

## D.C. Archives Registry of Accession Holdings

Record Group      Office of Business and Economic Development

Inclusive dates of the files and documents:

Accession number: 05-005

Volume: 32 (Letter Size Archives Boxes)  
12 cubic ft.

Beginning Location: 1-01-16-03-1-1

Ending Location: 1-01-16-03-2-6

The records were retrieved from a basement room at One Judiciary Square on the authorization of Clarence Davis, PRA and transported by William Branch, Archivist and William Walker, Records Manager. The records were processed into the Archives' holding by Robert Nelson, Archivist for D.C.

The records consist of documents belonging to the Office of the Business and Economic Development, which is abolished and the functions and activities delegated to the Deputy Mayor for Economic Development. The files and documents are permanently valuable because of the information and historic content.

Part 1, the agency subject files consist of background information and documentation regarding the specified interests and objectives of the office.

Part 2, the project files detail the method of accomplishment for the various city-wide undertakings and include some analysis and planning documents, vendor information, contracts and payment vouchers, and correspondence.

Part 3, the agency financial data/information consist of documents and some correspondence related to specified fiscal year activity. The documentation is incomplete and does not provide a concise or clear financial view of agency or city government spending. (FMS data/spreadsheets contain OBED final tallies)

The documents are arranged by category or topic in folders. The content is detailed on a comprehensive box list. Agency charts, publications, reports, studies and surveys that were contained in the shipment are processed into Archives accession 02-005, designated for archiving these documents.

The records were purged of duplicated copies of documents, empty folders, blank forms, agency letterhead and envelopes, business cards, telephone messages, personal (employee) correspondence, and trash.

## Office of Business and Economic Development

### Part 1: Subject Files – General Information

#### Box 1: Assistant City Administrator's Public Information/Communications Program

Advertisements

Amtrak

Anacostia (Good Hope Road-MLK Ave. S.E.)

Asbestos

Assignments

Association Development Council

Black Radio Executives (BRE Conference)

Board of Trade

Booker T. Washington Foundation

Business Assistance Requests

Business and Merchants Association

Business and Technical Assistance Resources

Business Real Estate Inventory-Reference File

CDC's (Community Development Corporations)

Capital Planning Coordinating Office

Chamber of Commerce

Clements Pastry & Bakery Shop

Colortone Press Creative Graphics, Inc.

Commercial Sites in NCRP/DZ Neighborhood Commercial Districts

Correspondence Schedule

#### Box 2: D.C. Economic and Demographic Data

D.C. Economic and Demographic Profile

D.C. Government-RLA Surplus Properties Lists

D.C. Legal Opinions of Resale or Lease of Properties

Development Zones

Downtown Sites

Dunlap Site (Information and Property Acquisition)

Enterprise Zones

#### Box 3: Filene's Basement, Inc.

Financial Services Information (loans, etc.)

Flood Plain Maps (Metropolitan Area)

Fort Stanton Sites

Georgia Ave./Kennedy Street Site

Graphs/Graphic Design

Globemaster Corporation

Harmony Tract

Box 3: IBM

(con't) International Science and Technology Institute Group, Inc.  
Interoffice Memos  
Industrial Properties-Real Estate Trends  
Industrial Initiative Programs-Business Retention and Attraction  
Jenco Group, Inc.  
John Hitch & Associates, Inc.  
Kenilworth Ave. Industrial Park

Box 4: Land and Facility Search-Reference File 1 and 2

Latino Affairs Action Blueprint  
Limousine and Travel Agency  
McMillian Reservoir Tract  
Magic Johnson Theatres  
Marketing  
Marshall Heights  
Mega Foods  
Memorandums of Contact  
Minority Entrepreneurs  
Mount Vernon Square  
Murkirk Tract  
Music Club  
New York Ave. (500)-Steuart Investment Property

Box 5: OBED-Administrative and Operations File

OBED-Reference File  
Office of Cable Television  
Office of International Business  
Opportunity Concrete Corporation  
Oxen Cove Tract  
Press Releases  
Pratt Industries

Box 6: Priority Work Items

Project reports and Summaries  
Quantum Meruit/Federal City Council Justification  
Quick Payment Act  
Real Estate Companies and Brokers  
Real Estate Finance  
Real Estate Research  
Record of Contracts Reports  
Record of Contracts-Forms  
Retail  
Revenue and Financial Tax Incentives  
Rhode Island Ave./Taylor Street, N.E. Sites

**Box 6: Samuel C. Jackson Plaza Project**

Se Lim Corporation

Senator Square Shopping Center

Site and Building Inventory: Commercial, Industrial and Special Purpose Sites

Site and Building Inventory: D.C. Shopping Centers

Site and Building Inventory: Forms

Site and Building Inventory: Industrial Sites

Site and Building Inventory: Service Stations, Garages and Auto Repair Shops

**Box 7: Site Location Assistance: Broker and Client Form Letters**

Site Location Assistance: Businesses Locating Buildings and or Sites

Site Location Assistance: Client In-Take Forms (Blank)

Site Location Assistance: Client Site Location Assistance 1/91 - 12/91

Site Location Assistance: Client Site Location Assistance 1/91 - 3/92

Site Location Assistance: Status Reports

Site Plans: #12 – Adams Morgan Industrial District

Site Plans: #15 – Benning Road/Kenilworth Ave. N.E.

Site Plans: #04 – Brentwood Road

Site Plans: #16 – D.C. Village Development Zone

Site Plans: #05 – Ivy City

Site Plans: #01 – Florida Ave. N.E.

Site Plans: #03 – Florida Ave/Rhode Island Ave. N.E.

Site Plans: #09 – Fort Totten Industrial District

Site Plans: #10 – Galloway Street/New Hampshire Ave. N.E.

Site Plans: #11 – New Hampshire Ave/Takoma Park

Site Plans: #06 – New York Ave/V Street N.E.

Site Plans: #17 – Other Industrial Sites

Site Plans: #14 – Shannon Place/I-295 Corridor

Site Plans: #07 – South Dakota Ave/Eastern Ave. N.E.

Site Plans: #13 – Buzzard Point Industrial District

Site Plans: #02 – Union Station/Crystal City Market

Site Plans: #08 – 14<sup>th</sup> Street N.W.

**Box 8: Skyland Shopping Center/Safeway Site**

South Capitol Street Fringe Parking Lot

Speeches/Testimony

St. Elizabeth Hospital

The Price Club

Tourism

United Brickyard Industrial Tract

U.S. Patents and Trademark Office

WMATA Surplus Properties

Warehouse/Industrial/Flex Space and Buildings

Washington Gas Light Site

Yale Laundry

Box 9: Miscellaneous Legal Files

Box 10: Miscellaneous Legal Files

Part 2: Project Data/Financial Control Files

Box 11: Adams Morgan Project

Aging, Office on Projects

Anacostia Gateway Project

Art in Public Places Project

Benning Road/Minnesota Ave., N.E. Corridor Improvements Project

Earnest T. Eiland (contract)

Devroux & Purnell, P.C. (contract)

Box 12: Black Entertainment Television Project

C Street (500) Project

Cable & Telecommunications – Commercial Construction Assistance Project

Capital City Market Area Project

AKA: Market Depot, Market Yard, Capital City Market Annex, Capital City Market and Industrial Complex, and W Street Project(s)

General Information

Leases

Lease Payments

Box 13: Capital City Market Area Project

Delon, Hampton & Associates (contract)

Delon, Hampton & Associates – W Street Access Road (contract)

Box 14: Capital City Market Area Project

William P. Celnberg, Inc. (contract)

Hammer, Siler, George & Associates (contract)

Holtz Construction (contract)

Peoples Involvement Corporation, Inc. (contract)

Rinker, Detweiller & Associates (contract)

Turner & Associates (contract)

Box 15: Capital City Market Area Project

Wallace, Roberts and Todd (contract)

Sang Oh Choi, Richards & Associates (Development Package)

Project file refers to as “W Street Development”

Includes deed, lease agreements, plan maps and charts, general information, correspondence and other relevant documents

Box 16: Children's Hospital project  
Chinatown Archway Project  
Commercial Parks Improvements Project (Various Locations)  
Crummel School Site Development Project  
    J & J Contractors (contract)  
D.C. Village  
    Advanced Engineering, P.C. (contract)

Box 17: Development Zones Administrators – contract administrators for  
    Arts in Public Places Project  
    Eastern Market Design Project  
    Good Hope Market Place Design Project  
    Infant Care/Development Center Building Project  
    Monterey Park Project  
    Public Space Improvements Program Project  
    Southeast Properties Project  
    Unity Park  
Dunlap Building Renovation Project  
    Egbert, Clarens & Associates (contract)  
Eastern Market Project  
    Cooper-Lecky Architects (contract)  
    Hammer, Siler, George & Associates (contract)  
First Street, N.E. Project

Box 18: Florida Avenue Market Area Project  
    General Information  
    Historic Information  
    Ownership Information

Box 19: Florida Avenue Market Area Project  
    Merritt A. Neale (contract)  
    Peoples Involvement Corporation, Inc. (contract)  
    Timsco, Inc. (contract)  
Franklin Square Improvements Project  
Forsythe Building Streetscape Project  
Georgia Avenue Revitalization Project  
Glenn Dale Project  
    Bryant & Bryant (contract)  
Greenway Shops

Box 20: H Street, N.E. Corridor Landscape Improvement Project  
    A.E.P.A. (contract)  
    Bryant & Bryant (contract)  
    DPW appropriation

Box 20: Howard Theatre Project  
(con't) Sandra K. Allen (contract)  
Douglas Goldstein (contract)  
Zuchelli, Hunter & Associates (contract)  
K Street Lot Project  
Kennedy Street Project

Box 21: Lansburg Art Project  
Lincoln Theatre Project – U Street Foundation  
Martin L. King Ave. Streetscape and Façade Concept Design Project  
McMillian Reservoir Project  
Ewell W. Finley, P.C. (contract)  
Mount Olivet/West Virginia Avenue Area Project  
Mount Pleasant Streetscape Improvement Project

Box 22: Mount Vernon Square Project  
Neighborhood Commercial Revitalization Program Project – Street Repairs  
P Street at 17<sup>th</sup> Streetscape Improvement Project  
Park Road Streetscape Improvement Project

Box 23: Property Acquisitions for Project in/with:  
Adams Morgan  
Amtrak  
Anacostia Gateway  
1220 Good Hope Road, S.E.  
710 and 710E New York Avenue, N.E.  
W Street  
WBC Building  
WMATA – Washington Metropolitan Area Transit Authority  
Washington Beef Company  
West Virginia Ave.  
Wonder Bread Building  
4<sup>th</sup> Street (2321), N.E.

Box 24: Q Street, N.W. at 17<sup>th</sup> Streetscape Improvement Project  
Reeves Center Project  
Rhode Island Avenue Corridor Improvement Project  
Samuel C. Jackson Plaza Project  
J & J Contractors (contract)  
Shaw Properties  
South Capitol/Atlantic Street Pubic Space Project  
South Capitol Street/Elmira Street Improvement Project – Parking Enhancements  
South Capitol Street Area Planning and Development Study Project  
South Dakota Avenue Extension (at Fort Lincoln) Project

Box 25: St. Elizabeth Hospital Project

Box 26: Warner Theatre Arts Project  
Washington Beef Company Building Project  
Harvey Construction Company (contract)  
Wiley Street, N.E. Streetscape Improvement Project

Box 27: Miscellaneous Project Financial Control Files designated for payment to Vendor  
Arnold & Porter, LLP for Legal Services (various Projects)

Box 28: Miscellaneous Project Financial Control Files designated for payment to Vendor  
Amerasia Travel Agency  
CCBIP Sign Replacement  
James W. Collins  
Devrouax and Purnell  
Government Technology Services  
Progressive Custom Screen  
Washington Post

Part III: Agency Financial Control Files

Box 29: Memorandums, Documents and Correspondence related to FY 1990 – FY 1995

Box 30: Memorandums, Documents and Correspondence related to FY 1996 – FY 1997  
OBED Payment Administration Files  
Payment Adjustments  
Overhead/Cost Over-Runs  
Vouchers

Box 31: Year-End Closing Packages and Instructions/Information Data File  
Capital Supplemental Budget Requests/Actions FY 1989 – FY 1997  
Capital Budget Reprogramming Requests  
Financing Package: Office of Banking and Financial Institutions (DC Agency)  
OBED Meeting Minutes/Notes – 1996  
OBED Director's FYI File

Box 32: Miscellaneous Financial Documents from folder marked "To Be Filed"