

# Tenant Relocation for Public Improvement

ROBERT S. CURTISS, Director of Real Estate  
The Port of New York Authority

The Port of New York Authority is concerned with the planning and development of terminal and transportation facilities to carry out its responsibility for the improvement and protection of New York-New Jersey Port District commerce.

Various real estate functions must necessarily be basic to all projects and facilities. One of the most significant responsibilities of the Port Authority's Department of Real Estate is its tenant relocation function.

The construction of the second deck to the George Washington Bridge is a \$170,000,000 project which includes extensive enlargement of present approaches to the bridge, a \$13,000,000 bus passenger facility, and a 12-lane depressed highway straight across Manhattan Island.

This paper sets forth the basic planning, controlling policies, and detailed procedures used in relocating 1,835 apartment house tenants, after acquiring 82 buildings in the right-of-way of the new 12-lane highway.

● THE SUBJECT of tenant relocation for public improvements is one that is currently of considerable interest to The Port of New York Authority, for in the continual expansion and improvement of its facilities the Port Authority must concern itself not only with the structures themselves but also with their approaches. In recent years the Authority has constructed a third tube of the Lincoln Tunnel, has purchased land toward improving the handling of vehicular traffic at the New York plaza of the Holland Tunnel, and within the last few months has begun the construction of a second level of the George Washington Bridge.

A few years ago the Port Authority cooperated with an agency of the City of New York, the Triborough Bridge and Tunnel Authority, in a study of arterial facilities. The consultants retained by the two Authorities, after studying the problems involved, recommended the building of two new bridges—the Narrows Bridge and the Throgs Neck Bridge—both to be operated by the Triborough Bridge and Tunnel Authority, and a major expansion of the Port Authority's George Washington Bridge. A series of expressways linking these crossings with existing facilities and roads were also recommended, have been accepted by the two Authorities and have received local, state and federal government approvals.

The Port Authority's primary mission in this plan will be fulfilled in building, at a cost of \$182,000,000, the second deck of the George Washington Bridge and approaches to the bridge, both in New Jersey and in New York. On the New York side, the construction of approaches involves building connections to the Henry Hudson Parkway which, as it parallels the Hudson River, passes beneath the bridge, and the construction of an entirely new 12-lane cross-Manhattan depressed expressway above which a \$13,000,000 bus passenger facility will be erected. The contemplated improvement is shown in Figure 1.

The Real Estate Department of the Port Authority is responsible for acquiring the property required for these improvements, for obtaining possession of the structures and for relocating residential tenants so that the then vacant buildings may be demolished and so that construction programming may proceed on schedule.

In the acquisition of property the Real Estate Department's activity is not restricted to tunnel and bridge projects but with the Port Authority's other three operating departments—the Marine, Inland Terminals and Aviation Departments—as well. In the past five years property has been acquired for these departments which ranged from a wine bottling building adjacent to the Brooklyn-Port Authority Piers to the successful negotiation for a half dead tree which projected into the aircraft approach lane at La Guardia Airport.

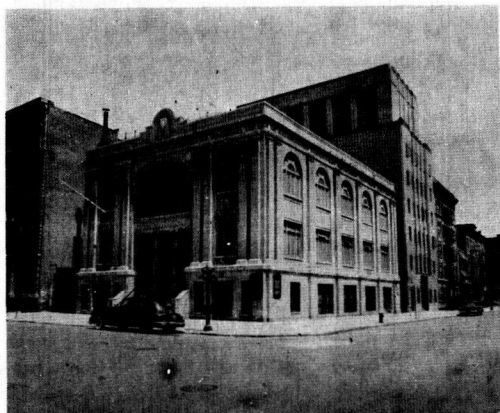


Figure 1. Artist's rendering of The Port of New York Authority's plans for improved Manhattan approaches to the proposed lower level of the George Washington Bridge showing new connections to Henry Hudson Parkway, the new Trans-Manhattan Expressway to connect with Cross-Bronx Expressway, and a suburban bus passenger facility.

When over-all planning has determined the route of approaches to facilities the Real Estate Department's Property Acquisition Division determines the particular parcels of property which will be required. The Board of Commissioners then approves acquiring the property, either by voluntary purchase or through condemnation proceedings. Condemnation sometimes is necessary, as it is in the George Washington Bridge expansion, by very tight construction scheduling. In its acquisitions the services of the Authority's own experienced staff is supplemented by expert real estate appraisers retained on a consulting basis. Estimates of fair market value of the required properties are made and negotiations with the property owners involved are begun.

In pursuing negotiations for voluntary settlements, appraisals are used as a basis for offers but only as a basis. This relieves the Authority of being bound by the appraisals or by some percentage formula. Where owners are reasonable or have had appraisals or other real estate advice, the results of negotiated settlements are reasonably close to the Authority's appraisal. In any case settlements are never made at a figure which might be higher than that which would result from litigation. The Authority's history of awards versus appraisals pretty much follows the pattern established during a recent acquisition of land for a centerline approach light system at La Guardia Airport. In that area 50 ownerships were appraised at an approximate value of \$1,095,000. Twenty-four ownerships were settled voluntarily prior to condemnation for about 104 percent of appraisals. In the subsequent condemnation and trial of value awards on the remainder totalled 107 percent of appraisals or an over-all average of 105 percent of appraisals. While it appears that the owners who litigated fared better than those who settled voluntarily, it must be remembered that the expenses of litigation were lost to the litigating owners. In addition one must consider the length of time involved for those litigating owners to finally receive their money.

The initial step in the acquisition of the required property in the Washington Heights area of Manhattan occurred in October of last year when the Port Authority by condemnation gained title to 76 parcels of property. This blanket condemnation included 62 apartment buildings, 3 private residences, 3 boarding houses, 7 commercial structures and a synagogue. Through negotiation with the federal government, a site on which there is a Post Office Station will be acquired. Voluntary agreements have been



SYNAGOGUE



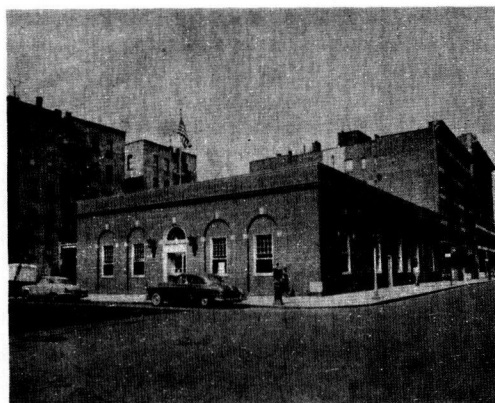
WALK-UPS AND STORES



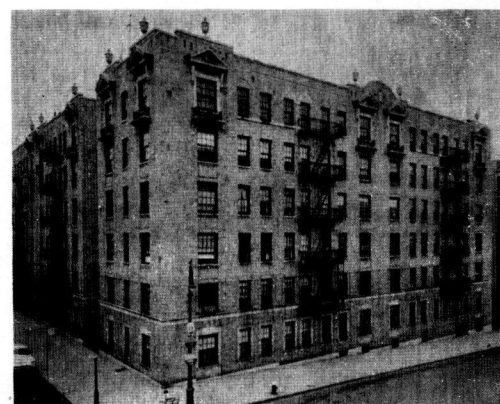
COMMERCIAL BUILDING



ELEVATOR APARTMENTS



U.S. POST OFFICE



ELEVATOR APARTMENTS

Figure 2.

reached on four of these parcels comprising a total value of \$582,000 or roughly  $\frac{1}{10}$ th of the entire Manhattan taking. At least ten others are close to agreement. This improved real estate, together with five large apartment houses previously owned by the Authority, extends from the Hudson River on the west to the Harlem River on the east. The buildings pictures in Figure 2 illustrate the kinds of structures acquired for this development.

The Port Authority in gaining title to the properties became landlord to 1,824 families-in-residence and considers itself to be responsible for their relocation. This is a voluntary and not a prescribed action. To plunge into a program of this scope unmindful of the problems to be faced would be imprudent. The Port Authority has been prepared for it by virtue of its successful relocations spanning the past decade. In 1948 and 1949, 599 families were relocated from an area in mid-Manhattan in order that the 200 ft by 800 ft four-story Port Authority Bus Terminal might be constructed. Then in the two-year period from November 1952 to November 1954, 817 families were relocated from a Manhattan area sometimes called the "Tenderloin District" but more popularly known as "Hell's Kitchen" in order that new approaches to, and exists from, the three tube Lincoln Tunnel could be built. That this larger relocation effort was accomplished without a single eviction and without delay to either the demolition or construction contractors is a matter in which quite some pride is taken particularly when viewed against the average relocation cost of \$311.00 per family.

A budget of \$400,000 set up to cover the cost of the third tube relocation program was more than sufficient. Of this amount \$253,989 was actually spent in making payments amounting to \$49,900 to those who voluntarily relocated, to brokers and owners in the amount of \$72,900 for successfully offering apartments, to tenants in the amount of \$48,600 for moving expenses and more than that much for decorating new apartments. In excess of \$30,000 was spent in maintaining and operating the properties during the period of relocation. Some of the pertinent statistics on that relocation follow:

#### RESIDENTIAL TENANTS AFFECTED BY ACQUISITION FOR LINCOLN TUNNEL THIRD TUBE

##### Tenants who vacated voluntarily:

(a) Tenants receiving \$200 relocation bonus	140
(b) Tenants receiving \$175 relocation bonus	42
(c) Tenants receiving \$150 relocation bonus	97
(d) Tenants relocated to Port Authority owned properties (no bonus paid)	6
(e) Tenants receiving no bonus (mostly janitors)	33
Total tenants relocated voluntarily	318

##### Tenants relocated into apartments submitted by real estate brokers:

(a) Relocated to Manhattan apartments	394
(b) Relocated to Bronx apartments	32
(c) Relocated to Queens apartments	12
(d) Relocated to Brooklyn apartments	16
(e) Relocated to New Jersey apartments	32
Total relocated to apartments received from brokers	486

Tenants abandoning apartments	11
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Tenants deceased during relocation program	2
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Total tenants relocated	817
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#### CHRONOLOGICAL RECORD OF RESIDENTIAL TENANT RELOCATION

		%			%
1952 - December	23	2.82	1953 - April	98	12.00
1953 - January	66	8.08	May	95	11.63
February	158	19.34	June	79	9.67
March	107	13.10	July	65	7.96

1953 - August	36	4.41	1954 - March	4	x
September	11	1.35	April	2	x
October	22	2.69	May	5	x
November	14	1.71	June	1	x
December	16	1.96	September	1	x
1954 - January	9	1.10	November	2	x
February	3	x	Total	817	100.00

x = less than 1 percent

Tenants who through their own initiative located new apartments for themselves were paid relocation allowances. If they moved during the first 60 days after being given notice to vacate, the allowance was \$200. If the move occurred during the next 30 days the payment was \$175 and if it occurred during the next 30 days they were given \$150. In all 279 families or 34 percent of the total relocated availed themselves of this benefit.

Agreements were made with 843 licensed real estate brokers and apartment house owners under the terms of which \$150 was paid for every relocation effected to an apartment offered by the broker or owner. It is estimated that a total of 3,000 apartments were offered to the 817 residential tenants during the two year period and that 486 were accepted. Thus 59 percent of the total relocations were effected to apartments offered through the Tenant Relocation office. The program could not have been the success it was nor could it have been completed in so short a time without the continuing cooperation of the brokers and owners.

Each tenant family relocated to an apartment offered by a broker or owner was given \$100 toward meeting its moving expenses and the accepted apartment was decorated by a Port Authority contractor or by the broker or owner who received \$100 for doing the job.

These methods for effecting relocation have proven to be both logical and effective. With some changes they are being utilized today in the Washington Heights relocation. One instance of change covers the payments for voluntary vacatings. In the present program \$200 is paid to each tenant who through his own efforts finds an apartment and moves to it during the four months following receipt of notice to move. Tenants in the newly acquired properties received this notice on October 14, 1957, the day that the Port Authority's ownership began while those who were occupants of buildings previously owned by the Port Authority received a similar notice on August 1, 1957. Should a tenant locate an apartment and move to it during the ensuing eight months a relocation allowance of \$150 is paid. Those who move after a year has passed are given \$100.

Another instance of change is found in the moving and decorating allowances which now are paid to all tenants including those who voluntarily vacate. In the current program every tenant receives a moving allowance of \$25 for each full room in the apartment he vacates and a decorating allowance of \$30 for each full room and \$15 for each smaller room such as a bathroom, kitchenette or foyer in his newly found apartment. These payments which are made as soon as the move occurs have been instrumental in encouraging tenant moves.

The raising of payments is the result of the economic situation prevailing both nationally and locally. Average rentals throughout New York City have increased substantially in the five years since the Lincoln Tunnel third tube relocation program commenced. In addition, apartments located in the western half of the Washington Heights area which overlook the Hudson River command rentals in excess of \$20 a room. Greater incentives are needed to cause tenants of this economic level to want to move.

That these more generous offers have been effective is demonstrated by the 223 tenants (12 percent of those residing in the zone) who have been paid the full \$200 amount.

At the close of December 1957 when the Washington Heights tenant relocation program had been underway in 10 percent of the area for five months and in 90 percent of the area for 2½ months a vacancy factor of almost 28 percent had been attained. In

every program voluntary relocations take place in greatest numbers during the early months, while involuntary moves gain momentum thereafter. The rate at which vacancies occur is usually influenced by several factors. The Christmas and New Year holidays have a dampening effect on the desire to move. Families with school age children tend to plan their moves in conjunction with the ending of semesters in January and June.

The progress made in the current relocation program is reflected in the following summary.

#### **RESIDENTIAL TENANTS AFFECTED BY ACQUISITION FOR GEORGE WASHINGTON BRIDGE SECOND LEVEL AND APPROACHES**

##### Tenants who vacated voluntarily:

(a) Tenants receiving \$200 relocation bonus	223
(b) Tenants receiving \$150 relocation bonus	
(c) Tenants receiving \$100 relocation bonus	
(d) Tenants receiving no bonus (vacated apartments before program began)	32
Total tenants relocated voluntarily	255

##### Tenants relocated into apartments submitted by real estate brokers:

(a) Relocated to Manhattan apartments	226
(b) Relocated to Bronx apartments	22
(c) Relocated to Queens apartments	2
(d) Relocated to Brooklyn apartments	1
(e) Relocated to New Jersey apartments	1
Total relocated to apartments received from brokers	252

##### Tenants abandoning apartments

##### Tenants deceased during relocation program

Total tenants to be relocated	1,317
Total	1,824

#### **CHRONOLOGICAL RECORD OF RESIDENTIAL TENANT RELOCATION**

		%
1957 - October (and prior)	211	11.65
November	167	9.15
December	129	7.07

As soon as the proposed additions and improvements to the George Washington Bridge and approaches received formal official approval the staff publicized the need for the improved transportation facility and the scope of assistance to be given to tenants. The cooperation of public and private agencies such as the Public Housing Bureau, local churches, synagogues, civic associations, the neighborhood chamber of commerce and of community leaders was solicited. Tenants were given written notice of the change of ownership, a detailed statement of the relocation program and, most of all, a thorough personal explanation of how the relocation program would proceed. This thorough personal explanation of the relocation program is basic for any such program must be a humane one. Constant recognition of the fact that one deals with the human element throughout a period of relocation prevents its becoming a dislocation plan.

Those who undertake a tenant relocation program must do so with a realization that they are dealing in quite basic emotions and with people who may not normally be entirely conversant with the facts of public improvements. The Port Authority in approaching tenant relocation projects does so in a considerate, fair and humane manner recognizing that human beings are being asked to give up the sanctity of their homes, in some cases it may be the only home in which they have ever lived, for a public need. To be forced to move from one's home can be thoroughly upsetting. Therefore, the

policy has been established that tenants should be fairly compensated and treated with much consideration. Since relocations may severely alter the lives of many people, each special problem must be treated as if it were the only one to be handled. It is believed that these objectives can only be pursued through a staff of highly trained, understanding and competent employees, supported by a creative program which must be a working combination of extensive real estate experience and knowledgeable good public relations.

An article (see Fig.3) published in the "Christian Science Monitor" points up the public's acceptance of these policies.

However it is absolutely essential in any tenant relocation program that announced policies be unwaveringly adhered to. To vary to any degree is to invite uncontrolled difficulty. One technique occasionally practiced by others involved in tenant relocation programs has been the offer to double allowances in order to urge diehard holdout cases to vacate. To follow such an expedient invites disaster because the same tenants to whom these offers are made have a right to believe that further holding out will cause the ante to be increased. Since speed always seems to be of the essence no program director can brook any such delay and must make it crystal clear from the beginning that no tenant will be treated preferentially over another.

The success of a tenant relocation program is dependent in large measure on the degree of pre-planning given to it and upon the efforts of skilled, dedicated people in carrying out that planning. The Port Authority, through experience, gained in its earlier relocation efforts, has formalized a series of instructions to its field staff in a tenant relocation instruction manual. The manual formalizes the experience gained by property managers and supervisors, real estate representatives, accountants, maintenance foreman and other clerical and maintenance personnel. Their experiences and established working methods brought together in the relocation manual serve as a reference source for those with prior experience in this field and as a means of training personnel newly assigned to the program.

In the manual are to be found instructions covering every situation which may be anticipated in a relocation. The scope of the manual may be seen in its table of contents which is shown on page 124.

But every problem that will be met by people working in the field cannot have been foreseen. It is in these situations that the staff members of a tenant relocation office must demonstrate ingenuity and initiative. A real estate representative or his supervisor may be faced with the seemingly impossible task of relocating a family of 12 which had been occupying a 5-room apartment and resolve the problem through encouraging the family's ultimate purchase of an up-state farm. Having scored that success the team may next be assigned to aid another family of almost similar size and do so by securing an apartment of 7 rooms including—wonder of wonders—two bathrooms.

Through conducting a door-to-door sociological survey of the entire area required for the cross-Manhattan expressway and bridge approaches, the field staff became familiar with the situations which would be hardest to resolve. This survey was initiated in the properties previously owned by the Port Authority and in others where permission had been granted before title passed to the Port Authority and completed for all tenants shortly afterward.

The kinds of information that may be obtained through a sociological survey are demonstrated in the sample copy of a Tenant Relocation Data Sheet which is included in this paper.

When the sociological survey was completed and each tenant's desires were known, card files were established categorizing the tenants space needs by number of rooms and by rent levels. When a real estate broker or owner offers an apartment through the Tenant Relocation Office a member of the staff chooses from the list of tenants those whose needs would be most nearly satisfied by the offered apartment. A real estate representative then contacts the tenant, informs him of the listing and makes an appointment to inspect the offered apartment with the tenant. It has been found that a tenant more readily accepts an offered apartment when he has viewed it with a member of the Tenant Relocation Office staff than when the inspection is made only by the tenant.

The Port Authority's Engineering and Tunnels and Bridges Departments have devel-



## Bridge Softly Budges Tenants

By Harry C. Kenney  
Staff Correspondent of  
The Christian Science Monitor  
New York

Hidden within the framework of the huge second-deck construction project of the George Washington Bridge is a very human and warm story.

It is a story of people caught up in the whirlwind demands of ever-increasing traffic and the need for getting more millions of automobiles across the Hudson more quickly.

It is the story of hundreds of families affected by the elimination of blocks of apartment houses so that approaches to the bridge will be adequate.

It will be necessary, for instance, for 1,833 families now living in the Manhattan approach area alone to be relocated. This uprooting of thousands of individuals, men, women, and children of all tongues, color, and creed, is indeed a dramatic and emotional experience for them.

### Thousands to Move

The Port Authority of New York is not only doing the bridge and approach job but has taken upon itself the work of helping the tenants to relocate. Some 82 properties in an irregular eight-block area extending from Broadway to Amsterdam Avenue between West 178th and 179th Streets are involved. Also, there are certain properties between Cabrini Boulevard and Haven

Avenue between West 177th and 180th Streets which are a part of the approach area.

The over-all project, which includes the six-lane lower deck of the bridge and the approaches, will cost an estimated \$167,000,000. The second deck will increase capacity by 75 per cent, and with this expansion the bridge will accommodate more than 60,000,000 vehicles annually.

The relocation of families is proceeding under a program so humane and so compassionate that the authority is being lauded not only by New York and New Jersey but is expected to be a pattern for other major cities.

### Efficient Staff

The authority is not required by law to relocate families. But it has within the area a very efficient staff organized to give each family and each individual personal attention.

In certain instances, tenants who vacate their apartments immediately and from their own choice move from the area under their own steam may receive allowances totaling as much as \$600. For instance, one family accepted this and used the money for a down payment on a house in New Jersey. Another individual always wanted to live in Florida. He got there on his bonus.

Some tenants receive up to \$200 as a basic payment for

## No Evictions

voluntary relocation. In addition, they will receive redecorating expenses up to \$210 and moving expenses up to \$25 a room.

Tenants aided by the Port Authority staff or by real estate brokers working through the authority are paid \$100 just for incidental expenses.

The authority pays brokers \$150 for each apartment a tenant accepts. If tenants find their own apartment, they are given a cash bonus of \$100 plus moving expenses, redecorating, and proper stoves and refrigeration.

### Long-Time Residents

The Port Authority staff is in constant personal contact with the melting pot of America—Jews, Irish, Greeks, Poles, and Negroes. Many of these people have lived in the neighborhood for half a century. Many have lived in the same building and often in the same apartment since the buildings were constructed in 1914. Hundreds have been in the same apartment for 23 to 35 years.

More than 75 per cent of the tenants want to be relocated within an area of 15 blocks. It is their home and all their friends are there. And the authority staff is able to do this.

The problem becomes more evident when it is realized that

apartments of three to seven rooms must be found at a rental of \$35 to \$90 a month. There is an exception here and there, such as the family with 11 children which has to pay \$100 for seven rooms. Incidentally, the family was mighty happy to get it, too.

### 36 Offers—So Far

The authority's staff member always talk over the needs of the moving tenant. They show apartments, discuss individual church, social, and school needs. Some tenants want a walk-up, others must have an elevator building. Some won't go above the first floor, others won't live below the fifth floor.

One family wrote that it now has the cheeriest and cleanest apartment ever. Another said that the change has done the whole family good—new friends, new stores, better building, and brighter outlook. What most of the letters indicated is that the authority has found a compassionate way of doing a very tough job in a good American way.

When the increased thousands of cars begin streaming over two decks of the George Washington Bridge in 1962, many kinds of individuals will have contributed in their way to its accomplishment. But beyond this, the port authority will certainly be credited with combining concrete, steel, and traffic with a superb humane job with people.

Figure 3.

oped a series of target dates on which various properties will be required for construction of the bridge approaches. The Real Estate Department's Properties Division has used that timetable to set deadlines upon which properties must be vacated. Adherence to that schedule is the objective of every member of the relocation staff and intensive effort is given to relocating tenants from those buildings highest on the priority list. Among the first buildings required are the five previously owned by the Port Authority. The next section required is near the Hudson River and Henry Hudson Parkway—the area populated by those of our highest economic level. The greatest attention is given to these properties but not to the exclusion of others.

Perhaps an entirely new approach from the aspect of developing good community relations is the recently initiated plan for protecting buildings during demolition. Three buildings have already been demolished. As soon as a building's last residential tenant has been removed, entrances are boarded over, utilities are cut off and a sidewalk bridge is erected in front of the structure. It would appear that the more that is done toward discouraging entry into a vacant building the more vandals and mischievous youths are attracted to it. To combat the problem created by the great attraction these empty buildings have for venturesome youths, a constructive and probably unique alter-



native has been developed and adopted. In order to further the established boys work program conducted in the Washington Heights area by the Y. M. C. A. of Greater New York, \$30,000 has been appropriated by the Port Authority to help the association meet expenses for the next two years for retaining trained personnel and organizing programs which boys work directors and part time college student assistants will conduct in a vacant store in the project area. Ping pong tables, games, craft work, supervised clubs and athletic teams will help to keep the boys out of trouble. Bus trips to airports, museums and other interesting attractions in the city will consume after-school, early evening and Saturday leisure hours. The Y. M. C. A. and the Port Authority believe that through providing activities to absorb the energies of youths of every race, color and creed during these leisure hours, that the boys will be led toward useful pursuits and diverted from those which can cause harm. This precedent-setting program is expected to be of assistance in other tenant relocation projects.

THE PORT OF NEW YORK AUTHORITY

111 Eighth Avenue at 15th Street New York 11 NY

DEPARTMENT OF REAL ESTATE

Robert S. Curtiss  
DIRECTOR

Gentlemen:

The Port of New York Authority soon will begin to acquire property which will be needed for approaches to the new lower level of the George Washington Bridge. This Washington Heights area, generally speaking is bounded by 178th and 179th Sts. extending from the Hudson River east to the Harlem River.

Our preliminary survey indicates that approximately 1,800 families reside within the area. As a matter of policy, the Port Authority will assist these families in relocating to other residential quarters.

In order that we may meet our building demolition schedule, we are approaching licensed real estate brokers to ask their cooperation and have established a fee and schedule of payments in connection with services rendered.

For each apartment located by a broker, outside of our properties, and accepted by a tenant designated by the Port Authority, a fee of \$150 will be paid the broker when the tenant takes occupancy. In addition a broker will have the option either of decorating the apartment for the tenant and receiving from the Port Authority \$30 a room, up to \$210 for doing the job, depending on the size and number of rooms, or if he prefers not to undertake the decorating, the Port Authority will directly perform the work at its own expenses.

For your convenience, we are enclosing a return postal card on which you may indicate whether or not you are interested in participating in our program. Should your answer be in the affirmative, the Port Authority will send you a letter Agreement for your acceptance and signature. The Agreement will be identical to that executed by many brokers who were most cooperative in assisting us in the relocating of some 600 families from the Port Authority Bus Terminal site at 41st St. and about 800 families from the approaches to the new Lincoln Tunnel Third Tube.

Would you kindly return the card at your earliest convenience.

THE PORT OF NEW YORK AUTHORITY  
DEPARTMENT OF REAL ESTATE  
GEORGE WASHINGTON BRIDGE SECOND LEVEL  
TENANT RELOCATION PROGRAM

- ( ) I am interested in assisting your tenant relocation program.  
Please send me form of Agreement for my signature.  
( ) I am not interested in your tenant relocation program.

Brokerage Firm Name \_\_\_\_\_

Address \_\_\_\_\_

Tel. No. \_\_\_\_\_

Representative \_\_\_\_\_

Very truly yours,

*Robert S. Curtiss*

Robert S. Curtiss  
Director of Real Estate

AGREEMENT made this       day of       195 , by and between  
 whose principal  
 place of business is       , hereinafter  
 referred to as the "Broker" and THE PORT OF NEW YORK AUTHORITY, a body  
 corporate and politic created by Compact between the States of New York  
 and New Jersey with the consent of the Congress of the United States,  
 having its principal office at 111 Eighth Avenue in the Borough of  
 Manhattan, City, County and State of New York, hereinafter referred to  
 as the "Port Authority."

1. In connection with the relocation of present residential occupants of property required for the public use by the Port Authority, Broker hereby offers to obtain and arrange lettings of apartments of a type which will be satisfactory to the individual tenants designated by the Port Authority for such relocation and to the Director, Department of Real Estate of the Port Authority.

2. It is understood that Broker will receive, as compensation for his independent brokerage services, the sum of One Hundred Fifty (\$150.00) Dollars for each apartment let to a tenant designated by the Port Authority. Such compensation is to be payable only in the event and on condition that the tenant designated by the Port Authority actually occupies the selected apartment unit and pays rent for one full month in advance to the landlord thereof. Unless such event occurs and such condition is fulfilled, no matter what the cause for their non-occurrence, no compensation will be paid hereunder, whether the failure be a fault on the part of the tenant, the Port Authority or any of its agents, or for any cause or reason whatsoever.

3. In cases in which there is both no obligation on the landlord, imposed by existing rent laws or otherwise, and in which it is necessary that the apartment furnished by the broker be redecorated, the Port Authority, at its own option, may either redecorate or pay to the broker up to Two Hundred Ten (\$210.00) Dollars, towards the cost of redecoration.

4. Broker represents that he is a licensed real estate broker.

THE PORT OF NEW YORK AUTHORITY

By \_\_\_\_\_

Title \_\_\_\_\_

WITNESS:

\_\_\_\_\_  
 BROKER

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 195 , by and between

(whose principal

office is ) (who reside (s) at \_\_\_\_\_  
hereinafter referred to as the "Owner", and THE PORT OF NEW YORK AUTHORITY, a body corporate and politic created by Compact between the States of New York and New Jersey with the consent of the Congress of the United States, having its principal office at 111 Eighth Avenue in the Borough of Manhattan, City, County and State of New York, hereinafter referred to as the "Port Authority".

1. Owner covenants, warrants and represents that Owner holds title in fee simple to premises known as and by the street address \_\_\_\_\_  
in the Borough of \_\_\_\_\_, City and State of New York, hereinafter referred to as the "premises".

2. In connection with the relocation of present residential occupants of property acquired for the public use by the Port Authority, Owner hereby undertakes to make available apartments in the premises of a type which will be satisfactory to the individual tenants designated by the Port Authority for such relocation, and to the Director, Department of Real Estate of the Port Authority. Nothing herein contained shall, however, be deemed to grant an option to the Port Authority or to any prospective tenant to lease any available apartment on terms or conditions which the Owner could legally refuse to accept nor shall this agreement constitute a commitment by Owner not to lease any such apartment to other prospective tenants.

3. The Port Authority will pay to the Owner the sum of \$150.00 for each apartment let to a tenant designated by the Port Authority. Such compensation is to be payable only in the event and on condition that the tenant designated by the Port Authority actually occupies the selected apartment unit and pays rent for one full month in advance to the Owner. Payment is to be made within thirty days after the occurrence of such event and fulfillment of such condition. Unless such event occurs and such condition is fulfilled, no matter what the cause for their non-occurrence, no compensation will be paid hereunder, whether the failure be a fault on the part of the tenant, the Port Authority or any of its agents, or for any cause or reason whatsoever.

4. If, in the opinion of the Port Authority, it is necessary that the apartment furnished by the Owner be redecorated, the Port Authority, at its option, may either redecorate or pay to the Owner a sum, under no circumstances exceeding \$210.00, computed on the basis of \$30.00 per room up to a maximum of 5 rooms, \$30.00 for a kitchen or \$15.00 for one kitchenette, \$15.00 for one bathroom and \$15.00 for one hall or foyer (but not both hallway and foyer) respectively, payable after redecoration by Owner and inspection and approval thereof by the Port Authority.

5. In the event the Owner transfers title to the premises, this agreement shall terminate as of the date of such transfer. It is understood and agreed that this agreement is personal to the Owner and may be neither assigned, sold, conveyed, transferred, mortgaged nor pledged.

THE PORT OF NEW YORK AUTHORITY

By \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
(Corporate Owner)

By \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
(Individual Owner)

\_\_\_\_\_  
(Individual Owner)

As you know, to permit construction of improvements to the George Washington Bridge the apartment house in which you live must be acquired and vacated. The Port Authority is prepared to help you relocate under the following plan:

IF YOU FIND AND MOVE INTO A NEW APARTMENT YOURSELF, the Port Authority will make a CASH PAYMENT of;

\$200 if you move within four months of the date when the Port Authority takes title to the property.

\$150 if you move after four months but not later than twelve months, from the date the Port Authority takes title to the property.

\$100 if you move after twelve months from the date the Port Authority takes title to the property.

IN ADDITION, THE PORT AUTHORITY WILL PAY REDECORATING EXPENSE up to a total of not more than \$210 at the rate of:

\$30 for each room in the new apartment, up to a maximum of five rooms, plus

\$15 for one bath,

\$15 for one foyer, and

\$30 for a kitchen, or

\$15 for a kitchenette.

THE PORT AUTHORITY WILL ALSO PAY MOVING EXPENSES at the rate of:

\$25 for each room in the apartment from which you are moving.

Only a living room, dining room, kitchen and bedroom will be counted as a room for this purpose. No moving allowance will be made for a bathroom, kitchenette, hall, foyer or alcove.

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IF YOU CANNOT FIND A NEW APARTMENT YOURSELF, THE PORT AUTHORITY WILL HELP YOU TO FIND ONE.

If you move into a new apartment found for you by the Port Authority or a real estate broker working for the Port Authority, then you will be given a cash payment of \$100. You will also receive moving expenses as set forth above.

If the broker arranges to redecorate the new apartment, the allowance towards redecorating will be made to him. Otherwise, the allowance for redecorating expense will be paid to you or, if you prefer, the Port Authority will arrange to have the new apartment redecorated.

This schedule of payments has been established by the Board of Commissioners of the Port Authority as part of a voluntary program to help you relocate. There will be no changes in this schedule at any time during the entire residential tenant relocation program. Payments under this schedule cannot be made until title to the property passes to the Port Authority.

A RELOCATION OFFICE HAS BEEN OPENED AT 700 WEST 179TH STREET; TELEPHONE: SWINBURNE 5-4700. IF YOU HAVE ANY QUESTIONS REGARDING YOUR RELOCATION, PLEASE CALL MR. T. DOUGLAS TUOMEY, JR., MANAGER PROPERTIES DIVISION, OR MR. BERNARD J. SLOAN, PROPERTIES SUPERVISOR, WHO ARE THERE TO HELP YOU.

## TENANT RELOCATION INSTRUCTIONS MANUAL

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[illegible]

DATE SIGNED

**SIGNATURE OF INTERVIEWER**