Torres Rojas, Genara FOI #12334

From: mxcronin@schlittlaw.com
Sent: Friday, May 13, 2011 11:46 AM
To: Van Duyne, Sheree
Cc: Torres Rojas, Genara; Duffy, Daniel
Subject: Freedom of Information Online Request Form

Information:

First Name: Mark
Last Name: Cronin
Company: Law Office of Carol L. Schlitt
Mailing Address 1: 223 Wall Street, Suite 357
Mailing Address 2:
City: Huntington
State: NY
Zip Code: 11743
Email Address: mxcronin@schlittlaw.com
Phone: 631-425-9775
Required copies of the records: Yes

List of specific record(s):
Work orders, work plans, , schematics, blueprints, drawings, photographs, maintenance logs, maintenance or construction reports, permits, applications, contracts, with respect to any agency, construction company andor individual performing work on stairway "D" or the platform at the top or bottom of Stairway D at the Port Authority Bus Terminal, 625 Eighth Avenue, New York, New York for the period of April 1, 2010 through December 1, 2010. In addition, any complaints, incident reports, police reports, log entries, videos, letters, emails or other communications or entries involving events, incidents, status or condition of Stairway D or the platform at the top of Stairway D at the Port Authority Bus Terminal, 625 Eighth Avenue, New York, New York for the period of April 1, 2010 through December 1, 2010

THE PORT AUTHORITY OF NY & NJ

Daniel D. Duffy
FOI Administrator

June 20, 2011

Mr. Mark Cronin
Law Office of Carol L. Schlitt
223 Wall Street, Suite 357
Huntington, NY 11743

Re: Freedom of Information Reference No. 12334

Dear Mr. Cronin:

This is a response to your May 13, 2011 request, which has been processed under the Port Authority's Freedom of Information Policy (the "Policy," copy enclosed) for copies of various records related to Stairway D at the Por Authority Bus Terminal.

Material responsive to portion of your request related to maintenance and available under the Policy, which consists of one page, is enclosed, for a 25¢ photocopying charge for this material.

The Policy provides for a fee to be charged in the event that a search for the requested records requires more than one-person hour, or in the event a search of computer records requires programming, which would take more than one-person hour. It is estimated that it will take 8.0 hours at a composite hourly rate of $45.55 to search for records related to incident reports that may be responsive to your request. If the search takes more than the current estimated hours, you will be advised of the additional fee. An accounting of the actual search time spent will be maintained and any unused portion of your payment would be refunded to you.

Some or all of the documents identified as being responsive to your request may be exempt from disclosure in whole or in part pursuant to one or more of the exemptions in the Policy. After the search has been conducted you will be notified in writing as to the availability of documents under the Policy. At that time, and if documents exist, you may schedule a mutually convenient time for the review of the documents at our office or pay the applicable photocopying fee (25¢ per page) for the material.

If you would like us to proceed with the search, payment of $372.40 must be received in advance in the form of a certified check, company check or money order made payable to "The Port Authority of New York and New Jersey" and addressed to the undersigned at 225 Park Avenue South – 17th Floor, New York, NY 10003. If you wish to narrow your request, you may do so in writing to the undersigned. A narrowing of your request may result in a decreased search fee.

225 Park Avenue South
17th Floor
New York, NY 10003
T: 212-435-3642 F: 212-435-7555

Please refer to the above FOI reference number in any future correspondence relating to your request.

Sincerely,

Daniel D. Duffy
FOI Administrator

Enc.

PORT AUTHORITY BUS TERMINAL
BT INSPECTION CHECKLIST PM 224-4609
ALL STAIRWELLS OF SOUTH WING

BUILDING/STRUCTURE NO.: 0117692-1

EQUIPMENT REQUIRED: Sounding hammer, extension ladder, flashlight, camera with flash, sketchpad.

Inspect the following. Report conditions on the attached Inspection Summary Report. Attach photographs or sketches, if necessary. IMMEDIATELY NOTIFY THE BT STRUCTURAL MAINTENANCE SUPERVISOR OF ANY DEFECTS WHICH AFFECT PUBLIC SAFETY OR STRUCTURAL INTEGRITY.

ITEMS	Check(x) when completed / comments**
CEILINGS, WALLS AND DOORS	
1. Check underside of deck slabs/beams/girders for scaling, *cracking, spalling, dampness.	✓
2. Check gypsum board ceiling for bulges, sagging, dampness, discoloration & peeling paint.	✓
3. Check masonry/gypsum/curtain walls for cracks, dampness, bulges, impact damage, water damage, discoloration, breakage and rust.	✓
4. Check doors and door framing for misalignment, peeling paint, missing or unhinged hardware. Also, check that emergency doors unlocked in the direction of egress, and are marked with "FIRE EXIT" signs.	✓
STAIRS	
5. Check concrete platform for *cracks, spalls, scaling and settlement.	✓
6. Check treads and risers for structural damage, loose/missing screws, any tripping hazard and slippery surfaces.	✓
7. Check steel handrail for corrosion, condition of paint and section loss.	✓
8. Check underside of stairs and landing platforms for missing and deteriorated bolts/rivets, note condition of paint such as peeling, cracking and excessive chalking.	✓
UTILITY SUPPORTS	
9. Check utility supports for corrosion, loose, broken or missing connections.	✓

* Locate and describe cracks, e.g. hairline, 1/16", 1/8", 1/4", horizontal, vertical or step cracks, and whether random or multiple cracks. Specify length of the cracks.

** N.A. = Not Applicable; N.A.C. = Not Accessible due to Construction

SIGNED: Stan a. Romano
STRUCTURAL INSPECTOR

DATE: 06·08·10