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MAY, 1961

OHIO ARCHITECT

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Number 6

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COVER AND FEATURE MATERIAL

The feature material and cover for this issue were under the direction of Noel J. Blank, Associate Editor of the Toledo Chapter of the American Institute of Architects.

Our cover shows one of the ten cell blocks located at Lebanon Medium Security Correctional Institution, Lebanon, Ohio.



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1960 Survey

Analysis and Report

of the

ASO Office Practice Committee

EARLY IN 1960 it became apparent that many of the problems under discussions by the Office Practice Committee of the Architects Society of Ohio involved questions where sufficient information was not available. These areas included costs of operation and overhead, insurance and protection and the changing conditions with respect to supervision of the work and relations with the construction industry. So that proper information would be available, it was decided to prepare a questionnaire and submit it to all architectural offices in each of the six A.I.A. chapter areas in Ohio. A total of 325 questionnaires were sent out during the month of June 1960. A total of 127 returns, or approximately 40%, were received and the information contained

is the basis for this analysis and report. Tabulation of the information on the questionnaires was made at each chapter level. This information is being distributed by the Office Practice Committee of each of the chapters to the membership in each district. The complete tabulation for the state of Ohio was compiled by combining the results of all six chapter areas.

The questionnaire was divided into the following major areas of information:

1. Wage and Salary Scale Survey.
2. Office Practice Information including:
 - a. Profit sharing,
 - b. Use of outside consultants and services,
 - c. Insurance

- d. Cost records and procedures
- e. Fee schedules, and
- f. Supervision of construction.

The Wage and Salary Scale Survey section allowed spaces for the number of employees and the salary range for 15 job classifications. Some firms listed the number of employees only. Others listed either the high or the low wage and did not give the high-low range. This, of course, causes some variations in the tabulation. In two employee classifications the information received was insufficient for charting. These have been eliminated from the tabulation.

The information reported on wages and salaries has been tabulated by chapters and is shown on the graphs accompanying this report. By referring to these charts it will be noted that pay scales range from a low of \$1.00 per hour for clerical workers to a high of \$8.00 per hour for structural engineers. Architectural draftsman is the largest classification with pay scales ranging from \$1.25 an hour to more than \$5.00 per hour. In general, the wages and salaries reported are fairly uniform throughout the state.

Replies to the various questions on

(Continued on Page 8)

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Chapter	No. Sent Out	Returns	% of Returns
Cincinnati	30	8	26.6%
Cleveland	99	31	31.3%
Columbus	74	31	41.9%
Dayton	39	12	30.8%
Eastern Ohio	60	33	55.0%
Toledo	23	12	52.2%
	<hr/> 325	<hr/> 127	<hr/> 39.0%



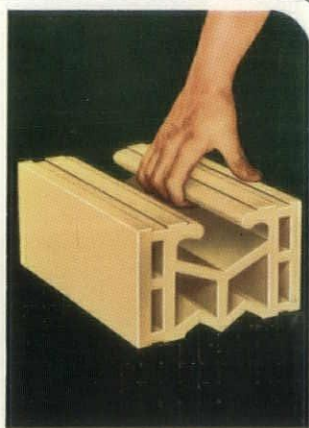
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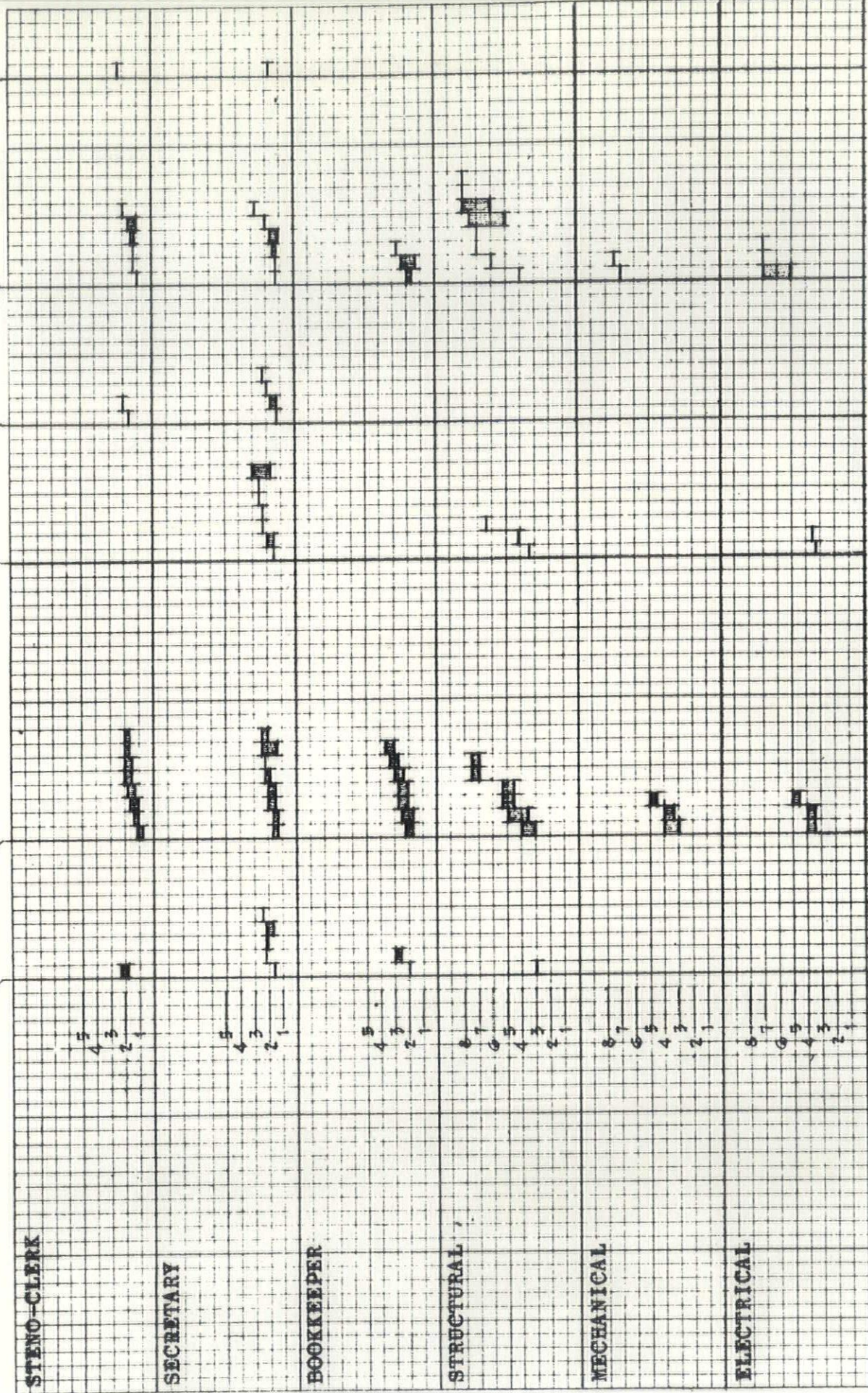
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NOTE: Each horizontal space indicates a single firm. Vertical depth of lines equals salary spread in classification for each firm. Some classifications have shorter graph lines than others due to the fact that many offices do not have employees in all classifications, in some instances Principal performs function, and some firms reported number of employees but did not report salaries.

Office Practice Analysis and Report (continued)

office practice were tabulated on a yes and no basis. The answers indicate a wide variation of practice, particularly between large and small offices, but clearly show trends in certain directions. The use of consulting services by outside firms is in general practice with only the duplication or printing of specifications and the preparation of renderings or presentation drawings showing a majority prepared within the office of the architect.

In the area of insurance coverage a majority of the offices reported hospitalization and surgical insurance coverage. Insurance coverage for health and accident, partnership, group life and professional liability for errors and omissions is not in general use. The Office Practice Committee will endeavor to develop programs with insurance underwriters for low cost coverage of group life insurance and will continue to urge all architects to carry adequate professional liability insurance.

The reported information on cost

records and procedures would indicate that this is the least understood area of office practice and contains the greatest number of problems. Methods of computing costs and overhead show unbelievable variations, so great as to indicate complete misunderstanding of standard cost accounting procedures. In reply to the question "What was your overhead for 1959 based on percentage of payroll?", replies were received ranging from 2% to 250%.

The use of standard AIA contract forms has acceptance by 90% of the profession in Ohio, whereas the standard AIA accounting system is used by only 23% of those reporting. The ASO Recommended Schedule of Minimum Fees is in use by 85% of the membership.

The various questions having to do with architectural services on small jobs and the award and control of construction contracts clearly show that the profession is attempting to render service in these areas with increasing difficulty. Seventy-five percent of those

replying show a consistent concern about the problems arising from the award of separate construction contracts. This is another area where more information and any possible solutions to these problems should be gathered and distributed by the Office Practice Committee.

Much of the information gathered by the survey will be used in seminars on Office Practice and in lectures to students at several of the collegiate schools of architecture in Ohio. Results of the survey will also be forwarded to the AIA Committee for reference by this group in preparing reports on the status of the architectural profession in this area.

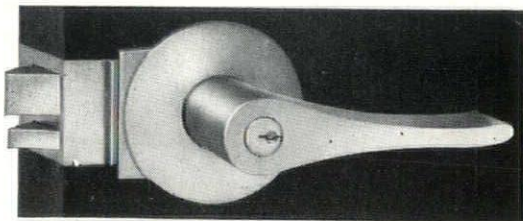
By continuing to study and analyze the problems which we all encounter in the field of office practice, the Committee hopes to assist in the continual improvement of business techniques and office practice in Ohio. We trust this report will be of particular interest to those young men who have recently entered the profession.

(Continued on Page 9)

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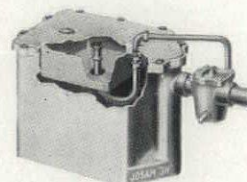
ANALYSIS OF REPORTS FROM ONE HUNDRED TWENTY-SEVEN OFFICES

1. Does your firm share profits with employees?
Yes 26 No 92 Indefinite 1 No Answer 8
2. If profits are not shared, do you give bonuses?
Yes 74 No 27 Indefinite 1 No Answer 25
3. Do you have a stock purchasing plan?
Yes 2 No 117 No Answer 8
5. Extent of services by outside firms:
Do you use Consulting Services for:
 - a. Structural Engineer?
Yes 84 No 36 Indefinite 6 No Answer 1
 - b. Mechanical Engineer?
Yes 113 No 10 Indefinite 2 No Answer 2
 - c. Electrical Engineer?
Yes 107 No 17 Indefinite 2 No Answer 1
 - d. Food Service Consultants?
Yes 72 No 44 Indefinite 1 No Answer 10
 - e. Accounting or Auditing?
Yes 86 No 37 Indefinite 1 No Answer 3
 - f. Blueprinting by others?
Yes 106 No 12 Indefinite 9
 - g. Duplication or printing of specs by others?
Yes 50 No 74 Indefinite 3
 - h. Renderings, presentation drawings by others?
Yes 36 No 78 Indefinite 12 No Answer 1
6. Insurance coverage —
 - a. Hospitalization
Yes 74 No 49 No Answer 4
Surgical benefits
Yes 60 No 52 No Answer 15
 - b. Health and Accident
Yes 42 No 75 No Answer 10
 - c. Partnership—(69 firms with 2 or more principals)
Yes 27 No 84 No Answer 16
 - d. Employees Group Life
Yes 25 No 87 No Answer 15
 - e. Professional Liability, Errors and Omissions
Yes 57 No 64 No Answer 6
 - f. What Errors and Omissions Insurance do you have?
AIA 27 Other 27 None or No Answer 73
 - g. Have you ever been sued for any professional liability claim, error or omission?
Yes 6 No 121
Did insurance cover the claim?
Yes 4 No 2
7. Office cost records and procedures —
 - a. Do you use the standard A.I.A. accounting system?
Yes 29 No 94 Indefinite 2 No Answer 2
 - b. Do you compute overhead as a fixed cost per hour?
Yes 68 No 50 Indefinite 1 No Answer 8
 - c. Do you compute overhead as a percent of payroll?
Yes 44 No 63 Indefinite 4 No Answer 16

(Continued on Page 10)

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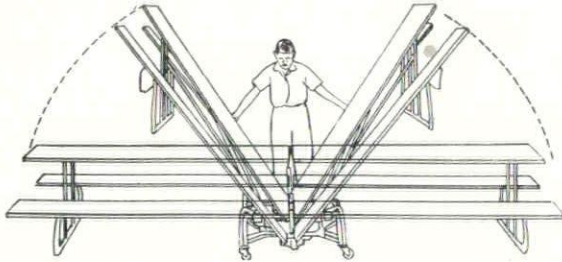
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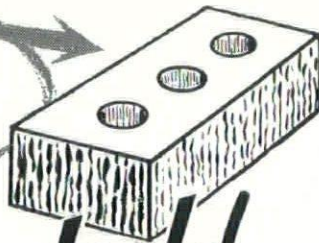
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Analysis of Reports (cont.)

- d. Do you use standard AIA contract form?
Yes 113 No 7 Indefinite 3 No Answer 4
- e. Do you use the A.S.O. Recommended Schedule of Minimum Fees?
Yes 108 No 9 Indefinite 6 No Answer 4
8. Do you think architectural offices might do more small services for which a profitable charge might be made?
Yes 97 No 18 Indefinite 1 No Answer 11
 - a. Do you bill on the old standard method, i.e. 25%-50%-25%?
Yes 78 No 29 Indefinite 3 No Answer 17
 - b. Do you bill on a monthly basis up to, but not to exceed 1/4 of the estimated architectural fee upon completion of the preliminary sketches, and up to, but not to exceed 3/4 of your estimated fee upon completion of working drawings on your projects?
Yes 61 No 42 Indefinite 8 No Answer 16
9. Many architects find that separate contracts present many problems. Indicate your opinion on the following:
 - a. Separate contracts result in lack of coordination of a project with more work for the Architect.
Yes 96 No 21 Indefinite 5 No Answer 5
 - b. Because of lack of coordination with separate contracts the Owner often blames the Architect.
Yes 94 No 20 Indefinite 5 No Answer 8
 - c. When broken down into separate contracts for general trades, plumbing, heating and electrical, each contract is so small that no contractor can afford to keep a full time superintendent on the job.
Yes 94 No 17 Indefinite 8 No Answer 8
 - d. Even if specified that each prime contractor must keep a full time superintendent on the job at all times, mechanical and electrical contractors often do not have competent general superintendents in their trade and no amount of pressure on the part of the Owner and Architect can force them to keep a competent superintendent on the job. Have you found this to be true?
Yes 93 No 23 Indefinite 2 No Answer 9
If each prime contractor could be required to maintain a superintendent on the job at all times would it result in a greater cost than if let under one General Contractor who always maintains a General Superintendent?
Yes 87 No 22 Indefinite 3 No Answer 15
 - e. When something goes wrong, as is often the case in a building operation, is it much more difficult to place the responsibility when separate contracts are let?
Yes 91 No 29 No Answer 7

(Continued on Page 11)
OHIO ARCHITECT

Analysis of Reports (cont.)

f. Do you find it takes more coordinating conferences to which you must go when separate contracts are let?

Yes 97 No 25

No Answer 5

g. Do you find that it takes many more inspections when separate contracts are let?

Yes 81 No 39

No Answer 7

h. Because of the lack of efficiency when separate contracts are let, is the progress and completion of the job often delayed?

Yes 75 No 39 Indefinite 5 No Answer 8

i. Where it is either desired or required by law to have separate bidding on the mechanical and electrical trades, some architects incorporate into the specifications the following, "State the sum (or percentage of mechanical and electrical trades) to be added to the base bid if the mechanical and electrical trades are assigned to and made a part of the General Contract." Do you think that this procedure is advisable?

Yes 72 No 35 Indefinite 8 No Answer 12

THE END

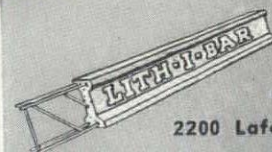


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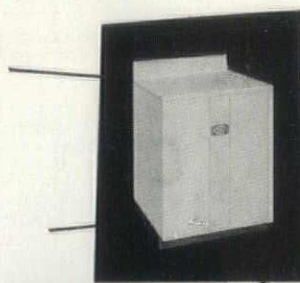
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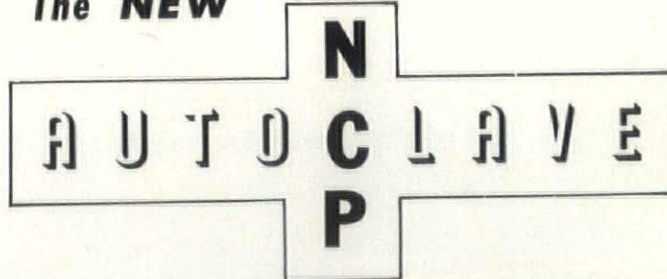
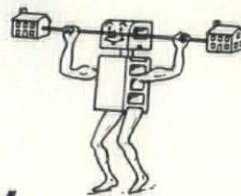
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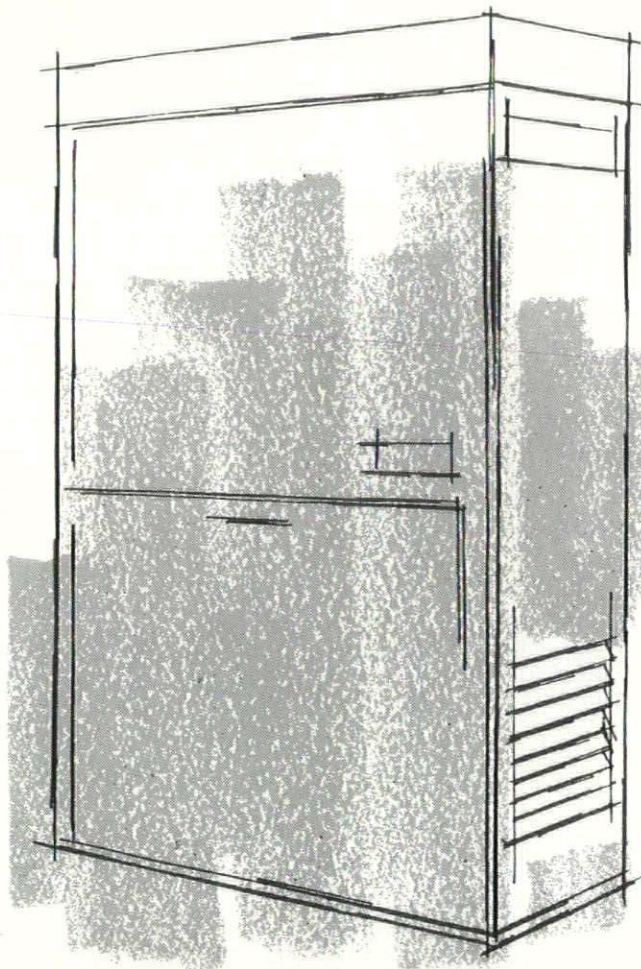
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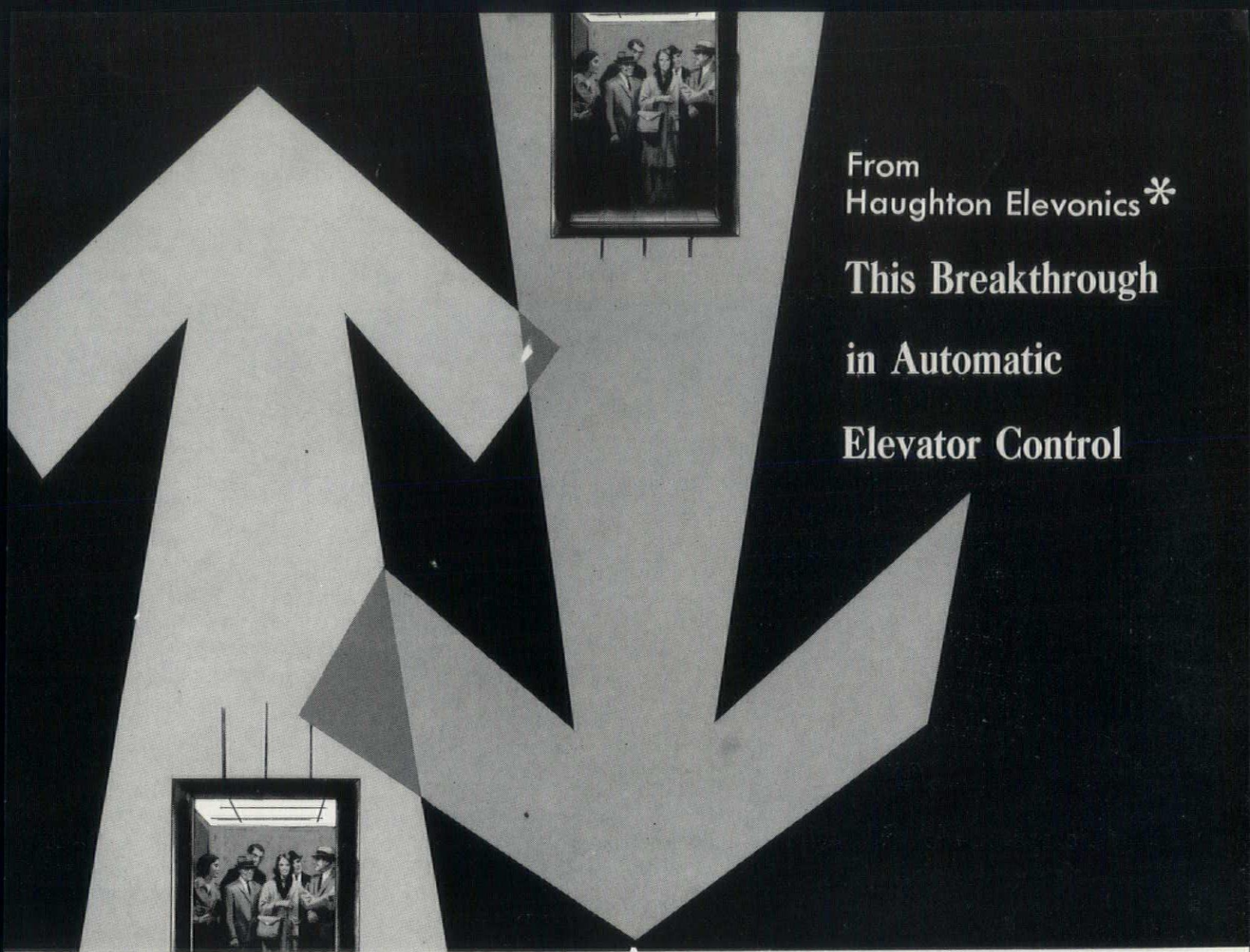
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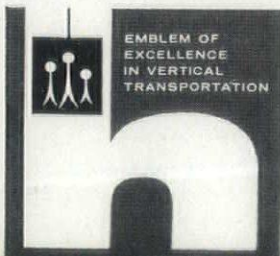
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Requirements for Opening Protectives in OBC Explained

Because of the persistent misunderstanding regarding the use of opening protectives in building construction, the Division of Factory and Building Inspection of the Department of Industrial Relations wishes to advise architects that the classification of opening protectives is as described in Chapter Sections 1203.25 to 1203.274.

The principal result of the misunderstanding has been the supply of one hour B-label fire doors when the Ohio Building Code and the Plan Section of the Division have required one and one-half hour label doors. It has caused serious embarrassment to owners and the architects when this lack of compliance was discovered.

The practice of the Division at present is to avoid reference to any label distinction but rather to state that the opening protective must have a certain fire rating value. Such an opening protective includes the frame as well as the door, both of which must be rated according to accepted test data.

Any request for information should be addressed to the Division of Factory and Building Inspection to the attention of the writer.

—C. R. Doubenmire

Acting Chief of Division

Factory and Building Inspection

Eastern Ohio Chapter Officers Elected

Architects and city planners from all over the eastern part of Ohio convened at Akron Art Institute to hear a talk by Charles A. Blessing, planning director for the City of Detroit. Blessing took a few moments before the start of the meeting of the Eastern Ohio Chapter, American Institute of Architects, to chat with Elmer J. Guran, program

chairman; Gordon W. Canute, Akron chairman and James F. Knapp, president of Eastern Ohio Chapter. Representatives from most of the planning groups in this area also were present. New chapter officers elected were Stewart Roberts of Akron, president; Robert Forsythe of New Philadelphia, vice president; Donald Shade of Warren, secretary, and Gordon Canute, three-year trustee. They will take over January 1.

Producers' Council Officers Elected

The annual meeting of the Cincinnati Chapter of Producers' Council, Inc. was held at the Hotel Alms, Cincinnati, Tuesday, June 13th at noon.

The officers for the forthcoming year are as follows:

President: Joseph Meurer, Inland Steel Products Co.

1st Vice-Pres.: Myron G. Johnson, Jr., Myron G. Johnson & Son Lumber Co.

2nd Vice-Pres.: Richard E. Winget, The Wakefield Co.

Secretary: Robert Holden, E. C. Decker Co.

Treasurer: Karl Sturtz, The Cincinnati Floor Co.

Office Practice Committee Selects Group Life Program Underwriter

After intensive study of the subject and careful analysis of the best interests of the Membership of the Architects Society, your Office Practice Committee has selected the Union Central Life Insurance Company, of Cincinnati, Ohio, as Underwriters for a proposed Group Life insurance program to be made available to Fellow, Corporate and Associate Members of the Society.

A questionnaire in letter form is being sent to such members requesting information which will greatly assist in consumation of the program, probably during the late summer.

Absence of medical requirements, low cost and exceptionally favorable tax treatment make the plan well worthy of participation. PLEASE SEND IN QUESTIONNAIRE PROMPTLY!

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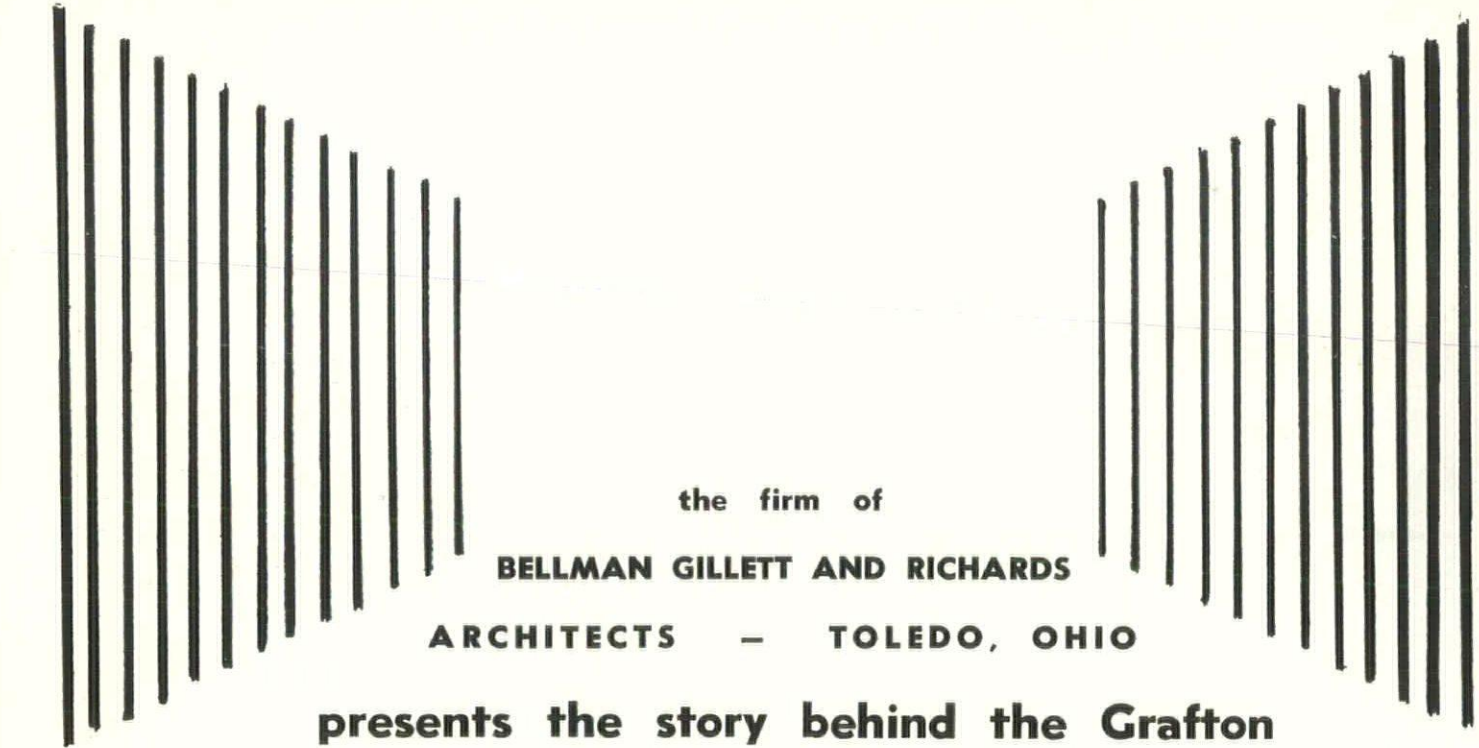
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presents the story behind the Grafton
North Central Ohio
Medium Security Correctional Institute

THE WORD "ARCHITECTURE" usually brings to mind views of offices, factories, high-rise apartment buildings, schools, and individual residences. Man needs to have places to house himself, his work, his amusements, his education, religion, and various other activities encountered every day through out his life. This is just plain, ordinary man; going about his business in his own way, at his own discretion. There is, however, a fraction of today's populace which requires the same needs, only under completely different circumstances. In Ohio this fraction totals 11,400. This number represents the number of imprisoned criminals in our state. Their needs, though completely the same as anyone else's, are rarely thought of by the general public. The difference lies in that the freedom of these people is taken away from them. They are confined within a designated area and their daily routine is carried on under restrictions. Herein lies the uniqueness of their needs.

With the growth of our population there logically follows a growth of crime. "We have no control over who goes into our prisons," said Mr. Maury C. Koblentz, Chief of the state's Division of Correction of the Department of Mental Hygiene and Correction. "Once a man is tried and sentenced he is our responsibility, regardless of what his crime was. It is up to us to furnish adequate living facilities and a planned program of rehabilitation for each and every one. The crowded conditions we face today make this difficult to accomplish.

"The proposed Northern Ohio Medium Security Correctional Institution to be situated at Grafton, southeast of Elyria, Ohio, was designed by the architectural firm of Bellman, Gillett, and Richards. This \$12,000,000 structure is the key to the future expansion of Ohio's penal system," continued Mr. Koblentz. "The Grafton site is now the home of a state honor farm for trustees usually coming out of the Mansfield Reformatory. The farm will remain as the honor camp of the new prison.

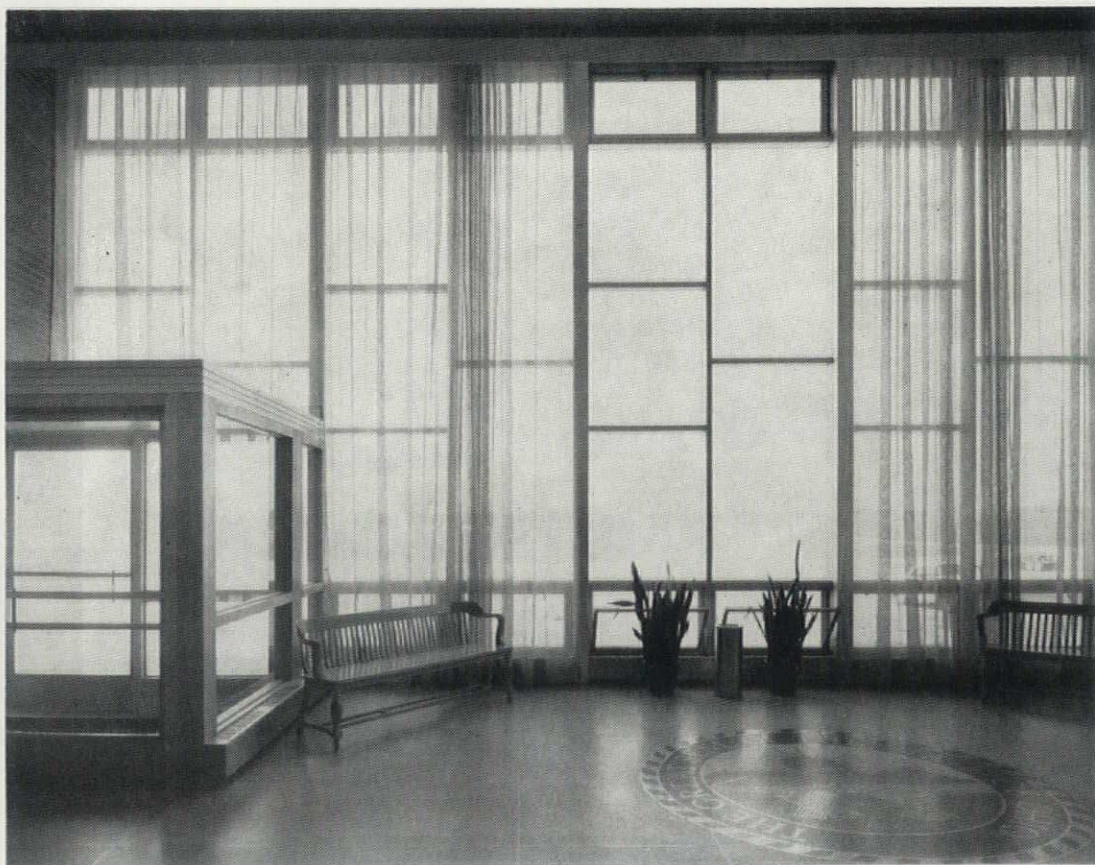
"The construction of the Grafton Institution is part of a long-range program which began six years ago." The three major points of this program were set down by Mr. Koblentz as: "1. constructing sufficient facilities to eliminate the serious overcrowding problem of some fifty years duration; 2. replacing the ancient Ohio Penitentiary; and 3. developing an effective program of training and rehabilitation."

With the completion of Lebanon Correctional Institution in southern Ohio, also designed by Bellman, Gillett, and Richards, there will be accommodations for 1500 prisoners. These will be transferred from Mansfield. Other proposed transferring and shifting of prisoners also from Mansfield, based upon the other 1500 to be housed at Grafton, will bring about one of the final, major steps in remodeling and expanding the state's correctional system. The Mansfield institution will become a maximum security state penitentiary.



Architect's rendering of \$12,000,000 North Central Ohio Medium Security Correctional Institution, Grafton, Ohio.

The Lobby. Here visitors will await appointments or admission to the inmate's visiting area.



All photos except the above exterior rendering show Lebanon Correctional Institute.



The Dining Room. One of three dining rooms, each capable of serving 300 at a sitting.

The Chapel. Seats 350, where Catholic, Protestant and Jewish services can be conducted.



The construction of the Grafton institution will make possible the future plan of 1. a new reformatory-type facility for the young first offender in the northern part of the state; 2. a northern Ohio penitentiary at Mansfield; and 3. a northern medium security transfer institution at Marion. In the south there will be 1. a reformatory for the first offender at the Lebanon Correctional Institution; 2. the Southern penitentiary will be the new replacement of the present Penitentiary; with 3. the London Correctional Institution as the southern medium security point for the penitentiary age group.

With this acquirement of planned spaces comes the all-important facilities within the institutions to provide for proper rehabilitation of the inmates. The Grafton Institution is patterned almost identically after the Lebanon Institution which is nearing completion this year. Grafton will house first offenders, sixteen to thirty years of age. Every man will be protected from the two great distracting forces of prison life—crowding and idleness. This new

prison, to be located on a forty-acre tract, will be constructed for the Ohio Department of Mental Hygiene and Correction by the Ohio Department of Public Works. The architectural firm is now completing drawings for all work except the sewage disposal and power plants. Both Grafton and Lebanon are in the new concept of medium security prisons. An inmate does not have to leave the interior by walking to and from eating, sleeping, and working areas.

The excellent program which was given to the architects for both institutions was prepared by Mr. Koblenz and Blaine Haskins, Assistant Chief of the State Division of Correction, and their staff.

The cell block areas accommodate approximately 1500 inmates — each man in a single cell. There are ten cell blocks, nine of three tiers and one of two tiers. With the progression of the correctional program, the old undesirable dormitory units will be done away with completely.

Three dining rooms are provided.

Each is capable of accommodating 300 or more persons at one sitting. This, also is a step in a new direction. The old idea of one large dining area often proved to be the center of trouble. Eight are seated at a table with loose chairs in keeping with the attempt to maintain the inmate's personal identity and dignity — all part of a planned rehabilitation.

There is a chapel seating 350 persons, where Catholic, Protestant, and Jewish services can be conducted. A rotating section makes it possible for each faith to have its own special altar.

The institution's large kitchen was designed along the most efficient institutional lines and completely equipped for preparation of nourishing foods specified by dietitians. The institution also boasts a twelve-chair barber shop, fire station, laundry, and gymnasium.

A receiving unit was designed for new inmates committed by the courts, during their classification periods. This is for the time in which the institutional staff is finding out what the inmates can do, what they want to do, and

(Continued on Page 20)

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Grafton Institution (continued)

what they should do. The staff, itself, is expected to number 300 to 500.

A forty-two-bed hospital is provided with patient and treatment rooms with surgical and dental equipment. Also, there are ten academic classrooms where much-needed education through the high school level can be given. Along with this is a library with 6000 to 8000 volumes for reading, research, and study.

A \$1 million power plant, water supply, and sewage disposal is also part of the plans.

There is much outdoor space with the entire forty acres fenced in. Areas have been set aside for a parking lot for visitors and staff members, a storage building, seven guard towers and an athletic field. The recreational facilities include a day room with television in each cell block, a large visiting room where members of the inmates' families can be received, plus an outdoor visiting area for warm weather, and cell

block corridors not only for inmate traffic but for bad weather and evening games.

"When the overall modernization and expansion program set forth by the state's Division of Correction is completed within the next several years, Ohio will have one of the most modern correctional systems in the United States," stated Mr. Koblentz. As this article is written funds to construct the Grafton Institution is being discussed by the Ohio Legislature.

To most people a state penal system is a distasteful problem and is often overlooked. This structure is planned with the belief that a sound environment is one of the vital keys in the rehabilitation of the criminal. If such aesthetic design can aid such persons to realize and understand themselves, and their place in society, then it becomes one of the most important architectural problems of our times.

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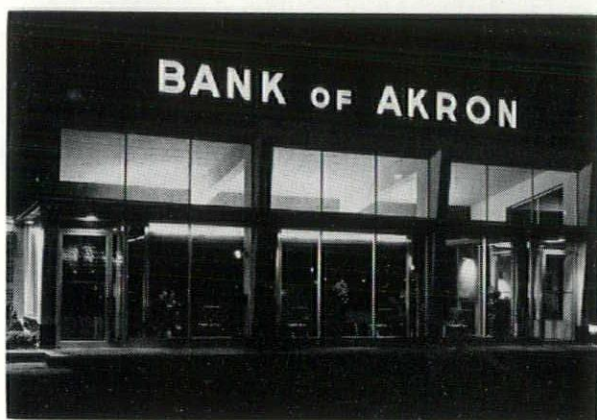
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SUMMER SEMINARS PLANNED

THE ATOMIC AGE has produced a wealth of entirely new problems for architects, engineers, scientists, executives, and others in management.

Consideration must now be given in the design of structures to the effects of atomic weapons, both from the

standpoints of nuclear blast and radiation.

These problems have prompted The Pennsylvania State University to offer three seminars in the areas of atomic shelter and survival in the nuclear age during the coming summer.

The first of the seminars, Planning Aspects of Atomic Shelter, July 9

through July 21, is for architects and engineers who are or will become involved in planning and preliminary design aspects of building shelters, and facilities to resist the effects of nuclear weapons.

The course will include a summary of effects of atomic weapons, including blast and nuclear and thermal radiation, functional requirements for protection, relationship of various protection criteria to total system planning, planning of integrated shelter systems including architectural, structural, electrical, mechanical, and sanitary subsystems.

From July 23 to Aug. 4 will be the second event, Structural Engineering Aspects of Atomic Shelter, a short course involved in the analysis and design of structural systems and radiation shielding systems of buildings, shelters, and structures.

The third seminar, Aug. 13 to 18, is titled Survival in the Nuclear Age—Executive Management. It is intended for architects, executives, engineers, and others in management responsible for the administrative planning of industrial, governmental, municipal, hospital, and other facilities and complexes for the incorporation of protection against the effects of nuclear weapons.

Under consideration will be the survival problem from the standpoint of executive management, including the significance of nuclear weapons effects in relation to the survival of buildings and personnel, and the continuity of industrial and governmental capability; the need for atomic shelters, the economics of protection; and administrative planning for the incorporation of atomic shelters in existing construction and in future construction.

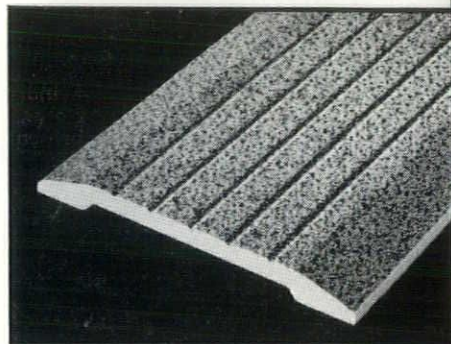
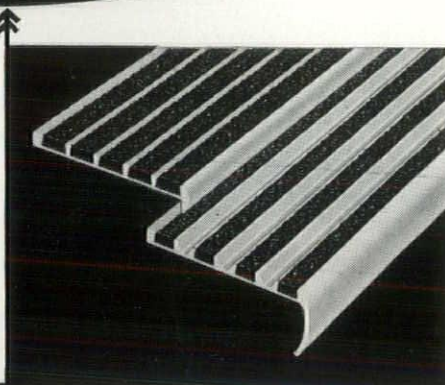
Co-chairman for the seminars are Gifford H. Albright, Director of the Shelter Research and Study Program, and Allen F. Dill, Deputy Director, Shelter Research and Study Program.

Further information may be obtained from the Shelter Research and Study Program, 138 Hammond Building, The Pennsylvania State University, University Park, Penna.



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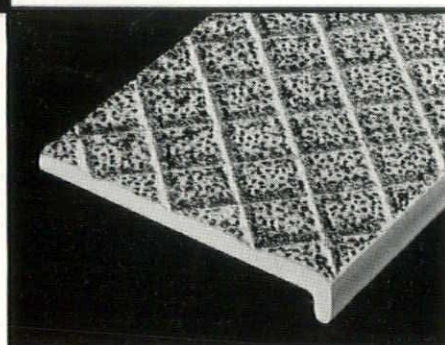
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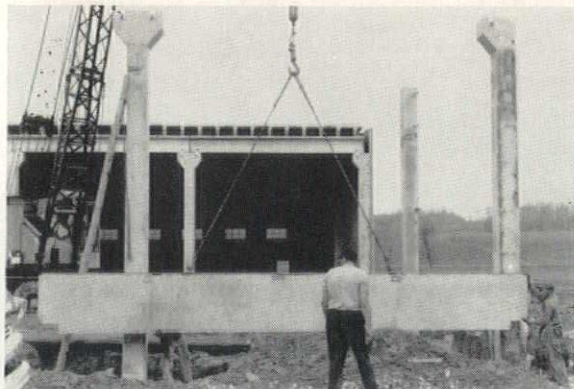
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He and his wife, Nancy, together with Stanley Corl of Kuhlman Builders Supply and Brick Company, local representative of Stark Ceramics, and Mrs. Corl will travel to Europe in June as the guests of the firm and spend three days each in Rome and Paris.

**SCHOLARSHIP AWARDED
FOR WINNING DESIGN**

Winner of first place and a \$500 scholarship in a vacation house design contest sponsored by Toledo Edison and Toledo Chapter, American Institute of Architects, is Tom Wasielewski, a senior at Macomber Vocational High School. He received his certificate from Charles Scott, president of the AIA chapter at a dinner in the Edison Club. Other contest winners were Scott Heacock, Macomber, second; Tarey Cullen, Maumee High, third; Dave Gladys, Macomber, fourth; Bill Shambarger, Macomber, Martin Hosack, Libbey, and Edward Hoffman, St. Francis de Sales, honorable mention.

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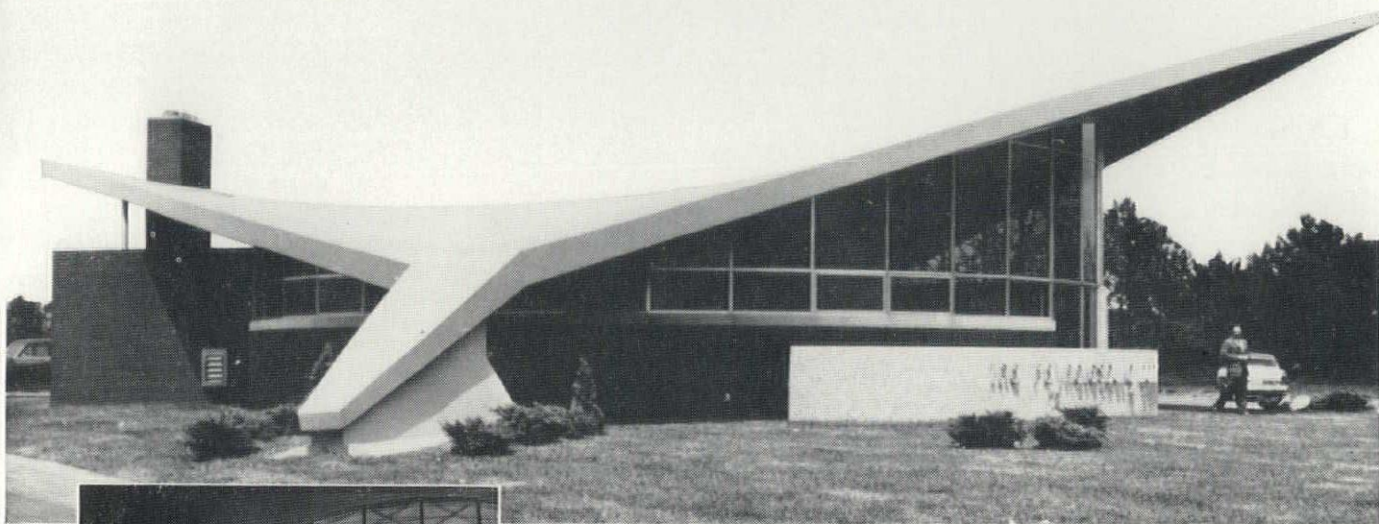
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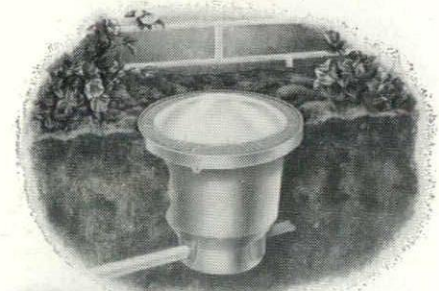
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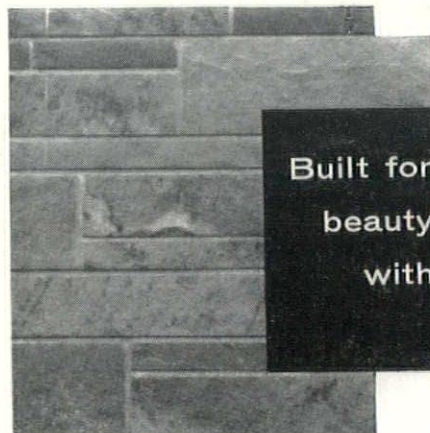
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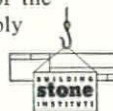
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