ORGANIZATION

*working party of  
the regional committee*

WORLD  
HEALTH  
ORGANIZATION



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Topic 5: REPORT ON BUILDINGS AND INSTALLATIONS FOR HEADQUARTERS

The Director has the honor to present to the Executive Committee a report on buildings and installations consisting of a) a Progress Report on a Permanent Headquarters Building for the Organization and b) a report on current matters relating to headquarters accommodations.

a) Progress Report on a Permanent Headquarters Building for the Organization

At the XI Meeting of the Directing Council (September 1959) the Director was instructed to continue to inform the Executive Committee regarding the land for the headquarters site of the Pan American Health Organization.

On 19 August 1959 the Senate of the United States passed Senate Joint Resolution 115 authorizing the purchase of certain property in the District of Columbia and its conveyance to the Pan American Health Organization for use as its headquarters site. On 21 March 1960, the House of Representatives passed the same resolution. This resolution became Public Law 86-395 when the President of the United States signed it on 28 March 1960. It reads as follows:

"RESOLVED by the Senate and House of Representatives of the United States of America in Congress assembled, that there is hereby authorized to be appropriated, out of any money in the Treasury not otherwise appropriated, such sums as may be necessary for the Administrator of General Services to acquire by purchase, condemnation, or otherwise, including any expenses of such acquisitions, the land in the northwest section of the District of Columbia, known as square 59, bounded on the north and south by Virginia Avenue and E Street, and on the east and west by Twenty-second and Twenty-third Streets, together with any building and improvements thereon.

SEC. 2 The Administrator of General Services is hereby authorized to convey, without consideration, the property acquired under section 1 of this Act to the Pan American Health Organization, formerly known as the Pan American Sanitary Bureau and the Pan American Sanitary Organization, for use as a headquarters site, subject to the condition that the site development plan be coordinated with the National Capital Planning Commission."

It should be noted that this law is an authorization for the donation of the site mentioned to the Organization. The next step will be the appropriation of funds for the purchase of the site so that the conveyance of title can be effected. In the meantime and in order to avoid any unnecessary delays, the Director believes that plans should be adopted for proceeding immediately with a program for designing, financing, and constructing the headquarters building.

The Director believes that frequent advice and decisions by the members of the Governing Bodies will be necessary in proceeding with the planning of the headquarters building. In the past, the Permanent Subcommittee on Buildings and Installations, established in accordance with Resolution XXII of the XIII Pan American Sanitary Conference (Ciudad Trujillo, 1950) has been able to perform such functions efficiently and expeditiously. Accordingly, the Director recommends that the Subcommittee be delegated responsibility for consulting with the Director in developing plans and in making decisions on details.

The experience of other international organizations in planning their headquarters buildings has shown the necessity for making early plans for:

- a) The methods to be employed in selecting architects, engineers, and contractors;
- b) Estimating space requirements;
- c) Determining facilities to be included;
- d) Estimating costs; and
- e) Determining financing methods.

In the belief that the present difficult space situation at headquarters requires immediate action, the Director suggests that the Executive Committee request the Permanent Subcommittee on Buildings and Installations to begin work immediately on the above steps.

The Director wishes to suggest that the architect to design the building be selected through international competition, and the construction be submitted to local contractors for competitive bidding.

Possibilities for financing the building include grants from philanthropic organizations; voluntary contributions from the Member Governments; gifts from private individuals or groups; and, as necessary, quota contributions of Member Governments. If it appears it will take some years to complete financing of the new building, it is hoped that arrangements can be made for an interest-free loan from either governmental or private foundation sources.

The Director believes that the total cost could be met through one of the above suggestions or a combination of two or more, in addition to the Building Reserve Fund and the proceeds from the sale of the buildings located on 1501 and 1515 New Hampshire Avenue, N.W., Washington, D.C.

In view of the foregoing, the Executive Committee may wish to approve a resolution along the following lines:

Proposed Resolution

The Executive Committee,

Having examined the Director's report on the present status of a site for a headquarters building in which he reported the enactment of United States Public Law 86-395; and

Having reviewed the Director's proposal for implementing a building program which will avoid unnecessary delays,

RESOLVES:

1. To express its deep appreciation to the Government of the United States for the action it has taken with respect to the donation of a site for the construction of the headquarters building of the Pan American Health Organization.
2. To recommend that the Directing Council authorize the Director of the Pan American Sanitary Bureau to accept title to the land to be donated by the Government of the United States, on behalf of the Pan American Health Organization.
3. To request the Directing Council to delegate to the Executive Committee full powers to act on behalf of the Pan American Health Organization regarding the construction of the headquarters building and, at the same time, authorize the Executive Committee to redelegate these powers to the Permanent Subcommittee on Buildings and Installations.
4. To authorize the Permanent Subcommittee on Buildings and Installations to submit to the XII Meeting of the Directing Council detailed proposals regarding (1) methods of selecting architects, engineers, and contractors;

- (2) estimated space requirements; (3) facilities to be included;  
(4) estimated cost; and (5) methods of financing, as outlined in Document  
CEH0/5.

b) Report on Current Matters Relating to Headquarters Accommodations

The Director wishes to report the occurrence of a fire on the night of 5 November 1959 in the main headquarters building located at 1501 New Hampshire Avenue, N.W. The fire was caused by a short circuit in an extension cord. It was restricted to one office on the second floor, but before the fire was completely extinguished by the Fire Department, considerable damage had been done to the paneled walls, ceiling, floor, and equipment. In addition, the walls and ceilings on all floors of the building were damaged by smoke.

The building and contents were fully insured and, after a series of meetings with the insurance company representatives, settlement for damages was made for \$64,544.55.

On 8 December 1959 the Permanent Subcommittee on Buildings and Installations met to discuss with and advise the Director regarding the necessary repairs. (see ANNEX I). The Permanent Subcommittee endorsed the recommendation of the Director that renovation of the building be only the minimum necessary and that expensive paneled walls be dispensed with in favor of less expensive, yet durable, construction. The repair work included the painting of the entire building which suffered smoke damage. The Permanent Subcommittee also approved the painting of the building at 1515 New Hampshire Avenue, N. W., from regular budgeted funds, as it had not been painted for five years.

The Director is pleased to report that the work has been completed and the building has been adequately restored.

The cost of painting, repair work, equipment purchases, and other incidentals totalled approximately \$22,050, leaving an estimated balance in the insurance settlement fund of \$42,495. The Permanent Subcommittee on Buildings and Installations suggested that any unexpended balance of monies received from the insurance settlement be appropriated by the Directing Council to the PAHO Building Reserve Fund.

The sum of \$42,495, if deposited to the Building Reserve Fund, would bring the total of that fund to \$263,802, including interest accumulated to 31 December 1959. In addition, \$23,524, is being held in a special account for the purpose of meeting the initial expenses of architectural plans for the construction of a new headquarters building.

The Executive Committee may wish to consider a resolution along the following lines:

Proposed Resolution

The Executive Committee,

Having examined the Report of the Director on Buildings and Installations for Headquarters, presented in Document CE40/5; and

Having considered the suggestions of the Permanent Subcommittee on Buildings and Installations that the balance remaining from the insurance settlement following the recent fire in the headquarters building be appropriated by the Directing Council to the PAHO Building Reserve Fund,

RESOLVES:

1. To take note of the Report of the Director on Buildings and Installations; and

2. To recommend to the Directing Council that any balance remaining from the aforementioned insurance settlement be transferred to the Building Reserve Fund.

Annex I

PAN AMERICAN HEALTH ORGANIZATION

Minutes of the Meeting of the  
SUBCOMMITTEE ON BUILDINGS AND INSTALLATIONS  
8 December 1959

The Subcommittee on Buildings and Installations met at 10:30 a.m., 8 December 1959. Present were: Dr. Jesús Flores Aguirre (Mexico); Mr. José Gil Borges (Venezuela); and Mr. Charles Thomas (United States). The Subcommittee was assisted by Dr. Myron E. Wegman, Secretary General; Mr. D.F. Simpson, Chief, Division of Administration, and Mr. E.J. Settino, Chief, General Services Office, PASB.

The meeting was called for the purpose of discussing the repairs needed following the recent fire which occurred in Building 1501 New Hampshire Avenue, N. W.

At the last meeting of the Subcommittee (3 April 1959) Mr. Andrés Fenochio (Mexico) was elected Chairman of the Subcommittee and it was agreed that Dr. Jesús Flores Aguirre, representing Mexico at this meeting, would also act in the capacity of Chairman.

The meeting was then called to order.

Mr. Simpson gave a brief resumé of the last meeting of the Subcommittee which was held to discuss the rental of additional office space. On the endorsement of the Subcommittee at this earlier meeting, the Organization entered into a lease agreement for two years, with an option for an additional year, for office space located at 2000 P Street, N.W., Washington, D. C. Mr. Simpson also reviewed for the benefit of the Subcommittee the latest developments on the acquisition of a permanent headquarters site in Washington, D. C. During the month of August this year, a bill for donating a site to the PAHO was passed by the U.S. Senate. However, the bill has yet to be passed by the U.S. House of Representatives. It is expected the bill will be acted on favorably when the U.S. Congress convenes again in January 1960. After authorization to donate the site is enacted, the U.S. Congress will have to take the necessary steps to provide funds to purchase the land. It is estimated that it will take a minimum of three to three and a half years before a new building can be completed.

Mr. Simpson then proceeded to inform the Subcommittee of the highlights of the fire, which occurred on the night of 5 November. The fire started in Room 205 of the building located at 1501 New Hampshire Avenue, N.W. The cause of the fire was officially determined by the District of Columbia Fire Department to be a short circuit in an extension cord believed to have been connected to a desk lamp.

Mr. Simpson spoke in considerable detail about the extent of damages, the need to relocate affected offices, the taking of a physical inventory of the contents of the building, and the employment of a contractor-consultant to assist the Organization in estimating damage costs and to advise regarding the insurance settlement. Both the building and the contents were fully insured and, after a series of meetings with the insurance adjuster discussing the items damaged, cost of repairs, and depreciation factors, settlement was agreed on as follows:

Building	\$ 55,271.46
Contents and emergency items	<u>9,271.54</u>
	\$ 64,543.00

The Subcommittee discussed next the specifications prepared for soliciting bids from local contractors to clean, paint, and repair the building. Each item was discussed in detail during an inspection of the damaged areas by the members of the Subcommittee. The Subcommittee was informed that renovation of the fire-damaged room on the second floor would be the minimum necessary, involving only dry wall plastering on both walls and ceilings. This room was constructed originally with ornate paneling and ornate plaster work.

With specific reference to painting, it was brought out that in addition to considerable smoke damage to walls and ceilings on every floor, the building was last painted in 1954 and is in dire need of repainting. This is also true of the building next door at 1515 New Hampshire Avenue, N. W., in that this building was not painted since 1954. Although the Organization has included the painting of building 1515 in the specifications to secure price advantage, regular budgeted funds will be used in this building.

Then followed a brief discussion of the estimated cost of the work to be done, as outlined in the specifications presented to the Subcommittee.

It was stated that it would be difficult, prior to receipt of any actual bids, to estimate exactly what it would cost, but the secretariat felt that there should be a considerable unexpended balance from the \$64,543 to be paid to the Organization by the Insurance Company.

In summing up, the Subcommittee agreed that the Director should do the following:

1. Repair and renovate the premises as detailed in the Invitation to Bids specifications, plus the proposed purchase and repairs of office furniture and equipment destroyed by the fire.

2. Furnish the Subcommittee with copy of the successful bid for painting and repair work.

3. Suggest to the Executive Committee that any unexpended balance of monies received from the insurance settlement be appropriated by the Directing Council to the PAHO Building Fund.