

Program Summary

Date: July 15, 1997
Analyst: S. Lee Wright
Project: 96-1346
Agency: Mayor's Office of Emergency Management (OEM)

Current locations:
Administrative Offices: 100 Church Street, 20th Floor
 New York, NY
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 New York, NY

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an IA Company

New York
 San Francisco
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 Dallas

*Program approved
 on Oct 19 97*

SUMMARY APPROVED BY:

Jerome M. Hauer
 Print or Type Name
Jerome M. Hauer 7/16/97
 Signature Date
Director, OEM
 Title

I. GENERAL INFORMATION

A. Space Allocation Analysis:	
Carpetable Square Footage for Office Staff/Support:	9,115 CSF
Carpetable Square Footage for Technology Auxiliary Space:	22,954 CSF
SUB TOTAL REQUIRED FOR 23RD FLOOR	32,069 CSF
Carpetable Square Footage for Special Back-Up Requirements:	12,170 CSF
TOTAL CARPETABLE REQUIREMENT	44,239 CSF
B. Estimated Rentable(18.5%) (RSF):	52,423 RSF
C. Total Staff Headcount:	
Current Head Count	37
Future Growth	8
TOTAL	45

II. REASON FOR PROJECT

The Mayor's Office of Emergency Management is to be consolidated into one location and expanded. The objective is to create a secure, safe haven from which the Mayor and the executive staff of City government can manage the Resources and personnel of the City during an emergency.

III. AGENCY DESCRIPTION AND ORGANIZATION

The Mayor's Office of Emergency Management (OEM) provides the on-scene coordination at all emergency incidents that requires a multi-agency response. Coordinates all planning efforts for