



United States
Department of
Agriculture

JAN 24 2008

Office of the
Assistant Secretary
for Administration

1400 Independence
Avenue SW

Washington, DC
20250-0103

TO: USDA Headquarters Complex
and George Washington Carver Center Employees

FROM: Boyd K. Rutherford
Assistant Secretary
for Administration

SUBJECT: Changes to Building Entrances and Security Guard Services

A new security guard contract has been awarded to USEC Service Corporation. USEC will assume responsibility for security at USDA Headquarters and at the George Washington Carver Center beginning January 28, 2008. We are working with the current security contractor, Coastal International Security, and USEC to insure a smooth transition with no degradation of the security posture of Headquarters or the Carver Center. Security officers will continue to be armed, certified by the Federal Protective Service, and commissioned by the District of Columbia as Special Police Officers.

Effective January 28th, two current entrances on the C Street side of the South Building will be closed. Effective February 4th, the two wing entrances to the Whitten Building will be closed and will only be used as emergency exits (details are provided on the attached page).

This action is being done to ensure our ability to operate throughout the fiscal year with the resources available to fund core services, including utility payments, building maintenance services, and security. We expect that these closings may cause some inconvenience. If there are individuals who have special needs for access to the East and West wings of Whitten, please contact the USDA Physical Security Office at 202-720-6270.

Attachment

Changes to Security Guard Contract
Attachment

Post Closures, Effective January 28, 2008

Remove guard stationed at Wing 1, C Street. The exit will be alarmed and designated as "Emergency Exit" only.

Remove guard stationed at Wing 5, C Street. The exit will be alarmed and designated as "Emergency Exit" only.

Post Closures, Effective February 4, 2008

Remove guards stationed at the East and West Archway entrances, Independence Avenue, Jamie L. Whitten Building. The exits will be alarmed and designated as "Emergency Exit" only.

Restrict access through the door from Lot 8 at the Jamie L. Whitten Building to Disabled Employees Only.

The reduction and/or elimination of the above posts will provide USDA with a savings of approximately \$410,000.00 per year in security services while increasing the overall safety and protection of employees.