



Department of Energy
Richland Operations Office
P.O. Box 550
Richland, Washington 99352

CERTIFIED MAIL

AUG 03 2009

Ms. Rhonda Moretz
Schroeter Goldmark & Bender
500 Central Building
810 Third Avenue
Seattle, Washington 98104

Dear Ms. Moretz:

FREEDOM OF INFORMATION ACT REQUEST (FOI 2009-0063)

Pursuant to the Freedom of Information Act (FOIA), you requested documents pertaining to work including the use of asbestos and/or asbestos-containing materials, completed or performed from 1961 to 1983 by any of the following: Johnson Controls, Hoffman Construction Company, Hoffman University Industrial, Hoffman Industrial Huico, W. B. Hoffman Inc., HUICO, Inc., and Hoffman Construction Company of Washington. In addition, you requested any documents, including but not limited to, construction plans, memoranda and correspondence, construction material suppliers and bills and/or purchase orders, which indicate what supplies were purchased for projects completed by the above contractors, including bids, contracts, blueprints, plans and other writing.

The FOIA provides that a request must reasonable describe the records sought and be made in conformance with the agency's procedural rules before the request shall, for purposes of the FOIA, be deemed to have been received by the agency. A description of a requested document would be sufficient if it enabled a professional employee, who was familiar with the subject area of the request, to locate the record with a reasonable amount of effort.

The DOE regulation that implements the FOIA provides, at 10 CFR 1004.4(c) (1), that a request "must enable the Department to identify and locate the records sought by a process that is not unreasonably burdensome or disruptive of DOE operations." The regulation further states that, where possible, specific information regarding dates, titles, file designations, offices to be searched, and other information that may help identify the records should be supplied by the requester.

If you need assistance to formulate these items of your request to comply with the FOIA, please contact me at (509) 376-6288. If I do not hear from you or receive a reformulated request for these items within 7 days from the date of this letter, no further agency action will be taken.

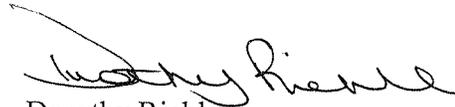
Ms. Rhonda Moretz

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If you have any questions regarding your request, please contact me at our address above or on (509) 376-6288.

Sincerely,



Dorothy Riehle
Freedom of Information Act Officer
Office of Communications
and External Affairs

OCE:DCR