



DEPARTMENT OF THE NAVY

OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20350-1000

SECNAVINST 11100.8
ASN(I&E)

9 January 1992

SECNAV INSTRUCTION 11100.8

From: Secretary of the Navy

Subj: VICE PRESIDENT'S RESIDENCE

Encl: (1) Map of Vice President's Residence and Grounds

1. Purpose. To assign responsibility within the Department of the Navy for the landlord responsibilities including the planning and execution of the day-to-day maintenance and long-term care of the vice President's official residence.

2. Authority. Public Law 93-346, July 12, 1974, 88 Stat.340, as amended by Public Law 93-552, Title VI, 609(a), December 27, 1974, 88 Stat.1764.

3. Definitions

a. "Vice President's official residence" is defined as property located on the grounds of Naval Observatory, Washington, D.C., which includes the structures referred to as the Superintendent's House or Quarters A, accessory structures and grounds within the fenced security perimeter as shown in enclosure (1).

b. "Routine maintenance and repair" includes all interior and exterior operational costs necessary to maintain the facilities in safe and proper condition so that the premises can be effectively used to carry out their designated purpose.

c. "Alteration and new construction" shall include all capital costs for construction, rehabilitation and renovation of the facilities and surrounding grounds.

4. Responsibilities

a. In keeping with the landlord-tenant type relationship for operation of the Vice President's official residence, the Department of the Navy shall be responsible for all activities



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and costs pertaining to interior and exterior maintenance, repair, rehabilitation, renovation, alteration and new construction of the Vice President's official residence, subject to the concurrence of the office of the Vice President, so that the premises can be effectively used to carry out their designated purpose.

b. Within the Department of the Navy, Assistant Secretary of the Navy (Installations and Environment) (ASN (I&E)) shall be responsible for:

(1) The Department of the Navy's obligations as landlord and will work with the Office of the Vice President to ensure that the residence is maintained at the highest Navy standards.

(2) The planning, programming and budget justification for the construction, renovation, operations and maintenance of the Vice President's official residence, falling within the landlord responsibilities. ASN (I&E) shall be responsible for coordinating all planning documents as well as budget submissions with the Office of the Vice President.

c. To carry out the day-to-day landlord responsibilities, the Commanding Officer, Chesapeake Division, Naval Facilities Engineering Command, Washington, D.C. or his successor, shall:

(1) Oversee the maintenance, repair, and alteration of the Vice President's official residence and assign a facilities manager and other qualified personnel to perform or supervise the work described herein.

(2) Prepare a maintenance plan to assure that the premises are operated and maintained to the appropriate standard. This program shall provide for regular inspections to identify and correct deficiencies.

(3) Be responsible for compliance with all applicable law, including Section 106 of the National Historic Preservation Act (16 U.S.C. § 470f), in the implementation of any repairs, maintenance and improvements.

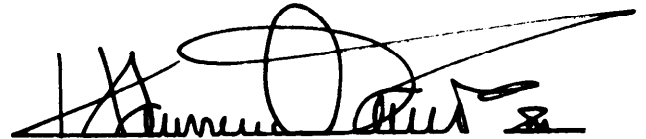
(4) Submit periodic status reports to the Office of Vice President through ASN(I&E), that shall include information regarding the status of the congressional budget process, financial reports, the status of contracts, and other matters which pertain to the operation of the Residence.

(5) Consult and coordinate with the Vice President's administrative assistant who is responsible for the official residence to assure that work is scheduled and conducted in a manner which will assure the comfort, privacy, safety and security of the occupants of the Residence.

5. Secret Service Support. The Navy will coordinate with the U.S. Secret Service (USSS) regarding installation, repair and maintenance of necessary physical and electronic security systems in support of the Vice President's residence. Utility, maintenance, and construction support to the USSS will be on a reimbursable basis.

6. Donated Funds. With the concurrence of the Office of the Vice President, the Secretary of the Navy will continue to accept donations of money or property for the furnishing of or making improvements to the Vice President's official residence.

7. Report. The reporting requirement contained in paragraph 4c(4) is exempt from reports control by SECNAVINST 5214.2B.



H. Lawrence Garrett, III
Secretary of the Navy

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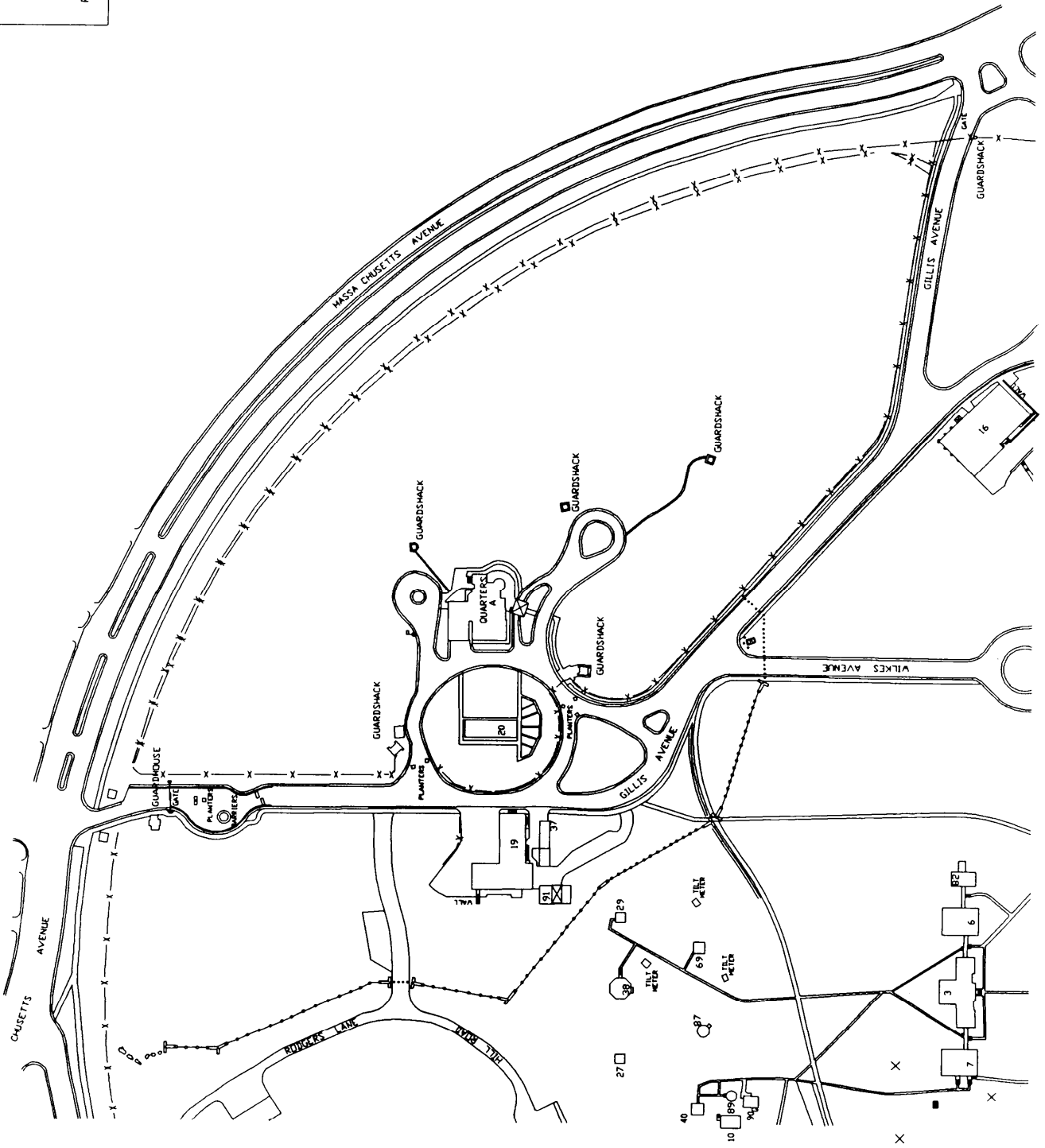
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Enclosure (1)