

**AIRGRAM**

**DEPARTMENT OF STATE**

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CLASSIFICATION

For each address check one ACTION

AGENCY FOR  
INFORMATION  
DEVELOPMENT

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DATE SENT

3/18/65

TO - AID/W TOAID A 818

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DISTRIBUTION

ACTION

AFR  
INFO.

FROM - MONROVIA

SUBJECT - U-510 Evaluation of J.G.White Semi-Annual  
Report as of 5 December 1965 under Contract

REFERENCE - No. AID/afe-42-1.

COSD

RES-2

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1. Basic Data:

- a. Contractor : The J.G.White Engineering Corporation
- b. Contract No.: AID/afe 42-1
- c. Country : Liberia
- d. Project : Public Works Administration & Training,
- e. Project No. 669-11-077
- e. Cooperating Government Institution : Department of Public Works  
and Utilities (DPW&U)
- f. Contract Representatives :
  - (1) Mr. Carl Smith, Public Works Advisor  
to 30 June 1963.
  - (2) Mr. John A. Hackett, Civil Engineer  
to 8 October 1963.
  - (3) Mr. Bruce E. Kent, General Engineer  
from 8 October 1963.

2. Requirement, Receipt and Distribution:

This U-510 evaluation is submitted pursuant to the requirements of M.O. T-1423.10. One (advance) copy of the report was received by USAID/L 1 March 1965. The remaining nineteen copies were received 11 March 1965. Five copies of the report are forwarded herewith for AID/W information and record purposes. While no specific "due date" is established in the contract with respect to submittal of the "comprehensive" semi-annual report (which is required under the provisions of ART I-D-1 thereof), Appendix C-I-A of the contract requires submittal of "Progress Reports" by the 15th day of the month following the close of the reporting period. Subject report, which has been submitted approximately three months after the end of the

PAGE 1 OF 3 PAGES

att. To AFR

DRAFTED BY

B.E.Kent:us

OFFICE

PW

PHONE NO. DATE

3/11/65

APPROVED BY:

Robert H. Nooter, Director

RHN

AID AND OTHER CLEARANCES

C/O [Signature]  
PR: ASD  
CON: Info.

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reporting period, cannot be considered "timely". Delay has been due to lack of personnel at the end of the reporting period, which was a factor largely beyond the direct control of the contractor.

### 3. Review:

a. Format. Requirements of Appendix "C" of Contract No. AID/afe-42-1 are reviewed as follow:

<u>Requirement</u>	<u>Subject Report</u>	<u>Remarks</u>
8 $\frac{1}{2}$ X 11 inch size	OK	--
Bound in folder	OK	--
<u>Show:</u>		
Project Title	Change	Use E-1 title of "Public Works Administration and Training".
Project No.	"	Use 669-11-740-077
Contractor Name	OK	--
(Contract Number)	OK	Subsequent reports should show "AID/afe-42-1"
Period Covered	OK	--
Consecutive No.	--	Not applicable to Semi-Annual Report

### b. Context.

I SUMMARY As noted later in the report (Section II, Page (5)), progress made toward fulfillment of the generalized scope of services required under the terms of the original is difficult to evaluate in terms of percentage completion. The estimate of 96% overall completion, expressed in Section I-1, Page (1), has been based largely on the time factor. As such, it is acceptable, altho - in terms of results - it may be overly optimistic. Percentages of completion assigned to each item of the original scope of services are subject to the same comment. When items such as 1-a, 1-b, 2-c, etc. are actually 100% complete, it is expected that the record will be documented by a copy of the "study", "analysis" or "evaluation" concerned. Some of these items are noted in Section II as "continuing services".

II CONCLUSIONS In paragraph 3 of this Section (Page 7), it is estimated that 30 percent of the desired improvement in the functional performance of all organizational units of the Department has been attained. The difference between this

## II (continued)

estimate and the completion percentages shown for equivalent Items 3-a, 3-b and 3-c on Pages (3) and (4) emphasizes the comments made with respect to Section I, above.

III RECOMMENDATIONS Description of "short-term goals", contained in paragraph 3, Page (13) is a good start. This list, however, must and will be expanded. Estimated completion date of each specific objective will be made a matter of agreement, and will be reported in detail in the first Quarterly Report. Indeterminate goals (such as given for Position No. 6 on Page (14)) will be replaced with specific measurable objectives. Where actual operational functions are involved, the first Quarterly Report must be specific with respect to the operational authority and responsibility delegated by the Secretary.

IV. SCOPE OF SERVICES REQUIRED BY CONTRACT It should be made clear that this refers to the original contract and not to the revised scope of services required under Amendment No. 1 to that contract. As subject report marks the transition between the "old" and the "new" scope of services, the provisions of Amendment No. 1 might well have been shown for comparison.

V STAFF No exception is taken to the data as presented. Remarks given under Sections I and II, above, are applicable.

VI PROGRESS CHART No exception is taken to the data as presented. Remarks given under Sections I and II, above, are applicable.

VII PROJECT ACCOMPLISHMENTS, ETC. No exception is taken to data as presented.

VIII PROBLEMS No exception is noted, altho paragraph 2-(b) starting at the bottom of Page (40) is considered overly optimistic with regard to Departmental personnel. The corollary problem of undue influence and pressure from "outside" sources is not noted.

4. With the minor exceptions noted in the foregoing paragraph, subject report is considered factual and informative. Subject report meets the general requirements of the contract, and is acceptable to the Contract Representative.

BROWN

Attachment: 5 copies of Semi-Annual J.G.White Report