



Smithsonian Institution Archives

Museum Support Center Records, circa 1974-1987

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Table of Contents

Collection Overview	1
Administrative Information	1
Descriptive Entry.....	1
Names and Subjects	1
Container Listing	3

Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Museum Support Center Records
Identifier:	Accession 95-027
Date:	circa 1974-1987
Extent:	27 cu. ft. (27 record storage boxes)
Creator::	Smithsonian Institution. Assistant Secretary for Museum Programs
Language:	English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 95-027, Smithsonian Institution, Assistant Secretary for Museum Programs, Museum Support Center Records

Descriptive Entry

This accession consists primarily of the files of W. Donald Duckworth and Catherine J. Kerby as Special Assistants to the Assistant Secretary for Museum Programs to coordinate the development and construction of the Museum Support Center (MSC). The records include correspondence, memoranda, plans, blueprints, bids, fiscal records, shop drawings, meeting minutes and notes, publications, reports, and related materials. Most of the records seem to concern the construction of cabinets and storage pods at MSC. Also included are materials concerning initial planning for MSC, congressional legislation concerning MSC, and the movement of National Museum of Natural History (NMNH) collections to MSC. They also include files created by Paul N. Perrot.

Names and Subject Terms

This collection is indexed in the online catalog of the Smithsonian Institution under the following terms:

Subjects:

- Museum storage facilities
- Museums -- Administration
- Museums -- Collection management

Types of Materials:

- Architectural drawings
- Books

Drawings
Manuscripts

Names:

Duckworth, W. Donald
Kerby, Catherine
Perrot, Paul N.
Smithsonian Institution. Museum Support Center

Container Listing

Box 1

- Box 1 of 27 Shop Drawings - W&W Steel
- Box 1 of 27 Submittals and/or approvals (1, 2, & 3 of 9)
- Box 1 of 27 Submittals and/or approvals (4, 5, & 6 of 9)

Box 2

- Box 2 of 27 Submittals and/or approvals (7, 8, & 9 of 9)
- Box 2 of 27 Log of submittals from Davis Corporation
- Box 2 of 27 Materials regarding a claim by the Davis Corporation (8 folders)

Box 3

- Box 3 of 27 Freedom of Information Act (FOIA)
- Box 3 of 27 Cabinet Pre-Reprocurement
- Box 3 of 27 Davis Complaint (4 folders)
- Box 3 of 27 List of Specs and Drawings - Museum Support Center (MSC)
- Box 3 of 27 Smithsonian Institution (SI) - Interior Steel Chronology, 1985-1986
- Box 3 of 27 Davis Complaint
- Box 3 of 27 Construction Methods - Davis
- Box 3 of 27 Metcalf to Davis Corporation
- Box 3 of 27 Davis documents pulled from notebooks not given to reprocurement engineers
- Box 3 of 27 Jamestown
- Box 3 of 27 Floor Sealer

Box 3 of 27 Discussion and Meeting Notes

Box 4

Box 4 of 27 Documents copied by Davis from SI Archives

Box 4 of 27 Interior Steel/Davis Correspondence

Box 4 of 27 Planning documents, 1980-1982

Box 4 of 27 1982/1983? Apparently concerning storage equipment

Box 4 of 27 Davis claims

Box 4 of 27 Cabinet drawings

Box 5

Box 5 of 27 SI/General Services Administration (GSA) correspondence

Box 5 of 27 ISE correspondence to Davis (2 folders)

Box 5 of 27 Metcalf meeting notes (2 folders)

Box 5 of 27 Davis correspondence

Box 5 of 27 "Historical Summary of MSC Planning"

Box 5 of 27 General construction reprocurement

Box 5 of 27 GSA correspondence

Box 5 of 27 1984 comments, etc. on submissions; 1985 notes, compactor frames (2 folders)

Box 5 of 27 General construction reprocurement; minutes; personal notes (3 folders)

Box 6

Box 6 of 27 Q.C. Cabinet comments

Box 6 of 27 Entomology/Herbarium Cabinets

Box 6 of 27 General construction reprocurement - Metcalf/KCF correspondence

Box 6 of 27 C.S. equipment, Pods 1, 2, & 4. Grunley minutes (2 folders)

Box 6 of 27 Grunley Submissions

Box 6 of 27 Shelving cabinets

Box 6 of 27 Herbarium Cabinets

Box 6 of 27 Drawer Cabinets

Box 7

Box 7 of 27 Herbarium/Entomology Cabinets

Box 7 of 27 Cabinet KCF correspondence

Box 7 of 27 ISE documents

Box 7 of 27 Fluor Daniel

Box 7 of 27 Specifications reviewed during preparation of reprocurement cabinet documents

Box 7 of 27 ISE Catalog, 1983

Box 7 of 27 Slabs, fumigants (MCORI -26)

Box 7 of 27 Cabinet reprocured during Fluor Daniel time

Box 7 of 27 Shelving cabinet solicitation (2 folders)

Box 7 of 27 Miscellaneous records regarding the construction of pods

Box 8

Box 8 of 27 Metcalf to GSA

Box 8 of 27 1982 documents

Box 8 of 27 Concrete Proposal

Box 8 of 27	Davis correspondence (2 folders)
Box 8 of 27	Notes and comments
Box 8 of 27	ISE to SI
Box 8 of 27	Notebook (Layouts and Anthropology Inventory)
Box 8 of 27	Specifications for Cabinets
Box 8 of 27	Legal (2 folders)
Box 8 of 27	CPA construction schedule, 1984 (oversize)
Box 9	
Box 9 of 27	Files regarding SI contracts with Interior Steel and Davis Corporation for building storage equipment for MSC (21 folders)
Box 10	
Box 10 of 27	Shelving, etc. Tests
Box 10 of 27	Use of wood for storage
Box 10 of 27	Schedules
Box 10 of 27	ESD - Budget, contract, C. S. Tennessee State, specs, adaptors (4 folders)
Box 10 of 27	Notebook (storage equipment) (3 folders)
Box 10 of 27	MSC - Tentatives
Box 10 of 27	Space Studies (3 folders)
Box 10 of 27	Project meetings
Box 11	
Box 11 of 27	MSC - Review materials extracted from files
Box 11 of 27	Photographs of medals and renderings (MSC)

Box 11 of 27	Museum support facility initial plan
Box 11 of 27	Miscellaneous space studies (3 folders)
Box 11 of 27	KRH Contracts and Correspondence
Box 11 of 27	Cabinet Information during Fluor Daniel
Box 11 of 27	ISE Questionnaire
Box 11 of 27	Internal Memos
Box 11 of 27	Miscellaneous
Box 11 of 27	d'Ambrosio
Box 11 of 27	Cabinets and JT drawings
Box 11 of 27	Smithsonian reprocurement (2 folders)
Box 11 of 27	Kerby notes, book #1. RCPS: 225-281 (2 folders)
Box 11 of 27	Kerby notes, book #2
Box 11 of 27	CAL enclosure tests
Box 12	
Box 12 of 27	Kerby notes, undated (2 folders)
Box 12 of 27	General construction reprocurement; GSA correspondence and government specs.
Box 12 of 27	Original claim filed by Davis (2 folders)
Box 12 of 27	Material regarding claim filed by Davis Corporation (4 folders)
Box 12 of 27	Storage systems
Box 12 of 27	1979
Box 12 of 27	Report for Regents re: storage equipment (1987)

Box 12 of 27 Requisition: prints from original drawings

Box 12 of 27 Office of Design and Construction - Botany

Box 12 of 27 Whole Pod

Box 12 of 27 Invertebrate Zoology

Box 12 of 27 Vertebrate Zoology

Box 12 of 27 SOSC

Box 13

Box 13 of 27 MSC move (7 folders)

Box 13 of 27 Moving expenses

Box 13 of 27 Kerby notes, book #1. RCDS 1-224. 3 volumes.

Box 13 of 27 MSC concrete proposal

Box 14

Box 14 of 27 Specifications for pods and storage equipment 1982 (2 folders)

Box 14 of 27 Specifications for pods and storage equipment 1983 (2 folders)

Box 14 of 27 Specifications for pods and storage equipment March 1983 submission (2 folders)

Box 14 of 27 Pre final submission March 1983 (2 folders)

Box 14 of 27 Pre final comments

Box 14 of 27 Hardware

Box 14 of 27 Comments

Box 14 of 27 MSC - Articles and news

Box 14 of 27 MSC - Environmental impact, 1977-1980

Box 14 of 27 MSC Brochure

Box 14 of 27 MSC Signage

Box 15

Box 15 of 27 Collection Inventory

Box 15 of 27 MSC Management

Box 15 of 27 Conservation Training Committee

Box 15 of 27 MSC - Heye Foundation Collection

Box 15 of 27 MSC Libraries

Box 15 of 27 MSC Management

Box 15 of 27 MSC - Kulig letter and announcement

Box 15 of 27 MSC - Miscellaneous

Box 15 of 27 MSC - Memoranda, 1982-1984

Box 15 of 27 MSC - Project Schedules

Box 15 of 27 MSC - Land Acquisition

Box 15 of 27 Planning Committee (National Capital Planning Commission)

Box 15 of 27 Unidentified (4 folders)

Box 15 of 27 Pods 1, 2, 4

Box 15 of 27 Personnel, MSC

Box 15 of 27 MSC Space Allocations

Box 15 of 27 MSC Special Conditions

Box 15 of 27 X-Ray Facilities

Box 15 of 27 Fume hoods

Box 15 of 27 Construction - MSC

Box 16

Box 16 of 27 MSC - Post Bid Cost Reductions

Box 16 of 27 Budget Info FY 1980

Box 16 of 27 Prince George's County Relations

Box 16 of 27 Energy and Related Resources Conservation

Box 16 of 27 Assistant Secretary Museum Programs, 1978

Box 16 of 27 MSC Hearings of March 6, 1979

Box 16 of 27 MSC - Finance

Box 16 of 27 MSC - Building Management

Box 16 of 27 Miscellaneous files of Paul Perrot (3 folders)

Box 16 of 27 MSC - Metcalf and Associates, 1979

Box 16 of 27 Unidentified (5 folders)

Box 16 of 27 Compactors

Box 16 of 27 Case and drawers

Box 16 of 27 Collection storage equipment

Box 16 of 27 MSC - Art in Architecture

Box 16 of 27 MSC - Materials extracted from files

Box 16 of 27 Notebook containing documents regarding the history of MSC

Box 16 of 27 MSC working drawings

Box 17

Box 17 of 27 MSC - Cost Revisions, 1980

Box 17 of 27 MSC - Fiscal and Programmatic Reevaluation, 1980

Box 17 of 27 Program Reports, 1978-1983

Box 17 of 27 MSC - Concept Documents

Box 17 of 27 MSC - Move

Box 17 of 27 MSC - SI-GSA Relationship

Box 17 of 27 Miscellaneous files of Donald Duckworth (8 folders)

Box 18

Box 18 of 27 Miscellaneous files of Duckworth

Box 18 of 27 MSC furnishings and equipment (2 folders)

Box 18 of 27 MSC - Senate, 1977-1980

Box 18 of 27 MSC - Value Management, 1979

Box 18 of 27 MSC - Cost Management Report

Box 18 of 27 MSC -House of Representatives, 1974-1981

Box 18 of 27 MSC - Fumigation

Box 18 of 27 MSC - Planning, 1981

Box 18 of 27 MSC - Program of Requirements

Box 18 of 27 A/E Proposals

Box 18 of 27 Miscellaneous

Box 18 of 27 Working Drawings, MSC

Box 18 of 27 MSC - Program Planning - I

Box 19

Box 19 of 27 MSC - Cooper and Lybrand Report, 1975

Box 19 of 27 MSC - Memoranda, 1977-1981

Box 19 of 27 MSC - Mid Point Review - working drawings

Box 19 of 27 Shop Drawings

Box 19 of 27 MSC - Program Planning - II

Box 19 of 27 MSC - Program Planning - III

Box 19 of 27 MSC - Program Planning - IV

Box 19 of 27 MSC - Advanced Planning, Firm Selection, 1975

Box 19 of 27 MSC - Punch List

Box 20

Box 20 of 27 MSC - Specifications - Dormstetter/Steubing, April 8, 1983

Box 20 of 27 MSC - Specifications - Zng/Angle, April 8, 1983

Box 20 of 27 MSC - Specifications - Andrews, April 8, 1983

Box 20 of 27 MSC - Specifications - Kerby, April 8, 1983

Box 20 of 27 MSC - Specifications, April 29, 1983 (3 folders)

Box 20 of 27 General comments on final submission, April 22, 1983 (Kerby) (2 folders)

Box 20 of 27 MSC 1981 (Perrot) (4 Folders)

Box 20 of 27 MSC cornerstone

Box 20 of 27 MSC space memo

Box 20 of 27 MSC sprinkler system

Box 20 of 27 Gas chromaeograph/mass spec.

Box 21

- Box 21 of 27 General correspondence and memoranda re: MSC, 1979-1980 (Perrot) (13 folders)
- Box 21 of 27 Specifications for Pods and Storage equipment - pre-final submissions, February 22, 1983 (6 folders)

Box 22

- Box 22 of 27 CS equipment pods 1, 2, 4 (2 folders)
- Box 22 of 27 Clarification on collections storage system, February 24, 1986
- Box 22 of 27 CS equipment 1, 2, 4 (2 folders)
- Box 22 of 27 Reprocurement Specifications, General Construction (Pre-Grunley) (8 folders)

Box 23

- Box 23 of 27 Reprocurement 99% submitted
- Box 23 of 27 Miscellaneous Specifications for Pods and Storage Equipment (4 folders)
- Box 23 of 27 Cathy Kerby Notes and Memos, 1980-1983
- Box 23 of 27 Kerby miscellaneous (2 folders)
- Box 23 of 27 FMC
- Box 23 of 27 Undated
- Box 23 of 27 Storage
- Box 23 of 27 Specifications April 29, 1983

Box 24

- Box 24 of 27 Miscellaneous Specifications (6 folders)
- Box 24 of 27 Files mostly concerning planning for the movement of National Museum of Natural History (NMNH) collections to MSC, c. 1980-1984 (5 folders)

Box 24 of 27 Move documents by division (3 folders)

Box 24 of 27 Architectural Renderings (3 folders)

Box 25

Box 25 of 27 MSC Operational Funds

Box 25 of 27 Equipment Funds (5 folders)

Box 25 of 27 Miscellaneous procurement (2 folders)

Box 25 of 27 Material handling and storage for MSC by FMC

Box 25 of 27 HVAC (3 folders)

Box 25 of 27 FY 1983 procurement (2 folders)

Box 25 of 27 Move news

Box 25 of 27 Pod 3

Box 25 of 27 Pod 4

Box 25 of 27 Potential Needs

Box 25 of 27 Disposition

Box 25 of 27 MSC building management

Box 25 of 27 Clarke vacuum cleaners

Box 25 of 27 Copies

Box 25 of 27 Received?

Box 25 of 27 Untitled (2 folders)

Box 25 of 27 Space

Box 26

Box 26 of 27 Miscellaneous procurement records for MSC equipment, 1983-1984 (9 folders)

Box 26 of 27 FMC storage concept project

Box 26 of 27 MSC storage equipment

Box 26 of 27 Equipment

Box 26 of 27 Hallowell

Box 26 of 27 Data, fixed shelves

Box 26 of 27 FY 1983 Procurement (4 folders)

Box 27

Box 27 of 27 1984 Funds MSC - Anthropology Invertebrate Zoology (2 folders)

Box 27 of 27 1980 MSC

Box 27 of 27 1979-1980 MSC

Box 27 of 27 MSC and space planning, 1978

Box 27 of 27 1978 MSC and Programmatic Space/Equipment requirements

Box 27 of 27 MSC tentative floor plans

Box 27 of 27 Miscellaneous procurement records (4 folders)

Box 27 of 27 Pre-1977 MSC planning

Box 27 of 27 MSC move - plans and implementation

Box 27 of 27 Miscellaneous items (sinks), 1982-1983

Box 27 of 27 MSC storage equipment, 1983

Box 27 of 27 Dry storage equipment

Box 27 of 27 Architectural renderings