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QUARTERLY REPORT

Contract AID/otr-C-1453

TO: Agency for International Development  
FROM: National Savings and Loan League  
PERIOD COVERED: January 1 - March 31, 1980

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I. ADMINISTRATION

A. Contract

Negotiations for a one-year extension of the contract were initiated early in the reporting period and continued through March 31, at which time Amendment No. 16 was signed. While extending the estimated completion date of the contract to March 31, 1981, this amendment also provided additional funds to cover projected operating costs through the new expiration date.

Other contract amendments issued throughout the quarter were: (1) Amendments No. 14 and 17 to provide funds for technical assistance to Liberia and (2) Amendment No. 15 to provide disaster relief funds for technical assistance to Azores. None of these amendments involved changes in the total amount of the contract.

B. Staff

Following Dr. James Christian's transfer to domestic operations

to assume responsibility for the formulation of economic policy at the National Savings and Loan League, Mr. Edward H. Robbins, Senior Housing Program Development Specialist, was designated to assume Dr. Christian's former duties with respect to contract management, with the title of Senior Vice President, International Operations. In conjunction with this management change, and so as to leave Mr. Robbins greater latitude for field assignments than has been available to the contract manager in the past, the position of Contract Administration Specialist was created, and Mrs. Irene C. Ramos, formerly Assistant to Vice President, was designated to fill this position effective April 1, 1980. While Mr. Robbins will be responsible for overall contract management and quality control, the Contract Administration Specialist will have responsibility for the day-to-day administration of the AID/NSLL contracts and for providing managerial continuity during the Senior Vice President's absences on field assignments. It is believed that the continuity achieved with the establishment of this new position will serve to enhance the contractual operations.

C. Management

Concurrently with the negotiations for extension of the contract, the National Savings and Loan League worked closely with the Office of Housing to develop travel projections to the end of the current fiscal year.

The schedule was designed to make maximum use of the available staff resources in order to meet the most crucial needs of the Housing Guaranty Program while complying with severe budget limitations.

Matters related to the upcoming XVIII Inter-American Savings and Loan Conference to be held in Asunción, Paraguay, were discussed with AID and other conference co-sponsors on several occasions. The Conference was originally scheduled to take place in La Paz, Bolivia, but due to the recent government changes in that country, last-minute arrangements were required in order to select an alternative site.

## II. CONSULTANT ACTIVITY

### A. Panama

Mr. Jeffery Boyer, Environmental Planner, and Mr. Jorge Avalos, Civil (Sanitary) Engineer, worked in the preparation of a technical manual for environmental design and construction for Panama projects 525-HG-009 and 011. They were assisted in this endeavor by Mr. Paul Gabele, Architect, whose contribution was provided in the form of site-design services. The manual, which is to be used by technicians of Panama's Ministry of Housing in connection with site planning and construction for the above-mentioned projects, was prepared in response to request for services of January 4. Completion of the document is scheduled for April 4.

B. Liberia

Mr. F. Denis Light, Civil (Sanitary) Engineer, visited Liberia during the period January 13 - February 5 to provide technical assistance to that country's National Housing Authority in the area of environmental-engineering services. Specifically, the technician's task consisted of (1) evaluating existing upgrading plans for the West Point site of the low-income project; (2) providing preliminary design layouts and plans for surface water drainage, sewage disposal and water distribution for the upgrading area; (3) determining and evaluating off-site activities required to implement infrastructure systems; (4) preparing pre-engineering costing for roads, water, sewage, and drainage; and (5) determining the effects of stormwater sewage disposed on upgrading area. The consultant's trip reports on the West Point and New Georgia sites were submitted to the Office of Housing on February 15, and the Krutown site report was submitted to DS/H on March 13.

C. El Salvador

Pursuant to a verbal request from the Office of Housing to the effect that a team was needed to travel to El Salvador to prepare a Project Paper for the 519-HG-006 project (see III.A.4, Contract 1718 Report), Mr. Jorge Avalos was retained by the National Savings and Loan League to provide sanitation-engineering services toward the team's effort. Mr. Avalos' field

work was carried out during the period January 29 - February 16, and his contribution toward the assignment was reflected in the team's report, submitted to the Office of Housing on March 11.

D. Honduras

1. INVA Turnkey Program - Mr. Ismael Rios-Sanchez traveled to Honduras for the purpose of providing technical assistance to INVA with respect to implementing turnkey procedures related to the Housing Guaranty Program being developed by that institution. This assignment, conducted as a follow-up to Mr. Rios' earlier mission (see October/December report) was carried out during the period February 24 to March 1, and the ensuing report was submitted to the Office of Housing on March 24.

2. Project Paper - In response to request for services of February 7, Mr. Jorge Avalos visited Honduras as a member of a team assigned the task of preparing a Project Paper. Mr. Avalos' specific input toward this assignment was the preparation of the technical analysis section of the Urban Upgrading PP, focussing upon the engineering/technical, as well as environmental, considerations. The consultant's field work was carried out February 26 - March 13; and inasmuch as the preparation of the Project Paper was the responsibility of another AID contractor, his

report was coordinated accordingly.

E. Azores

In the aftermath of the earthquake that severely hit three of the Azores islands on January 1, 1980, the National Savings and Loan League was asked to provide two housing experts to assist USAID/Lisbon in assessing the housing needs resulting from the quake's damage, to make recommendations concerning general project options, and to prepare other information to be used in drafting a Project Identification Document/Project Paper. Responding to this request, the National League engaged the services of Mr. John Colby to work with a member of the contractor's permanent staff on this Office of U.S. Foreign Disaster Assistance-funded mission. Mr. Colby's field assignment was performed during the period February 14 - March 17, and the team's report, in the form of a draft Project Paper, was scheduled for completion in the early part of April.

III. STAFF ACTIVITIES

A. Meetings Attended

A detailed list of meetings attended by members of the contract staff and consultants is attached as Exhibit 1.

B. Field Work

1. Guinea January 13 - February 7

In response to request for services of December 6, 1979, Mr. Abad Ramirez, Shelter Planning and Design Specialist, participated in the shelter sector assessment of Guinea, providing analyses of regulations, land costs, and the construction industry. The team's full report of findings and recommendations was being written at the conclusion of the reporting period, with completion scheduled for late April; and an executive summary was submitted to the Office of Housing on March 23.

2. Azores February 18 - March 8

As described in II.E. above, a team of housing experts visited the Azores to assess the islands' housing needs as a result of the damage caused by the January 1, 1980 earthquake. Mr. Frank Senold, Senior Shelter Program Design and Monitoring Specialist, was the staff participant in this assignment.

3. Honduras March 24 - April 2

Pursuant to request for services of March 26, Mr. Abad Ramirez traveled to Honduras to prepare the environmental assessment section of the 522-HG-006 Project Paper. Specifically, the NSLL technician

reviewed and refined the existing draft of the PP's engineering/technical analysis and examined cost estimates, plans, and schematics proposed for urban upgrading activities.

C. · Other Work Performed by Staff

1. El Salvador - Pursuant to request of January 4, a draft of the Initial Environmental Examination for Project 519-HG-006 was reviewed, and the report of findings and recommendations was submitted to the Office of Housing on January 9.
2. Water Purification System - A review was made of Katadyn Mobile Potable Water Purification System proposal, and a report with recommendations as to its applicability in regard to Housing Guaranty projects was submitted to the Office of Housing on January 11.
3. Portugal - The preliminary report on the recently-under-taken status review of combined HG-001/AID-005 and HG-002/AID-008 projects was completed and submitted to the Office of Housing on January 11.
4. Asbestos Roofing - In response to a verbal request from DS/H staff, research was conducted on the effects of asbestos roofing on the environment and a report of findings submitted to the Office of Housing by letter dated January 21.

5. Emergency Shelter - A report containing considerations on emergency shelter and its long-term effects on the environment was prepared and submitted to the Office of Housing on February 5.

6. Industrialized Housing - in compliance with the request dated February 21, French and Spanish translations of the publication "Industrialized Housing" were reviewed and suggested changes submitted to the Office of Housing on February 21.

7. Peru

a. Contracting Procedures - A review of the Peruvian government's bidding and contracting procedures was conducted and findings reported to the Office of Housing on January 24.

b. 527-HG-011 Project - In response to request for services of March 3, assistance was provided to the Office of Housing in drafting the environmental sections of the Peru 011 Project Paper. The work was completed and presented to DS/H on March 12.

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IV. FINANCIAL STATUS

	Budget Amount	Expended from 4/1/76 thru 3/31/80	Unexpended Balance
Salaries & Wages	\$ 821,103	\$ 651,473	\$169,630
Fringe Benefits	226,576	161,233	65,343
Consultant Fees	525,959	413,619	112,340
Travel & Transportation	338,092	236,445	101,647
Equipment, Materials & Supplies	10,819	9,230	1,589
Other Direct Costs	<u>185,137</u>	<u>145,620</u>	<u>39,517</u>
Total Direct Costs	2,107,686	1,617,620	490,066
Overhead @ 26%	<u>547,999</u>	<u>420,581</u>	<u>127,418</u>
TOTAL COSTS	\$2,655,685	\$2,038,201	\$617,484

MEETINGS ATTENDED

NAME	SUBJECT	PLACE	DATE
Weber	El Salvador	DS/H	1/4/80
Boyer	Soil Erosion & Sedimentation Presentation	State	1/31/80
Weber	Peru	DS/H	2/13/80
Weber	Peru & Disaster Relief	AID/OFDA	2/29/80
Boyer	Panama	DS/H	3/6/80
Senold	Azores	State	3/11/80
Senold	Azores	DS/H	3/13/80
Avalos	El Salvador	DS/H	3/17/80
Senold	Azores	DS/H	3/18/80
Weber	Mauritius	DS/H	3/20/80
Weber	Mauritius	State	3/21/80
Senold	Azores	DS/H	3/25/80