



**DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICE  
DIVISION OF REAL ESTATE SERVICE**

MUNICIPAL BUILDING, - Room 2053S  
NEW YORK, N.Y. 10007  
(212) 669-3640 Fax (212) 669-2666

**WILLIAM J. DIAMOND**  
*Commissioner*

**LORI FIERSTEIN**  
*Deputy Commissioner*

February 6, 1998

Ms. Catherine T. Giliberti  
Silverstein Properties, Inc.  
120 Broadway, 36<sup>th</sup> floor  
New York, New York 10271

**Re: Mayor's Office of Emergency Management  
7 World Trade Center  
7<sup>th</sup> & 23<sup>rd</sup> Floors  
New York, New York  
Project # 96-1346**

Dear Ms. Giliberti:

We are in receipt of the proposal submitted by Swanke Hayden Connell Architects on January 15, 1998, for Additional Architectural and Engineering Services No. 1 regarding the captioned project.

We are approving the SHCA's proposal to perform all the necessary architectural and mechanical engineering services in connection with the new supplemental AC equipment, the new emergency water storage tank, the new radio room, antennas and microwave dishes to be located on the roof, as well as the new emergency oil storage tank. The Consultant Team shall develop bidding construction documents, and provide the necessary construction administration.

The issue of the need for an emergency fuel oil tank on the Ground Floor is still to be resolved. If the City is permitted to connect to the building emergency tanks, then the City will be entitled to a credit on the architectural/engineering fees for this portion of the work not performed.

**Mayor's Office of Emergency Management  
7 World Trade Center  
7<sup>th</sup> & 23<sup>rd</sup> Floors  
New York, New York  
Project # 96-1346**

- 2 -

We approve the Swanke Hayden Connell's Team proposal as follows:

|    |                                        |                  |
|----|----------------------------------------|------------------|
| 1) | Professional Services Lump Sum Fee     | \$ 43,850        |
| 2) | Out-of-Pocket Expenses (reimbursables) | <u>\$ 4,385</u>  |
|    | <b>TOTAL</b>                           | <b>\$ 48,235</b> |

Out-of-Pocket Expenses are to be billed at cost and are limited to the maximum of \$4,385 for blue printing, copying, faxing, messenger services, etc., as deemed necessary by DRES.

Should you have any questions, please contact Josep Domingvez at 212-669-8087.

Sincerely



Richard J. Ramos

Executive Director of Space Design/DRES

c: J. Kondrat, DRES  
V. Castagnola, DRES   
**J. Domingvez, DRES**   
J. Aliotta, SHCA

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