

AIA Minutemen Urgently Needed

There has been an on-going appeal by the NYSAA Political Affairs Committee for Volunteers from the N.Y. Chapter to act as minutemen in the Statewide Minuteman Network. According to Kurt Karmin (NYSAA Vice President) the N.Y. Chapter presently has 40 minutemen, however, approximately 250 are being sought.

Minutemen are assigned to legislators (optimum is 1 per legislator) as contacts in order to exert pressure on opinions representative of our profession. For example, the school alteration bill which would have permitted alteration work of less than \$50,000 without the services of an architect or engineer, was vetoed by Governor Carey, largely through the efforts of minutemen who flooded his office with letters and telegrams asking him to veto this legislation.

A minuteman has a minimum of background of research work to do since the Political Affairs Committee performs all of the groundwork prior to either formulating a position paper or alerting minutemen to make the local contact. The Minuteman Network is a project which serves our interests, so let's support it collectively. For further information contact Kurt Karmin at 989-9720

AIA Officers At Chapter; Discuss Employee Relations and Man-Hour Data Bank

Louis DeMoll, President, Jack McGinty, President-Elect, and William Slayton, Executive Vice President, met here with the Executive Committee and Chapter members on Institute committees on February 10. Particular attention was given to two issues:

- **Man Hour Data Bank.** With considerable fanfare the Institute had supported a west coast pilot project to accumulate the experiences of architects in producing documents for given building types. The Chapter had been asked to corroborate some of that information and went to considerable trouble to do so. The project appears to have run out of steam. George Lewis had brought this up at the Grassroots meeting in January, noting that many architects were looking to the Institute to vigorously pursue the project; the ensuing discussion at Grassroots indicated that the initial effort to acquire man-hour data had not been well organized — that the form to be filled out left too many uncertainties. It was suggested to Messrs. DeMoll, McGinty and Slayton that a new, reorganized effort should be initiated, one which would closely coordinate the information to be solicited with the way the Compensation Management Guidelines manual is organized. There was a question as to how willingly some architects would offer information, but it was agreed that the effort should be renewed.

- **Employer-Employee Relations.**

The Chapter, supporting the vigorous efforts of its Employer-Employee Relations Committee, had submitted to the 1975 AIA Convention a proposed amendment to the Standards of Ethical Practice reading, "An architect shall recognize the professional contributions of the architect's employees, share in the responsibility for their professional development and provide fair salaries, working conditions and benefits". This was defeated, but a resolution with modified wording did pass the next day. It has since become evident that the Institute's legal counsel has raised questions as to whether the Institute should lay down rules, however generalized, concerning relations with employees. Jan Kalas, chairman of the Chapter committee, urged the Institute officers to explore this subject in greater depth, arguing that issues arising between employers and employees deserve as much attention as issues arising between architects and their clients or the public. The Chapter intends to bring this subject to the attention of the AIA Board, and a further resolution will be submitted to the AIA convention in Philadelphia.

Employment Practices Survey

Last year the Employer/Employee Relations Committee surveyed NYC/AIA firms to determine their current personnel practices. The response was less than enthusiastic, as only a total of 51 out of approximately 366 firms responded. Nonetheless, the responses were interesting and proved once again that architects are a group of individualists, as there was a great variation in personnel practices. The pattern of the responses, however, did indicate some trends which are encouraging, but also showed other areas where the architectural profession is not on a par with other professional and industrial organizations. The responses were made by firms ranging in size from individual practitioners to some of the largest firms in our profession.

Although a number of firms seemed to openly communicate their personnel practices to their staff and generally had policies covering most employer/employee situations, only 45% advised their employees in writing of their personnel practices. The concept of a trial or probationary period of employment for new staff members was generally alien to most firms; only 27% of the firms had such a policy. Even more surprising, only 40% had a written policy regarding notice and compensation upon termination. Of those maintaining such a policy, the general termination and/or severance pay was two weeks. Sick leave and vacation seems to be standard — two weeks each. Vacation usually increased to three weeks after five years of service. Although one firm indicated that it has 11 paid holidays for staff members, another indicated that they only pay for five holidays. The majority pay for eight holidays. Most firms had policies which allowed limited personal time off, and time off for architectural registration exams, jury duty and military leave.

Although there was a variety of work hour arrangements, the standard seems to be 37½ hours per week, with the most favored work period from 9 a.m. to 5:30 p.m. The concept of regularly scheduled salary and performance reviews is widely established in industry in general; therefore, it was surprising to note that only 37% of architectural firms responding had such a regularly scheduled program. Of those maintaining a program of regular performance reviews, a significant number do not advise the staff member of the evaluation that forms the basis of any salary adjustment or promotion.

Response to questions dealing with job descriptions and compensation were so poor that a representative conclusion is impossible to reach. These areas, along with performance review, need intensive study.

Most firms encouraged staff members to participate in AIA functions, although few firms paid for membership of staff members below the Associate level. None of the responding firms indicated the existence of a comprehensive policy with regard to professional development of their employees.

Pensions and Profit Sharing programs and tuition refund programs, while standard in most corporations employing technical and professional staff comparable to architects, were offered by very few firms. Most had some form of paid medical insurance and life insurance for their staff members, but only three had some form of tuition refund program.

It could be argued that the present is no time for improving personnel programs and increasing fringe benefits to staff members. On the other hand, the Employer/Employee Relations Committee believes that the profession must maintain an attitude in these matters that will allow it to attract and retain the most qualified personnel.

In summary, the survey showed no significant change in employment practices since the last survey in 1973, which in itself was discouraging. Although some firms showed a modern approach to some matters, we would conclude from this survey that employment practices of our member firms are generally lagging behind those of our counterparts in other fields.

*Jan Kalas, Chairman
Employer/Employee Relations
Committee*

Harwood Arcade Subject of Executive Committee Action

Charles Hughes, Chairman of the Zoning Committee, advises that in a meeting of the Executive Committee, New York Chapter, a vote was taken in favor of the controversial Harwood Arcade.

Planned as a complex of shops, eating places, and movie theatres on mid-block land owned by developer, Lowell Harwood, it is adjacent to City controlled land on Second Avenue between 58th Street and 59th Street, proposed as a public plaza.

The Executive Committee's favorable vote for the project, designed by architect, Claude Samton, was expressed in their feeling that the lease arrangement between Harwood and the City covered everything possible to avoid undesirable tenants leasing spaces in the building. They also felt that this was an opportunity for the City to gain a public plaza badly needed in a crowded area which now has very few amenities.

A.B.

Executive Committee Actions

January 7, 1976

- Approved recommendations on investments submitted by the Finance Committee.
- Appointed a Committee on Resolutions in preparation for the AIA convention.
- Howard Hornstein, under consideration for appointment to the Planning Commission, was interviewed by the Committee. The Chapter had recommended David F. M. Todd for the position; that recommendation was renewed without in any way reflecting adversely on Mr. Hornstein. (Mr. Hornstein has since been appointed).
- Accepted the resignation of Danforth Toan from the Executive Committee. Mr. Toan explained that commitments out of town necessitated his decision. Charles Hughes was appointed to take his place as a chapter director and chairman of the Environmental Planning Commission.

February 4, 1976

- Heard Mr. Gatje report on a meeting 1/23 with Victor Marrero, new chairman of the City Planning Commission.
- Mr. Stein, reporting on the AIA Grassroots meeting (eastern region) in January, observed that despite evidence of a certain rigidity in the AIA staff operation, there were useful exchanges of ideas and information.
- Considered the so-called "Harwood Leasing", a proposal that the City lease land it owns on the west side of 2nd Ave. between 58th and 59th Streets to the owner, Harwood, of adjacent property. He proposes a complex of small shops and cinemas, with a public plaza to be pro-

vided at his expense. A Mr. Delson of Community Board 8 appeared and expressed the concern of many people that the project would generate undesirable activities. The Executive Committee considered the recommendation of the Zoning and Urban Planning Committees who had studied the proposal, and it was voted that the Chapter support it. (See article this issue)

- Alternative Inspection Procedures: the Public Agencies Committee had recommended support of the City's proposal that architects and engineers undertake the responsibility of inspection of large building projects, but other elements in the Chapter, including the Hospitals and Health Facilities Committee, were opposed. The Legislation is being introduced in the City Council, and there will be further study within the Chapter. (See article this issue).

- Representatives of the Chapter met with Charles Bleiberg, Counsel to the Comptroller, to discuss implementation of Charter revisions regarding availability of arbitration and re-interpretation of contracts by the Comptroller's office. Mr. Bleiberg asked that the Chapter provide facts—architects' experiences—which would argue for implementation of these provisions.

- Heard a report on testimony submitted by the Housing Committee at a hearing on procedures to implement the new State Environmental Quality Review legislation, passed at the last session, requiring environmental impact statements on many projects. The Committee protested the absence of clear definition as to what projects might be required to submit E/S's, noting that it could be possible in anything over a 2-family house.

Candidates for Membership

Information received by the Secretary of the NYC/AIA regarding the qualifications of candidates for membership will be considered confidential:

Corporate

Frank Burton Bachrach
Paul Broches
Wen Long Chen
D. Dart Sageser
Max I. Gordon

Associate

John Carris
John Philip Hesslein
William J. Rowe
Stephen N. Carter
Joseph Louis Kremer

Welcome to New Members

The NYC/AIA welcomes the following members:

Corporate

Frederick A. Bland
Gary Dennis Gaw
Gary B. Vowels
Jeremiah Driscoll
Marion Gorenstein
James F. Horner
Kenneth S.H. King
George J. Puchmajer
Alexander Purves
James Trunzo
Peter Woll
Helen Kontogiania
Peter Thomson
Allan B. Strauss
Hermann E. Borst

Chapter Members on 1976 Institute Committees

International Relations Committee:
Daniel Schwartzman, Max O. Urbahn

Continuing Education Committee:
Ronald E. Woodward

Environmental Education Committee:
Stephen A. Kliment

*Architecture for Arts & Recreation
Committee:*
Lo-Yi Chan, Abraham W. Geller

*Architecture for Commerce &
Industry Committee:*
Nesbitt A. Garmendia

*Architecture for Education
Committee:*
Gillet Lefferts, Jr., Vice Chairman,
Rachelle R. Bennett, Francis Pisani,
Janko I. Rasic, Alan C. Green

Architecture for Health Committee:
J. Armand Burgun, Richard C. Clark,
Martin H. Cohen, Henri LeGendre,
Joseph Shein

Architecture for Justice Committee:
David M. Ziskind

Architects in Industry Committee:
Robert T. Packard, Vice Chairman,
Thomas J. Belanyi, Walter Hart,
Peter G. Moore

Design Committee: James I. Freed

Historic Resources Committee:
William A. Hall

Housing Committee: Herman J.
Jessor, Joseph Wasserman

*Regional Development & Natural
Resources Committee:* Frithjof
Lunde, Manfred H. Riedel, Wilbur
L. Woods

*Urban Planning & Design
Committee:* Peter Samton

Barrier Free Policy Task Force:
J. Armand Burgun

*Architects in Government
Committee:* Thomas F. Galvin

Federal Agencies Committee:
Roy Friedberg, Alan Shapiro,
Rolland Thompson, Max O. Urbahn

National Capital Committee:
Herbert B. Oppenheimer

*1976 Presidential Election
Campaign Task Force:*
Max O. Urbahn

Honor Awards Jury:
John Burgee, Chairman

Institute Honors Jury:
Robert F. Gatje, Chairman

Nominations Committee:
Judith H. Edelman

Homes for Better Living Juries:
Walter Wagner, Alfredo DeVido

Library Building Award Jury:
Judith H. Edelman

*Honor Awards Jury for Extended
Use:* Giorgio Cavaglieri

Project Management Committee:
Alan B. Goldsamt, Bryant P. Gould,
Peter Ripullone

Codes & Standards Committee:
Jeffrey E. Aronin, Arthur J. Seckler,
William B. Tabler

Office Management Committee:
Rosaria Piomelli, Ralph Steinglass

Inter Society Color Council:
George Drake

Retirement Plan Trust:
Frederick G. Frost, Jr.

Facility Programming Task Force:
Anna M. Halpin

*Dimensional Coordination/Metric
Conversion:*
Anna M. Halpin, Chairwoman

LeBrun Traveling Fellowship

Applicants are sought for the 1976 LeBrun Traveling Fellowship. The design problem this year is The Rehabilitation and Revitalization of Existing Urban Waterfront Structure and Property.

The Fellowship is a biennial award of \$5000 for 6 months travel and study of architecture outside the U.S.A. It is open to those with architectural office experience of at least 1½ years. Applicants must be U.S.A. citizens residing in the U.S.A. and be 23-30 years of age. Nomination by a corporate member of the AIA is requested. Further details were given in the special announcement which was sent to all members in the January mailing.

Overseas Practice

Chapter members, interested in securing overseas commissions, should be aware of the work of the Overseas Practice Committee, chaired by Eason Leonard. This committee is currently investigating the commission process for various countries under these main headings:

1. Professional Organization and ethics.
2. Licensing
3. Liability and Insurance
4. Taxes and Contracts
5. Fees and Payments
6. Joint Ventures/Associations
7. Transfer of Personnel and Living Conditions

Further information is available from the Committee.
M.N.

American Arbitration Association

On Wednesday, January 21, 1976, the Office Practice Committee, Chairman, Richard Dickens, held an open meeting; the guest was Mr. Michael F. Haellring, vice president of Case Administration for the American Arbitration Association.

Mr. Haellring explained the benefits of the AAA and some of the features which are:

- AAA can now provide a method to enforce future disputes;
- State and Federal practices are including features for arbitration of disputes;
- In simple matters, arbitration can bring a resolution in 48 hours;
- Construction cases, being complex, usually require much more time;
- Arbitration is a more economical process than the alternatives;
- Normal rules of evidence used by the courts do not apply;
- The panel members are chosen from a roster of experts in their field, providing a fairer opinion and decision than is possible in the courts, where the judge must be educated to normal activities of the architect and the construction field;
- Those who agree to binding arbitration accept the fact that the decision is final, from which there are no appeals, unless some of the rules are not followed or important new evidence becomes available;
- The hearings are completely private. The public is not permitted.

- AAA had resolved 1700 claims representing One Hundred Fifteen Million Dollars (\$115,000,000.00) last year, of which, 405 were Architect/Engineer vs Owner and 392 were Contractor vs Contractor.

- They now have an added feature, as a result of participant requests — consecutive time panelists who can attend several hearings until the matter is resolved.

- The legal profession has not always looked favorably upon the arbitration procedure, however, the AAA has found an improvement developing in their attitude.

- Where complex construction claims are acted upon, there has been an inclination by AAA to hold separate arbitration for the design professional.

- Rhode Island is the only state in the Union that has a law mandating arbitration in construction disputes.

- AAA is now involved with international discussions. A U.N. Treaty has made provisions for it. When writing international contracts, it is important to specify where and when the hearings are to be held. The rules are often more favorable in one country compared to another.

- The most important consideration, when writing a contract that includes arbitration is, "*never rewrite the arbitration clause*". The correct language appears in the A.I.A. standard contract forms, or is available from AAA.
Richard Dickens

Member's File at Chapter Headquarters A Source for Architect's Selection

All members are reminded that the Chapter keeps individual portfolios on file at Headquarters for review by potential clients.

Recently, the Chapter received a report from Denis Kuhn, Vice-Chairman of the Urban Planning Committee, that a member of a major government agency spent a considerable amount of time reviewing member's files at headquarters for the purpose of selecting an architect for government projects.

Obtained from this file was a list of architects for possible consideration. This should alert Chapter members of the usefulness of this file, and the necessity for keeping individual portfolios up-to-date.

These files represent a potential source of clients, a good cross-section of work done by Chapter members, and could be useful in a general promotion of the Chapter membership's talent and proven ability.

You are reminded that you may submit photographs, newspaper clippings, magazine articles, and any pertinent brochure material on background and professional experience. This material should be the size and nature that will fit comfortably into a standard office file folder.
A.B.

Proposed A/E Inspection Law

The Chapter's Public Agencies Committee, Martin D. Raab, Chairman, as been reviewing proposed amendments to the New York City Building Code which were drafted by the Mayor's Special Board of Review together with administrative changes already promulgated by Commissioner Jeremiah Walsh of the Department of Buildings.

The proposed Building Code revisions are systemic changes to the inspectorial services in an effort to eliminate corrupt activities in the Building Department.

The proposed law will require A/E's to inspect all major alterations and major new construction projects (alterations over \$150,000 and new construction of buildings over 15 stories, new residential buildings consisting of more than 42 units, garages for over 50 vehicles and new buildings accommodating more than 1,000 people.)

A/E's will be required to certify their inspections which is contrary to and in excess of requirements of the State's Licensing Law. The wording of the certification states that "To the best of my knowledge, information and belief and based upon personal observation of the undersigned or the reports of subordinates directly responsible to me, the test (or inspection) reported upon herein has been completed and the results reveal compliance with the requirements of all applicable codes and statutes, except as otherwise stated in my report".

This statement constitutes an express warranty or guarantee which is excluded from coverage under all Errors & Omissions policies written in the State. The impact of this law on Errors & Omissions insurance coverage is being discussed by the Chapter with the Victor O. Schinnerer Co. (insurance consultants to the Institute).

The Chapter has indicated to the Department of Investigation (now reviewing the proposed amendments) that after adoption of these amendments it will be necessary to establish "Directives for Inspection" similar to those existing for structural and mechanical inspections.

The Chapter has also made the following comments on the proposed law:

1. These services are over and above those normally performed by architects on projects in the City. It is expected that suitable compensation will be sought by individual architects performing these services.
2. In order to perform these services it will be required that A/E's become registered with the City and that failure to so register will allow those not willing to perform the services to exclude themselves from any pressure that might arise from clients for uncompensated performance of these services.

MJC

Greenwich Village A Brief Architectural And Historical Guide

If you would enjoy two pleasant walking tours of "The Village", here is the booklet.

This guide was put together by New York University as part of their United States Bicentennial commemoration. It takes off with a bit of local history and then gives short descriptions of 32 buildings, churches and streets on the first tour.

The second stroll includes Picasso's "Bust of Sylvette", St. Mark's-in-the-Bowery and McSorley's Old Ale House. The booklet reminds you that if women are along, they can now join in for ale and cheese at this saloon, established in 1854.

The centerfold is a good map. Sprinkled throughout, are two dozen ink sketches by Joseph J. Roberto, University Architect, NYU.

Available at NYU Book Center, 18 Washington Place, New York City 10003. Price, fifty cents.

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