

SWANKE HAYDEN CONNELL ARCHITECTS**Fax Message**

**To: Mr. Jeffrey Gertler
Port Authority of New York****From: Joseph J. Aliotta****Fax: (212) 435-8168****Job: 5576A****Date: March 24, 1998 12:52 PM Pages: 1**

Message:**Re: Mayor's Office of Emergency Management
7 World Trade Center**

Per your voice mail request, the following is a description of the project

OEM will occupy approximately 35,000 square feet of office space at the 23rd Floor of 7 World Trade Center. Its purpose is to provide the Mayor, OEM and other City agencies involved with the activation of the Emergency Operations Center. The state-of-the-art EOC staff collects, assesses, plans and coordinates multi-agency response to events ranging from weather related emergencies to planned major events such as a presidential visit to counter terrorist activities. During non-emergency periods, OEM prepares guidelines for handling future emergency situations. Major program spaces such as the EOC, 24 hour/7 day a week Watch Command, Crisis Management Center, Press Room and necessary support spaces will be housed on one floor. The Press Room allows for press briefings including network TV feeds from network TV trucks at street level and call taking for emergency hot-line phone numbers. The 6,400 square foot EOC provides over 70 workstations and a dozen agencies to occupy the center during emergency activation. The Mayor, OEM senior management can oversee and coordinate agency response from the Crisis Management Center utilizing audio-visual system interconnectivity to the emergency response computer systems and cable TV.

The EOC is designed to operate self-sufficiently on an emergency basis for at least a week with its own emergency electrical power and water supply. In order for it to be self-sufficient, a 6,000 gallon fuel oil tank is located at the Ground Floor adjacent to the Building Lobby supplying fuel oil to three 500 KVA emergency generators at the 7th Floor as well as a 11,000 gallon water storage tank on the 7th Floor supplying water for the plumbing fixtures at the 23rd Floor. In addition, a Rooftop Radio Room is designed to house the Motorola radio equipment racks with approximately 14 antennas located near the cooling towers.

The approximate construction cost shall be \$ 10,000,000

Should you or any member of your team have questions, please don't hesitate to call me at my direct line (219-6716).

Cc: C. Chu-Silverstein Properties (687-0067)
W. Weems-Silverstein Properties (732-5190)
J. Dominguez-DCAS/DRES (669-3640)

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Swanke Hayden Connell Ltd./Swanke Hayden Connell & Partners LLP
295 Lafayette Street, New York, New York 10012
212 226 9696, Fax 212 219 0059