



**XV OLYMPIC WINTER GAMES
INVENTORY TO THE
RECORDS OF THE TECHNOLOGY GROUP**



**THE CITY OF CALGARY
CITY CLERK'S DEPARTMENT**

PREFACE

The City of Calgary Archives is a section of the City Clerk's Department. The Archives was established in 1981. The descriptive system currently in use was established in 1991. The Archives Society of Alberta has endorsed the use of the Bureau of Canadian Archivists' Rules for Archival Description as the standard of archival description to be used in Alberta's archival repositories. In acting upon the recommendations of the Society, the City of Calgary Archives will endeavour to use RAD whenever possible and to subsequently adopt new rules as they are announced by the Bureau.

The focus of the City of Calgary Archives' descriptive system is the series level and, consequently, RAD has been adapted to meet the descriptive needs of that level. RAD will eventually be used to describe archival records at the fonds level.

The City of Calgary Archives creates inventories of records of private agencies and individuals as the basic structural finding aid to private records. Private records include a broad range of material such as office records of elected municipal officials, records of boards and commissions funded in part or wholly by the City of Calgary, records of other organizations which function at the municipal level, as well as personal papers of individuals. All of these records are collected because of their close relationship to the records of the civic government, and are subject to formal donor agreements.

The search pattern for information in private records is to translate inquiries into terms of type of activity, to link activity with agencies which are classified according to activity, to peruse the appropriate inventories to identify pertinent record series, and then to locate these series, or parts thereof, through the location register. Inventories of private records can also be accessed through the inventory of any civic department to which it might happen to be linked.

Existing inventories of private records are revised as additions of records are received and described at the Archives.

INTRODUCTION

The records of OCO'88, the organizing committee for the staging of the XV Olympic Winter Games, were acquired by the City of Calgary Archives through an agreement signed 1990 January 22 between The City of Calgary, the Calgary Olympic Development Association (CODA) and the XV Olympic Winter Games Organizing Committee. The process of arrangement and description began before that time with the permission of CODA.

The records described in this inventory are part of accession PR-90-001. The original extent of the entire collection of records from OCO'88 at the time of the accession was approximately 620 containers. The total extent of the records of the Technology Group of OCO'88 after arrangement and description is 10.6 m.

This inventory was prepared initially by Glenda Leslie in 1990 March, and revised into RAD format in 1995 April.

ACKNOWLEDGEMENT

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ADMINISTRATIVE HISTORY

The administrative unit of OCO'88 which eventually became the Technology Group had the mandate to provide equipment and computer systems to support the communication and transmission of electronic data and video images as well as voice and sound at and between venues. This Group was also responsible for timing, scoreboards, public address systems, paging, radios and video services. Those sections of the OCO organizational structure which were developed to carry out these functions were, in the early stages of OCO's development, quite separate and diverse, with rapid and frequent changes to the names given to Groups, Divisions, Departments as well as to the titles of the officers in charge of these levels of organization.

In early 1982, OCO consisted of six major "Groups" (see the Administrative History of the Executive Group), of which two Groups were responsible for carrying out the tasks associated with "Technology" as outlined above. The Technical Services Group included "Technology" in its operations, while the Administration Group was responsible for "Systems."

By 1983 August, many organizational changes and appointments of officers had taken place. Facilities and Technical Services, headed by Divisional Vice President, Ron Collie, was a "Division" of the Olympic Services Group, under Group Vice President, John Pickett. At the same time, Systems and Planning, under Divisional Vice President, John Russell, was part of the Corporate Services Group. Very few of the Technology Group records listed below reflect these early years.

It was in 1984 that a theoretical distinction was made between Vice Presidents in charge of Divisions and Senior Vice Presidents in charge of Groups.

Because of the late formation of what became the Technology "Group," the records from this administrative unit are more reflective of the work of two other administrative units, namely "Systems" and "Telecommunications."

The general files of John Russell, Vice President of Technology, make up a large volume of the records of Technology but, because of Russell's early and long term work within the "Systems" administrative unit of the Finance Group, all of his records were invariably referred to as "Systems," and never as "Technology." Russell's files were maintained as a unit throughout his work with OCO despite his varying official titles, so there was no distinction made between those record relating to his work with "Systems" and those relating his work with "Technology."

SYSTEMS DIVISION

During the spring of 1984, the Systems Division was moved from Corporate Services (often referred to as Games Operations) into the Finance Group where it remained, albeit with various name changes, until the end of 1986. John Russell was Vice President of the Division. With the move into the Finance Group, the Systems Division assisted in developing the first Financial Plan of OCO. It was active in the overall Games systems design, in results systems adaptations, in choosing software, software suppliers and supporting computer services, in developing small systems applications, and it assisted the Marketing Group in negotiating sponsorship

arrangements. The Systems Division also worked with other OCO Groups and Divisions in determining computer applications for their operations (such as accreditation, accommodation, ticketing, the use of E-mail services). One of the major accomplishments of the Division in 1984 was the negotiation for the purchase of the Sarajevo Results and Accreditation System. Once this was completed, the Division began to make the necessary changes to the system for the Calgary Games.

By 1984 December, one department had been added to Systems, that being Games Systems with Deborah Harris as Manager. The responsibilities of Games Systems included Results systems; transportation systems, security/accreditation systems, accommodation; systems design; software technology, venue planning and information kiosks.

By 1985 May, besides the Department of Games Systems, there existed another "Department," informally known as Business Systems. Vivienne Rabb, Supervisor, Small Systems, was in charge. This Department never appears in any of the organizational charts of OCO, but monthly reports were sent to John Russell until 1986 March. In 1985 October, this "Department" was known as Business and Small Systems. The Department's main responsibilities included fixed asset inventories, accounts payable and general ledger systems, employee information and applicant tracking systems, procurement and materials management, volunteer registration system; space, material and manpower estimates in venue planning; small systems (Torch Relay scheduling, Transportation Fleet Management, AFE Tracking/Cost Control, Sponsor Information system); gifting; Envoy (E-Mail); and Information Centre

(Info'88)).

Recruitment of personnel within the Systems Division was ongoing. In 1985, the Division recruited Supervisors for Ticketing Systems, Results Systems, and Accreditation Systems. The position of Supervisor, Information Distribution Systems was still vacant in August. By 1985 October, all the basic systems plans had been laid and were "at the point of lift-off."

By 1985-1986, total staffing in the Division was 16. During 1986, the titles of officers were changed so that Senior Vice Presidents became Vice Presidents, and Vice Presidents became General Managers. Thus, John Russell's title was changed to that of General Manager of the Systems Division.

TELECOMMUNICATIONS

From 1984 to 1986 April, the Department of Telecommunications was a large department in the Facilities and Technical Services Division, with C.E. "Nick" Lundhild as Manager. During this period, however, there were often joint meetings between the Systems Division of Finance and the Telecommunications Department of Facilities and Technical Services. The logical outgrowth of this was that in the spring of 1986, the Telecommunications Department was transferred to the Systems Division within the Finance Group.

The main areas of responsibility for the Telecommunications Department were: radio systems, voice services (including negotiation of a joint operating agreement with AGT), data systems analysis, timing and scoreboards, paging, public address systems,

telex services, video broadband, cabling, and assistance with venue planning. This Department also participated in negotiations with CTVHB, ABC, CTV, and Swiss Timing.

It seems little reorganization took place within Telecommunications Department once it joined the Systems Division with two exceptions. In 1987 July, Jim Plant replaced Don Douglas as Supervisor, Voice and Data Telecommunications (also known as Voice Systems), and in 1987 October, reorganization within the Department resulted in Nick Lundhild retaining responsibility for non-venue specific issues while Brian Page was put in charge of Venue specific issues and equipment installations at venues.

Within the Systems Division, besides Telecommunications, the Departments of Systems Operations and Systems Development existed, managed respectively by Emile Coté and Deborah Harris. From 1986 April to Games times, the areas of responsibility for Systems Development were: Results, Accreditation, Information Distribution (Info'88), Volunteer System, Materials Managements, Ticketing (negotiations with BASS), Development Guidelines (Joint Application Design - JAD), Cost Control, Accommodation, Transportation, Security, Venue Planning, and small systems responsibilities. The Department of Systems Operations focussed on Software Planning and evaluations, Hardware evaluations and installations, data analysis, assisting with the Results system and the Volunteer system, assisting in venue planning and engineering, problem solving policies, backup and recovery procedures, Network systems, and teleprocessing.

TECHNOLOGY GROUP

In 1987 January, as a result of the 1986 Review Committee's report on OCO, Technology became one of the eight functional Groups of OCO, and John Russell once again became a Vice President. Initially in 1987, the three Departments mentioned above remained as before with their respective Managers and responsibilities.

Numbers of personnel with the Group continued to grow (see the organizational charts in the Appendices). In late May, Technology Group personnel moved into new facilities on the ninth floor of the Andrew Davison Building at 133 - 6th Avenue S.E. Members of the Communications Group and Senior Management occupied the seventh and eighth floors of the same building.

TECHNICAL SERVICES DIVISION and COMPUTING SYSTEMS DIVISION

After 1987 September, reports from the Systems Operations Department to Russell ended and no explanation for this is given in the monthly reports. In fact, two Divisions had been created within the Group; namely, Technical Services (informally always known as Telecommunications) with Nick Lundhild as General Manager, and Computing Systems under General Manager, Deborah Harris. Each Division had under it one Department: Telecom Operations under the Technical Services Division and Mainframe Operations under the Computing Systems Division. Mainframe Operations carried on with the functions formerly controlled by the Systems Operations Department, and from 1987 October to 1988 January, records include monthly activity reports to John Russell.

Records from these two Divisions are not prominent in the Technology Group material. Nick Lundhild's Milestones Documents (Series VII), although labelled "Tech Services," actually overlap with the years in which he was Manager of the Telecommunications Department. Deborah Harris worked closely with John Russell in the Systems Division of the Finance Group, but the only records from her years as Manager of the Computing Systems Division of Technology are the Master Reports and Results Summary (Series IV).

VENUE OPERATIONS

The 1987 September organization of the Technology Group remained in effect until the end of the Games, but the advent of the Venue Operations system created changes in the reporting and operational structure of this Group.

As early as 1986 November, three volunteer venue systems managers positions had been filled: Stampede Park, Canada Olympic Park and Nakiska. Two positions, those of Canmore Nordic Centre and the University of Calgary were filled at a later time.

Each sporting venue had a Venue Chairman appointed to it. Within each Venue, each program also had a Chairman. Thus, there was a Venue Systems Chairman and a Venue Telecom Chairman appointed for each venue. Each of these reported to the Venue Chairman.

SCOPE AND CONTENT

The City of Calgary Archives received approximately 10.64 meters of records from the Technology Group of OCO'88. These were from the two Divisions, namely the Systems Division and the Technical Services and Computing Systems Division.

These records have been arranged into 11 series, each of which is introduced by a brief "Archival Description" and a "Scope and Content" note, followed by further "Notes." File listings are appended to each series description.

The records of the Technology Group are predominately textual, but also consist of photo prints, blueprints, plans, computer diskettes and one cultural historic item (badge). Photo prints have been placed in appropriate archival enclosures and left in the file folders. Oversize blueprints and plans have been removed from their original locations and placed into either oversize Hollinger boxes or map folders in map cabinets.

As with the records of other Groups of OCO'88, facsimile documents have been photocopied for preservation purposes.

Restrictions have been placed on some files containing personal information. These are in Series I, V, VII, and VIII.

DESCRIPTION OF RECORDS

I. Technology Group, Vice President (and General Manager) J. Russell, General Correspondence and Reference Material. -- 1981-1988. -- 2.5 m of text and other material.

Archival Description: Throughout OCO's changing administrative structure, John Russell's official title varied--from Divisional Vice President to Vice President to General Manager and, once again, Vice President--but within his general files, there is no distinction made for these changing roles. The files were maintained as one unit throughout.

Until the formation of the Technology Group in 1987 January, Russell worked mainly with the Systems Division of the Finance Group. The vast majority of these general files deal with "Systems" and very few reflect his work with "Technology."

Scope and Content: This general series has been divided into seven sub series as follows:

Committees/Meetings - These files, kept from 1983 to 1987 by John Russell, are not a complete record of all the committees and subcommittees within the Technology Group. While some committees seemed to have had quite a formal organization (such as the Technology Integration Committee and the Systems Committee) with distributed agendas and minutes, other committees, such as the Design Committee and the E-mail Committee, although subcommittees of the Systems Committee, seem to have had less formal meeting structures. Agenda and minutes of Committee meetings attended by Russell may also be found in sub series Day Files.

The files are arranged alphabetically by name of Committee with two general files at the beginning. Some files contain correspondence, notes and reports as well. See Appendix I for a listing of committees in the Technology Group.

Operations Manuals - These are the "Final" versions (sometimes referred to as the "Olympic" versions) of the Results Systems procedures developed for the sports of the XV Olympic Winter Games. The manuals date between 1988 January 29 and 1988 February 11 inclusive, and are arranged alphabetically by sport. Also included is a copy of the manual for General Training Sessions for Volunteers.

Systems Projects and Venues - These files, kept between 1981 and 1988, represent the development of the computer systems plan for the XV Olympic Winter Games. The

arrangement follows a general chronology, but in more respects is representative of the problems/tasks involved in developing the "Systems" for the Calgary Games. Significant in the first few folders, for example, is the correspondence in dealing with the decision to purchase the Sarajevo Software system, followed by the files from various "missions" to other games or exhibition sites to analyze the computer systems used at those locations. The files following represent the development of systems for the various projects (such as accommodation, accreditation, volunteers, results recovery, etc.) to which computer software programs were applied. The series concludes with the files directed towards these projects at the various venues. The file for the Olympic Speed Skating Oval was empty and was removed.

These files are general correspondence files but also include a wealth of other records types, most significantly reports, notes, pamphlets, charts, printouts, and some agenda and minutes which were not included with the Committees/Meetings series.

Administration, Finances, Reports and Correspondence - The administrative files in this series, dated 1984 to 1987, were originally held in binders and are collections of the forms used for work done or requests for travel, authorizations for expenditures, problems reports and activity requests by Division staff and volunteers, as well as the coding system developed for OCO'88. These files may have limited long-term value but could well be useful to other organizing committees for format if not for content. Copies of purchase requisitions and purchase orders were removed for disposal.

Two financial files represent budgets from 1983-1984 and 1986-1988 and may well be duplicated in the records of the Finance Group. The Monthly Progress Reports and Final Status Report cover the years 1984 to the end of 1988 March, while the correspondence files are very general and arranged alphabetically.

Some files have been removed for disposal:

- Contractor Billing files 1986-1987 - time forms for employees hired on hourly/weekly basis
- Weston Bakeries, Purchase Orders
- P.O. Releases (empty)
- P.R. Log - supply requisitions only

Sponsors/Agreements - These files contain the correspondence and draft agreements with major sponsors/suppliers involved with the Technology Group between 1983 and 1988. They are arranged alphabetically. Two inventory files of limited long-term value are placed at the end of the series.

Suppliers and Suppliers (Unsuccessful) - The Suppliers files represent the correspondence and negotiated agreements (draft and final versions) of suppliers of

both equipment and services to OCO affecting the Technology Group. Agenda and minutes of meetings are also often part of these files. The first four files are of a general nature.

The files of the unsuccessful Suppliers have little long-term value, but they do give an idea of the number and type of unsuccessful bids. Much of the correspondence was addressed to Deborah Harris, but the files eventually became part of John Russell's records.

All files are arranged alphabetically and date between 1982 and 1988.

Day Files - These files, arranged in reverse chronological order, from 1988 March to 1986 January, are the working files of John Russell, Vice President of the Technology Group. Besides general correspondence and reports, these files are significant because of the agenda and minutes of the several committees which Russell attended:

- ! Operations Committee
- ! Results Systems Committee
- ! Sports/Systems/Telecommunications meetings
- ! Installations Committee
- ! Bass Ticketing Installations meetings
- ! Monthly Management meetings
- ! IBM/OCO Committee
- ! Systems Supervisors meetings
- ! Results Venue Coordination meetings
- ! Systems Development meetings
- ! Accreditation/Results Interface meetings
- ! Systems Development/Tech Support meetings

Restrictions: Restrictions have been placed on files because of the personal nature or confidential nature of the information contained therein. They may be viewed with the permission of the Senior Archivist.

The other material includes 39 (overhead) transparencies, two blueprints, one photo print, one cultural historic item (sample ID badge) and one computer diskette

The title is based on the contents of the series.

A file listing follows.

File Listing:

Box 1

SUB SERIES: COMMITTEES/MEETINGS

Volunteer Committees, 1986-1987. **(Restricted)**

Meetings, General, 1987. (Includes agenda)

AGT/OCO'88 Progress Reviews, 1986-1987. (Includes minutes of IBM/OCO'88

Project Status Review meetings; and meetings of IBM/OCO'88 Management

Review, AGT/OCO'88 Management Review, and AGT/OCO'88, plus reports on the System Review)

Sponsor Advisory Committee Minutes, 1986-1987. (Includes agenda of Sponsor

Advisory Committee, and agenda and minutes of Sponsors/Suppliers Meetings)

Systems Council Minutes, 1983-1985.

Minutes, Systems Committee, 1987.

Systems Operations Volunteer Recruiting, 1987. (Agenda)

[Systems Committee], Design [Sub]committee, 1984.

[Systems Committee], E-mail [Sub]committee, 1984.

[Systems Committee], Results [Sub]committee, 1984. (Includes minutes)

[Systems Committee], Venue Systems OPS, 1987. (Includes agenda and meeting summaries)

Technology Integration Committee, 1986-1987. (Includes agenda and a report on the role of AGT)

Technology Integration Committee, Minutes, 1986-1987.

Box 1 (cont'd)

Telecom Chairman's Meetings, 1987.

Telecom Meeting/Reception, 1987. **(Restricted)**

Box 2

SUB SERIES: OPERATIONS MANUALS

General Training Sessions for Volunteers, n.d.

Operations Manual, Alpine Skiing, 1988.

Operations Manual, Biathlon, 1988.

Operations Manual, Bobsled, 1988.

Operations Manual, Cross Country, 1988.

Operations Manual, Curling, 1988.

Operations Manual, Disabled Skiing, 1988.

Operations Manual, Figure Skating, 1988.

Operations Manual, Freestyle Skiing, 1988.

Operations Manual, Ice Hockey, 1988.

Operations Manual, Luge, 1988.

Operations Manual, Nordic Combined, 1988.

Operations Manual, Short Track, 1988.

Operations Manual, Ski Jump, 1988.

Operations Manual, Speed Skating, 1988.

Box 2 (cont'd)

SUB SERIES: SYSTEMS PROJECTS AND VENUES

Results System, 1981-1983.

Results, Proj[ect], 1984-1986. (2 folders; includes minutes of Results Staffing meeting, Results System Design Committee meetings, and reports)

Box 3

Sarajevo Software, Original Proposal, 1984.

Sarajevo, General, 1983-1984. (Includes reports on the computer system and pamphlets)

Sara[jevo] Handoff, 1984.

Sarajevo Mission, 1983-1984. (Includes Sarajevo pictograms)

Sarajevo Negotiations, 1983-1985.

Sarajevo Presentation, Board [of Directors], 1984.

Sarajevo, September 1983, 1983.

Sarajevo Software Agreement, 1984. (Includes minutes of meetings)

Sarajevo System/IBM, 1984.

Sara[jevo], Demonstration, 1984. (Includes 8x10 colour photo print)

Box 4

Sarajevo Translations, 1983.

Lahti Mission, 1983.

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Box 4 (cont'd)

LAOOC, 1983-1985. (Los Angeles)

IBM, L[os] A[ngeles], Calgary, 1984.

Ernst & Whinney, 1984-1985.

Zagreb Games, 1985-1987.

LA Mission, 1984. (Includes reports and invitation from the USOC)

Lake Placid O[rganizing] C[ommittee], 1983.

Expo/86, OCO, 1984-1986. (Includes report)

Systems Presentations, 1984-1985. (Copies of presentations by John Russell)

System'88 Proj[ect], 1985.

Systems Plan'83, 1983.

Systems Plan'84, 1984-1986.

CIPS Presentation April 11, 1984. (Canadian Information Processing Society)

CIPS Presentation November 1987.

Accommodation Project, 1983-1986.

Accreditation Policy, 1987-1988.

P-Accreditations, 1987. (Accreditation for Service Providers)

Box 5

Accreditation Project, 1984-1986. (Includes a sample ID badge and a copy of the
Olympic Identity Card Manual)

Commentator VCG's, 1987.

Copyright City of Calgary

Box 5 (cont')

Clothing, 1987.

Culture Projects, 1986.

Info'88 Pager Interface, 1986.

Info'88 Design, 1986.

Info'88 Traffic Model, 1985-1986.

Info'88, Access by Others, 1987.

Info'88, Weather, 1987.

Info'88, For Volunteers, n.d.

Forum Tech[nology] Present[ation], 1987.

Games Networks, 1984-1987. (Includes 12 overhead transparencies)

Mainframe Performance, 1985-1987. (Includes 27 overhead transparencies)

Lost & Found Project, 1987.

Planning Support Proj[ect], 1987.

PA Systems, 1986.

Results Recovery Project, 1986.

Project Management OCO, 1982-1984. (Includes agenda and minutes of Management Committee meeting; copy of XV Olympic Winter Games Status Reports by the Planning Department, May 1984, April 1984)

Olympic TV Channels, 1986-1987.

Procurement Proj[ect], 1985.

Transportation Plans, n.d.

Copyright City of Calgary

Box 5 (cont')

Tech[nology] Projects, 1986-1987.

Telex, 1987.

Small Systems Proj[ect], 1985.

Security Proj[ect], 1986-1987.

Box 6

Systems Status, July 23, 1986.

Systems Develop[ment] Sched[ule]s, 1986-1987.

Ticketing, 1986-1987. (Copy of Ticketing Plan, 1986, marked 'Confidential' and
copy of the OCO'88 Ticketing Handbook, Revision 1, 1987)

Ticketing Proj[ect], 1985-1987. (2 folders)

Uses of Video Matrix Boards, 1987.

Volunteer System, 1983-1987.

Executive Command, 1987.

System OPS Plan, 1987.

Technology Org[anization], 1987.

Tech[nology] OPS C[entr]e, 1985-1987.

Vol[unteer] Man-Plan 1987.

Venue Organization, 1986-1987.

Copyright City of Calgary

Box 7

Venues, Planning, n.d.

Venues, COP, Bob/Luge Track, 1984.

Venues, Ski Jump, COP, 1985. (Copies of plans)

Venues, Canmore, 1984.

Venues, Alpine, Mount Allan, 1984-1985. (Two oversize blueprints have been placed in
Map Cabinet 1/1)

Venues, Oval, 1984. (Includes copy of Record'88: Progress Report to the International
Olympic Committee, July 1984)

Venues, Hockey, Second Site, 1984. (Includes report)

Venues, OCO'88 HQ, 1984-1985.

Venues, Data Centre, n.d.

Venues, Systems Command C[entr]e, n.d.

Venues, Olympic Plaza, 1985.

Venues, Information Centre, 1983-1985.

SUB SERIES: ADMINISTRATION, FINANCES, REPORTS AND

CORRESPONDENCE Systems, Travel, 1984-1987.

OCO'88 Code Structure, 1986.

Item ID, 1986.

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Box 8

AFEs, 1985-1988.

Problem Reports, 1986-1987.

Activity Requests, 1986.

Financial Plan, April 1984, 1983-1984. (2 folders)

Financials, 1986-1988. (2 folders)

Box 9

Monthly Progress Reports, 1984-1985.

Technology Division, Progress Reports, January-December 1986.

Monthly Progress Reports, Telecommunications, January-December 1987.

Final Status Report, 1988.

Organization Charts, 1986. (Includes "XV Olympic Winter Games Review Committee:
Report to the Board of Directors, OCO'88," November 21, 1986, and a computer
diskette)

Organization Chart, 1987.

Albertville Dinner, 1988.

Albertville Visit, 1987.

Bid List, 1987.

Clothing and Accreditation, 1988.

Contractors' Terms of Service, 1986-1987.

Contracts, 1986-1987. **(Restricted)**

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Box 9 (cont'd)

Distribution Memos, 1986.

Employee List, 1987.

Box 10

Systems Volunteers, 1983-1988. **(Restricted)**

Fire Evacuation/Security, 1986.

JAD Sessions, 1986.

Logo Artwork, Technology Sponsor, 1988.

OCO'88 Venue Tour and Social, 1986.

P.R. Log, 1986-1987. (Purchase Requisition)

Press Kit, Briefing Notes, n.d.

Protocol, 1986. (Includes a gifting policy and procedure proposal)

Publications, n.d.

Tech[nology] Tours, 1987-1988.

Technology Sponsors Banquet, September 5, 1986.

Travel, 1985-1986.

Vehicle Assignments, 1986-1987.

Visitors, 1988.

SUB SERIES: SPONSORS/AGREEMENTS

AGT Agreement, 1983-1988. (3 folders)

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Box 11

Boothe Computer, 1987. (2 folders)

Intergraph Sponsor, 1983-1986. (2 folders)

Northern Telecom, 1985-1986. (2 folders)

NOVA Correspondence, 1985-1986.

Box 12

Wrap-Up Processing, 1987-1988.

Danbury Computer Inventory, 1988.

Computer Inventory Listings, 1988. (2 folders)

SUB SERIES: SUPPLIERS AND SUPPLIERS (UNSUCCESSFUL)

I. Suppliers

Supplier Presentation, 1983-1984.

Consultants, 1983-1985.

Systems Contractors, 1983-1985. **(Restricted)**

Contractor Bids, 1986. (2 folders; **restricted**)

AGT, Alberta Schools Proj[ect], 1987.

Alberta Wheat Pool, 1984-1986.

Arthur Andersen [& Co., Consultants], 1985-1986.

Arthur Young, [Consultant], 1985.

Ashley's Data Storage, 1987.

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Box 12 (cont'd)

American Software, 1986.

Box 13

BASS, 1986-1987.

BNR [Bell Northern Research], 1983.

Boris, 1987-1988. (Boris Sakac, Vice President, Technology, Sarajevo)

Calgary Tourist and Convention Bureau, 1983-1984. (Includes agenda and minutes of Olympic Housing Bureau)

Calgary Tourist and Convention Bureau, 1984-1985.

City Liaison, 1983-1987. (Includes draft and copy of agreement between City of Calgary and OCO, 1984; minutes of OCO'88 Communications Steering Committee)

CODA Liaison, 1983-1986.

Comlink, Sci/ATL, n.d. (Pamphlet; Scientific Atlanta)

Compwest, 1986. **(Restricted)**

Coopers & Lybrand, 1987-1988. (Regarding a computer systems security review)

CSS Stapleton, 1986. (From EXPO'86)

CTV Agreements, 1986. (Summary reports of CTV and ABC contracts)

Data Telecom Article, 1987-1988.

Daktronics, 1985-1988. (Includes copy of agreement)

Digitech, 1986-1987.

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Box 13 (cont'd)

DMR & Associates, 1984-1987. **(Restricted)**

Duquesne, 1987.

ESSO Project/2, 1984-1986.

Guide, 1982-1986. (Regarding IBM)

IOC Meetings, 1983-1986.

Box 14

Kodak, 1986.

3M, 1986.

Terry McKimm, 1988.

Mount Royal College, 1986-1987.

Motorola, 1986-1987.

NTC M[anagemen]t Reviews, 1986-1987.

Paradyne, 1987-1988.

Philips, 1986-1988.

Potential Sponsors, 1983-1984.

Philips, 1986-1987.

PSDI Correspondence, 1983-1988. (2 folders)

Province Liaison, 1983-1984.

Rogers Cable, 1984-1985.

Sage Institute, 1985-1986.

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Box 14 (cont'd)

SAIT, n.d. (Notes only)

Sensitronic AG, 1985.

Shell, 1987.

SLOOC, 1985. (Organizing committee for the Olympic Games in Seoul, Korea;

includes

report)

Sony, 1984.

Box 15

Swiss Timing, 1983-1987.

SPP [Consulting], 1986.

Stampede Liaison, 1983.

Sytek, 1984-1987.

Thorne Riddell, 1982-1983.

Touche Ross, 1986.

Tridon, 1986. (Includes minutes of Info'88/Paging Interface meeting)

US West, n.d.

U[niversity] of C[algary] Liaison, 1983-1984.

WBBB, 1987. (Includes report on ABC)

Xerox, 1986-1987.

Copyright City of Calgary

Box 15 (cont'd)

II. Suppliers (Unsuccessful)

Act Info, 1983.

Access Data Consultants, 1986.

AES Correspondence, 1983-1984.

AIS [Consulting Ltd.], [1984].

Alta-Can Telecom Inc., 1984.

Alphatel Videotex Info[rmation], 1985.

Amdahl, 1984-1985.

Altel Data, 1985.

Ashwood Consulting Ltd., 1986.

Boeing Info[rmation], 1983.

Bonrich Info[rmation], 1983.

BRC Computer Services Ltd., 1986.

Burroughs Info[rmation], 1984-1985.

Canadian MAG-CARD Products Ltd., 1985.

CDRC Supplier Info[rmation], 1985.

CMS, 1986. (Computing Made Simple)

CNCP Info[rmation], 1984.

Box 16

Computer Associates, 1986.

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Box 16 (cont'd)

Computer Environment Solutions, 1984.

Computer Innovations, 1984.

Computer Tech Info[rmation], 1985. **(Restricted)**

Consultec, 1983.

Control Data, 1984.

Corporate Information Services, 1986. **(Restricted)**

Corwnx Crowntek, 1984.

CSC Project Management Services, 1982. **(Restricted)**

CSG Info, 1983.

Cybernex, 1984.

Data General, 1984-1986.

DI Associates Inc., 1986.

Datel, 1984.

Decision Data Information, 1985.

DKW Systems Group, 1983.

Digital Equipment Corp, 1983-1984.

EECO Computer Inc. Info[rmation], 1985.

Elan Data Makers Info[rmation], 1985.

Ethier Associates Info[rmation], 1985-1986.

Execucom, 1986.

Flexteam, 1985.

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Box 16 (cont'd)

GBT Associates, 1985-1986. **(Restricted)**

GFX, n.d.

Greyhound Info[rmation], 1986.

IBM CSP, 1985.

Island Canyon Mines, 1987.

Instar Info[rmation], 1985.

I.O. Software, 1986. **(Restricted)**

I.P. Sharp Associates, 1984-1986.

J.L. Research & Systems Design, 1986.

Box 17

K.C. Woods & Associates, n.d. **(Restricted)**

Lanpar, 1985.

LGS, 1986.

McDonnell Douglas, 1983.

Rapifax Info[rmation], 1983.

Resource Information Systems, 1986.

Rogers & Associates Info[rmation], 1985.

Rolm Corporation, 1983.

Second Person Plural, 1985-1987.

Sony, n.d.

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Box 17 (cont'd)

Storage Technology, 1984.

Summa Corp. Correspondence, n.d.

Synergon Data Services, 1986.

Synerlogic, 1985.

Systemhouse Info[rmation], 1986.

Tayson Information Technology, 1985.

TCI Telesel, n.d.

Terriff Lewis, 1986. **(Restricted)**

Triangle Software, 1986.

University of Waterloo, n.d.

Vencap, 1983.

Victor, 1983.

Visa, 1986.

Walker, 1986.

Wang, 1984-1985.

Woods Gordon Info[rmation], 1985.

Box 18

SUB SERIES: DAY FILES

Day File, March 1988.

Day File, February 1988.

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Box 18 (cont'd)

Day File, January 1988.

Day File, December 1987.

Day File, November 1987.

Day File, October 1987.

Day File, September 1987.

Day File, August 1987.

Day File, July 1987.

Day File, June 1987.

Day File, May 1987.

Day File, April 1987.

Day File, March 1987.

Day File, February 1987.

Box 19

Day File, January 1987.

Day File, December 1986.

Day File, November 1986.

Day File, October 1986.

Day File, September 1986.

Day File, August 1986. (2 folders)

Day File, July 1986. (Includes minutes of Results Venue Coordination meeting)

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Box 20

Day File, June 1986. (2 folders; includes agenda and minutes of IBM/OCO'88

Management Review meeting; minutes of Installation meetings; report on JAD scheduling session; and agenda and report on Bass Ticketing System Installation)

Day File, May 1986. (2 folders; includes minutes of Installation meeting; report on Sport Description for Alpine Skiing; and a Planning Document for OCO'88 Work Template)

Box 21

Day File, April 1986.

Day File, March 1986. (Includes minutes of Results System Committee meeting)

Day File, February 1986. (Includes agenda and minutes of Operations meeting)

Day File, January 1986.

OVERSIZE MATERIAL

Oversize Material placed in **Map Cabinet 1/1**

Venues, Alpine, Mount Allan, 1984-1985. (Blueprints: Mount Allan Base Area Layout, Showing Temporary Facilities Locations, January 21, 1985 (coloured; marked "Preliminary. Not for Distribution"); OCO'88 Requirements for Use of Mount Allan, 1985 (annotated))

II. Technology Group, Systems Division, Vice President (and General Manager) J. Russell, IBM Correspondence, Project Review and Agreement. -- 1984- 1988. -- .38 m of text.

Archival Description: These files represent the negotiations and development of a Sponsorship agreement between IBM and OCO'88 and include minutes of meetings between the two groups in the form of "Project Reviews." Many other small agreements, such as those for equipment, are also part of this series. Several drafts of each agreement exist in these records.

Scope and Content: These files are divided into three sub series, Correspondence, Project Status Reviews and the IBM Agreement, each of which is in chronological order.

The title is based upon the contents of the files and box labels.

A file listing follows.

File Listing:

SUB SERIES: CORRESPONDENCE

Box 1

IBM Sponsorship, 1984-1986. (2 folders)

IBM Contract (Sponsor), 1985-1987.

IBM Correspondence, 1985-1988. (2 folders)

IBM Bid Correspondence, 1986. (2 folders)

Presentation to IBM, April 1986. (Includes minutes of OCO/IBM meeting)

Box 2

IBM, CSP Test Agreement, 1986.

IBM Loaner Program, 1986-1987.

IBM, Bid Purchase Contracts, 1987.

IBM, Printers, 1987.

IBM, Technology Roll Out, 1987-1988.

SUB SERIES: PROJECT REVIEWS

Box 2 (cont'd)

IBM/OCO'88 Project Reviews, Correspondence 1986.

IBM/OCO'88 Project Status Reviews, Minutes 1987. (2 folders)

IBM/OCO'88 Project Status Reviews, Minutes 1988. (1st of 2 folders)

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Box 3

IBM/OCO'88 Project Status Reviews, Minutes 1988. (2nd of 2 folders)

IBM/OCO'88 Management Review, 1986. (Minutes)

IBM/OCO'88 Weekly Managers Meetings, 1986. (Minutes)

SUB SERIES: AGREEMENT

Box 3 (cont'd)

IBM Agreement, 1986-1988. (5 folders)

III. Technology Group, Systems Division, Vice President (and General Manager) J. Russell, Progress Reports. -- 1985-1988. -- .39 m of text.

Archival Description: This series includes all the monthly reports from the Systems Division from 1985 to 1988 March, as well as one folder of Systems Accounting Reports from 1986. A report on Games Statistics concludes the series. The arrangement is chronological.

One file--"System Change Control"--consisted of a number of forms outlining daily activities in the Division (Activity Request forms, Systems Bug Reports and Problem Reports). These records are of limited value.

The title of the series is based upon the contents of the files and box labels.

A file listing follows.

File Listing:

Box 1

Systems Progress Reports, 1985. (Monthly reports)

Systems Progress Reports, 1986 January-June. (2 folders)

Systems Progress Reports, 1986 July-September. (2 folders)

Systems Progress Reports, 1986 October-December. (2 folders)

Box 2

Systems Progress Reports, 1987 January-March. (2 folders)

Systems Progress Reports, 1987 April-June. (2 folders)

Systems Progress Reports, 1987 July, August, September. (1st of 2 folders)

Box 3

Systems Progress Reports, 1987 July, August, September. (2nd of 2 folders)

Systems Progress Reports, 1987 October, November, December. (2 folders)

Systems Progress Reports, 1988 January, February, March.

Systems Statistics, February 1988. (Report of March 1, 1988)

[Systems] Accounting Reports, 1986 June to December.

Systems Change Control 1987-1988.

IV. Technology Group, Computing Systems Division, General Manager D. Harris, Master Reports and Results Summary. -- 1988. -- .75 m of text.

Archival Description: These reports were completed at the time of the XV Olympic Winter Games, and include complete statistics from all the sporting events held during the Games. For example, the reports on ice hockey cover schedules, line-ups, game and tournament statistics and standings, and statistics on individual player performances. The Results Summary is a published document of the official results of all events, but these statistics are not as complete as those in the Master Reports. Several copies of the Results Summary exist, but only two were kept with this series of records.

Scope and Content: These files, originally stored in three-ring binders, are arranged in alphabetical order according to the first sporting event listed in a particular report. Often the results of more than one sport were kept together in one binder. There is one exception to this order. The statistics for the Nordic Combined and Ski Jumping events were originally placed in a binder labelled SS [Speed Skating], NC [Nordic Combined], SJ [Ski Jumping]. However, the Speed Skating results were removed and placed in a binder on their own.

The title of the series is based upon the contents of the files and box labels.

A file listing follows.

File Listing:

Box 1

Master Reports, Alpine Skiing (AS), 1988. (3 folders)

Master Reports, Biathlon, Bobsleigh, Cross Country, (BT, BS, CC), 1988. (1st 4 of 5 folders: Biathlon, 1 folder; Bobsleigh, 2 folders; Cross Country, 1 folder)

Box 2

Master Reports, Biathlon, Bobsleigh, Cross Country, (BT, BS, CC), 1988. (5th of 5 folders: Cross Country, 1 folder)

Master Reports, Curling (Customer Log), 1988. (4 folders)

Master Reports, Disabled Skiing, Free Style Skiing, Figure Skating (DS, FR, FS), 1988. (1st and 2nd of 3 folders: Disabled Skiing and Free Style Skiing, one folder; Free Style Skiing and Figure Skating, 1 folder)

Box 3

Master Reports, Disabled Skiing, Free Style Skiing, Figure Skating (DS, FR, FS), 1988. (3rd of 3 folders: Figure Skating, 1 folder)

Master Reports, Ice Hockey (IH), 1988. (1st 6 of 15 folders: Book 1, 3 folders; Book 2, 3 folders)

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Box 4

Master Reports, Ice Hockey (IH), 1988. (Next 7 of 15 folders: Book 2.5, 3 folders;
Book 4. Scorers, Goal Tenders, Proficiency, 3 folders; Book 5. Penalized
Players, Plus Minus Ratings, 1 folder)

Box 5

Master Reports, Ice Hockey (IH), 1988. (Last 2 of 15 folders: Book 5. Penalized
Players, Plus Minus Ratings, 1 folder; Game Reports, 1 folder)

Master Reports, Luge (LG), 1988. (2 folders)

Master Reports, Nordic Combined, Ski Jumping (NC, SJ), 1988. (1st and 2 of 4 folders:
Nordic Combined, 2 folders)

Box 6

Master Reports, Nordic Combined, Ski Jumping (NC, SJ), 1988. (3rd and 4th of 4
folders: Ski Jumping, 2 folders)

Master Reports, Short Track Speed Skating (ST), 1988. (3 folders)

Master Reports, Speed Skating (SS), 1988.

XV Olympic Winter Games, Results Summary, 1988. (2 copies)

V. Technology Group, Telecommunications Department, Manager N. Lundhild, General Correspondence and Reference Material. -- 1977-1988; (predominant 1982-1988). -- 1.88 m of text and other material.

Archival Description: The records in this series reflect the activities of this Department from the time it was part of Facilities and Technical Services Division of OCO'88, then part of the Systems Division of the Finance Group, and, finally, when both the Systems Division and the Telecommunications Department were transferred to the Technology Group of OCO. Nick Lundhild remained Manager of this administrative unit throughout this period.

Scope and Content: These files consist mainly of general correspondence and reports from the Telecommunications Department. Significant in many files, as well, are agenda and minutes of meetings. These meetings were of both formally recognized committees, such as the AGT/OCO Joint Committee or the Radio Volunteer Committee, and ad hoc committees in which representatives of various interests met to resolve particular problems. An example of the latter type of meeting would be those convened to discuss cabling requirements at Mount Allan. Only a very small number of files are truly "Minutes" files, and, in fact, most agenda and minutes were maintained in general correspondence files. For example, there is a minutes file for the AGT/OCO'88 meetings, but this file does not contain a complete set of minutes and those from other meetings may be found in the general correspondence files. The General file for the Volunteer Program in Box 13 contains agenda and minutes of meetings of many of the volunteer committees including the Radio Committee, Voice Committee, Nakiska Telecommunications Committee, as well as minutes of Telecommunications Chairman's meetings, Canmore Nordic Centre (CNC) Telecommunications meetings and Oval Bauer McMahon (OBM) meetings.

A call number system consisting of letters and number was used by the Telecommunications Department to arrange these files, and this numbering system has been maintained here. It is an alphabetical system but not strictly so.

Box 7 contains several files which were not originally given numbers under the call number system. Included in these are proposals by Swiss Timing for the 1984 Sarajevo Games and for the 1988 Calgary Games. These have been removed from their original binders and placed into file folders. Files on the AGT/SNA Data networking system, Scoreboards and WBBB follow. Box 9 contains two more files which were not originally given call numbers. The material in these files relates closely to the information contained in file number S-3.06 on the electronic firm, Daktronics, and have been placed together with that file.

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The other material includes 31 photo prints, 26 plans and 24 blueprints.

The title is based upon the contents of the series and box labels.

A file listing follows.

File Listing:

Box 1

- A-3 AGT, 1986. (2 folders; include minutes of AGT/OCO'88 meetings)
- A-3 AGT, 1986-1987. (2 folders; includes minutes)
- A-3.01 AGT, Agreement, 1983-1987.
- A-3.05 AGT/OCO'88 Minutes, 1986-1987.

Box 2

- B-1 Bob & Luge, 1984-1987. (Includes a report on the responsibilities of the Chief of Timing; and a report of an information gathering tour of Europe)
- B-2.01 Broadcasting, ABC, 1985-1987.
- B-2.02 Broadcasting, CTV, 1985-1986. (2 folders; includes minutes of OCO'88/CTVHB meetings)
- B-2.02 Broadcasting, CTV-HB, 1986-1987. (Includes minutes of OCO'88/CTVHB meetings)
- B-2.02 Broadcasting, CTV-HB, March 1987-May 1987. (2 folders; includes minutes of Engineering Coordination meetings; of CTV/OCO'88 meetings; and of an ABC/OCO'88/CTVHB/AGT Broadcast Coordination meeting)

Box 3

- B-2.03 Broadcasting, Unilateral Broadcaster, 1984-1986.
- B-2.04 Broadcasting, Broadcast Booths, 1985-1986.

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Box 3 (cont'd)

- B-3 Budget, 1986-1987.
- B-3.02 Budget, 1985-1986.
- B-3.03 Budget, 1986-1987.
- B-4 Broadband Systems, 1986-1987. (Includes draft agreements)
- C-1 Cabling, 1986-1987. (2 folders; one oversize, untitled blueprint has been placed in Map Cabinet 1/1)

Box 4

- C-1.01 Cabling, Canmore, 1985-1987.
- C-1.02 Cabling, COP, 1985-1987.
- C-1.03 Cabling, Mount Allan, 1985-1987. (Includes minutes and notes on Mount Allan Precabbling meetings; and one oversize blueprint which has been placed in Map Cabinet 1/1)
- D-2 Data, Data Systems, 1985-1987. (2 folders; includes minutes of Data Network meetings, and of an OCO'88/AGT/Northern Telecom meeting; and a meeting of the Telecommunications Data Committee Venue Operations Sub Committee)
- G-1.03 General, Canada Olympic Park, 1986-1987. (Includes Status Reports)
- G-1.04 General, International Broadcast Centre, 1984-1987. (Includes minutes of CTVHB/OCO'88/Herman Bell/Calgary Police Service meeting; agenda of CTVHB/OCO'88/AGT/Herman Bell meeting; and reports)

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Box 4 (cont'd)

- G-1.06 General, Villages, 1986-1987.
- G-1.12 General, Stampede Park, 1985-1987. (Includes draft agreement; and agenda and minutes of meeting between OCO'88, Calgary Exhibition and Stampede, CTV, ABC, Atco and Herman Bell)

Box 5

- N-4 Northern Telecom, 1986-1987.
- O-2 OCONET, 1985-1986. (2 folders)
- O-2 OCONET, 1986-1987.
- O-2.03 OCONET, RFP, 1985. (Request for Proposals; includes agenda of OCONET Institutional Users Group meeting; and reports)
- O-2.06 OCONET, Sytek, 1985-1987. (2 folders)
- P-1 Pre-Olympic Support, 1985-1987.

Box 6

- P-2 PA Systems, 1986-1987.
- P-3 Pager Systems, 1986-1988. (Includes reports)
- R-1 Radio Systems, May-August 1987. (2 folders)
- R-1 #1 Radio Systems, 1984 to August 1987. (2 folders; includes reports on Radio Vans and other radio systems)

Box 6 (cont'd)

R-1 #2 Radio Systems, August 1986-September 1987. (1st and 2nd of 3 folders; includes minutes of Canmore Venue Radio meeting)

Box 7

R-1 #2 Radio Systems, August 1986-September 1987. (3rd of 3 folders)

R-1 #3 Radio Systems, October 1987-January 1988. (2 folders)

R-1.03 Radio Systems, Motorola, 1986-1987. (Includes minutes of OCO'88/Motorola and OCO'88/AGT/Motorola meetings)

R-1.03.01 Radio Systems, Motorola, Scope of Work and Agreement, 1985-1987. (2 folders; includes draft agreement; two oversize blueprints have been placed into Map Cabinet 1/1)

R-1.04 Radio Systems, Mount Allan, 1987.

Box 8

R-1.06 Radio Systems, RFP's, 1984-1988. (2 folders; requests for proposals; includes proposals for radio communications systems)

R-1.07 Radio Systems, Radio Study, 1984-1985.

R-1.09 Radio Licences, 1986-1988.

R-2 Results System, 1986-1987. (2 folders; includes minutes of Results System Design Committee meetings)

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Box 9

Scoreboards/Timing Systems, Swiss Timing, Tender Documentation, Olympic Winter Games Sarajevo 1984, February 16, 1982. (2 folders; five oversize blueprints placed in Map Cabinet 1/1)

Scoreboards/Timing Systems, Swiss Timing, Proposal, Calgary, XV Olympic Winter Games 1984. (2 folders; 16 oversize plans placed in Map Cabinet 1/1)

Scoreboards/Timing Systems, AGT/SNA/Network, 1986.

Scoreboards, RFQ, 1984-1985. (Request for Quotations; includes report on scoreboard installations which includes several colour and black and white photo prints attached to the report: four 4x5 colour; 20 5x7 colour; one 5x7 3/4 colour; three 3½x5 colour. There are also two 8x11 3/4 colour photo prints which are not attached to the report.)

Scoreboards/Timing Systems, 4100 Solution, WBBB, 1987-1988. (Includes reports)

Box 10

S-3 Scoreboards/Timing Systems, 1983-1987. (2 folders; includes a status report, and agenda and minutes of Scoreboards and Timing meetings)

S-3 Scoreboards/Timing Systems, 1986-1987. (Includes minutes of Scoreboards and Timing meetings)

S-3.01 Scoreboards/Timing Systems, RFP's, 1984-1985. (3 folders; requests for proposals; includes minutes of Scoreboards and Timing meetings)

Box 10 (cont'd)

S-3.02 Scoreboards/Timing Systems, Canmore, 1985-1987. (Includes one 4x6 black and white photo print of Longines equipment attached to a proposal)

Box 11

S-3.03 Scoreboards/Timing Systems, COP, 1984-1987.

S-3.04 Scoreboards/Timing Systems, CODA, 1985-1987.

S-3.05 Scoreboards/Timing Systems, Mount Allan, 1984-1987. (Includes minutes of Scoreboards meeting)

S-3.06 Scoreboards/Timing Systems, Daktronics, 1986-1988. (Includes agenda and minutes of OCO'88/Daktronics meetings, and minutes of Sport Committee Scoreboard Operators meeting)

----- Scoreboards/Timing Systems, Daktronics, Electronic Plans, 1985. (15 oversize blueprints have been placed in Map Cabinet 1/1)

----- Scoreboards/Timing Systems, Daktronics, 1986-1987. (Includes reports and minutes of OCO'88/CTVHB/ABC/Daktronics meeting, of Scoreboard Operators meetings, and agenda and minutes of OCO'88/Daktronics meetings)

S-3.07 Scoreboards/Timing Systems, Selection, 1984-1985. (Includes project review report on scoreboards and timing systems)

S-3.08 Scoreboards/Timing Systems, Swiss Timing, 1977-1988. (1st of 3 folders; includes minutes of Scoreboards and Timing meeting, and draft agreement; seven oversize plans have been placed in Map Cabinet 1/1)

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Box 12

- S-3.08 Scoreboards/Timing Systems, Swiss Timing, 1977-1988. (2nd and 3rd of 3 folders)
- S-3.08 Scoreboards/Timing Systems, Swiss Timing, 1986-1988. (2 folders; includes agenda and minutes of OCO'88/Swiss Timing and of OCO'88/Swiss Timing/CTVHB/ABC meetings)
- S-3.09 Scoreboards/Timing Systems, Speed Skating Oval, 1986-1987.
- S-3.10 Scoreboards/Timing Systems, McMahon Stadium, 1985.
- S-3.11 Scoreboards/Timing Systems, Stampede, 1986-1987.
- S-4 Scoreboards, 1984-1987. (1st of 2 folders; includes minutes of Scoreboards meeting, and three plans)

Box 13

- S-4 Scoreboards, 1984-1987. (2nd of 2 folders)
- S-4.01 Scoreboards, Video Matrix, 1985-1987. (2 folders; includes draft agreement)
- S-5.02 Security, Telecommunications, 1983-1987. (Includes minutes of the Security Communications Steering Committee)
- S-6 Systems, 1984-1987. (2 folders; includes reports on systems; minutes of Telecom/Systems meeting, of IBM/OCO'88 Management Review meeting, and agenda and report of the Technology Integration Committee)

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Box 14

- T-1 Telephone System, 1982-1987. (3 folders; includes report to the Board of Directors, and minutes of Olympic Communications Committee meeting)
- T-1 Telephone System, 1986-1988.
- T-4 Torch Run, 1985-1986. (Includes report on the technical requirements for the Olympic Torch Relay)
- V-3 Videotex Systems, 1981-1987.
- V-4 Volunteer Program, General, 1986-1987. (1st of 3 folders; includes a volunteer application package; agenda and minutes of Telecommunications Chairman's meetings; minutes of Nakiska Telecommunications meetings, of Nordic Combined Review meeting, of Canada Olympic Park Telecommunications Systems, Services and Facilities meeting, and of a Volunteer Group meeting; and a report of the Canmore Nordic Centre Telecommunication Committee)

Box 15

- V-4 Volunteer Program, General, 1986-1987. (2nd and 3rd of 3 folders)
- V-4 Volunteer Program, General, 1987. (2 folders; includes agenda and minutes of Telecom Planning (Voice) Committee meetings, and of Radio Committee meetings; and minutes of Nakiska Telecommunications Committee meetings, of Telecommunications Chairman's meetings, of Telecommunications Review meetings, and of OBM [Oval/Bauer/McMahon] Telecom meeting)

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Box 15 (cont'd)

V-4.04 Volunteer Program, Radio Committee, 1986-1987. (2 folders; includes agenda and minutes)

Oversize Material placed in **Map Cabinet 1/1:**

C-1 Cabling, 1986-1987. (Blueprint: [Untitled], n.d. (of Saddledome-Round Up Centre area)

C-1.03 Cabling, Mount Allan, 1985-1987. (Blueprint: Mount Allan, Mt. Allan Ski Trail & Road Layout, November 10, 1984; marked "Preliminary")

R-1.03.01 Radio Systems, Motorola, Scope of Work and Agreement, 1985-1987. (Blueprints: Typical Intra-Venue Communications Configuration, Canmore Nordic Centre, Fig. No. 1, July 17, 1985; Typical Intra-Venue Communications Configuration, Fig. No. 2, July 17, 1985)

Scoreboards/Timing Systems, Swiss Timing, Tender Documentation, Olympic Winter Games Sarajevo 1984, February 16, 1982. (Blueprints: Alpine Skiing, Sarajevo'84, Compagnie des Montres Longines, St.-Imier (Suisse), February 17, 1982 (2 copies; one with notations); Biatlon [sic], Cross-Country and Speed Skating, Sarajevo'84, Swiss Timing, Bienne (Suisse), February 16, 1982 (2 copies); Ski Jump, Sarajevo'84, Swiss Timing, Bienne-Suisse, February 17, 1982 (2 copies); Bob, Luge, Sarajevo'84, Swiss Timing, Bienne-Suisse, n.d. (2 copies); Speed Skating, Cross-Country, Sarajevo'84, Swiss Timing, Bienne (Suisse), February 17, 1982 (2 copies))

Oversize Material placed in Map Cabinet 1/1 (cont'd)

Scoreboards/Timing Systems, Swiss Timing, Proposal, Calgary, XV Olympic Winter Games 1984. (Plans: Bob & Luge Track, Olympic Winter Games'88, Swiss Timing, Bienne (Suisse), September 27, 1984; Bob & Luge Standings, Olympic Winter Games'88, Swiss Timing, Bienne (Suisse), September 27, 1984; Figure Skating Standings, Olympic Winter Games'88, Swiss Timing, Bienne (Suisse), September 26, 1984; Figure Skating, Marks, Olympic Winter Games'88, Swiss Timing, Bienne (Suisse), September 26, 1984; Ski Jump, Olympic Winter Games, Swiss Timing, Bienne (Suisse), September 25, 1984; Ski Jump, Olympic Winter Games'88, Swiss Timing, Bienne (Suisse), September 25, 1984; Speed Skating, Standard 400M & Short Track, Olympic Winter Games'88, Swiss Timing, Bienne (Suisse), September 27, 1984; Freestyle Skiing, Olympic Winter Games'88, Swiss Timing, Bienne (Suisse), September 26, 1984; Curling, Olympic Winter Games'88, Swiss Timing, Bienne (Suisse), September 26, 1984; Main Scoreboard for Cross Country & Biathlon, Olympic Winter Games'88, Swiss Timing, Bienne (Suisse), September 27, 1984; Color Display Board . . . , Canada Olympic Park, Swiss Timing, September 26, 1984; Color Display Board . . . , Mac Mahon [sic] Stadium, Swiss Timing, September 26, 1984; Color Display Board . . . , Stampede Grandstand, Swiss Timing, September 26, 1984; Color Display Board . . . , Mount Allan, Swiss Timing, September 26, 1984; Color Display Board . . . , Saddledome, Swiss Timing, September 26, 1984; Information Boards, Olympic Winter Games'88, Swiss Timing, Bienne (Suisse), September 26, 1984)

Oversize Material placed in Map Cabinet 1/1 (cont'd)

----- Scoreboards/Timing Systems, Daktronics, Electronic Plans, 1985.
(Blueprints: Daktronics, Inc., '88 Olympics/Calgary, Alberta Canada, Schematic; Power, Speed Skating, 18 November 1985 (3 copies); Daktronics, Inc., '88 Olympics/Calgary, Alberta Canada, Section Mating Details/Speed Skating, 13 November 1985 (3 copies); Daktronics, Inc., '88 Olympics/Calgary, Alberta Canada, Mounting Details/Speed Skating, 15 November 1985 (3 copies); Daktronics, Inc., '88 Olympics/Calgary, Alberta Canada, Electrical Details/Speed Skating, 14 November 1985; Daktronics, Inc., '88 Olympics/Calgary, Alberta Canada, Schematic; Signal, Speed Skating, 18 November 1985 (3 copies))

S-3.08 Scoreboards/Timing Systems, Swiss Timing, 1977-1988. (Plans: Affichage publicap 370, Compagnie des Montres Longines St.-Imier (Suisse), January 18, 1977; Olympic Winter Games'88, Calgary, Cross Country & Biathlon, Swiss Timing, Bienne-Suisse, May 2, 1985; AP 490 Module Mecanique Fael, Compagnie des Montres Longines St.-Imier (Suisse), August 12, 1980; Olympic Winter Games'88, Calgary, Swiss Timing, Bienne-Suisse, May 3, 1985; Olympic Winter Games'88, Calgary, Bob & Luge, Swiss Timing, Bienne-Suisse, May 1, 1985; Olympic Winter Games'88, Calgary, AP 490 Display, Swiss Timing, Bienne-Suisse, April 30, 1985; Olympic Winter Games'88, Calgary, Speed Skating, Swiss Timing, Bienne-Suisse, May 7, 1985)

VI. Technology Group, Telecommunications Department, Manager N. Lundhild, Fragments and Miscellaneous Documents. -- 1984-1988. -- .125 m of text.

Archival Description: This group of records was brought together from bits and pieces which were not part of other series, but were still part of the records maintained by Nick Lundhild. The documents have been arranged chronologically, and, for the time being, the Graphics Manual, which was not produced by the Technology Group, has not been removed from its binder.

The title is based on the contents of the series.

A file listing follows.

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File listing:

Box 1

XV Olympic Winter Games, Proposal Guidelines for Scoreboards, etc. 1984

Key Telecom Budgets, Set the Stage for All Future Developments, 1985-1986

Chart of Accounts, 1986-1987.

Calgary 1988 Olympic Winter Games, Graphics Manual.

**VII. Technology Group, Technical Services Division, General Manager
N. Lundhild, Milestones Documents. -- 1983-1988. -- .25 m of text.**

Archival Description: The information contained in the "Milestones Documents" is of a general nature--correspondence, reports, minutes, draft agreements and schedules. In chronology, the material in these files overlaps with that in Series V, General Correspondence and Reference Material. Therefore, the distinction between that series as being material created by Nick Lundhild while working as Manager of the Telecommunications Department and this series as material created while working as General Manager of the Technical Services Division may be somewhat arbitrary.

Scope and Content: These documents were originally held in binders, all with the same title. The material has been removed from the binders, placed into file folders and arranged chronologically. Often one binder of material was replaced by more than one file folder. The first folder of Milestones Documents, 1986-1987, has been restricted because of personal information contained therein. The information in one binder was simply the Sytek system Reference Manual, and it has been removed for disposal.

The title of the series is based on the contents of the files.

A file listing follows.

File listing:

Box 1

Telecom, Tech[nical] Services, Management, Milestones Documents, 1983-1986. (2 folders; includes report on the Knowledge Network, and draft agreement between OCO and Northern Telecom)

Telecom, Tech[nical] Services, Management, Milestones Documents, 1985-1986. (3 folders; includes copies of presentations, notes on a meeting regarding the Satellite Concert, and minutes of the Radio Volunteer Committee and of a meeting regarding the Olympic Channel)

Box 2

Telecom, Tech Services, Management, Milestones Documents, 1986-1987. (3 folders; the first folder is **restricted**; includes minutes of an ABC/OCO/CTVHB/AGT Broadcast Coordination meeting and of a Stampede Park Cabling meeting; a Progress Report and other technical and telecommunications reports by Lundhild)

Telecom, Tech Services, Management, Milestones Documents, 1985-1988. (3 folders; includes reports, including an FIS [Fédération Internationale de Ski] Committee report on Telecommunications)

VIII. Technology Group, Technical Services Division, Day Files. -- 1984-1988. -- .5 m of text.

Archival Description: In 1984, when these day files begin, Nick Lundhild was Manager of the Telecommunications Department, Facilities and Technical Services Division. By the time of the Games, he was General Manager of the Technical Services Division of the Technology Group.

From 1985 to 1987, Don Douglas was Supervisor of Voice and Data Telecommunications when he was replaced by Jim Plant. The day files of both men are represented in this series.

Brian Page, from 1985 to 1987, was Supervisor of Radio Telecommunications with the Telecommunications Department. After 1987 September, he became Manager of the Telecom Operations Department of the Technical Services Division. His day files cover this period of transition.

Scope and Content: These are the day files of members of the Telecommunications Department, eventually known as the Technical Services Division. The files are arranged chronologically by officer, beginning with Nick Lundhild. These files consist of general correspondence, reports, and minutes of meetings.

The call number system used for these files originally has been maintained.

The title is based on the contents of the series.

A file listing follows.

File listing:

Box 1

- I.LI.0I Lundhild, Day File, July 1984-December 1984.
- A.LI.0I Lundhild, Day File, January 1985-July 1986. (3 folders)
- A.LI.0I Lundhild, Day File, August 1986-July 1987. (3 folders)

Box 2

- A.LI.0I Lundhild, Day File, August 1987-April 1988. (3 folders)
- A-D.I.0I Douglas, Day File, March 1985-April 1986. (2 folders; includes minutes of meetings regarding results systems and scoreboards)
- A-D.I.0I Douglas, Day File, April 1986-August 1986. (3 folders; includes minutes of OCO'88/Daktronics meetings)

Box 3

- A-D.I.0I Douglas, Day File, September 1986-December 1986. (2 folders)
- A-D.I.0I Douglas, Day File, January 1987-June 1987. (3 folders; includes minutes of Scoreboards meeting; and report of the Technical Integrated Committee on Digital Trunk Interface [also known as Technology Integration Committee])
- A-P.2.0I Plant, Day File, 1986-1988. (3 folders; includes minutes of OCO'88/AGT meeting; and Status Reports)

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Box 4

- A-P.1.01 Page, Day File, February 1985-August 1986. (3 folders; includes minutes of Radio Volunteer Committee meetings, and of AGT/CTVHB/OCO'88 meeting)
- A-P.1.01 Page, Day File, August 1986-November 1987. (3 folders)
- A-P.1.01 Page, Day File, 1988.

IX. Technology Group, Technical Services Division, Supervisor, Voice & Data Telecommunications (Don Douglas/Jim Plant), General Correspondence and Reference Material. -- 1981-1988. -- 1.63 m of text and other material.

Archival Description: These general correspondence files were maintained by the Supervisor, Voice & Data Telecommunications (also referred to as Supervisor, Voice Systems), a position held by Don Douglas from 1984 until 1987 July when he was replaced by Jim Plant. Records in this series were created by both men.

Scope and Content: Although general correspondence and reports make up the bulk of these records, many of the files include agenda and minutes of meetings, plans, and draft, and occasionally, final versions of agreements between OCO and businesses or societies.

When these files arrived at the Archives there was little apparent order, but three main types of general files seemed to be represented. Three sub series have been created: General Files, Scoreboards/Timing Systems and General Venue Files. Each of these sections has been arranged alphabetically. Included in many of the files are oversize plans or blueprints, which have been placed into appropriate oversize storage and notations made where this has been done. As well, photo prints have been enclosed into acid-free photographic envelopes within their original files. Telefaxed documents have been photocopied for preservation.

The other material consists of 132 plans, 40 photo prints, and 20 blueprints.

The title of the series is based on the contents of the files.

A file listing follows.

File listing:

Box 1

SUB SERIES: GENERAL FILES

AGT Agreement, 1986. (Includes copies of draft agreement as well as a signed copy)

AGT/OCO'88 #2, 1985. (2 folders; includes communication proposal by AGT))

AGT #3, 1986.

AGT #4, 1986-1987. (2 folders; includes notes on meetings, and draft copies of agreement)

AGT #5, 1987. (1st of 3 folders; includes unsigned copy of Lease Agreement)

Box 2

AGT #5, 1987. (2nd and 3rd of 3 folders)

AGT #7, 1987-1988. (2 folders; includes notes on meetings)

AGT #8, 1987-1988. (Includes notes on meetings)

AGT, Communications Data for Venues and Locations, 1987. (1st 3 of 4 folders)

Box 3

AGT, Communications Data for Venues and Locations, 1987. (4th of 4 folders)

AGT, Network Design, 1985-1986.

AGT, Traffic Study Data, 1988. (4 folders)

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Box 4

Broadcasting, ABC, 1985-1987.

Broadcasting, ABC, Hotlines, 1987-1988.

Broadcasting, Broadcast Coordination Meetings, 1986. (Includes agenda and minutes; eight oversize plans have been placed in Map Cabinet 1/1)

Broadcasting, CTV, 1985-1987. (3 folders; includes agenda and minutes; summaries of contracts)

Broadcasting, CTV Ordering Procedures, 1986-1987. (Includes agenda and meeting notes for OCO'88/CTV meetings, and minutes of a Telecommunications Committee meeting)

Broadcasting, Graphics, 1987.

Broadcasting, Graphics Consortium, 1986-1987. (Includes report on Session One, Television Graphics Consortium, October 23-24, 1986)

Broadcasting, Graphics, Daktronics/CTV/ABC, 1987. (Includes minutes of meeting)

Broadcasting, Graphics, Swiss Timing, Television Formats, 1983-1987. (Includes agenda and minutes of Swiss Timing/CTVHB/ABC/OCO meeting, and notes on Swiss Timing/OCO meetings)

Broadcasting, International Broadcast Centre, House Phones/ABC Rate, 1986.

Box 5

Budget, RFP's, 1984-1985. (Request for Proposals)

Budget, Customs Tax Work, Scoreboards, 1985-1986.

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Box 5 (cont'd)

Budget, OGP Analysis, 1985-1986.

Budget Material, 1986-1987. (2 folders)

DTI Test, 1986-1987. (3 folders; re data integration; includes agenda and minutes of Techn[ology] Integration Committee meetings, and of a Data Network meeting)

Olympic Transportation Centre, 1987.

Box 6

Northern Telecom, Commemorative Telephones, 1986. (Includes minutes of OCO'88/ AGT/Northern Telecom meeting)

Northern Telecom Issues, AGT, Tom Ray, 1986. (Tom Ray was Manager, Olympic Program, Northern Telecom; includes minutes of Telecom/Systems meeting, and of OCO'88/AGT/Northern Telecom meeting)

Northern Telecom Discussions 1986-1987. (3 folders; includes draft agreements)

Results, MPG Generators, 1986-1987. (Includes systems manuals, and minutes of Results VCG Channels meeting)

Results, Timing, Scoreboards Interfaces, Outputs, 1986. (Results systems manuals)

Results System Recovery, 1987. (Includes agenda and minutes of Results Backup/ Recovery meeting, and report)

Survey, 1985-1986.

SUB SERIES: SCOREBOARDS/TIMING SYSTEMS

Box 7

Scoreboards, December 1984-May 1985. (Includes notes from meetings with Daktronics)

Scoreboards, June 1985-October 1985.

Scoreboards, November 1985-May 1987. (4 folders; includes agenda and minutes of OCO'88/Daktronics meetings; minutes of Scoreboard Operators meetings, of a Sports/Systems/Telecommunications meeting, and of a Telecommunications/Sports Department/Scoreboard/Timing meeting; two oversize plans have been put in Map Cabinet 1/1)

Scoreboards, Alpine Scoreboards Site Meetings, 1986. (Includes minutes of Scoreboards meetings, and of a meeting of Alberta Public Works, Supply and Services, Nakiska Ski Area; inspection reports; and four 3½x5 colour photo prints glued to paper)

Scoreboards, Alpine Scoreboards Structures Progress Payments, 1985-1986.

Box 8

Scoreboards, Budget, 1985-1987.

Scoreboards, Freestyle, 1986-1987. (Includes three oversize blueprints and nine oversize plans which have been placed into Map Cabinet 1/1; 19 other plans are also included in this folder)

Scoreboards, Language Issue, 1986-1987.

Box 8 (cont'd)

Scoreboards, Miscellaneous Information, 1985-1986. (Includes reports by Daktronics on scoreboard subsystems and installations)

Scoreboards, Schematics, 1985. (Includes seven 5x7 colour photo prints, and ten 4x6 colour photo prints)

Scoreboards, Scoreboards Graphics Committee, 1986-1987. (Includes minutes of Scoreboard Operators meeting)

Scoreboards Structures/Foundations, July 1985-November 1985. (2 folders; includes reports on scoreboard specifications, and minutes of an Alberta Public Works, Supply and Services, Nakiska Ski Area meeting; one oversize blueprint has been placed in Map Cabinet 1/1)

Scoreboards Structures/Foundations, 1986.

Box 9

Scoreboards/Timing Systems, Alpine, 1986-1987.

Scoreboards/Timing Systems, Biathlon & Cross Country, 1985.

Scoreboards/Timing Systems, Bob & Luge, 1985-1987.

Scoreboards/Timing Systems, Daktronics, Proposal, 1984. (Includes nine 3½x5 colour photo prints, one 4x6 colour photo print, and one 4x5 black and white photo print)

Scoreboards/Timing Systems, Daktronics, Presentation, 1984.

2-3.06 Scoreboards/Timing Systems, Daktronics, 1984-1985. (2 folders; includes copy of draft agreement)

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Box 9 (cont'd)

Scoreboards/Timing Systems, Daktronics, Contracts, May 1985-July 1985. (2 folders; includes copies of draft agreement)

Scoreboards/Timing Systems, Daktronics, Contracts, August 1985. (Includes copies of draft agreement)

Box 10

Scoreboards/Timing Systems, Disabled Skiing, 1986-1987.

Scoreboards/Timing Systems, Figure Skating, 1986-1987. (2 folders; includes minutes, an information package from Skate Canada'86, and two colour 4x6 photo prints; one oversize blueprint (3 copies) has been placed in Map Cabinet 1/1)

Scoreboards/Timing Systems, Figure Skating/Hockey, Saddledome/Corral, 1981-1987. (Includes programme from the 1987 Canadian Figure Skating Championships; one oversize blueprint has been placed in Map Cabinet 1/1)

Scoreboards/Timing Systems, Maintenance, 1984-1985. (Includes two 8x10 black and white photo prints, one 3½x5 black and white photo print, one 4x6 black and white photo print, and two 3½x5 colour photo prints; two oversize blueprints have been placed in Map Cabinet 1/1)

Scoreboards/Timing Systems, Oval, Installation, 1986-1987.

Scoreboards/Timing Systems, P.O.'s and Reference Material, 1985-1988. (2 folders)

Scoreboards/Timing Systems, Ski Jumping, 1986.

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Box 10 (cont'd)

Scoreboards/Timing Systems, Swiss Timing, July 1984-September 1985.

Scoreboards/Timing Systems, Swiss Timing, Schedules, 1986-1987.

SUB SERIES: GENERAL VENUE FILES

Box 11

Broadcast Hill, Media Housing, United Management Ltd., 1987. (Includes copy of
ATCO Media Housing Agreement; one oversize blueprint was placed in Map
Cabinet 1/1)

Burns Building, Ticketing Plan, 1985-1986. (2 folders; includes Status Reports)

Canada Olympic Park, 1985-1987. (2 folders; includes 14 plans which remain with the
original file; eight oversize plans and eight oversize blueprints have been placed
in Map Cabinet 1/1)

Canada Olympic Park, Building Layouts, 1985-1987. (Includes 12 plans which remain
with the original file; 30 oversize plans have been placed in Map Cabinet 1/1)

Box 12

Canmore, Venue Planning, 1985-1987. (Includes three oversize plans which have been
placed in Map Cabinet 1/1)

City Hall, Move April 1985-September 1985. (2 folders)

City Hall, Move, October 1985-1986.

Convention Centre, 1987.

Box 12 (cont'd)

International Broadcast Centre/International Press Centre, 1986-1987. (Includes agenda of ABC/OCO/AGT Broadcast Coordination meeting; agenda and notes of CTVHB/AGT/OCO/Herman Bell/ABC meeting regarding cabling philosophy; minutes of Stampede Park Cabling meeting, of ABC Requirements meeting, of Telecommunications Requirements meeting, of COBUC Executive meeting (CTVHB/AGT/OCO); reports on International Broadcast Centre Telephone System, on Site Cabling Costs, and Executive Summary reports on the Media Centre at the Round-Up Centre and on the International Broadcast Centre; three oversize plans have been placed in Map Cabinet 1/1)

Main Press Centre, n.d. (Copy of floor plan)

McMahon Stadium, 1985-1987. (Includes report on McMahon Stadium Expansion)

McMahon Stadium, Volunteer Centre, 1984-1986. (Includes draft agreement)

Box 13

Media Village ATCO, 1986-1987. (2 folders; includes report on Lincoln Park Media Village, and a copy of ATCO Media Housing agreement; one oversize blueprint has been placed in map folder in Map Cabinet 1/1)

Nakiska, Mount Allan Cabling Requirement, 1985-1986. (Includes minutes of meeting with Alberta Public Works, Supply and Services regarding cabling; one oversize plan has been placed in map folder in Map Cabinet 1/1)

Nakiska, Mount Allan Nor/Am Race, 1986.

Copyright City of Calgary

Box 13 (cont'd)

Nakiska, Venue Planning, 1986-1987. (Includes minutes of Nakiska Venue Planning meeting)

Olympic Information Centre, 1985-1987.

Palliser Hotel, Switchboard, 1987. (Includes minutes of Downtown Telecom Committee meeting, and of IOC Hotel-Palliser Venue Planning meeting; 19 oversize plans have been placed in Map Cabinet 1/1)

Saddledome, Figure Skating, 1984-1987. (Includes report on Figure Skating Automatic Scoring and Judging System; two oversize plans have been placed in Map Cabinet 1/1)

Saddledome/Corral, Venue Planning, 1987. (Includes one oversize plan which has been placed in a map folder in Map Cabinet 1/1)

University of Calgary, Speedskating, 1985-1987. (Includes draft agreement)

University of Calgary, Villages and Cabling, 1986-1987. (Includes minutes of a meeting regarding Athletes' Village Telecommunications Issues; and 11 plans which remain with the original file)

Venues, Equipment Requirements, All Locations, 1984.

Oversize Material in Map Cabinet 1/1

Broadcasting, Broadcast Coordination Meetings, 1986. (Plans: Mt. Allan/Nakiska Site, Base Area Broadcast Booth, October 28, 1986; Mt. Allan/Nakiska Site, Mid-Mt. Broadcast Booth, Oct. 28, 1986; Canmore Nordic Centre, X-Country Broadcast

Copyright City of Calgary

Oversize material in Map Cabinet 1/1 (cont'd):

Booth, October 28, 1986; Canmore Nordic Centre, Biathlon Broadcast Booth, October 28, 1986; Canada Olympic Park, Bob/Luge Broadcast Booth, Oct. 28, 1986; Canada Olympic Park, Ski Jump Broadcast Booth, October 28, 1986; Olympic Saddledome, Figure Skating & Ice Hockey Commentary Positions, Alternate #1, October 22, 1986; Olympic Saddledome, Indoor Commentator Positions, Alternate #3, October 22, 1986)

Scoreboards, November 1985-May 1987. (Plans: Daktronics, Inc., '88 Winter Olympics/Calgary, Alberta, Canada, Freestyle - Aerials Data Entry System, 6 August 1986; Daktronics, Inc., '88 Winter Olympics/Calgary, Alberta, Canada, Ski Jump Data Entry System, 6 August 1986)

Scoreboards, Freestyle, 1986-1987. (Blueprints: Scoreboard Skid Proposal, January 5, 1987; Daktronics, Inc., '88 Olympics, Installation Details, Freestyle Skiing, December 11, 1986; Daktronics, Inc., '88 Olympics, Installation Details, Freestyle Skiing, July 14, 1986; Plans: Scoreboard Skid Proposal, 8 January 1987 (2 copies; one with notations; marked "Reference Print Only. Not for Construction"); Plan, n.d. (2 copies); Front View, n.d. (2 copies); three plans with attached correspondence: Scoreboard Skid, General Arrangement, January 1, 1987; Scoreboard Skid, Details, [January 1987]; Scoreboard Skid, Structural, January 1, 1987)

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Oversize material in Map Cabinet 1/1 (cont'd):

Scoreboards Structures/Foundations, July 1985-November 1985. (Blueprint: Kimto Manufacturing, Mt. Allan Scoreboard Service Ladder, Part List & Arrangement, September 10, 1985)

Scoreboards/Timing Systems, Figure Skating, 1986-1987. (Blueprint: Daktronics, Inc., '88 Winter Olympics, Calgary, Alberta, Canada, Figure Skating Score Display, October 10, 1986; revised December 4, 1986 (3 copies))

Scoreboards/Timing Systems, Figure Skating/Hockey, Saddledome/Corral, 1981-1987. (Blueprint: Olympic Coliseum, Calgary, Alberta, Canada, September 5, 1981)

Scoreboards/Timing Systems, Maintenance, 1984-1985. (Blueprints: Daktronics, Inc., CKS Stadium, Kaohsiung Hsieu, Taiwan, Installation Details, July 30, 1984; Daktronics, Inc., CKS Stadium, Kaohsiung Hsien, Taiwan, Mounting Structure Details, July 30, 1984)

Broadcast Hill, Media Housing, United Management Ltd., 1987. (Blueprint: Media Village, 4711 Patina Dr. S.W., Calgary, Alberta, Communications Facilities, February 11, 1987)

Canada Olympic Park, 1985-1987. (Plans: Velocity Diagram, Luge, [1985] (2 copies); Racing Dynamics, Luge, [1985] (2 copies); Velocity Diagram, Bob/Skeleton, [1985] (2 copies); Racing Dynamics, Bob, [1985] (2 copies); Blueprints: 60s Count Down, Start Bob Track, February 5, 1979; Bob Track, Calgary, August 9, 1985; Bob Track, Calgary, May 22, 1985; Canada Olympic Park, Bobsleigh and

Oversize material in Map Cabinet 1/1 (cont'd):

Luge, Track, Structural, Track Details at Double Photocells, July 1985 (2 copies);
Bob Track, Calgary, July 5, 1985; Bob Track, Calgary, May 31, 1985; Bob Track,
July 3, 1985)

Canada Olympic Park, Building Layouts, 1985-1987. (Plans: Event Operations, Bob
and Luge, n.d.; Canada Olympic Park, O.T.C., Level 3 Floor Plan, n.d.; Canada
Olympic Park, O.T.C., Level 4 Floor Plan, n.d.; Canada Olympic Park, O.T.C.,
Ground Floor Plan, n.d.; Canada Olympic Park, O.T.C., Level 1 Floor Plan, n.d.;
Canada Olympic Park, O.T.C., Level 2 Floor Plan, n.d.; Typical Section Thru [sic]
Bobsleigh Start House, [1985]; Bobsleigh Start House, Main Floor Plan, [1985];
Bobsleigh Start House, Basement Plan, [1985]; Women's Luge & Men's Double
Luge, Basement, [1985]; Women's Luge & Men's Double Luge, Main Floor,
[1985]; Men's Luge Start House, Main Floor Plan, [1985]; Men's Luge Start
House, Basement Plan, [1985]; Men's Luge Start House, Main Floor Plan, [1985];
Junior Start House, Main Floor Plan, [1985]; Tourist Start Platform & Main
Electrical Room, (Track Distribution), [1985]; Canada Olympic Park, Scheme
No. 9, Ski Jump Complex, 70-90M Judges Tower, Floor Plans, November 22,
1985; Canada Olympic Park, Scheme No. 9, Ski Jump Complex, 70-90M Judges
Tower, Elevations (North and East), November 22, 1985; Canada Olympic Park,
Scheme No. 9, Ski Jump Complex, 70-90M Judges Tower, Elevations (South
and West), [November 12, 1985]; Canada Olympic Park, Scheme No. 7, Ski
Jump Complex, 70-90M Judges Tower, Floor Plans, May 14, 1985; Scheme

Oversize material in Map Cabinet 1/1 (cont'd):

No. 11, Ski Jump Complex, Staging Building, First Level Plan (El. 1218.00), April 30, 1985; Scheme No. 11, Ski Jump Complex, Staging Building, Second Level Plan (El. 1221.50), April 30, 1985; Scheme No. 11, Ski Jump Complex, Staging Building, Cross Section, April 30, 1985; Scheme No. 11, Ski Jump Complex, Staging Building, North Elevation, May 14, 1985; Scheme No. 11, Ski Jump Complex, Staging Building, South Elevation, May 14, 1985; Scheme No. 11, Staging Bldg., Site Layout, May 14, 1985; Canada Olympic Park, Scheme No. 7, Ski Jump Complex, 70-90M Judges Tower, Elevations & Section, May 14, 1985; Canada Olympic Park, Scheme No. 7, Ski Jump Complex, 70-90M Judges Tower, West Elevation, May 14, 1985; Canada Olympic Park, Scheme No. 7, Ski Jump Complex, 70-90M Judges Tower, East Elevation, May 14, 1985; Canada Olympic Park, Scheme No. 7, Ski Jump Complex, 70-90M Judges Tower, Floor Plans, May 14, 1985; Canada Olympic Park, Scheme No. 7, Ski Jump Complex, 70-90M Judges Tower, Site Plan, May 14, 1985)

Canmore, Venue Planning, 1985-1987. (Plans: Canmore Nordic Centre, Preliminary Site Plan, Olympics 1988, May 28, [1986]; Canmore Nordic Centre, Daylodge, Second Floor Plan, June 2, 1986; Canmore Nordic Centre, Proposed TV Compound, n.d.)

International Broadcast Centre/International Press Centre, 1986-1987. (Plans: Big Four Building, Lower Level, n.d.; Big Four Building, Upper Level, n.d.; Calgary Stampede, Round-Up Centre, Existing Services, September 1, 1981)

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Oversize material in Map Cabinet 1/1 (cont'd):

Media Village ATCO, 1986-1987. (Blueprint: [Untitled], n.d. (Showing area of Calgary between Richard Road S.W. and 50th Avenue S.W.))

Nakiska, Mount Allan Cabling Requirement, 1985-1986. (Plan: Nakiska Ski Area at Mt. Allan, Race Finish Building, Building Plans, May 8, 1986)

Palliser Hotel, Switchboard, 1987. (Plans: Palliser Hotel, October 14, 1987, revised November 12, 1987 (2 pp., chart showing room number and user, plus telecommunications requirements); Palliser Hotel, Lower Level, [1987, revised 1988] (with notations);

Palliser Hotel, October 14, 1987 (2 pp., chart showing room number and user, plus telecommunications requirements); Palliser Hotel, Eighth Floor Plan, June 30, 1987, revised 1988 (with notations); Palliser Hotel, Third Floor Plan, August 20, 1987, rev. 1988 (with notations); Palliser Hotel, Second Floor Plan, August 20, 1987, revised 1988 (with notations); Palliser Hotel, Mezzanine and Sub-Mezzanine Floor Plans, January 20, 1987, revised 1988 (with notations); Palliser Hotel, Lower Level, [1987], revised 1988 (with notations); Palliser Hotel, Ground Floor, January 5, 1987, revised 1988 (with notations);

Palliser Hotel, n.d. (2 pp., chart showing room number, user and telecommunications requirements; with notations); Palliser Hotel, Lower Level, Boulevard, Room Allocation and Numbers, December 22, 1986 (with notations); Palliser Hotel, Ground Floor, Lobby, Room Allocation and Numbers, January 5, 1987 (with notations); Palliser Hotel, Mezzanine and Sub-Mezzanine Floor Plans,

Oversize material in Map Cabinet 1/1 (cont'd):

Room Allocation and Numbers, January 20, 1987 (with notations); Palliser Hotel, Second Floor Plan, Room Allocation and Numbers, August 20, 1987 (with notations); Palliser Hotel, Third Floor Plan, Room Allocation and Numbers, August 20, 1987 (with notations); Palliser Hotel, Eighth Floor Plan, Room Allocation and Numbers, May 25, 1987 (with notations))

Saddledome, Figure Skating, 1984-1987. (Plans: Corral, Figure Skating, [1985/1986] (coloured, with attached legend page); Figure Skating, Olympic Saddledome, Seating Model, [1985/1986] (coloured, with attached legend page))

Saddledome/Corral, Venue Planning, 1987. (Plan: Olympic Saddledome, Commentator Control Room #41, October 2, 1985)

X. Technology Group, Technical Services Division, Telecom Operations Department, Manager Brian Page, OCONET Proposals and Venue Manuals. -- 1985-1988. -- .5 m of text. -- 183 plans.

Archival Description: From 1985 to 1987, Brian Page was Supervisor of Radio Telecommunications within the Telecommunications Department of the Facilities and Technical Services Division. After 1987 September, he became Manager of the Telecom Operations Department of the Technical Services Division in the Technology Group. His day files have been included in Series VIII above.

Scope and Content: This series as been divided into two sub series, both of which have been arranged alphabetically:

Voice and Data Reports - these records were largely proposals for the OCONET Information network.

Venue Manuals - these files have very limited value. Essentially, they contain information on computers and set-up locations at each venue. Only the plans contained in each files may be of some general use, particularly to other Organizing Committees because they indicate the computer locations at the various venues. Although some of these plans are oversize, they were not removed from the original file because of their limited value. Three files were removed for disposal.

The title is based on the content of the series.

A file listing follows.

File listing:

SUB SERIES: VOICE AND DATA REPORTS

Box 1

Crowder Communications, Ltd. OCONET Response, June 7, 1985.

HK Davis & Associates Limited, May 21, 1985.

HN Engineering Inc., Preliminary Report, February 7, 1985.

HN Engineering Inc., Proposal, May 23, 1985.

HN Engineering Inc., Study for Video and Data Information Network, OCONET,
August 13, 1985. (2 folders)

Box 2

Imagineering Limited, [1985].

Miscellaneous Correspondence, 1985.

Rogers Cablesystems Inc., 1985. (2 folders)

Sytek, Customer Education, [1986].

XV Olympic Winter Games Proposal Guidelines for Consulting for OCO'88, n.d.

SUB SERIES: VENUE MANUALS

Box 3

ADB, 1988. (Andrew Davison Building; includes seven plans)

AVC, 1988. (Athletes' Village, Canmore; includes seven plans)

AVU, 1988. (Athletes' Village, University; includes four plans)

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Box 3 (cont'd)

CNC 3708, 1988. (Canmore Nordic Centre; includes three plans)

CNC Biathlon, 1987-1988. (Includes three plans)

CNC Cross Country, 1987-1988. (Includes three plans)

CNC Non Results, 1987-1988. (Includes 12 plans)

COP Aerials, 1987-1988. (Canada Olympic Park; includes two plans)

COP Ballet, 1987-1988. (Includes two plans)

COP Bob/Luge, 1987-1988. (Includes four plans)

COP Media Dist. Non Results, 1988. (Includes six plans)

COP Ski Jump, 1987-1988. (Includes 12 plans)

CVC, 1988. (Calgary Convention Centre; includes one plan)

City Hall, 1988. (Includes two plans)

Corral, 1987-1988. (Includes five plans)

Father David Bauer [Arena], 1987-1988. (Includes 11 plans)

IBC, 1987-1988. (International Broadcast Centre; includes three plans)

KCH, 1988. (Canmore Volunteer Centre; includes two plans)

MAC, 1987-1988. (Main Accreditation Centre; includes four plans)

MPO, 1988. (Main Press Centre; includes six plans)

Max Bell [Arena], 1987-1988. (Includes 16 plans)

Box 4

McMahon Stadium, 1987. (Includes four plans)

Box 4 (cont'd)

Nak[iska] Base, 1987-1988. (Includes nine plans)

Nak[iska] Base N/R, 1987-1988. (Includes six plans)

Nak[iska] Mid, 1987-1988. (Includes eight plans)

OVC, 1987-1988. (Olympic Volunteer Centre; includes three plans)

Oval, 1987-1988. (Olympic Speed Skating Oval; includes 12 plans)

Oval Non Results, 1987-1988. (Includes three plans)

Palliser [Hotel], 1987-1988. (Includes four plans)

SAIT Draw, 1987-1988. (Includes one plan)

SOP, 1987-1988. (Stampede Park Operations Centre; includes three plans)

Saddledome, 1987-1988. (Includes eight plans)

Universal, 1987-1988. (Transportation; includes three plans)

Warehouse, 1987-1988.

[General Venues], 1987. (Includes 14 plans)

XI. Technology Group, Technical Services Division, Consultant for Voice Telecommunications Harry Horn, General Correspondence and Reference Material. -- 1984-1988. -- .38 m of text. -- 25 plans. -- 1 photo print.

Archival Description: These files were created by Harry Horn who acted as Consultant for Voice Telecommunications within the Technical Services Division of the Technology Group.

Scope and Content: As well as general correspondence, these files contain other record types, including reports, agreements, plans and some minutes. An alphabetical arrangement has been used.

The title of the series is based on the contents of the files.

A file listing follows.

File listing:

Box 1

ACD [Ticket Service Line], Burns [Building], 1986-1987. (Includes minutes of meeting regarding Burns Building improvements, and Project Status Reports)

AES Weather Services, Calgary Airport, 1987.

AGT, Buy Back, 1986.

AGT, Correspondence, 1986-1988. (2 folders)

Accreditation Centre, 1987.

CTV, 1987.

CTV-HB, 1986.

[CTV], Broadcast, 1987.

CTV, Switch, 1984-1986. (Includes a "Communication Proposal" from Canadian Telecommunications Group)

[CTV, Ultracom], 1985-1987.

[Canada Olympic Park], CODA/OCO, 1986-1987.

Command Centre, 1987-1988.

Data, DTI and P to P, 1987.

Box 2

Envoy I00, 1986-1988. (2 folders)

Headset Intercom, 1986-1988.

H[ead]set Intercom, Alpine, Freestyle, Moguls, 1987.

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Box 2 (cont'd)

H[ead]set Intercom, Bobsleigh & Luge/Ski Jumping, 1986-1987. (Includes minutes of Bobsleigh/Luge Telecom Committee meeting; and three plans, two of which are oversize and have been placed in Oversize Box 4)

H[ead]set Intercom, Cross Country, Biathlon, 1986-1987. (Includes four plans, three of which are oversize and have been placed in Oversize Box 4)

H[ead]set Intercom, Curling, 1987.

[Headset Intercom], Figure Skating, 1987.

H[ead]set Intercom, Hockey, S[addle]dome, Corral, F[ather] D[avid] B[auer], n.d.

H[ead]set Intercom, Oval, Speedskating, 1987-1988. (Includes seven plans, three of which are oversize and have been placed in Oversize Box 4)

H[ead]set Intercom, Short Track, 1987. (Includes minutes of meeting regarding technical requirements for Short Track Speed Skating test event, and of a meeting of Max Bell Venue Management/Short Track/Telecoms/Systems; plus one plan which was not removed from this file)

International Broadcast Centre, 1987.

[Main] Press Centres, 1986-1987.

Media Villages, 1986-1987. (Includes an information package on Lincoln Park Media Village, and two plans which were not removed from this file)

Memos, 1986-1988.

Message Centre, 1986-1987.

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Box 3

N[ational] O[lympic] C[ommittees] [Offices], 1987.

Network Costs, 1987.

NTL [Northern Telecom]-OCO Agreement, 1986. (Includes copy of agreement)

OCO'88 Headquarters, 1986-1987.

[Phones], Charge-a-Call Phones, 1986-1987. (Includes minutes of a meeting of the
Voice Network Dialling Plan Subcommittee, and one 3½x5 colour photo print)

Phones, Emergency, Power Fail, 1988.

Phones, Kananaskis, 1987.

Phones, Pay Phones, 1987.

Results Equipment Requirements, 1987.

Security, Police, 1985-1987. (Includes draft confidential report, and eight plans)

Spares, 1986-1987.

[Telecommunications Services], 1986.

Teleconferencing, 1985-1986.

Test Events, Reports, 1986-1987. (Includes agenda and minutes of CNC
Telecommunications meeting)

Tie Cable, 1986-1987.

U[niversity] of C[algary], 1986-1987.

Volunteer Meetings, 1986-1987. (Includes agenda and minutes of Telecom Planning
(Voice) Committee, and an invitation to the 1986 Volunteer Recognition
Evening)

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Oversize Box 4

H[ead]set Intercom, Bobsleigh & Luge/Ski Jumping, 1986-1987. (Plans: Canada

Olympic Park, Bobsleigh and Luge, Test Event Site Plan, September 4, 1986

(with notations); Canada Olympic Park, Test Event 86/87 Site Plan/Temporary

Facilities Layouts, September 28, 1986)

H[ead]set Intercom, Cross Country, Biathlon, 1986-1987. (Plans: Nordic Combined, 15

km, Stadium Site, n.d. (with notations); Canmore Nordic Centre, Biathlon

Stadium Site Plan, October 10, 1986 (2 copies))

H[ead]set Intercom, Oval, Speedskating, 1987-1988. (Plans: Winter Olympic Games,

Calgary '88, Bloc Diagram, Speed Skating, Swiss Timing, Bienne-Suisse,

February 26, 1985; revised May 6, 1985 (3 copies))

APPENDIX I

TECHNOLOGY COMMITTEES

Technology Integration Committee

- inaugural meeting, 1986 November
- purpose: communication between OCO and key official sponsors and suppliers (eg. AGT, IBM, Northern Telecom, Motorola, Xerox)
- Chair: Burry Foss
- second meeting, sometime before 1987 February

Systems Committee

- Chair: Burry Foss
- Vice Chairman: Wayne Nysetvold
- terms of reference established 1984 September
- mandate: to provide volunteer support to the Vice President of Systems. It is a means to allow community participation in the Games as well as a vehicle to lend expertise to systems issues.
- Subcommittees:
 1. Design (Chair: Wayne Nysetvold)
 2. Results (Chair: Bob Shaw)
 - 12 members, March 1986
 3. Timing (Chair: Pat Daniel)
 4. Electronic Mail (Chair: Dave McKay)

- Systems Committee by Venue: see attachment

Small Systems Volunteer Committee

- set up in 1985 July
- Chair: John Krpan

Procurement Systems Volunteer Committee

- part of Business and Small Systems Division
- set up in approximately 1985 October
- Chair: Grant Wallace

Senior Volunteer Committee

- existed 1986 March

Telecommunications Committee

- Chair: Bob Eccleston
- Vice Chairman: Denis Herard
- Technical Committees (subcommittees):
 1. Data Committee (Chair: Nancy Major Krausz)
 2. Voice Committee (Chair: Mal Reader and Todd Geddie)
 - Subsubcommittee: Messaging Services Group (Chair: Lori Hurst)
 3. Radio Committee (Chair: Tom Mulholland and Wolfgang Neumann)

4. Video Committee (Chair: Derrick Harvey and Guy Harley)

Volunteer Systems Group

Chairman: Burry Foss

Chairman, Results Distribution: Len Watt

Chairman, Systems, Oval/Bauer/McMahon: Cliff White

Chairman, Systems, Canmore Nordic Centre: Dennis O'Neil

Chairman, Systems, Nakiska: Bob Krpan

Chairman, Systems, Saddledome: Grant Wallace

Chairman, Systems, Canada Olympic Park: S.B. (Stu) Pritchard

INDEX

Accommodation.....5, 17
Accreditation.....5, 17, 21
 Policy.....17
Agreements.....12, 33
 ABC.....24
 AGT.....6, 22, 43, 62
 ATCO Media Housing.....69
 Broadband Systems.....44
 Broadcasting.....24
 City of Calgary.....24
 CTV.....24, 63
 Daktronics.....24, 66, 67
 IBM.....33-35
 Media Housing.....68
 Motorola.....46
 Northern Telecom.....57, 64, 84
 Olympic Archives.....2
 Radio Systems.....46
 Sarajevo Software.....16
 Scoreboards.....49
 Stampede Park.....45
 Swiss Timing.....48
 University of Calgary.....70
 Volunteer Centre.....69
AGT.....43, 62, 64, 82
Albertville 1992.....21
Alpine Skiing.....20, 51, 65, 82
 Master Reports.....39
 Scoreboards/Timing Systems.....65, 66
Andrew Davison Building.....8, 78
 Artifacts
 See: Cultural Historic Items
ATCO.....69
Athletes' Villages.....45, 70, 78
Biathlon.....51-53, 71, 79, 83, 85
 Master Reports.....39
 Scoreboards/Timing Systems.....66
Big Four Building.....74
Blueprints.....20, 32, 44, 46-48, 51, 53, 65-69, 71-74

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Bobsleigh.....20, 43, 51-53, 71, 73, 79, 83, 85
 Master Reports.....39
 Scoreboards/Timing Systems.....66
 Start House.....73
 Velocity Diagram.....72
Broadcast Hill.....68, 72
Broadcasting.....43, 70, 71, 84
 ABC.....43, 63
 Broadband Systems.....44
 CTV.....43, 63, 82
 CTV-HB.....43, 82
 Graphics.....63
 Olympic TV Channels.....18, 57
 Television Graphics Consortium.....63
Burns Building.....68, 82
Cabling.....44, 51, 69, 70, 75, 84
Calgary Convention Centre.....68, 79
Calgary International Airport.....82
Calgary Olympic Development Association.....2, 24, 48, 82
Canada Olympic Park.....20, 44, 48, 52, 68, 71-74, 79, 82, 85
 Cabling.....44
Canadian Figure Skating Championships 1987.....67
Canadian Information Processing Society.....17
Canadian Telecommunications Group.....82
Canmore Nordic Centre.....20, 48, 51, 68, 70, 71, 74, 79, 85
 Cabling.....44
City Hall.....68, 79
Clothing Program.....18, 21
Collie, Ron.....3
Commentators.....17
Committees.....11, 14
 1986 Review.....21
 ABC Requirements.....69
 ABC/OCO'88/AGT Broadcast Coordination.....69
 ABC/OCO'88/CTV/ATCO/Calgary Exhibition and
 Stampede/Herman Bell.....45
 ABC/OCO'88/CTVHB/AGT Broadcast Coordination.....43, 57
 ABC/OCO'88/CTVHB/AGT/Herman Bell.....69
 Accreditation/Results Interface.....13
 AGT/OCO'88.....14, 41, 43, 59, 62
 AGT/OCO'88/CTVHB.....60
 AGT/OCO'88/Motorola.....46
 AGT/OCO'88/Northern Telecom.....44, 64
 Alberta Public Works, Supply and Services, Nakiska Ski
 Area.....65, 66, 69

Athletes' Village Telecommunications.....	70
Bass Ticketing Installations.....	13
Bobsleigh/Luge Telecom.....	83
Broadcast Coordination.....	63
Canada Olympic Park Telecommunications.....	50
Canmore Nordic Centre Telecommunications.....	41, 50, 84
Canmore Venue Radio.....	46
Communications Steering.....	24
CTV/OCO'88.....	43, 63
CTVHB/OCO'88.....	43
CTVHB/OCO'88/ABC/Daktronics.....	48
CTVHB/OCO'88/ABC/Swiss Timing.....	49, 63
CTVHB/OCO'88/AGT (COBUC Executive).....	69
CTVHB/OCO'88/AGT/Herman Bell.....	44
CTVHB/OCO'88/Herman Bell/Calgary Police Service.....	44
Daktronics/CTV/ABC.....	63
Daktronics/OCO'88.....	48, 59, 65
Data Network.....	44, 64
Design.....	11
Downtown Telecom.....	70
E-mail.....	11, 14
Engineering Coordination.....	43
IBM/OCO'88.....	13, 14, 33-35
IBM/OCO'88 Management Review.....	32, 49
Info'88/Paging Interface.....	26
Installations.....	13, 32
IOC Hotel-Palliser Venue Planning.....	70
Management.....	13, 18
Max Bell Venue Management/Short Track/Telecoms/Systems....	83
Motorola/OCO'88.....	46
Mount Allan Cabling Requirements.....	41, 44
Nakiska Telecommunications.....	41, 50
Nakiska Venue Planning.....	70
Nordic Combined Review.....	50
OCONET Institutional Users Group.....	45
Olympic Channel.....	57
Olympic Communications.....	50
Olympic Housing Bureau.....	24
Operations.....	13, 32
Oval/Bauer/McMahon.....	41
Oval/Bauer/McMahon Telecom.....	50
Radio.....	50, 51
Radio Volunteer.....	41, 57, 60
Results Backup/Recovery.....	64
Results Staffing.....	16

Results System Design.....	16, 46
Results Systems.....	13, 14, 32
Results Systems and Scoreboards.....	59
Results VCG Channels.....	64
Results Venue Coordination.....	13, 31
Scoreboard Operators.....	48, 65, 66
Scoreboard Operators, Sport Committee.....	48
Scoreboards.....	48, 49, 59, 65
Scoreboards and Timing.....	47, 48
Scoreboards Graphics.....	66
Security Communications Steering.....	49
Short Track Speed Skating Technical Requirements.....	83
Sponsor Advisory.....	14
Sponsors/Suppliers.....	14
Sports/Systems/Telecommunications.....	13, 65
Stampede Park Cabling.....	57, 69
Swiss Timing/OCO'88.....	49, 63
Systems.....	11, 14
Systems Council.....	14
Systems Design.....	14
Systems Development.....	13
Systems Development/Tech Support.....	13
Systems Operations Volunteer Recruiting.....	14
Systems Supervisors.....	13
Technology Integration.....	11, 14, 49, 59, 64
Telecom.....	15
Telecom Planning (Voice).....	50, 84
Telecom/Systems.....	49, 64
Telecommunications.....	63
Telecommunications Chairman's.....	41, 50
Telecommunications Data, Venue Operations.....	44
Telecommunications Requirements.....	69
Telecommunications Review.....	50
Telecommunications/Sports Department/Scoreboard/Timing....	65
Venue Systems.....	14
Voice.....	41
Voice Network Dialling Plan.....	84
Volunteer Group.....	50
Volunteers.....	84
Computing Systems Division.....	8, 9
Mainframe Operations Department.....	8
Corral.....	67, 70, 72, 76, 79, 83
Coté, Emile.....	7
Cross Country Skiing.....	51-53, 79, 83, 85
Master Reports.....	39

Copyright City of Calgary

Scoreboards/Timing Systems.....	66
Cultural Historic Items	
Badges.....	17
Culture.....	18
Curling.....	52, 83
Master Reports.....	39
Daktronics.....	48, 53, 66, 67, 71, 72
Disabled Skiing	
Master Reports.....	39
Scoreboards/Timing Systems.....	67
Douglas, Don.....	7, 58, 61
Day Files.....	59
Employees.....	22
Ernst & Whinney.....	17
Expo '86.....	17, 24
Facilities and Technical Services Division.....	6, 41
Father David Bauer Arena.....	79, 83
Fédération Internationale de Ski.....	57
Figure Skating.....	52, 70-72, 76, 83
Master Reports.....	39
Scoreboards/Timing Systems.....	67
Finance.....	12
Accounts Payable.....	5
Authorizations for Expenditure.....	21
Budgets.....	44, 55, 63-65
Chart of Accounts.....	55
Financial Plans.....	4, 21
Fixed Asset Inventories.....	5
General Ledger Systems.....	5
JAD Sessions.....	22, 32
Materials Management.....	5
Network Costs.....	84
Purchase Requisitions.....	22
Scoreboards Payments.....	65
Finance Group.....	4, 6, 9, 11, 12, 41
Planning Department.....	18
Freestyle Skiing.....	52, 71, 79, 82
Master Reports.....	39
Scoreboards.....	65
Giftng.....	22
Government	
City of Calgary.....	24
Provincial.....	25
Graphics	
Logo Artwork.....	22

Copyright City of Calgary

Harris, Deborah.....	5, 7, 8, 13, 38
Horn, Harry.....	81
IBM.....	17, 34
Project Status Reviews.....	34, 35
Ice Hockey.....	20, 71, 72, 83
Master Reports.....	39, 40
Scoreboards/Timing Systems.....	67
Info'88.....	18
Information Centre.....	20
International Broadcast Centre.....	44, 63, 69, 74, 79, 83
International Olympic Committee	
Meetings.....	25
International Press Centre.....	69, 74
Kananaskis.....	84
Kaohsiung Hsien, Taiwan	
Scoreboards/Timing Systems.....	72
Lahti Mission.....	16
Lake Placid 1980.....	17
Longines.....	48, 51, 53
Los Angeles 1984.....	17
Lost and Found Project.....	18
Luge.....	20, 43, 51-53, 71, 79, 83, 85
Master Reports.....	40
Scoreboards/Timing Systems.....	66
Start House.....	73
Velocity Diagram.....	72
Lundhild, Nick.....	6-8, 41, 54, 56-58
Day Files.....	59
Main Accreditation Centre.....	79
Main Press Centre.....	69, 79, 83
Manuals	
Alpine Skiing.....	15
Biathlon.....	15
Bobsleigh.....	15
Cross Country Skiing.....	15
Curling.....	15
Disabled Skiing.....	15
Figure Skating.....	15
Freestyle Skiing.....	15
General Training Sessions for Volunteers.....	11, 15
Ice Hockey.....	15
Luge.....	15
Nordic Combined.....	15
Olympic Identity Card.....	17

Operations.....	11, 15
Proposal Guidelines for Consulting for OCO'88.....	78
Results Summary.....	38, 40
Results Systems.....	11, 64
Short Track Speed Skating.....	15
Ski Jumping.....	15
Speed Skating.....	15
Venues.....	78-80
Materials Management	
Procurement Project.....	18
Max Bell Arena.....	79
McMahon Stadium.....	49, 52, 69, 79
Media Villages.....	68, 69, 72, 74, 83
Lincoln Park.....	69, 83
Message Centre.....	83
Motorola.....	46
Nakiska.....	65, 70, 80
Cabling.....	69
Mount Allan.....	20, 32, 46, 48, 51, 52, 69, 70, 72, 75
National Olympic Committees.....	84
Nordic Combined.....	85
Master Reports.....	40
Northern Telecom.....	45, 64, 84
OCO'88	
1986 Review Committee.....	7, 21
Board of Directors.....	16
Early Organization.....	3-7
Headquarters.....	20, 84
Organizational Structure.....	21
Policies and Procedures.....	22
Project Management.....	18
OCONET.....	45, 77, 78
Olympic Information Centre.....	70
Olympic Plaza.....	20
Olympic Speed Skating Oval.....	20, 49, 80, 83, 85
Scoreboards/Timing Systems.....	67
Olympic Torch Relay.....	50
Olympic Transportation Centre.....	64
Olympic Volunteer Centres.....	69, 79, 80
Page, Brian.....	7, 58, 77
Day Files.....	60
Palliser Hotel.....	70, 75, 76, 80
Photographs/Slides.....	16, 47, 48, 65-67, 84
Pickett, John.....	3

Copyright City of Calgary

Plans.....20, 47, 48, 52, 53, 63, 65, 68-76, 78-80, 83-85
 Broadcast Booths.....70, 71
 Scoreboards.....71
Plant, Jim.....7, 58, 61
 Day Files.....59
Press Kits.....22
Protocol.....22
Publications.....9, 22, 24
 Graphics Manual.....54, 55
Rabb, Vivienne.....5
Ray, Tom.....64
Reports
 1986 Review Committee.....21
 ABC.....26
 ABC Agreement.....24
 AGT.....14, 62
 Bass Ticketing System.....32
 Canadian Telecommunications Group.....82
 Canmore Nordic Centre Telecommunications.....50
 Chief of Timing.....43
 Communications Data for Venues and Locations.....62
 Crowder Communications.....78
 CTV Agreement.....24
 Daktronics.....66
 Digital Trunk Interface.....59
 Expo'86.....17
 Fédération Internationale de Ski.....57
 Figure Skating Automatic Scoring and Judging System.....70
 Games Statistics.....36
 H.K. Davis & Associates Limited.....78
 HN Engineering Inc.....78
 Ice Hockey Venue.....20
 Imagineering Limited.....78
 International Broadcast Centre.....44, 69
 International Broadcast Centre Site Cabling Costs.....69
 International Broadcast Centre Telephone System.....69
 JAD Sessions.....32
 Knowledge Network.....57
 Master Reports (Statistics).....9, 38-40
 McMahon Stadium Expansion.....69
 Media Centre, Round-up Centre.....69
 Nakiska Site Inspections.....65
 OCO'88 Work Template.....32
 OCONET.....45, 78
 Official Results.....38

Olympic Torch Relay.....	50
Pager Systems.....	45
Problems.....	21
Progress.....	12, 14, 20, 21, 57
Project Reviews.....	48
Proposal Guidelines for Scoreboards.....	55
Radio Systems.....	45, 46
Record'88.....	20
Results System Recovery.....	64
Rogers Cablesystems Inc.....	78
Scoreboard Installations.....	47
Scoreboard Specifications.....	66
Scoreboards.....	66
Scoreboards/Timing Systems.....	48
Security/Police.....	84
Seoul Olympic Organizing Committee.....	26
Sport Description for Alpine Skiing.....	32
Status Reports.....	12, 18, 21, 44, 59, 68, 82
Systems.....	49
Systems Accounting.....	36, 37
Systems Change Control.....	37
Systems Progress.....	36, 37
Systems Review.....	14
Sytek.....	78
Telecom Budgets.....	55
Telecommunications.....	57
Telephone Systems.....	50
Television Graphics Consortium.....	63
Test Events.....	84
Ticketing.....	68
To the Board of Directors.....	21, 50
Tour of Europe.....	43
Traffic Study Data.....	62
Voice and Data.....	78
Results	
Equipment Requirements.....	84
Round-up Centre.....	51, 74
Russell, John.....	3, 4, 6-8, 11, 13, 17, 33, 36
Day Files.....	30-32
Saddledome.....	51, 52, 67, 70, 71, 76, 83
Olympic Coliseum.....	72
SAIT.....	80
Sakac, Boris.....	24
Sarajevo 1984.....	16, 24, 47, 51
Satellite Concert.....	57

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Security.....	19, 22, 49, 84
Seoul, Korea	
Olympic Organizing Committee.....	26
Short Track Speed Skating.....	52, 83
Master Reports.....	40
Skate Canada '86.....	67
Ski Jumping.....	20, 51, 52, 71, 74, 79, 83, 85
Judges Tower.....	73, 74
Master Reports.....	40
Scoreboards/Timing Systems.....	67
Staging Building.....	74
Speed Skating.....	51-53, 70, 83, 85
Master Reports.....	40
Sponsors.....	4, 12, 22, 25
Boothe Computer.....	23
Danbury Computer.....	23
IBM.....	33, 34
Intergraph.....	23
Northern Telecom.....	23
NOVA.....	23
Wrap-Up Processing.....	23
Sports	
Results Summary.....	9, 40
Statistics.....	38-40
Stampede Park.....	45, 49, 52
Operations Centre.....	80
Suppliers.....	12, 13
3M.....	25
AGT.....	23
Alberta Wheat Pool.....	23
American Software.....	24
Arthur Andersen & Co.....	23
Arthur Young.....	23
Ashley's Data Storage.....	23
BASS.....	24
Bell Northern Research.....	24
Calgary Exhibition and Stampede.....	26
Calgary Tourist and Convention Bureau.....	24
Consultants.....	23
Coopers & Lybrand.....	24
Daktronics.....	24
Digitech.....	24
Duquesne.....	25
Esso.....	25
IBM.....	25

Kodak.....	25
Motorola.....	25
Mount Royal College.....	25
NTC Management Reviews.....	25
Paradyne.....	25
Philips.....	25
Presentation.....	23
PSDI.....	25
Rogers Cable.....	25
Sage Institute.....	25
SAIT.....	26
Sensitronic AG.....	26
Shell.....	26
Sony.....	26
SPP Consulting.....	26
Swiss Timing.....	26
Sytek.....	26
Terry McKimm.....	25
Thorne Riddell.....	26
Touche Ross.....	26
Tridon.....	26
University of Calgary.....	26
Unsuccessful.....	27-30
US West.....	26
WBBB.....	26
Xerox.....	26
Surveys.....	64
Swiss Timing.....	47-49, 68, 85
Proposal.....	47, 52
Systems.....	11, 12, 19
Accommodation Systems.....	5
Accreditation Systems.....	5
Computer Applications.....	5
Data Integration.....	64
Data Systems.....	44, 82
E-mail Services.....	5
Employee and Volunteer Systems.....	5
Envoy 100.....	82
Games Operations.....	19
Games Systems.....	5, 18
Gifting.....	5
Headset Intercoms.....	82, 83, 85
Information Centre.....	5
Information Kiosks.....	5
Item Identification.....	20

Copyright City of Calgary

OCO'88 Code Structure.....20
Pager.....45
Planning.....17, 18
Presentations.....17
Public Address.....18, 45
Radio.....45, 46, 51
Results Systems.....4, 5, 16, 18, 64, 84
Sarajevo Results and Accreditation System.....5, 12, 16
Scoreboards/Timing Systems.....47-49, 51-53, 64-68, 71, 72
Security Systems.....5
Small Systems.....4, 5, 19
Software Suppliers.....4
Software Technology.....5
Sponsor Information.....5
Systems Design.....4, 5
Telephone.....50, 84
Torch Relay Scheduling.....5
Transportation Fleet Management.....5
Transportation Systems.....5
Travel.....20
Venue Planning.....5
Venues.....12
Videotex.....50
Volunteer System.....19
Systems Division.....4, 6, 9, 11, 41
 Business Systems.....5
 Games Systems Department.....5
 Personnel.....6
 Systems Development Department.....7
 Systems Operations Department.....7, 8
Sytek.....45
Technical Services Division.....8, 56, 58, 61, 81
 Milestone Documents.....57
 Telecom Operations Department.....8, 77
Technology.....19, 22
 Computer Inventory.....23
 Mainframes.....18
 Presentation.....18
Technology Group.....7, 8
 Mandate.....3
 Organization.....19
Telecommunications Command Centre.....82
Telecommunications Department.....4, 6, 7, 41, 54
 Cabling.....6
 Data Systems Analysis.....6

Copyright City of Calgary

Paging.....	6
Public Address Systems.....	6
Radio Systems.....	6
Telex Services.....	6
Timing and Scoreboards.....	6
Venue Planning.....	6
Video Broadband.....	6
Voice and Data Telecommunications.....	7
Voice Services.....	6
Telecommunications Services.....	84
Teleconferencing.....	84
Telex.....	19
Test Events.....	85
Ticketing.....	5, 19, 68, 82
Transparencies, Overhead.....	18
Transportation.....	18, 80
Vehicle Assignments.....	22
Travel.....	22
United States Olympic Committee.....	17
University of Calgary.....	70, 84
Venue Chairmen.....	9
Venue Operations.....	9
Venue Organization.....	19
Venue Planning.....	20, 68, 70, 74, 76
Venue Tours.....	22
Venues.....	20, 77-80
Data Centre.....	20
Equipment Requirements.....	70
Systems Command Centre.....	20
Video Matrix Boards.....	19
Visitors.....	22
Volunteers.....	9, 18, 19, 50, 51, 84
Warehouse.....	80
WBBB.....	47
Weather Services.....	82
Zagreb Games.....	17