

OHIO ARCHITECT

OFFICIAL PUBLICATION OF THE ARCHITECTS SOCIETY OF OHIO

november 1960

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OHIO ARCHITECT

OFFICIAL PUBLICATION OF THE ARCHITECTS SOCIETY OF OHIO OF THE AMERICAN INSTITUTE OF ARCHITECTS, INC

NOVEMBER, 1960

Volume XV!!!

Number 11

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COVER AND FEATURE MATERIAL

The feature material and the cover for this issue were under the direction of Alfred W. Ambrosius, associate editor of the Cincinnati Chapter of the AIA.

Shillito's Tri-County Shopping Center is shown on the cover.



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Photographs by George Stille, Cincinnati

Shillito's Department Store Tri-County Shopping Center

ARCHITECT CYRUS L. BAXTER & ASSOCIATES

Interior Store Planning

Raymond Loewy Corp. and Design Office of Federated Department Stores

Structural Engineers

Tarter & Associates

Mechanical Engineer

Herman Blum



Mall Entrance South Elevation

The Tri-County Shopping Center located on the first section of the Cincinnati circle freeway is the newest addition to the northern metropolitan area of Cincinnati. The shopping center is laid out on a N-S center mall pattern. This mall terminates at both ends with cross malls, and the north and south axial sites were established for department store locations.

The Shillito project occupies the north end of the center. The site slopes down to the north and is bound by the circle freeway at this end.

The basic requirements of the store design were to establish the prominence of the Shillito location on the site, to attract maximum attention and to create a srong impression on the passing traffic. The store management dictated a rectangular plan with open floor areas of about 50,000 sq. ft. on each of three levels, no windows except for a limited amount of display space, escalators and stairs near the

center of the building and partitioned space for equipment and services at the perimeter of the plan to permit free planning and flexibility for the sales areas in the main body of each level. It was decided to create and emphasize a suburban character for the building through the choice of building materials and by planning the exterior circulation about landscaped features.

The early perspective studies brought out the obvious cube mass appearance inherent with the dictated plan and necessity for maximum economy of the structure. Studies attempting to relieve the heavy massing led to the adoption of a scheme cantilevering the floor slabs 7 inches 0 feet past the outside column rows and constructing the exterior masonry walls self supporting to the ceiling line of the top level. Above this point and at areas above the entrances, the walls were recessed back to the columns permitting a material change, softening of the exterior bulk

and at the same time maintaining the required floor area.

A very careful analysis of building costs was made to achieve the optimum economy for the structure under the conditions of plan and site. A reinforced concrete frame on a 24 feet by 24 feet bay size was adopted. Shallow, wide girders, although in themselves not the most economical in design, proved least expensive when simplicity of form work, reductions of wall heights and elimination of obstructions for mechanical equipment were taken into account. Square columns were used for their adaptability to the arrangement of store fixtures.

The site was developed to provide a principal south entrance to the middle level of the store at the main mall of the shopping center. Entrances were also located on the east and west elevation of this level and serve the parking space which surrounds three sides of the building. Another principal entrance has been developed to the north at grade on the lower level. One of the most interesting spaces in the store planning occurs in conjunction with this north entrance. The lower level merchandising is devoted essentially to household items and furnishings, hardware, gifts and sporting goods. Related seasonal selling was desired in an outdoor area and has been provided flanking the entranceway. A partially covered space has been constructed with a redwood trellis type framework covered by translucent plastic sheathing. Tying in with fieldstone building walls, planters and casual landscape scheme, this area creates the atmosphere and background for a garden store or seasonal special events and display. Related is a stepped area encompassing circular terraces surfaced with tanbark or colored chips serving for merchandising plants and shrubs and for outdoor play equipment. The space has been planned in anticipation of actual play use. A low stone wall contains the area and forms a seat for resting or overseeing the play activities.

Concrete folded plate construction has been used for canopies at each entrance providing weather protection and at the same time, by their undulating lines, adding both accent and relief to the massive volume of this building. The importance of each entrance has been established by the use of a colonade of steel vertical members extending through the canopies to an open lintel at the top line of the outer walls. The walls are recessed back to the column line behind this portico. This element, with its free-standing effect, tends to lighten and adds a touch of delicacy to the general effect.

Great care was exercised in the use of color for the exterior. A combination of a particular blue and white was selected early in the course of the design study and an investigation of many materials was carried out resulting in

the selection of glass mosaic tile for the blue areas and split faced concrete block, 4 by 4 by 16, was chosen for the white. The rough texture of the block was accentuated by raking the horizontal joints and cutting the vertical flush with the block. The play of light and shadow on these walls from carefully placed landscaping was another feature sought to give a pleasing suburban character to the building. The walls of the lower level are constructed with fieldstone pointed with off-white mortar. They extend on beyond the building and form retaining walls, enclosing and concealing the service entrance and truck docks at the east side, and form the beautifully landscaped

area at the western approach side. The blue tiles are standard Italian glass material, 1 inch by 1 inch. In order to obtain the proper scale the tile was selected in five balanced color range patterns and applied to the wall in 1 foot by 2 feet areas of each range. The material carries its full mosaic beauty at close viewing and reads with the desired scale in mosaic effect from a distance.

The folded plate canopies extend into the building tying in the entrances and show windows and creating the inside-outside transition. The main mall entrance is designed about an air door. The 24-foot wide entranceway is constructed of normal storefront, door and

North Entrance Lower Level





Community Meeting Room Entrance

glass materials, but is contained within a steel framework mounted on a hydraulic lift. This permits the entire entranceway to be lowered in a cavity below. Air is supplied at a fairly high velocity through a series of nozzles piercing the canopy above and is returned through a continuous grille at the floor inside the entrance line. The grilles were fabricated with openings limited to 1/4 inch in width so that women's spike heels cannot be caught in them. The door is lowered during all open-for-business hours, and movement in and out of the building is entirely unobstructed. In event of very severe weather and for locking purposes, the doorway is raised into position and then serves as a normal en-

Original planning for the store layout called for a dining room to be located on the mall level adjacent to the west wall, and a meeting room for community use was planned for the top level with an inter-connecting stairway. An interesting pattern of radial terraces was developed in the landscaped area adjacent to these functions. A separate entrance was provided so that various group affairs could be scheduled in these facilities at times other than normal business hours. The terraces are planned to serve a dual purpose, the display of outdoor furniture and a place for customers to have a self-

service type lunch under colorful umbrellas in a garden atmosphere. Final designation of the merchandising space placed the dining room with the meeting room on the top level. Future demand will determine whether a secondary food facility is to be provided for serving outdoor dining on the terraces.

The entrance and stairway for the community rooms have been designed as two of the decorative features of the building. A flat canopy commencing under the folded plate construction at the principal west entrance covers a walkway leading toward and becoming concentric to the terraces. The flat canopy extends into the community entrance where the blue glass tile and rough white masonry are also used. The stairs are constructed with open treads supported on a welded steel box frame rising above a planter arranged for large potted plants placed in a bed of pebbles.

Basic use studies anticipate that perhaps as much as 60 per cent of the store's business will occur in evening hours. Accordingly, studies for night lighting and effects were important. A system of floodlighting concentrating on the blue tiled areas was chosen to give accent to the unusual color arrangement of the building. The white rough masonry wall surfaces are lighted only by the borrowed light from parking lot standards permitting strong back lighting of the store signature on each elevation. A high level of light is provided under the folded plate canopies. Glass was placed between the fieldstone walls and the folded roof of the auto accessory wing at the lower level to permit using reflected light from the general store lighting to make the system of the folded plates read at night. The result gives a brilliance to all of the entrances, a glow on the white walls and sparkle to the blue glass silhouetting the porticos.

The firm of Cyrus L. Baxter & Associates has recently acquired four new partners. The firm name is now Baxter, Hodell & Donnelly with Cyrus L. Baxter, Jack E. Hodell, James H. Donnelly, James H. Preston and Melvin F. Schultz as partners.



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Architect . . . Loren J. Staker, A.I.A., Columbus

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AH! LES CAN-CAN DANSEURS, les gentilhommes, faisent bien la danse! Sacre bleu! Mais le danseur le plus extraordinaire de touts est le Monsieur Goats! Il gagne la jarretiere. Les monsieurs sont Joe Tuchman, Loren Staker, Mike Joyce and Hal

27th Annual Convention of the Architects Society of Ohio

IS SOMEONE EMBARRASSED OR JUST SHY? Miss Linda Merrill taunts and entertains the Open House gathering Wednesday.



NOVEMBER, 1960

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BREAKFAST AT 8 A.M. ! ??! Even at this hour the Thursday morning session produces a lively exchange of views between architects and exhibitors. Members of the panel are (from the left) Architects Frank Poseler, Toledo; Hermon Brodrick, Dayton; Howard Cain, Cleveland; Harold Goetz, Middletown; and Exhibitors Jim Platt, Canton; Ralph Croghan, Cleveland; Guy Bateman, Fenton, Mich.; and Wendall Williams, Canton.



PLANS FOR A DAY FULL OF ACTIVITY are outlined to (from the left) Mrs. Stanley Mitchell, Mrs. Gilbert Coddington and Mrs. Harold Goetz by Mrs. Hermon Brodrick, cochairman of the ladies program.

MRS. SIBYL MOHOLY-NAGY, PRATT INSTITUTE, and Robert Hastings, Smith, Hinchman & Grylls, seem dubious about the theory Herbert Swinburne, Nolen & Swinburne, is expounding. These convention speakers have come together as a panel Friday afternoon to summarize their speeches and answer questions put to them by the audience. John Sullivan, Jr., Dayton, is moderator.



ASO Convention Prize List

Engineering Scale—Armco
Pen Set—H. H. Robertson Co.
Torch Set—M. J. Gibbons Co.
Aluminum Foil—Kaiser Aluminum Sales
Feather Duster—Darol
Steak Knives—Anonymous
Hibachi—Central Ready Mix Concrete
Wood Folding Door—Pella Sales, Inc.
Electric Drill—Seitz Hardware Co.
Liquor—Edgemont Builders Supply
Torch Set—Irving Supply Co,
Ash Tray—Dayton Fabricated Steel
Door Mirror—Behm Glass Co.
Desk Set—Frey Equipment Co.
Electric Knife Sharpener—Day-Brite Lighting Co.

ing Go.

2 Pair Cuff Links—Allied Alum. Products
Sterling Expando Door Grill—Quality
Alum. Products

Grille (Alum.)—Refrigeration Equipment

Book—Architectural Graphic Standards— Dayton Blue Print Co.

Ash Tray Stand—Seitz & George Off. Equip.

Wall Mirror—Ohio Plate Glass
Doz. golf balls—F. W. Dodge Co.
Ceramic Grille—Peter Kuntz Lumber Co.
Soldering Gun—Delscamp Paint & Glass
Leather reminder—Gary Schultz
Flashlight—Majoca
2 one gallon Wax—Don Mendenhall, Inc.

Drafting Equipment—Gem City Blue Print Herman Miller Clock—Archie Sherer Co. Spice Safe—Aluminum Materials, Inc. Hedge Clipping Set—Tischer Hardware 6 Maple Table Top Sets—Requarth Lumber Co.

Doz. Golf balls—Burger Iron Co.

Electric Hand Mixer—Executone, Inc.

Slide Rule—Service Blue Print

Leather Suit Case—U.S. Plywood Corp.

Electric Clock—Becker-Electric Co.

Book—Truscon Steel Co.

Folding alum table—Boyear Morner

Folding alum, table—Bowser-Morner

2 fiberglas ice buckets—Owens Corning Fiberglas

2 fishing rods—Owens Corning Fiberglas Picnic jug & cooler—Leonard Supply Co. Lead pointer w/refill cup—Bert Dailey Leather Secretary—Crume Brick Co. Ceramic Hot Pad—Gitsinger Marble & Tile Co.

Desk Clock—Roth Office Equipment Co. G. E. Electric Clock—Duellman Electric Co. \$10 Rikes Gift Certificate—Andrew Plocher & Sons

Electric Buffet Patio Server—Martin Electric Co.

2 doz. golf balls—Minneapolis-Honeywell Co.

Table—Trefzgers

Canadian Club Whiskey—Hilltop Concrete Electric Shaver—Russwin

Carpet 1st Aid Kit-Myron Cornish Co., Inc.

2-1/8" & 1/4" Steel Tapes—Myron Cornish Co., Inc.

5-1961 Appointment Calendars—Cleveland Chapter, AIA

Electric Mixer—Otis Elevator

ASO Honors Two Ohio Architects





Richards

Kempton

John N. Richards, FAIA, was honored for "his faithful and devoted service to the profession of architecture, and especially for the initiative and leadership he displayed in guiding the American Institute of Architects during his terms as president."

Mr. Richards served two terms as AIA president.

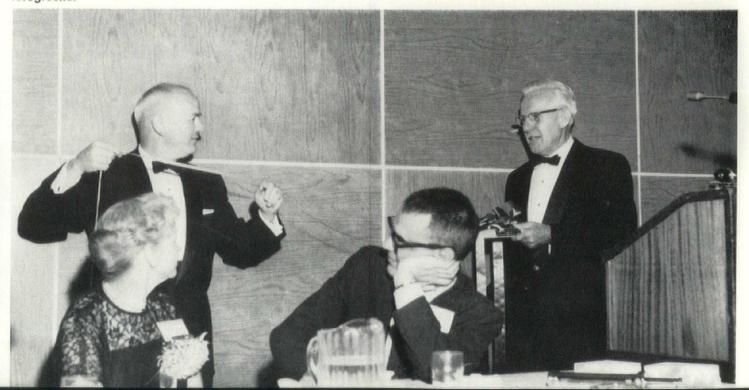
A senior partner in the Toledo firm Bellman, Gillett & Richards, Mr. Richards has been president of the Toledo Chapter of the AIA and is a member of many civic, professional and social organizations.

Ralph C. Kempton, FAIA, received an Award of Merit for "his long and devoted service to the profession of architecture in the State of Ohio and beyond the responsibility of his office."

Mr. Kempton has served as executive secretary of the State Board of Examiners of Architects since 1935.

A graduate of The Ohio State University, Mr. Kempton has been identified with many of the public buildings erected in Columbus in the last 40 years.

THIS IS YOUR LIFE HAL GOETZ—one of dedication to your country, your community and your profession. Herman Brodrick, ASO president in 1958-59, describes the achievements in the life line of Harold Goetz up to the moment he receives the ASO Past President's Gavel at the annual Banquet Friday. Banquet Speaker Leonard J. Currie and Mrs. Currie sit in the foreground.



The Structure of **Specifications**

J. R. Birchfield, Sr.

This is the first of a series of articles in which the Specifications Committee of the ASO will discuss problems faced by the writer of specifications.

Recognizing the responsibility of the committee is to the entire membership and not merely to the large offices (who are already pretty well organized on specification writing) the committee is starting the series with an elementary, but basic subject, "What framework or structure should be used?"

Articles are now in preparation on (1) taking separate bids—then awarding a single contract, (2) use of a specification notebook, (3) listing of sub-contractors in "form of proposal," (4) streamlining and completeness, (5) proper trade classifications, (6) open versus closed specifications (or equal) and (7) trade association specifications, manufacturer's specifications and building code standards as a base for specification requirements. Before these are finished several others will be underway.

However the committee emphasizes that it has no desire to, and probably could not, serve as a fountainhead from which all specification information will automatically flow outward at all times. It needs, and wants, all the help it can get from anyone and everyone. That help can come in two ways-

- 1. By letting the committee know the most pressing specification problems facing you, so it may cover subjects of "greatest interest to the greatest numbers."
- 2. By giving the committee the answers you have found to specification problems so these answers may be passed along to others. These answers can be in "letter" form or as an article that can be published here, under your name.

Any questions, answers or prepared material will be gratefully accepted. Send all such material to Ohio Architect or direct to any of the committee members. They are

J. R. (Russ) Birchfield, Sr., Chairman Charles E. Firestone, II. George B. Hampton Roy M. Lively Michael B. O'Shea Richard L. Tully

Specifications are normally used for three primary purposes . . . first, for estimating; next, for establishing the basis of awarding work; and finally, for construction. The problem is to arrive at a structure that will best serve all three purposes.

In order to get a clearer understanding of what is meant by "structure" it might be well to consider what is not meant by this phrase. It is not concerned, per se, with check lists or with whether or not a "Notice to Bidders," or "Supplementary General Conditions," or "Millwork," or "Electrical Work," or any specific item is to be included in the specifications.

"Structure's" concern is for the items that are included. Good structure will result in having these items so arranged and so presented as to give to each of them the proper (not necessarily equal) degree of prominence.

Structure is also concerned with establishing a pattern, or patterns (preferably repeating within sections) that will provide maximum "findability" for the user with a minimum necessity of referring to an index or a table of contents.

The structure must be simple, logical and easily grasped by all concerned, and finally it must satisfy the requirements resulting from the method of taking bids and awarding the work.

Specification schedules, sequence lists and similar arrangements establish a standard sequence of subjects or trades and in most cases establish a sequence for subdivisions within those headings. They are fine as far as they go but they should not be, and it is perfectly clear that they were not intended to be, the principal plan or framework for your overall specification structure.

Many of these make no mention of the fact that there are such things as (1) Notice to Bidders, (2) In-

Sign of Service



SPECIFICATIONS (continued)

structions to Bidders, (3) General Conditions, (4) Modifications to General Conditions, (5) Supplementary General Conditions, (6) Special Conditions and (7) Standard Forms (proposals, bid bonds, performance bonds, etc.) all of which will be referred to herein as a "General Condition Division" covering direct contractural requirements.

None of them make any provisions for separate bidding and/or separate contracts, yet, this is the part that must come first. Before structure is determined the method of taking bids and awarding contracts must be determined. All of which leads to the statement that even in the simplest of jobs involving only "General" bids and a single contract there should be two major divisions of the specifications. They are

- A. General Condition Division (establishing contractural relationship)
- Technical Specifications Division (covering the work of separate trades)

This separation into two divisions is not necessary, but it is useful and desirable. Such a separation emphasizes to the bidder that the requirements of the General Condition Division are of equal importance with those of the Technical Specifications Division. This is something architects have been trying to do for a long time.

It is a requirement of most public work that it be bid and, in some cases, awarded separately insofar as Architectural Trades Work, Plumbing Work, Mechanical Work and Electrical Work are concerned. Also, in much private work it might be desirable to take bids on these trades separately. This would lead to more divisions as follows:

- General Conditions Division Architectural Trades Division
- Plumbing Division Mechanical Division Electrical Division

It is not uncommon to find it desirable to take separate prime bids on many phases of the work. Each one of these should be contained within its own division. Thus it might be stated as a formula that "The number of divisions that a specification should have is equal to the number of prime bids desired, plus one"-the "one" being the General Conditions Division. An example is

- General Conditions Division Architectural Trades Division Case & Cabinet Division
- Seating Division Laboratory Equipment Division Plumbing Division
- Heating & Ventilating Division Electrical Division

Having established our "division" structure we now find we have a framework in which all of the lesser elements can be placed easily and logically. All of the requirements of (1) "Cleveland's Standard Specification Sequence," or (2) Minnesota's "Check List" could be fitted into it. So could the North Carolina "Schedule" if you overlook the attempt to class everything as a "division."

This would result in a structure something like the following: (The note numbers at extreme left refer to expanatory notes following the Table of Contents)

(Continued on Page 16)



HOW ARCHITECTS CAN GET TWO BIRDS WITH ONE STONE

A New Convenience For Architects and general contractors is provided by contract hardware distributors who are now handling Overly engineered doors in addition to their regular hardware lines.

The advantages to the architect are multiple: You receive a more certain assurance of quality and uniformity, when the contract hardware distributor coordinates both the door and hardware scheduling and engineering. The general contractor looks to only one subcontractor for the responsibility for metal doors, frames and builders hardware. You not only get what you specify, but you'll get it faster. Ask your architectural hardware consultant to check on the new Overly plan today.

Experience Really Counts, according to one Virginia architect. This gentleman notes the trend to substituting low price for quality as the purchasing criterion for many custom building products. As a representative of the building owner, he feels that a general contractor should only be permitted to substitute materials other than specified when an appropriate credit is given to the building owner for effecting the substitution. In his experience, substitute materials often don't perform as represented, resulting in higher maintenance costs. Quality and experience may cost a little more, but you can't afford to do without them.

When Special Mortising for concealed type hardware is required in doors and frames, the architect will save confusion and possible delays by indicating which openings are affected, and outlining this in the Hollow Metal Section of the specifications. This is especially important if hardware is to be purchased under an allowance, so that the door manufacturer may properly estimate the mortising charges involved at the time of bidding, and not have to seek an extra after the hardware schedule is written.



Manufacturers of hollow metal products, stainless steel entrances, architectural metal work, church spires and crosses.

"To The Point" is published for the interest of the architectural profession. Comments you write will be discussed anonymously in this column. Write: H. W. Wehe, Jr., Executive Vice President, Overly Manufacturing Company, Greensburg, Pa. Other Overly plants at St. Louis, Mo., and Los Angeles, Calif.

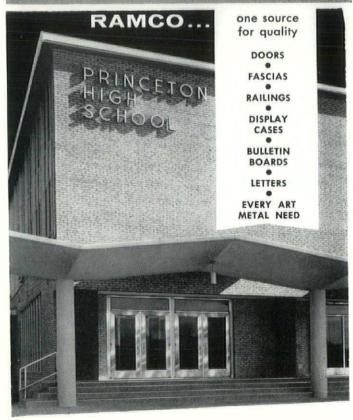
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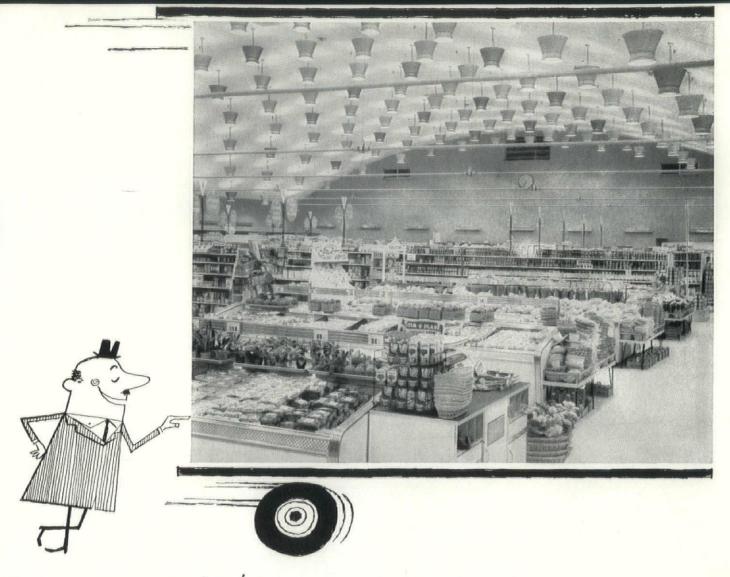
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NOTES:

- Note that division designation is a letter. This
 should contrast with section numbers and a
 capital letter is simpler and faster than Roman
 Numerals.
- 2. This is unnecessary in private work.
- 3. This is based on using AIA General Conditions.
- All of these forms should be bound into the specifications or furnished as a part of the bidding documents.
- 5. This section is recommended as needed for such things as temporary buildings, grades and levels, job signs, telephones, barricades, demolition, etc.
- 6. These are all section headings within the division framework.
- 7. The "etc. to" represents all the section headings needed for this part of the project.
- 8. Under each of these divisions the work can again be subdivided into sections.

(Continued on Page 19)



It takes the Light touch to move merchandise!

People feel more like buying when merchandise is attractively lighted. Colors take on new sparkle and sheen. Fabrics look richer—more desirable. And nothing sets the buying mood like a bright, cheery store, dramatically lighted.

Good store lighting simply adds up to more sales. It helps attract attention, brings people in, makes them want to buy. Store employees like modern lighting, too. It boosts morale, makes them more efficient, more pleasant with customers

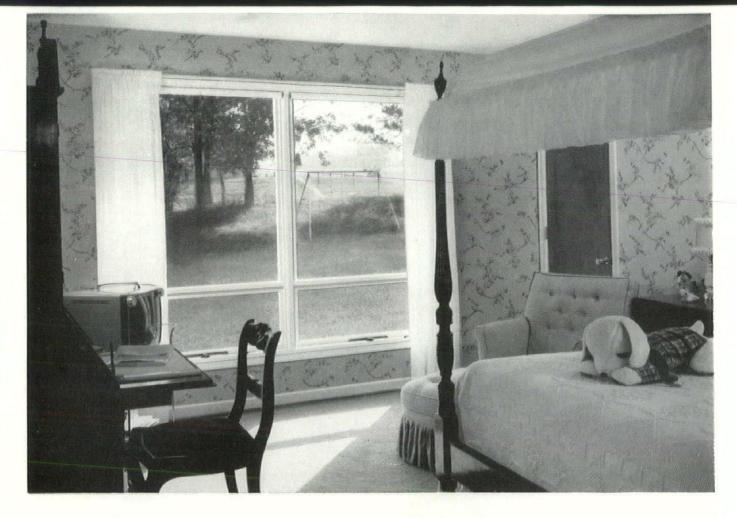
because they're less fatigued.

Why not get the whole store lighting story? If you're in the Northeast Ohio area see The Illuminating Company's new film, "Profit and Light." A call to CHerry 1-4200, line 898, will reserve a showing for you and your associates. If you like, we'll send a lighting specialist out to your office. And in either case, there's no obligation, of course.

The Illuminating Company ALWAYS AT YOUR SERVICE IN THE BEST / LOCATION IN THE NATION

BUSINESS IS A PLEASURE WHEN IT HAS THE

LIGHT TOUCH!



Specify this striking window beauty for your homes at surprisingly low cost

ndersen Beauty-Line Windows can add excitement and glamour to any room. Their unusually clean, simple lines add beauty to any home. Yet their total installed cost is no more—often less—than many cheap double hungs. And Beauty-Line Windows give your clients exceptional functional advantages.

They provide picture window beauty plus ventilation. They close weathertight to seal out drafts, dust, rain. Their handsome wood sash and frames are up to 1800 times more effective than metal sash and frames in shutting out heat and cold. Penta-treating protects permanently against termites, decay. And Beauty-Lines install easily. Operate trouble-free for life.

Andersen Windows are sold exclusively through lumber and millwork dealers throughout the U.S.A. and Canada. Get full specification data from Sweet's Architectural Files, from the Ohio Andersen Distributors or write: Andersen Corporation, Bayport, Minn.

GET SPECIFICATION DATA ON Andersen Windowalls FROM THESE OHIO JOBBERS:

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Acme Sash & Door Co. 1250 Tennessee Ave., MElrose 1-4400

CLEVELAND

The Whitmer-Jackson Co.
1996 W. Third St., CHerry 1-5365

Huttig Sash & Door Co. 1791 Kenny Road, HUdson 6-4367

DAYTON

Dayton-Akron Sash & Door Co. 8 Norwood Ave., BAldwin 4-5626

MASSILLON

The Whitmer-Jackson Co.
16th St. & Harsh Ave., TEmple 3-8511

Allen A. Smith Company 1216 W. Bancroft St., CHerry 4-5531

SPECIFICATIONS (continued)

At this point it might be well to point out that what has just been reviewed is a "Table of Contents" and not an "Index." Such an arrangement can be presented on a sort of combination basis by arranging the section headings (within a division) alphabetically. A true index would be much more detailed and all items would be listed alphabetically.

The structure for and within the sections occurring in Division "B" and perhaps in the other technical divisions of the specifications can be any of those previously mentioned as schedules, sequence lists, check lists or your own system. Here is where the "repeating pattern" mentioned earlier can be so helpful to everyone. Following is the pattern recommended in "Standard Specification Sequence" developed by the Joint Co-operative Committee of Greater Cleveland for Concrete Work:

Refer to General Conditions

Work Included Work Excluded

d) Materials

Tests f) Inspection

Composition

Method of Placement

Requirement for Form Work Reinforcing Steel

Method of Measurement and Payment (if used)

In the sequence given for 36 different phases of the work the first six items in each phase are the same as the (a) thru (f) given above. Whether you use this system, or another, it must be obvious that the specification user can save considerable time in finding things if he knows that a consistent pattern exists through the greater part of each section.

We now come to the actual physical make-up of each section. The following is given as a recommended guide. (The note designations at extreme left refer to comments following this typical example.)

(See note a)

B-13

SECTION 5 CONCRETE WORK

(See note b) 5-1 GENERAL CONDITIONS a. (Use paragraph covering General Conditions)

WORK INCLUDED

See note c (Use descriptive paragraph) See note d) (List specific item) See note d 2. (List specific item) See note c)

WORK EXCLUDED

See note e) See note d) See note d) See note f See note d) See note d) (See note g)

MATERIALS

(See note h)

a. Note first the page number of B-13. The

(Continued on Page 20)

COUSTIC acoustical plaster

You'll want to

investigate the new

design possibilities of

N.R.C. of .55 whether machine or hand applied

· 3 different degrees of surface hardness

Light reflectivities of 45%, 65% or 70%

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Clip to your letterhead and mail today!

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I am interested in Zono-Coustic for the following job:

ZONOLITE COMPANY

DEPT. OAR-110

135 So. La Salle St., Chicago 3, Illinois

numeral is of no significance but the "B" identifies it as part of Division "B." Each page should bear its division designation.

- b. Instead of using letters (which limits us to 26 subdivisions) it is recommended that each principal sub-division of a section be identified by the number of the section. Thus the number 5-1 indicates that it is the first subdivision of Section 5 while the number 5-30 could show that it is the thirtieth part of Section 5.
- c. In this guide the lower case letter is used to designate the breakdown of section subdivisions into paragraphs.
- d. This indicates a third stage subdivision of a section without using parentheses marks.
- e. It is suggested that part of 5-3 (in this case "a") state that it mentions work excluded from this section but is included in other sections of this division.
- f. This paragraph can cover work omitted from this division but is included in other divisions,
- g. This paragraph should designate items that will not be included in any division.
- h. The use of letters or numerals within parentheses gives two more, or a total of five, stages of sub-division of a section. If it is

found necessary to go beyond that, you can still make use of doubled letters or Roman Numerals. Both are unwieldy and should be used only as a last resort.

In summarizing it could be said that this is an "organization chart" for assembling specifications. We are not concerned with terminology.

We don't care what you call the various parts or stages of this framework. We do care about presenting and clearly explaining a method by which you can establish a chart that will best suit your office and your work. The method presented herein has worked successfully in an office handling a wide variety of work in projects of several million dollars each. It is simplified for small jobs and, if necessary, expanded for large ones but the basic system remains unchanged. For those offices not satisfied with the construction of their present specifications we recommend a trial of the method proposed herein.

One unknown, active TB case infects an average of nine others. Christmas seal contributions finance the search for hidden tuberculosis.

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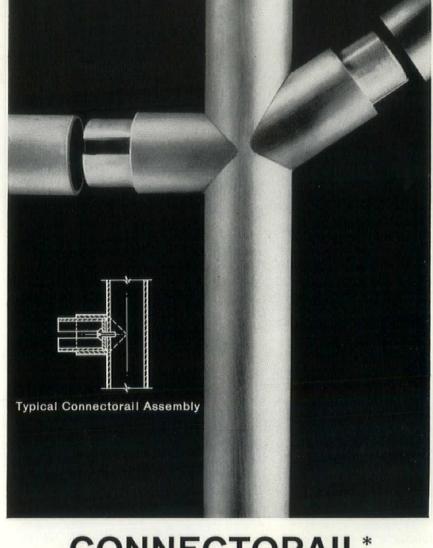
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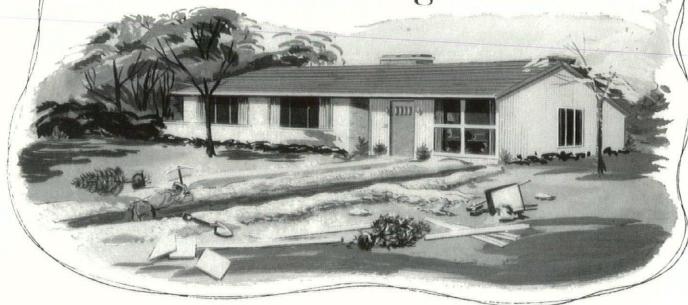
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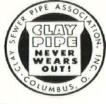
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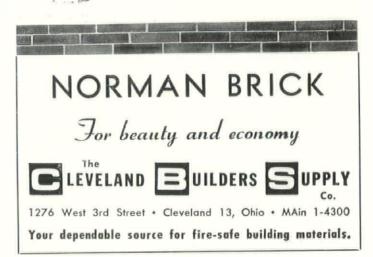
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