

1602 PACKAGE COVER MEMO

City of New York
Department of Citywide Administrative Services
Division of Real Estate Services

INTRA-DEPARTMENTAL

MEMORANDUM

TO: Vince Taldone, Director
Office of Intergovernmental Relations

FROM: JEFF KONDRAT *JK*
Negotiator

DATE: 3/3/98

RE: 1602 Submission

IPIS # 2841 Agency Mayor - OETI

Address: 7 World Trade Center

Please calendar the referenced item for a Real Property Public Hearing.

The following documents are attached:

- Cover letter to MOC ✓
- Memo for Calendar ✓
- Notice (ARC Approved) of Public Hearing ✓
- OMB Final Approval Letter ✓
- Vendex Check ✓
- Agency Terms Acceptance Memo ✓

1. Department of Finance records indicate that the landlord has fully satisfied all current tax obligations or is in compliance with the terms of its installment agreement.

1a. Finance Check 3/5/98 (Date) JK (Lease Negotiator) *\$2,038 Credit!*

2. The attached RPPH Calendar memo presents terms and conditions formally approved by ARC

on 2/23/98 (Date) JK (Lease Negotiator)

JK (Assistant Commissioner)

3. Lease signed by 3/3/98 (Date) JOHN CUTLER (Attorney)

Subject to clarification of the partners of the Managing Partner.