AUTHENTICATED
U.S. GOVERNMENT
INFORMATION
GPO



**Regional Offices—Federal Trade Commission**

| Region | Address | Director |
|---|---|---|
| East Central (DC, DE, MD, MI, OH, PA, VA, WV) | Suite 200, 111 Superior Ave., Cleveland, OH 44114 | John Mendenhall |
| Midwest (IA, IL, IN, KS, KY, MN, MO, ND, NE, SD, WI) | Suite 1860, 55 Monroe St., Chicago, IL 60603–5701 | C. Steven Baker |
| Northeast (CT, MA, ME, NH, NJ, NY, RI, VT) | Suite 318, One Bowling Green, New York, NY 10004 | Barbara Anthony |
| Northwest (AK, ID, MT, OR, WA, WY) | Suite 2896, 915 2d Ave., Seattle, WA 98174 | Charles A. Harwood |
| Southeast (AL, FL, GA, MS, NC, SC, TN) | Suite 5M35, 60 Forsyth St., SW., Atlanta, GA 30303 | Andrea Foster |
| Southwest (AR, LA, NM, OK, TX) | Suite 2150, 1999 Bryan St., Dallas, TX 75201–0101 | Thomas B. Carter |
| Western (AZ, CA, CO, HI, NV, UT) | Suite 700, 10877 Wilshire Blvd., Los Angeles, CA 90024<br>Suite 570, 901 Market St., San Francisco, CA 94103 | Jeffrey A. Klurfeld |

## Sources of Information

**Contracts and Procurement** Persons seeking to do business with the Federal Trade Commission should contact the Assistant CFO for Acquisitions, Federal Trade Commission, Washington, DC 20580. Phone, 202–326–2258. Fax, 202–326–3529. Internet, www.ftc.gov.

**Employment** Civil service registers are used in filling positions for economists, accountants, investigators, and other professional, administrative, and clerical personnel. The Federal Trade Commission employs a sizable number of attorneys under the excepted appointment procedure. All employment inquiries should be directed to the Director of Human Resources Management, Federal Trade Commission, Washington, DC 20580. Phone, 202–326–2021. Fax, 202–326–2328. Internet, www.ftc.gov.

**General Inquiries** Persons desiring information on consumer protection or restraint of trade questions, or to register a complaint, should contact the Federal Trade Commission (phone, 202–326–2222 or 877–382–4357 (toll free)) or the nearest regional office. Complaints may also be filed on the Internet at www.ftc.gov.

**Publications** Consumer and business education publications of the Commission are available through the Consumer Response Center, Federal Trade Commission, Washington, DC 20580. Phone, 202–382–4357 (FTC–HELP) or 877–382–4357 (toll free). TTY, 202–326–2502. Internet, www.ftc.gov.

**For further information, contact the Office of Public Affairs, Federal Trade Commission, 600 Pennsylvania Avenue NW., Washington, DC 20580. Phone, 202–326–2180. Fax, 202–326–3676. Internet, www.ftc.gov.**

# GENERAL SERVICES ADMINISTRATION

*1800 F Street NW., Washington, DC 20405*
*Phone, 202–708–5082. Internet, www.gsa.gov.*

| | |
|---|---|
| Administrator of General Services | STEPHEN A. PERRY |
| Deputy Administrator | DAVID L. BIBB, *Acting* |
| Chief of Staff | DANIEL R. LEVINSON |
| Deputy Chief of Staff | A. TONI LEWIS HAZLEWOOD, *Acting* |
| Chairman, GSA Board of Contract Appeals | STEPHEN M. DANIELS |
| Inspector General | WILLIAM R. BARTON |
| General Counsel | GEORGE BARCLAY, *Acting* |

| | |
|---|---|
| Associate Administrator for Child Care | BONNIE STORM, *Acting* |
| Associate Administrator for Civil Rights | MADELINE CALIENDO |
| Associate Administrator for Communications | BILL BEARDEN, *Acting* |
| Associate Administrator for Congressional and Intergovernmental Affairs | GLYNIS BELL, *Acting* |
| Associate Administrator for Enterprise Development | (VACANCY) |
| Chief Financial Officer | WILLIAM B. EARLY, JR. |
| Chief Information Officer | MICHAEL W. CARLETON |
| Chief Knowledge Officer | JUNE V. HUBER, *Acting* |
| Chief People Officer | GAIL T. LOVELACE |

**FEDERAL SUPPLY SERVICE**

*Washington, DC 20406*
*Phone, 703–305–6667. Fax, 703–305–6577.*

| | |
|---|---|
| Commissioner | DONNA BENNETT |
| Deputy Commissioner | LESTER D. GRAY |
| Chief of Staff | BARNEY BRASSEUX |
| Assistant Commissioner for Acquisition | CAROLYN ALSTON |
| Assistant Commissioner for Business Management and Marketing | GARY FEIT |
| Assistant Commissioner for Contract Management | PATRICIA MEAD |
| Assistant Commissioner for Transportation and Property Management | JOSEPH JEU |
| Assistant Commissioner for Vehicle Acquisition and Leasing Services | (VACANCY) |
| Assistant Commissioner for Enterprise Planning | JOHN R. ROEHMER |
| Assistant Commissioner for Supply | WOODY L. LANDERS |
| Chief Information Officer | DONALD P. HEFFERNAN |
| Comptroller | JON JORDAN |

**FEDERAL TECHNOLOGY SERVICE**

*10304 Eaton Place, Fairfax, VA 22030*
*Phone, 703–306–6020*

| | |
|---|---|
| Commissioner | SANDRA N. BATES |
| Chief of Staff | CHERYL WARD |
| Special Assistant to the Commissioner | KENNETH J. BUCK |
| Deputy Commissioner | CHARLES SELF |
| Assistant Commissioner for Acquisition | C. ALLEN OLSON |
| Assistant Commissioner for Information Assurance and Critical Infrastructure Protection | SALLIE MCDONALD |
| Assistant Commissioner for Information Technology Integration | ROBERT E. SUDA |
| Assistant Commissioner for Regional Services | MARGARET BINNS |
| Assistant Commissioner for Sales | MARY G.R. WHITLEY |
| Assistant Commissioner for Service Delivery | FRANK E. LALLEY |

| | |
|---|---|
| Assistant Commissioner for Service Development | JOHN JOHNSON |
| Assistant Commissioner for Strategic Planning and Business Development | PAUL TENNESSEE, *Acting* |
| Chief Financial Officer | A. ANTHONY TISONE |
| Chief Information Officer | JIMMY S. PARKER |

**PUBLIC BUILDINGS SERVICE**

*1800 F Street NW., Washington, DC 20405*
*Phone, 202–501–1100*

| | |
|---|---|
| Commissioner | PAUL CHISTOLINI, *Acting* |
| Chief of Staff | JOSEPH G. GERBER, *Acting* |
| Deputy Commissioner | WILLIAM B. JENKINS, *Acting* |
| Assistant Commissioner for Business Performance | BRIAN K. POLLY, *Acting* |
| Assistant Commissioner for the Federal Protective Service | RICHARD YAMAMOTO, *Acting* |
| Assistant Commissioner for Portfolio Management | PAUL LYNCH, *Acting* |
| Assistant Commissioner for Property Disposal | HILARY PEOPLES, *Acting* |
| Chief Architect | EDWARD FEINER |
| Chief Financial Officer | CHARLES D'AGOSTINO, *Acting* |
| Chief Information Officer | MAY MCNEW |

**OFFICE OF GOVERNMENTWIDE POLICY**

*1800 F Street NW., Washington, DC 20405*
*Phone, 202–501–8880*

| | |
|---|---|
| Associate Administrator for Governmentwide Policy | G. MARTIN WAGNER |
| Deputy Associate Administrator for Governmentwide Policy | JOHN G. SINDELAR |
| Deputy Associate Administrator for Acquisition Policy | DAVID A. DRABKIN |
| Deputy Associate Administrator for Electronic Commerce | MARY J. MITCHELL |
| Deputy Associate Administrator for Information Technology | JOAN C. STEYAERT |
| Deputy Associate Administrator for Intergovernmental Solutions | FRANCIS A. MCDONOUGH |
| Deputy Associate Administrator for Real Property | DAVID L. BIBB |
| Deputy Associate Administrator for Transportation and Personal Property | REBECCA R. RHODES |

[For the General Services Administration statement of organization, see the *Code of Federal Regulations,* Title 41, Part 105–53]

---

*The General Services Administration establishes policy for and provides economical and efficient management of Government property and records, including construction and operation of buildings; procurement and distribution of supplies; utilization and disposal of real and personal property; transportation, traffic, and*

*communications management; and management of the governmentwide automatic data processing resources program.*

The General Services Administration (GSA) was established by section 101 of the Federal Property and Administrative Services Act of 1949 (40 U.S.C. 751).

**Contract Appeals** The General Services Administration Board of Contract Appeals is responsible for resolving disputes arising out of contracts with the General Services Administration and other Government agencies. The Board is also empowered to hear and decide requests for review of transportation audit rate determinations; claims by Federal civilian employees regarding travel and relocation expenses; and claims for the proceeds of the sale of property of certain Federal civilian employees. In addition, the Board provides alternative dispute resolution services to executive agencies in both contract disputes which are the subject of a contracting officer's decision and other contract-related disputes. Although the Board is located within the agency, it functions as an independent tribunal.

**For further information, contact the Board of Contract Appeals, General Services Administration, Washington, DC 20405. Phone, 202–501–0585.**

**Domestic Assistance Catalog** The Federal Domestic Assistance Catalog Program collects and disseminates information on all federally operated domestic assistance programs such as grants, loans, and insurance. This information is published annually in the *Catalog of Federal Domestic Assistance*.

**For further information, contact the Federal Domestic Assistance Catalog staff. Phone, 202–708–5126.**

**Governmentwide Policy** The Office of Governmentwide Policy (OGP) collaborates with the Federal community to develop policies and guidelines, provide education and training, and identify best practices in the areas served by GSA's business lines: real property and personal property; travel and transportation; acquisition; information technology (IT) and electronic commerce; regulatory information; and use of Federal advisory committees.

The Office of Acquisition Policy provides resources to support the Federal acquisition system. The Office researches, develops, and publishes policy guidance, provides career development services for the Federal acquisition work force, and reports on more than 20 million contract actions annually. For further information, call 202–501–1043. For electronic access, contact www.arnet.gov.

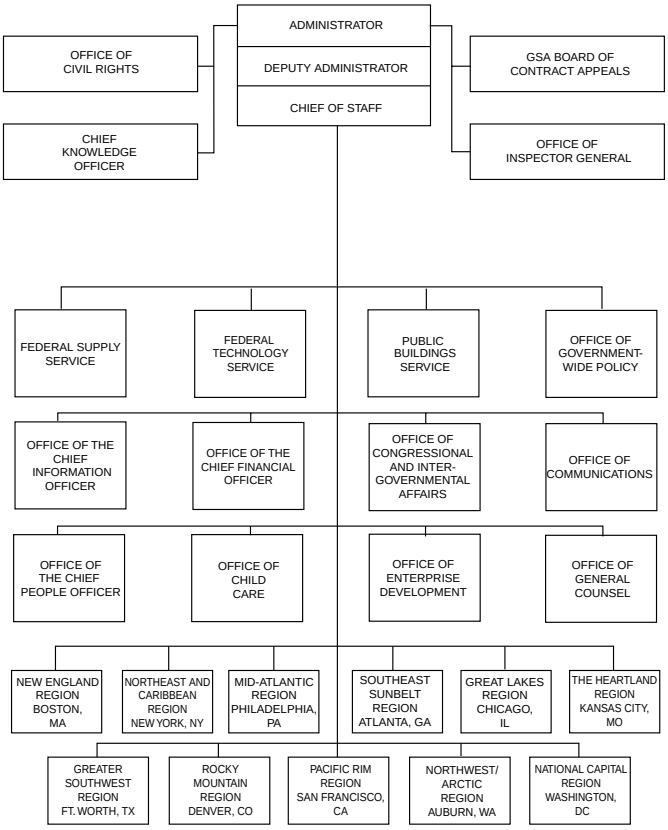
The Office of Electronic Commerce develops electronic commerce policies for the Federal Government, including managing with the Department of Defense an electronic commerce program office which monitors and provides support for interagency efforts for electronic commerce across the Government and working with other agencies and with the private sector to develop and promote the use of standardized card technologies in order to advance a more streamlined electronic Government. For further information, call 202–501–1667.

The Office of Information Technology provides executive and interagency information technology (IT) support. The Office also supports the Government Information Technology Services Board and provides IT tools to support agencies' missions. For further information, call 202–501–0202.

The Office of Intergovernmental Solutions serves as a worldwide expert and unique resource on intergovernmental IT issues. The Office uses its expertise to help resolve common IT challenges at all levels of Government. For more information, call 202–501–0291.

The Office of Real Property provides leadership in the use and management of real property. It is responsible for the development, coordination, administration, and issuance of governmentwide management principles, guidelines, regulations, standards, criteria, and policies that relate to real

## GENERAL SERVICES ADMINISTRATION



property and asset management. Real property programs include real estate operation and management, acquisition, disposal, design, construction, space standards, delegations, safety and environmental issues, and workplace initiatives including telecommuting and cooperative administration support units, whereby agencies share in the cost and use of common administrative services. For further information, call 202–510–0856.

The Office of Transportation and Personal Property develops governmentwide policies for personal property utilization, donation, and sales, and participates in the development and evaluation of governmentwide issues, legislation, policies, and objectives related to travel, transportation, mail, personal property, aircraft, and the motor vehicle fleet management. For further information, call 202–501–1777.

The Regulatory Information Service Center compiles and disseminates information about Federal regulatory activity. The principal publication of the Center is the *Unified Agenda of Federal Regulatory and Deregulatory Actions,* which is published in the *Federal Register* every spring and fall. For further information, call 202–482–7345.

The Committe Management Secretariat plans, develops, evaluates, and directs a governmentwide program for maximizing the value-added role of public participation in Federal decisionmaking through Federal Advisory Committees. For further information, call 202–273–3565.

**For further information, contact the Office of Governmentwide Policy. Phone, 202–501–8880. Internet, policyworks.gov.**

**Enterprise Development** The Office of Enterprise Development focuses on programs, policy, and outreach to assist the small business community nationwide in doing business with GSA.

**For further information, call 202–501–1021. Internet, www.gsa.gov/oed.**

**Small Business Centers—General Services Administration**

| Region | Address | Telephone |
|---|---|---|
| National Capital—Washington, DC | Rm. 1050, 7th & D Sts. SW., 20407 | 202–708–5804 |
| New England—Boston, MA | Rm. 290, 10 Causeway St., 02222 | 617–565–8100 |
| Northeast and Caribbean—New York, NY | Rm. 18–130, 26 Federal Plz., 10278 | 212–264–1234 |
| Mid-Atlantic—Philadelphia, PA | Rm. 808, 100 Penn Sq. E., 19107–3396 | 215–656–5525 |
| Southeast Sunbelt—Atlanta, GA | Rm. 2832, 401 W. Peachtree St. NW., 30303 | 404–331–5103 |
| Great Lakes—Chicago, IL | Rm. 3714, 230 S. Dearborn St., 60604 | 312–353–5383 |
| Heartland—Kansas City, MO | Rm. 1160, 1500 E. Bannister Rd., 64131 | 816–926–7203 |
| Southwest—Fort Worth, TX | Rm. 11A09, 819 Taylor St., 76102 | 817–978–3284 |
| Rocky Mountain—Denver, CO | Rm. 145, Denver Federal Ctr., 80225–0006 | 303–236–7408 |
| Pacific Rim—San Francisco, CA | Rm. 405, 450 Golden Gate Ave., 94102 | 415–522–2700 |
| Satellite office—Los Angeles, CA | Rm. 3259, 300 N. Los Angeles St., 90012 | 213–894–3210 |
| Northwest/Arctic—Auburn, WA | 400 15th St. SW., 98001 | 253–931–7956 |

## Federal Technology Service

The Federal Technology Service (FTS) delivers reimbursable local and long-distance telecommunications, information technology (IT), and information security services to Federal agencies. Its mission is to provide IT solutions and network services to support its customers' missions worldwide through its business lines.

The network services business line enables FTS to provide its customers end-to-end telecommunications services. Included in this business line are the the FTS2001 contracts that provide world-class, worldwide long-distance telecommunications services including low-cost, state-of-the-art voice, data, and video telecommunications and the local telecommunications service that provides local voice and data telecommunications to Federal agencies nationwide

The IT solutions business line helps agencies acquire, manage, integrate, and use IT resources and protect the security of Federal information.

The smart card business line offers services to other Federal agencies including standardization of smart cards and building an open smart card system configuration consistent with industry standards.

The Federal Relay Service (TTY, 800–877–8339) ensures that all citizens—hearing individuals and individuals who are deaf, hard of hearing, or speech-disabled—have equal access to the Federal telecommunications system and enables Federal employees to conduct official duties and the general public to conduct business with the Federal Government and its agencies.

**For further information, contact the Federal Technology Service. Phone, 703–306–6000.**

## Federal Supply Service

The Federal Supply Service (FSS) supports Federal agencies worldwide by providing them with supplies and services each year. By taking advantage of the Government's aggregate buying power, FSS achieves significant savings for both the customer and the taxpayer. Its programs are an important link in the Government's efforts to protect the environment and to give back to the community for the public benefit. FSS carries out its mission through the following four business lines:

—the supply and procurement business line operates a worldwide supply system to contract for and distribute personal property and services to Federal agencies. It offers convenience, quality, best value, and choice by making available a wide array of commercial products and services, from office equipment and supplies, paint, tools, IT equipment and software, and furniture, to contracts for services such as purchase cards, auditing and financial management, and airline travel.

—the vehicle acquisition and leasing services business line buys and leases new vehicles to provide Federal agencies with a modern fleet and timely replacement of vehicles, lower lease costs, professional maintenance management, and a selection of alternative-fuel vehicles. The GSA fleet is the largest alternative-fuel vehicle fleet in the Federal Government.

—the personal property business line helps to maximize the Government's investment in personal property as well as to serve the public benefit.

—the travel and transportation business line provides Federal agencies with easy access to commercial sources that can arrange employee travel or ship parcels, freight, and household goods.

**For more information, contact the Federal Supply Service, Washington, DC 20406. Phone, 703–305–5600. Internet, www.fss.gsa.gov.**

## Public Buildings Service

The Public Buildings Service (PBS) provides work environments for over a million Federal employees nationwide. Since 1949, PBS has served as a builder, developer, lessor, and manager of federally owned and leased properties. It provides a full range of real estate services, property management, construction and repairs, security services, property disposal, and overall portfolio management.

**For further information, contact the Office of the Commissioner, Public Buildings Service. Phone, 202–501–1100. Internet, www.pbs.gov/pbs.**

**Regional Offices—General Services Administration**

| Region | Address | Administrator |
|---|---|---|
| New England | Boston, MA (10 Causeway St., 02222) | Robert J. Dunfey, Jr. |
| Northeast and Caribbean | New York, NY (26 Federal Plz., 10278) | Thomas J. Ryan |
| Mid-Atlantic | Philadelphia, PA (100 Penn Sq. E., 19107–3396) | James A. Williams, *Acting* |
| Southeast Sunbelt | Atlanta, GA (Suite 2800, 401 W. Peachtree St. NW., 30365) | Carol A. Dortch |
| Great Lakes | Chicago, IL (230 S. Dearborn St., 60604) | William C. Burke |
| The Heartland | Kansas City, MO (1500 E. Bannister Rd., 64131) | Glen W. Overton |
| Greater Southwest | Fort Worth, TX (819 Taylor St., 76102) | John Pouland |
| Rocky Mountain | Denver, CO (Bldg. 41, Denver Federal Ctr., 80225–0006) | Susan B. Damour |
| Pacific Rim | San Francisco, CA (5th Fl., 450 Golden Gate Ave., 94102) | Kenn N. Kojima |
| Northwest/Arctic | Auburn, WA (GSA Ctr., 400 15th St. SW., 98002) | L. Jay Pearson |
| National Capital | Washington, DC (7th & D Sts. SW., 20407) | Nelson B. Alcalde |

## Sources of Information

**Contracts** Individuals seeking to do business with the General Services Administration may obtain detailed information from the Business Service Centers listed in the preceding text. Inquiries concerning programs to assist small business should be directed to one of the Business Service Centers.

**Electronic Access** Information about GSA is available electronically through the Internet, at www.gsa.gov.

**Employment** Inquiries and applications should be directed to the Human Resources Division (CPS), Office of Human Resources, General Services Administration, Washington, DC 20405. Phone, 202–501–0370.

**Fraud and Waste** Contact the Inspector General's Office. Phone, 202–501–1780, or 800–424–5210 (toll-free).

**Freedom of Information and Privacy Act Requests** Inquiries concerning policies pertaining to Freedom of Information Act and Privacy Act matters should be addressed to the GSA FOIA or Privacy Act Officer, General Services Administration, Room 7136, Washington, DC 20405. Phone, 202–501–2262 or 202–501–3415. Fax, 202–501–2727.

**Property Disposal** Inquiries about the redistribution or competitive sale of surplus real property should be directed to the Office of Property Disposal, Public Buildings Service, Eighteenth and F Streets NW., Washington, DC 20405. Phone, 202–501–0210.

**Public and News Media Inquiries** Inquiries from both the general public and news media should be directed to the Office of Communications, General Services Administration, Eighteenth and F Streets NW., Washington, DC 20405. Phone, 202–501–1231.

**Publications** Many publications are available at moderate prices through the bookstores of the Government Printing Office. Others may be obtained free or at production cost from a Small Business Center. The telephone numbers and addresses of the Government Printing Office bookstores are listed in local telephone directories. If a publication is not distributed by any of the stores, inquiries should be directed to the originating agency's service or office. The addresses for inquiries are:

Public Buildings Service (P), General Services Administration, Washington, DC 20405

Federal Supply Service (F), General Services Administration, Washington, DC 20406

Office of Finance (BC), General Services Administration, Washington, DC 20405

Federal Technology Service (T), General Services Administration, 10304 Eaton Place, Fairfax, VA 22030

For a free copy of the *U.S. Government TTY Directory*, contact the Federal Consumer Information Center, Department TTY, Pueblo, CO 81009. Phone, 888–878–3256. Internet, www.gsa.gov/frs. For a free copy of the quarterly *Consumer Information Catalog,* including information on food, nutrition, employment, Federal benefits, the environment, fraud, privacy and Internet issues, investing and credit, and education, write to the Federal Consumer Information Center, Pueblo, CO 81009. Phone, 888–PUEBLO (888–878–3256) (toll-free). Internet, www.pueblo.gsa.gov. For information about Federal programs and services, call the Federal Consumer Information Center's toll-free National Contact Centers at 800–688–9889, Monday through Friday from 9 a.m. to 8 p.m. eastern time.

For a free copy of the *Federal Relay Service Brochure*, contact the GSA Federal Telecommunications Service. Phone, 703–904–2848. TTY, 703–904–2440.

**Small Business Activities** Inquiries concerning programs to assist small businesses should be directed to one of the Small Business Centers listed in the preceding text.

**Speakers** Inquiries and requests for speakers should be directed to the Office of Communications (X), General Services Administration, Washington, DC 20405 (phone, 202–501–0705); or contact the nearest regional office.

**For further information concerning the General Services Administration, contact the Office of Communications (X), General Services Administration, Washington, DC 20405. Phone, 202–501–0705. Internet, www.gsa.gov.**

# INTER–AMERICAN FOUNDATION

*901 North Stuart Street, Arlington, VA 22203*
*Phone, 703–306–4301. Internet, www.iaf.gov.*

*Board of Directors:*

| | |
|---|---|
| Chair | FRANK D. YTURRIA |
| Vice Chair | PATRICIA HILL WILLIAMS |
| Directors | FRED P. DUVAL, PATRICIA HILL WILLIAMS, FRANK D. YTURRIA, (4 VACANCIES) |

*Staff:*

| | |
|---|---|
| President | DAVID VALENZUELA |
| General Counsel | CAROLYN KARR |
| Director of Evaluation and Dissemination | EMILIA RODRIGUEZ-STEIN |
| Director for External Affairs | PATRICK BRESLIN |
| Vice President for Programs | LINDA P. BORST |

*The Inter-American Foundation is an independent Federal agency that supports social and economic development in Latin America and the Caribbean. It makes grants primarily to private, indigenous organizations that carry out self-help projects benefiting poor people.*

The Inter-American Foundation (IAF) was created in 1969 (22 U.S.C. 290f) as an experimental U.S. foreign assistance program. IAF works in Latin America and the Caribbean to promote equitable, participatory, and sustainable self-help development by awarding grants directly to local organizations throughout the region. It also enters into partnerships with public and private sector entities to scale up support and mobilize local, national, and international resources for grassroots development. From all of its innovative funding experiences, the Foundation extracts lessons learned and best practices to share with other donors and development practitioners throughout the hemisphere.

IAF is governed by a nine-person Board of Directors appointed by the President with the advice and consent of the Senate. Six members are drawn from the private sector and three from the Federal Government. The Board of Directors appoints the President of IAF.

**For further information, contact the Office of the President, Inter-American Foundation, 901 North Stuart Street, Arlington, VA 22203. Phone, 703–306–4301. Internet, www.iaf.gov.**