



DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES

MUNICIPAL BUILDING, 17th Floor
NEW YORK, N.Y. 10007
(212) 669-7111 Fax (212) 669-8992

WILLIAM J. DIAMOND
Commissioner

March 30, 1998

Mr. Stuart Klein
Assistant Director
Office of Management & Budget
75 Park Place
New York, New York 10007

*B. Groppe to
give me a
signed copy
05-05-98*

**Re: PW3261346
Mayor's Office of Emergency
7 World Trade Center
23rd & part of 7th Floor**

Dear Mr. Klein:

We are requesting your approval of Capital Funds for Construction work for the referenced leased space in accordance with the 824 Real Property Hearing.

The space consists of the entire 23rd floor and part of the 7th floor, totaling 50,182 rentable square feet. In addition, MOEM will install all emergency oil tank and pumps on the ground floor, and will also build a Radio room on the roof. The work requires the conversion of existing space into new office space for occupancy by the Mayor's Office of Emergency Management.

The Building Owner, 7 World Trade Company, L.P., 521 Fifth Avenue, NY, NY 10175, will provide the first \$1,668,858.00 towards the project, which total costs shall not exceed \$14,287,986.00. The project shall consist of all necessary labor and material to construct the space in accordance with the attached Scope of Work and Preliminary Plans. The City's cost for the work shall not exceed \$12,619,128.00 as indicated in the Lease.

The term of the Lease will commence on the date of Substantial Completion or Occupancy, as certified by DRES, and shall expire on January 31, 2018.



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This project requires completely new furniture and equipment whose manifest lists are being prepared by the Consultant Architect. Money for this and miscellaneous items will be requested shortly.

Your prompt approval of this request will be appreciated since this is a priority project. For further information, please contact Richard Ramos at 212-669-8086.

Sincerely,

William J. Diamond
Commissioner

c: L. Fierstein, DRES____
R. Ramos, DRES____
V. Castagnola, DRES____
B. Groppe, DCAS
M. Steiner, DRES

I. Weinshall, DCAS
J. Dominguez, DRES____
B. Cox, DCAS
H. Molofsky, DCAS
C. Freud,OMB

c:\harriet\josep\moem-5.doc