



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

MUNICIPAL BUILDING, 20th Floor South
NEW YORK, N.Y. 10007
(212) 669-3645

WILLIAM J. DIAMOND
Commissioner

IRIS WEINSHALL
First Deputy Commissioner

LORI FIERSTEIN
Deputy Commissioner

March 3, 1998

**THE MAYOR,
CITY OF NEW YORK:**

Attention: Claude M. Millman, Director
Mayor's Office of Contracts

Submitted herein for your consideration, and for submission at a public hearing pursuant to Section 824 of the Charter of the City of New York, are the terms of a lease for The City of New York, as Tenant, of approximately 50,182 rentable square feet of space on the entire 23rd floor and part of the 7th floor in a building located at 7 World Trade Center (Block 84, Lot 36), in the Borough of Manhattan, for the Mayor's Office of Emergency Management to be used as an office, or for such other use as the Commissioner of the Department of Citywide Administrative Services may determine.

The proposed lease terms are contained in the attached Real Property Public Hearing Calendar Memorandum. The space is needed to house this agency in one location so they may provide the on-scene coordination for all emergency incidents that require a multi-agency response in the City.

As of this date of this submission the Landlord has not signed the lease but we anticipate that it will be signed by March 13, 1998, the date the notice appears in the City Record.

There is no City-owned property or space in buildings under lease or license to the City that can be utilized to provide the space required by this Agency and the rent is fair and reasonable. The Office of Management and Budget has notified the Department of Citywide Administrative Services that funds for the rental of these premises will be provided when needed.

Landlord : 7 World Trade Company, L.P.
c/o Silverstein Properties
120 Broadway
New York, New York 10271

Respectfully,

Lori Fierstein
Deputy Commissioner

c: William J. Diamond, Commissioner
Jerome Hauer, Office of Emergency Management
Jeff Kondrat, Assistant Commissioner
Ed Scott, Assistant Commissioner
Chuck Briski, Office of Management and Budget
Conan Freud, Office of Management and Budget
Jacqueline Galory, Mayor's Office of Contracts
IPIS No.: 2841, Project No.: 96-1346