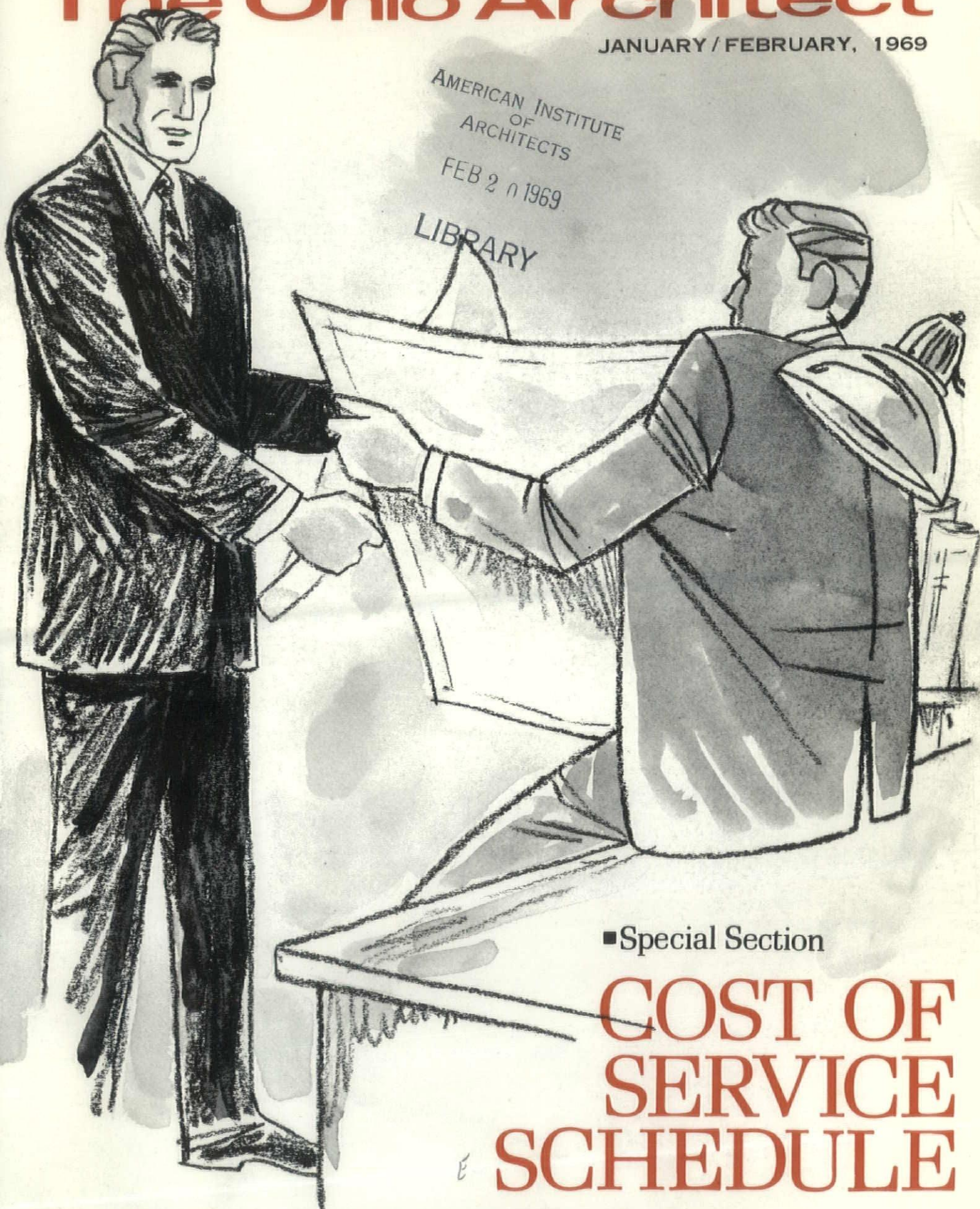


# The Ohio Architect

JANUARY / FEBRUARY, 1969

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■ Special Section

## COST OF SERVICE SCHEDULE

THE OFFICIAL PUBLICATION OF THE ARCHITECTS SOCIETY OF OHIO





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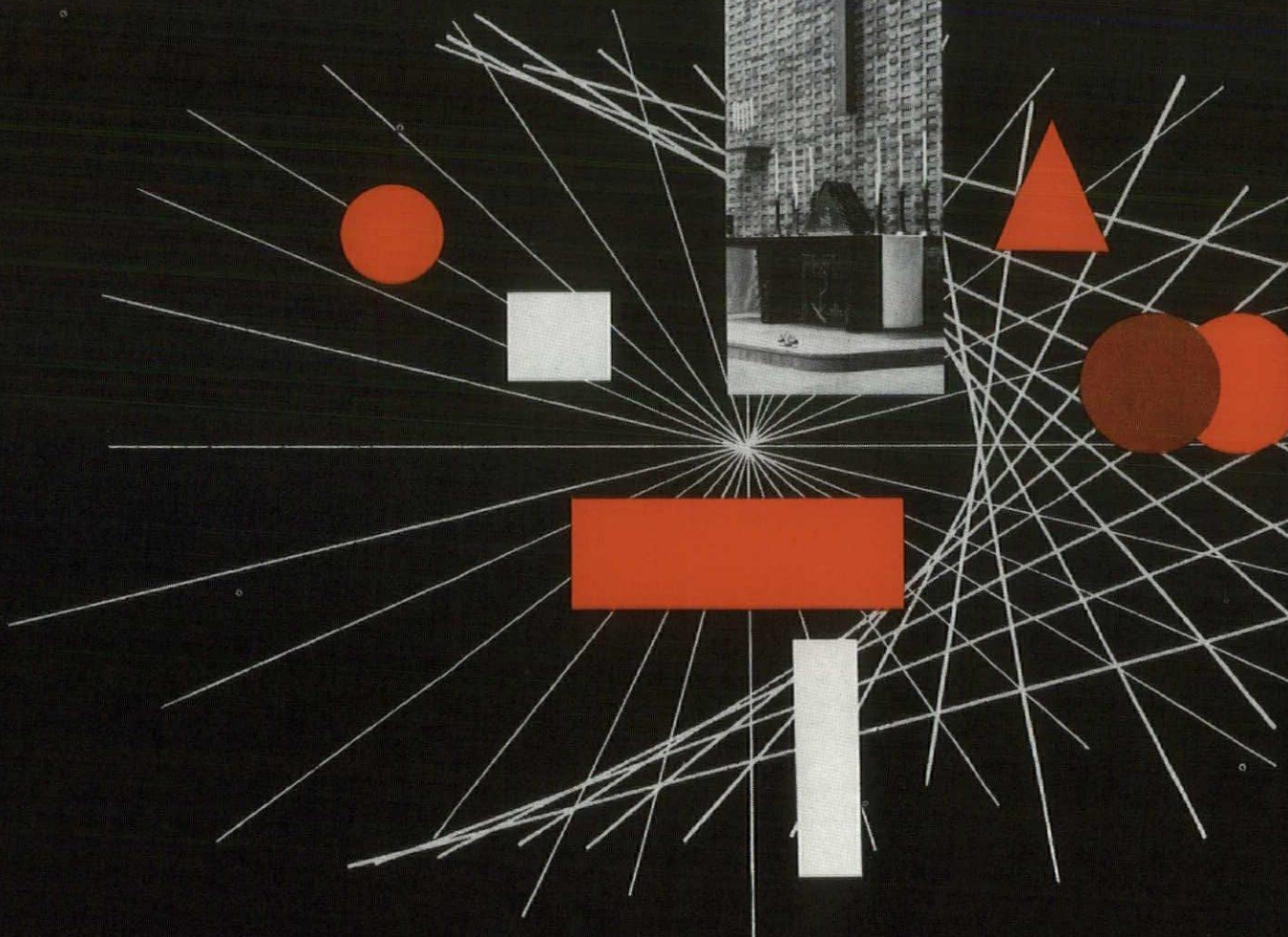


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# The Ohio Architect



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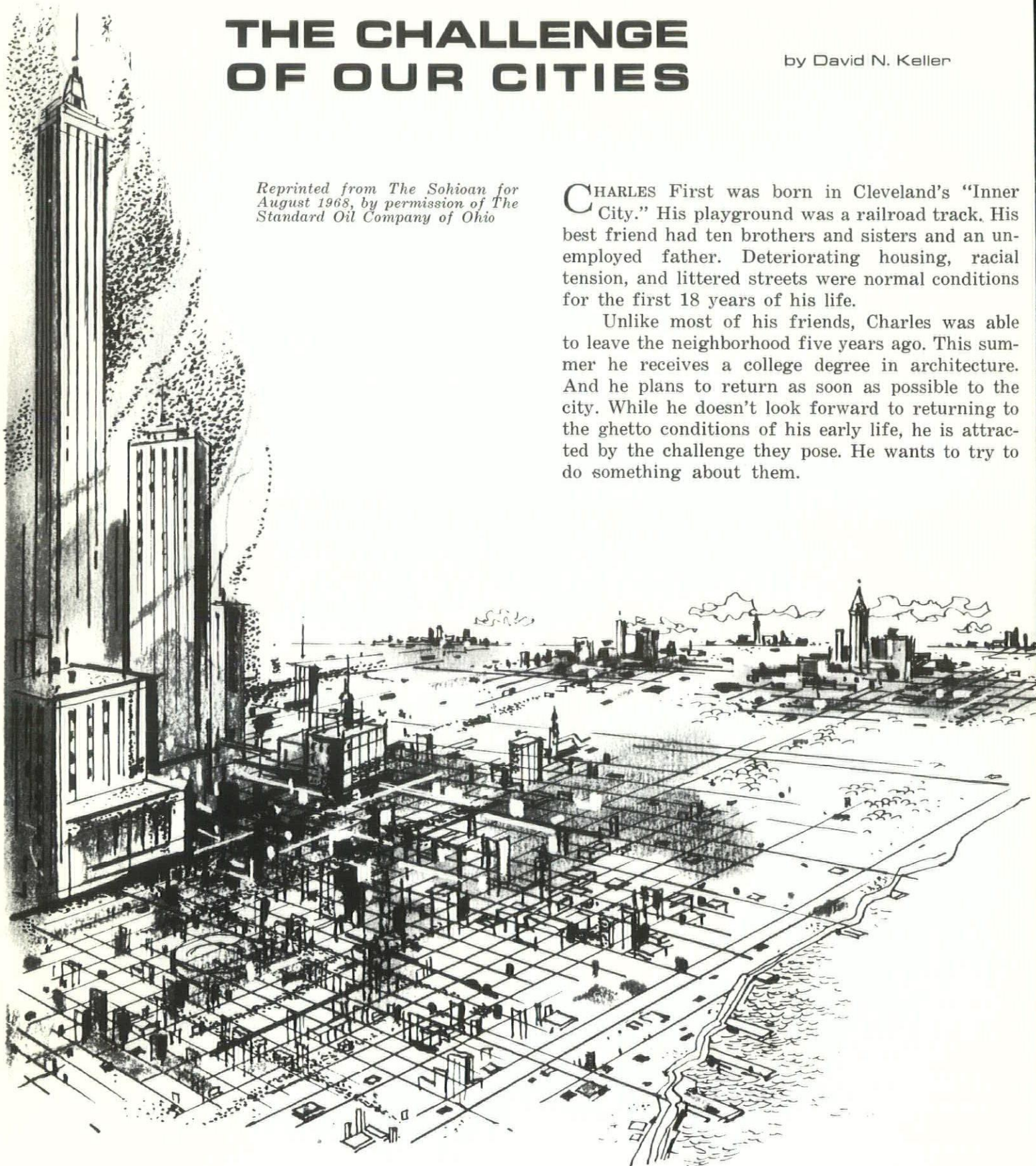
# THE CHALLENGE OF OUR CITIES

by David N. Keller

*Reprinted from The Sohioan for August 1968, by permission of The Standard Oil Company of Ohio*

CHARLES First was born in Cleveland's "Inner City." His playground was a railroad track. His best friend had ten brothers and sisters and an unemployed father. Deteriorating housing, racial tension, and littered streets were normal conditions for the first 18 years of his life.

Unlike most of his friends, Charles was able to leave the neighborhood five years ago. This summer he receives a college degree in architecture. And he plans to return as soon as possible to the city. While he doesn't look forward to returning to the ghetto conditions of his early life, he is attracted by the challenge they pose. He wants to try to do something about them.





His personal challenge is characteristic of today's urban dilemma. Our cities stagger under pressure of poverty, slum housing, riots, rising crime rates, racial conflict, unemployment for the untrained, traffic tangles, increased demand for public services, and inadequate tax revenues.

Yet the cities also offer the most promising future for nearly three fourths of the nation's population. They offer jobs, professional careers, business careers, educational and cultural institutions, the stimulation of being part of an active society—of being where the action is.

There are many uncertainties in the future of our cities, but growth isn't one of them. The United States, already an urban society, is moving toward increased urbanization. No state is more directly involved in this trend than Ohio. It has more cities with populations exceeding 50,000 than any other state in the Union.

Forecasters predict that Cleveland, Akron, Canton, Youngstown, and Pittsburgh will become one solid "megapolis." Does that sound fantastic? Take a look at the latest road map of Ohio. It shows a solid mass of incorporated cities extending for 60 miles from Painesville to Lorain. To the south, there's a seven-mile gap between the suburbs of Cleveland and the suburbs of Akron. There's a five-mile gap between the suburbs of Akron and the suburbs of Canton. Youngstown and Warren already have grown together, and Sharon, Pennsylvania, is only a step away.

A similar situation exists in Southwestern Ohio. The suburbs of the Cincinnati-Covington, Kentucky, complex are five miles from the outskirts of Hamilton, Ohio. From there it's seven miles to the fringes of Middletown, then another seven miles to the suburbs of Dayton.

Springfield is a 30-minute drive from Dayton, and when interstate highways are completed will be a 40-minute drive from Columbus—which is reputed to be the fastest-growing city in the Midwest. Springfield public officials are concerned about becoming a bedroom community for the larger cities.

Lima, which has an empire virtually to itself in Western Ohio, has reached a population of 58,000 and is searching for organizations to develop its open land. Toledo, through large annexations in 1964-65, has doubled its corporate area to 90 square miles.

It is prosperity — burgeoning, flamboyant, neon-lighted, parking-lotted prosperity — that is bringing this amazing growth to our cities. The tragedy is that in the midst of all this, decay and poverty and social problems abound. And city leaders are so deeply involved meeting present crises, they have little opportunity to prepare for the future.

Obviously, urban problems cross municipal boundaries. Yet, city planners in Ohio tend to agree that these problems are basically a local concern, and that their solution lies in a coordination of city, county, state, and Federal efforts. The most important ingredient, they contend, is local citizen participation.

"Today," says Cincinnati Planning Director Herbert W. Stevens, "we recognize problems of the cities as basically human, not physical, with solutions coming from those involved rather than from outside specialists."

Stevens cites as an example a woman who had lived most of her life in a blighted area of Cincinnati. "She was asked to join a community planning committee," he says. "The idea seemed absurd to her, because she thought that committee members lived in a separate world from hers. It took a lot of persuasion to get her involved, but once she did, she began to get excited about the project. She learned a lot; other committee members learned from her. Soon she had her neighbors cleaning up their homes and their yards. She got industrial support for a teenage basketball league and enlisted school aid to provide the gymnasiums. Now opposition to tearing down some neighboring homes for redevelopment has changed to support of the program since she has friends taking part in planning sessions."

Like other cities, Cincinnati faces problems of an aging central area, sub-standard housing, a decreasing tax base caused by mass exodus of prosperous citizens to the suburbs, racial unrest, and unemployment.

One of Cincinnati's techniques for tackling such problems is the citizen's West End Task Force that motivated the slum-area woman. The idea is to have citizens take part from early stages of planning, instead of asking them to accept programs that already have been determined.

**B**UT it is difficult to get public action in advance of, rather than as the result of, a crisis.

Toledo Planning Director Lawrence F. Murray cites an example of this problem. A city effort to stop construction of septic tanks and to back a program of sewer line expansion went unheeded "until a serious health problem emerged," he says. "Then everyone became concerned, and the job was done right — at added expense because of the delay."

As a result of annexations, Toledo has ample room for development. The problem is getting public acceptance on housing, expressway, and utility projects before the need becomes acute.

Some other cities have no room in which to grow. Cleveland is one. Squeezed between Lake Erie and a solid ring of suburbs, the central city can build new buildings only when it tears down



old ones. With its Erievue development it is doing just that—razing low buildings to build skyscrapers.

HOWEVER, in Erievue and in some previous urban renewal projects Cleveland has felt the effects of development that did not effectively provide for relocation of families being dispossessed to make way for the new buildings. Even where slum buildings were torn down to make room for subsidized apartments, all too often the apartments proved too expensive for former residents of the slums to rent. Urban expressway construction in the heart of the city further congested slum area population.

Mayor Carl B. Stokes' "Cleveland NOW" program seeks to correct past defects in a massive effort that tackles many of the city's most pressing problems. Cleveland NOW proposes investment of \$90 million in neighborhood housing rehabilitation, \$60 million in accelerated urban renewal construction, creation of 16,000 jobs, aid to small businesses seeking to expand, a computerized planning system for the city, 20 welfare and child day-care centers, recreation programs for youth, and construction of Camp Cleveland for disadvantaged youth.

The recently announced "Blue Plan" for Columbus calls for low-income housing as well as private commercial development and Federal-state-city endeavors. Similar plans are projected for Akron and Dayton. Toledo's Riverview Project includes apartment housing along with private high-rise commercial construction.

PLANNERS and community leaders emphasize that citizen participation is the key to effective programs, both in planning and in the longer-term effort to carry them out and preserve them.

"It is up to the citizens of a community to make their feelings known," declares Cleveland Mayor Carl Stokes. Mayor Stokes offers specifically the opportunities to join neighborhood associations, area councils, church groups, and parent organizations which can identify real problems and offer possible solutions.

Lima's planning director, George Kruse, suggests that interested citizens contact city officials to find out how they can become active. He explains that neighborhood associations in that city are getting better street lighting, cleanup campaigns, and street repairs.

The Model City Program, supported by Federal funds in 200 U.S. cities—including Columbus, Dayton, and Toledo — is based almost entirely on citizen groups setting goals and planning their attacks on social, economic, and physical problems in their areas. Citizen participation will determine whether the program works or joins the blueprints on the shelf.

Encouraging and supporting high-quality men and women to run for public office has been offered as another means of reviving urban vitality. An almost unbelievable 60 percent of Ohio's potential voters did not even bother to go to the polls in the last general election.

Many planners and mayors hope that private enterprise will be able to generate central city improvement.

THE plan for downtown Cincinnati, centered on its showpiece convention center, was stymied until it got property owners actively involved in planning. Organized now as a combination of private and public investment, it promises to be a model for other cities.

Business and industry are helping to relieve unemployment — also a social as well as technological problem. There are plenty of jobs available in the city, but training is needed to qualify for them.

Most cities seem to share the goal of enriching the cultural, governmental, educational, and business function of the central area. Clark Kerr, chairman of the Carnegie Commission on the Future of Higher Education, proposes that inner city universities set up flexible schedules and work-study programs to meet the particular needs of urban students. All of Ohio's major cities have at least the beginnings of such systems.

There is, of course, no blanket solution to city problems because there is no "standard" urban area. Each has its own personality. However, ghetto life — the problems of Negroes penned into the central city area by housing discrimination and handicapped in finding jobs by employment discrimination and lack of training — is spotlighted as the single most serious problem of most major cities.

"Racism is a major problem," says Cleveland's Mayor Stokes, "and everyone has an opportunity to do something about that."

A decade ago, according to Wesley W. Sawyer, a dynamic leader in Columbus urban affairs, programs for the poor were designed to provide subsistence, rather than rehabilitation.

"We used to think all our problems would be solved if we could make our cities safe and sanitary," he says. "But in striving for these cures we disregarded our social ills. That was a mistake. I hope we have learned our lesson."

Population forecasts indicate that in a little more than 30 years the United States will reach a population of 350 million persons. More than 85 percent of this mass of humanity will live in giant urban areas. The cities' struggle to meet today's needs and build for the future is not just "their problem." At stake is the future of America. ■





# Architects Society of Ohio cost of service schedule

CS169

*With an introductory explanation by Harold C. Munger, AIA, President, Architects Society of Ohio and James J. Foley, AIA, Chairman, Professional Practice Committee, Architects Society of Ohio*

Across the full spectrum of the American business landscape in the last few years the spectre of rising costs has been well documented. The range is wide, covering all segments from food, transportation and clothing to professional services. The Architect found himself caught in this squeeze and discovered that the old tried and true built-in escalator of relating cost of services to an empirical percentage of the cost of the work no longer sufficed to keep his return in direct proportion to his rising costs.

The problem became national in scope within the profession. In response to its membership, the American Institute of Architects in Washington commissioned Case & Company, a nationally recognized management consulting firm, to conduct a national survey and study on the cost of Architectural service. Concurrent with this national study, the Architects Society of Ohio decided to conduct an in-depth study of office costs within Ohio. This study in Ohio would involve a complete examination of financial records of a number of firms of varying size and in large and small communities. This study was also made by Case & Company with personnel from its Cleveland office. It thus became

possible to correlate the national effort with that in our state and have available for evaluation all pertinent data.

To greatly condense a major effort, the investigations indicated that the Architect was caught in a fiscal squeeze which literally threatened the existence of the profession. Two important facts became quite clear; one, due to the increased complexity of building projects, the Architect was performing services which were in addition to the basic design services for a specific building and he was not being paid for this service and second, the rise in Architectural design staff costs paralleled the dramatic rise in skilled labor costs within the construction industry. During the same period while building costs moved upward, the rate of change in building cost was far below the rate of change of skilled labor cost. Obviously, with a plumber earning an hourly rate of \$7.00 per hour, or more than \$14,500.00 per year, an architectural designer with five years of professional training and a professional degree started to exert pressures which resulted in substantial design staff cost increase. All of the above is history and has been well documented.

The Professional Practice Committee of the



Architects Society of Ohio was assigned the task of analyzing the results of the study and recommending a solution. The committee was composed of members from each chapter of the American Institute of Architects in Ohio and represented small as well as large firms. After months of intense effort the committee recommended a redefinition of the scope of Architectural services together with an adjustment in the Cost of Service Schedule. The schedule was last revised in the 1930's and in its existing form was antiquated.

The committee developed a Cost of Service schedule which listed four categories of buildings depending on their complexity together with a listing of special services. Briefly this breakdown is as follows:

1. Group Type A "Simple Buildings"  
Buildings of simple Architectural character including repetitive types with a minimum of interior finish and with simple mechanical and electrical systems. This group includes warehouses, manufacturing plants, factories, stores, etc.
2. Group Type B "Average Buildings"  
Buildings of average complexity without any extensive mechanical or electrical systems or design criteria. This group includes such building types as office buildings, schools and government buildings.
3. Group Type C "Special Buildings"  
Buildings of specialized architectural character requiring special study or analysis. This group includes such buildings as laboratories, hospitals, churches and financial institutions.
4. Group Type D "Complex Buildings"  
Buildings of monumental character or buildings requiring exceptional research and detail such as a residence, historical preservation, or exposition.
5. "Special Services"  
This is a listing of professional services defined as planning "For" a building as opposed to planning "Of" a building specific-

ly. This tabulation covers such services as feasibility studies, scale model construction, master planning, quantity surveys and related activities.

An actuarial study indicated a direct relationship between the complexity of the building type and a graduated increment expressed in percent of building cost. It is an economic fact that small projects require a proportionately higher cost than do larger projects. Therefore the committee developed a cost of service schedule which established a basic rate with one million dollars as the index and graduating upwards for smaller projects and downward for larger projects. Thus the cost of service schedule is a relatively simple statement with the variable being the change in Basic Rate for schedule A at 6%, for schedule B at 7%, schedule C at 8% and for complex buildings of schedule D at 10%. A work sheet tabulation is part of the cost schedule for illustrative purposes.

For the services enumerated in "Special Services" there is no direct corollary between the services and the cost of performance. The committee after much research recommended that these professional services be performed on the basis of payroll times a multiplier plus other direct and consultant cost necessary to perform the service. Thus the cost of these services is expressed in terms of direct labor cost expended times the multiplier which covers indirect overhead and the cost of office operations. This is obviously economically reasonable for both Architect and client.

The committee reviewed the final schedule and compared it to other schedules recently developed. This survey indicated that the new Ohio schedule compares favorably with other states. In general it follows the cost of living index. For example, the Ohio schedule is lower than the eastern states where labor costs are higher.

The recommended Minimum Cost of Service Schedule was finalized and presented to the state convention of the Architects Society of Ohio for consideration. It was formally adopted by the convention in October, 1968 and is now an official document of the Architects Society of Ohio.



# RECOMMENDED MINIMUM

## COST OF SERVICE



THE ARCHITECTS SOCIETY OF OHIO OF THE AMERICAN INSTITUTE OF ARCHITECTS

### 1. GENERAL NOTES

The Cost of Service statement is based on normal complete services to be performed as set forth in the Standard Form of Agreement between Owner and Architect, current edition. Architectural costs vary in direct proportion to project complexity and higher costs are reasonable for projects with unusual architectural or structural requirements or with complex electrical or mechanical systems. When the Architect is engaged for limited services, which is not recommended except for extraordinary circumstances, applicable costs may be adjusted in accordance with the payment schedule of the current Standard Form of Agreement for Architectural Services published by The American Institute of Architects.

### 2. REMODELING, ADDITIONS & MIXED BUILDING TYPES

For remodeling work add at least fifty percent (50%) to the Cost of Service for the first five hundred thousand (\$500,000.00) of Construction Cost, and at least twenty five percent (25%) to the Cost of Service for that portion of the Construction Cost in excess of five hundred thousand (\$500,000.00). When projects include both new construction and remodeling, the rate should be determined on the basis of each portion. In structures of mixed type, the rate shall be interpolated between two or more schedules in accordance with the relative importance of each type.

### 3. REPEAT WORK

When essentially the same drawings and specifications are re-used for more than one project or structure, the cost of service shall be fifty percent (50%) of the recommended minimum, plus the revision cost and all direct costs such as reproduction of documents and travel.



## Recommended Minimum Cost of Service

### Project Group Type "A" — "Simple Buildings"

Buildings of simple architectural character including repetitive types with a minimum of interior finish and simple mechanical and electrical systems. This would include but is not limited to the following examples:

Type	Examples	Comments
Housing	Motels, Apartments, repetitive living units . . .	Not included are: Hotels, High Rise Apartments, Senior Citizen Housing, College Housing, and single residences
Utilitarian	Warehouses, Manufacturing and Processing Plants, Factories, Parking Garages . . .	
Shopping Centers		Undivided space — No tenant improvements — negotiated cost of service for tenant improvements
Sales Agencies	Automobile, Boat, Airplane, Service Station . . .	Show Room, Service Facilities & Offices
Stores	Single-unit Supermarkets, Drugstores, Mercantile Establishments, Retail Outlets, Department . . .	No interior merchandising layout or equipment

### COST OF SERVICE

The Basic Rate for Architectural Services is six percent (6%) of the construction cost of one million dollars (\$1,000,000.00) plus twenty five hundredths percent (.25%) for each one hundred thousand (\$100,000.00) below one million and minus twenty five thousandths percent (.025%) per one hundred thousand over one million up to five million. (Interpolate Between Increments)



## Recommended Minimum Cost of Service

### Project Group Type "B" — "AVERAGE BUILDINGS"

Buildings of average complexity without any extensive mechanical or electrical systems or design criteria. This would include but is not limited to the following examples:

Type	Examples	Comments
Office Buildings	Single Tenant Buildings or Rental Units	For rental unit, tenant layout is added service. Not included are: Medical, Dental & Clinical Offices.
Schools	Public, Private, Parochial-Elementary Schools; High Schools; Specialized, such as Art, Music, Drama, Nursery; Vocational Schools . . .	
Colleges & Universities	Classrooms, Administration & Faculty Offices, Lecture Halls, Gymnasiums, Dormitories including food service & recreational facilities . . .	Not included are: Theatres, Libraries, Research & Medical Facilities & other specialized buildings.
Public Entertainment	Cinemas, Marinas, Stadiums, Gymnasiums, Bowling Lanes, Swimming Pools, Auditoriums, Park or Recreation Buildings, Band Shells . . .	
Supervised Homes	Homes for Aged or Young, Nursing Homes, Senior Citizen Housing . . .	
Government Buildings	Administrative Offices, City & Town Halls, Welfare Buildings, Post Offices, Fire Stations, Police Facilities, Armories . . .	Not included are: Courthouses, Airport Terminals, Jails, Prisons, Juvenile Centers.
Special Housing	College Dormitories, High Rise Apartments, Hotels, Convents, Monasteries . . .	

### COST OF SERVICE

The Basic Rate for Architectural Services is seven percent (7%) of the Construction Cost of one million dollars (\$1,000,000.00) plus twenty five hundredths percent (.25%) for each one hundred thousand dollars (\$100,000.00) below one million and minus twenty five thousandths percent (.025%) per one hundred thousand dollars over one million up to five million (Interpolate Between Increments).



## Recommended Minimum Cost of Service

### Project Group Type "C" — "SPECIAL BUILDINGS"

Buildings of specialized Architectural Character requiring special study or analysis. This would include but is not limited to the following examples:

Type	Examples	Comments
Scientific	Research Laboratories, Computer Centers, Communications Centers, Broadcast studios . . .	
Libraries	Public, Private, Parochial, Industrial, College or University . . .	
Specialized Buildings for Education	College Research and Teaching Laboratories, Observatories, Medical & Dental Schools . . .	
Health Facilities	General & Specialized Hospitals, Psychiatric Hospitals, Mental & Public Health Centers, Diagnostic & Treatment Centers, Medical & Dental Office Buildings . . .	
Food Service Facilities	Restaurants, Cafeterias, Bakeries, Food Processing Centers, Kitchens . . .	Individual Separate Units
Religious	Chapels, Churches, Temples, Synagogues, & Related Facilities . . .	
Private Clubs	Country, Yacht, Tennis, Golf, YMCA or YWCA, Fraternity & Sorority.	
Cultural	Theatres, Museums, Galleries, Concert Halls, Convention Halls or Centers . . .	
Financial	Banks, Savings & Loan . . .	
Specialized Government Buildings	Courthouses, Airport Terminals, Jails, Prisons, Juvenile Centers . . .	

### COST OF SERVICE

The Basic Rate for Architectural Services is eight percent (8%) of the Construction Cost of one million dollars (\$1,000,000.00) plus twenty five hundredths percent (.25%) for each one hundred thousand dollars (\$100,000.00) below one million and minus twenty five thousandths percent (.025%) per one hundred thousand over one million up to five million (Interpolate Between Increments)



## Recommended Minimum Cost of Service

### Project Group Type "D" — "COMPLEX BUILDINGS"

Residential and Buildings of Monumental Character or Buildings requiring exceptional research and detail.

Type	Examples	Comments
Residence	Single Family Home	
Monumental	Memorials, Mausoleums . . .	
Exposition		
Historic Restoration		Increase listed cost by 50%

### COST OF SERVICE

The Basic Rate for Architectural Services is ten percent (10%) of the Construction Cost of one million dollars (\$1,000,000.00) plus fifty hundredths percent (.50%) for each one hundred thousand dollars (\$100,000.00) below one million and minus twenty five thousandths percent (.025%) per one hundred thousand over one million up to five million (Interpolate Between Increments)



## Recommended Minimum Cost of Service

### "SPECIAL SERVICES"

Special Services are those professional activities which can be classified as planning "FOR" a building as opposed to planning "OF" a building together with those design functions which bear no relationship to Construction Cost. This includes but is not limited to the following:

- Measured Drawings of Existing Buildings
- Master planning
- Feasibility Studies
- Scale Model Construction
- Program Development
- Special Design Research
- Site Evaluation
- Furniture Design & Selection
- Detailed Cost Estimates
- Quantity Survey
- Building Equipment
  - Loose Equipment
  - Fixtures
- Full Time Contract Administration
- Mock Up
- Interiors

### COST SCHEDULE

Services outlined above are based on payroll times a multiplier plus direct cost and consultant costs. Payroll is defined as total wages including statutory and customary benefits paid to employee and includes principal's time at the rate named in the Owner-Architect Agreement. The multiplier used may vary with each firm, however, sound accounting experience indicates that a multiplier of two and one half (2 1/2) is minimum. Direct Costs to be reimbursed include printing of drawings and specifications, reports, photographs, renderings, long distance phone calls, transportation, meals, lodging, etc. All Consultant Costs are to be reimbursed at the factor of at least one and three tenths (1 3/10) times Consultant charges.





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**Architect.....Leon Seligson & Assoc.**

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## Cleveland Chapter Exhibit

# design and the city

"Design and the City," an architectural exhibition, conceived by the Cleveland Chapter of the American Institute of Architects as an instrument to coalesce the interest and efforts of the public and professionals alike in planning for the cohesive improvement of the physical Metropolitan Cleveland Area, was presented at the Cleveland Museum of Art from December 11, 1968 through January 12, 1969.

The exhibit was funded by a grant from the George Gund Foundation of Cleveland, Ohio. It consisted of the efforts of over 60 architects, planners, engineers and designers as well as numerous public officials of the City and County, the Cleveland Board of Education, Case Western Reserve University, Greater Cleveland Growth Association and Seven County Transportation Study.

The exhibition showed, graphically, interesting physical features of the past and present of Cleveland, and illustrated possible directions for the future planning of this city. The sketches were a major effort of the many professionals involved in the show's production. The project was divided into teams responsible for designing and drafting possible directions of growth and development in five different areas of the City:

1. Regional Cleveland viewed as a super city extending hundreds of miles east, west and south;
2. Downtown Cleveland illustrating new modes of transportation, and

design proposals for prime identity locations including Public Square, Euclid Avenue and Playhouse Square;

3. The East Side — its development and redevelopment potentials;
4. The Near West Side — its development along the river into a major housing and recreation facility; and
5. The Lakefront — its physical potential for accommodating various uses including housing, recreation, shipping and airport facilities.

This exhibition was looked upon by the Cleveland Chapter of the American Institute of Architects not so much as a set of solutions as such, but as an agent for engendering popular support for a "Cleveland Plan" in an emerging atmosphere of change and progress instituted in this city by the administration of Mayor Carl B. Stokes.

This 1968 effort was the Fifth Exhibition in a quarter of a century for the Cleveland Chapter. Under the Chairmanship of Robert A. Little, Co-Chairmen and team captains of the five sections were Calvin B. Dalton, Robert P. Madison, Walter S. Newman, Peter van Dijk and Richard A. Van Auken. Directing Public Relations were Richard Fleischman, Chairman, and Mrs. Robert Wismar, Women's League President.

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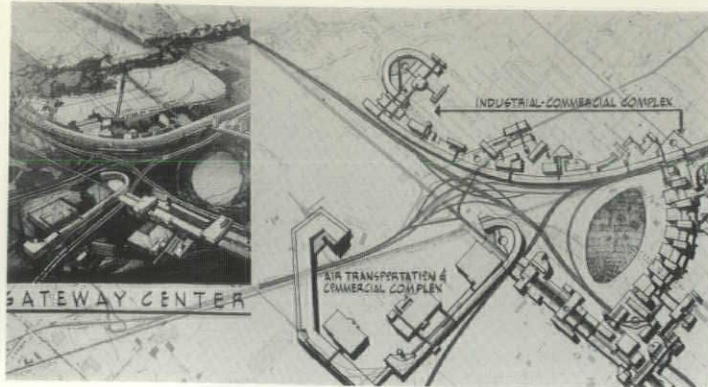
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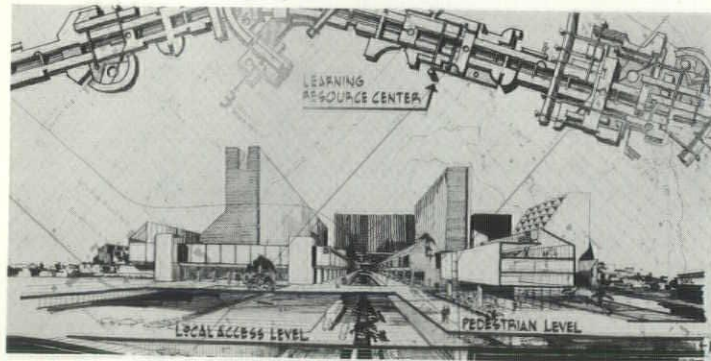
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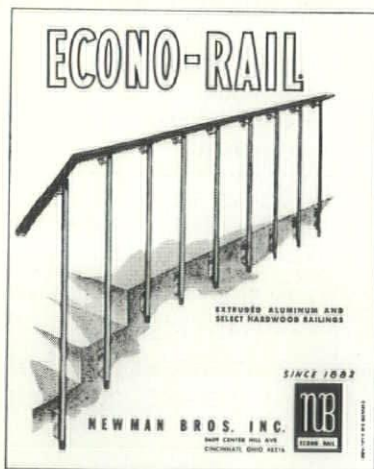
Typical of the exhibition prepared by the Cleveland Chapter of AIA are these sketches, showing possible directions in future planning. Above, close-up of Transport Hub terminating transport spine on near West Side and, below, cross-section through spine.



Drawings from the Outcalt-Guenther Partners

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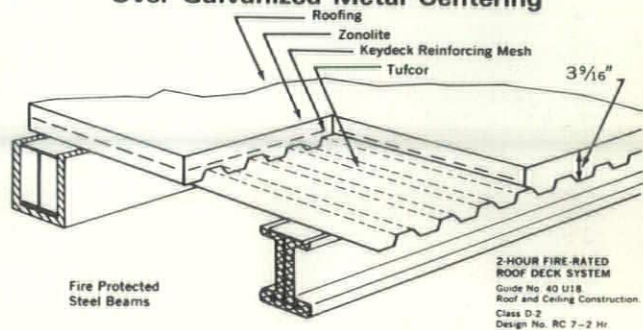
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## At ASO

### Three new AIA films available at ASO

The ASO has purchased the three (16mm) color, sound movies produced by the AIA as key segments of the expanding Public Relations program. Chapters have exclusive rights to loan distribution until April 1, 1969, so that they can control, coordinate, and participate in local use of the films on TV and with other groups. The films deal with highway planning, suburbia, and outdoor graphics, and are approximately 14 minutes length each.

"Right of Way" makes a strong plea for balanced transportation systems and planning by design concept teams composed of Architects, engineers, sociologists, government leaders, and others concerned with environment.

"The Best We Can Do" portrays the wastelands of ugliness created by many large housing developments and explains the process for accomplishing the corrective good design in new towns and villages. "The Noisy

Landscape" shows how good signs and well planned graphics can add to the beauty of the community, shows the difference between good and bad graphics, and describes a sensible process for sign control.

These three films are available to chapters and ASO members from the ASO office on a "first-come, first-served" basis. Since but one print of each film is available, scheduling problems are anticipated. The ASO office will make every effort to comply with requests for these films, but asks that those wishing to use the films place their request in advance. Films will be loaned at no charge, other than shipping expenses.

The films are ideal for showing to high school and college groups, service clubs, chapter meetings and on TV as a public service. It is recommended that films be shown singly, and that an Architect be present during group presentations to discuss the film, answer questions, or complement the film with an appropriate talk.

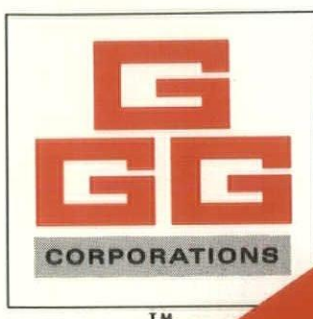
#### ABOUT THE INSERT....

The center eight pages of this issue of the Architect may be removed for your files. A complete Cost of Service Schedule, including Tabulations (which do not appear in the insert) is being prepared and should be available about the first of February. A copy will be mailed to every Architect registered in the state of Ohio, and additional copies may be purchased at ASO.

#### In Memoriam

HARRY HAKE, JR.

Notice has been received of the death on November 18, 1968, of Mr. Harry Hake, Jr., a longtime member of the Cincinnati Chapter of AIA and principal in one of Cincinnati's larger architectural firms.

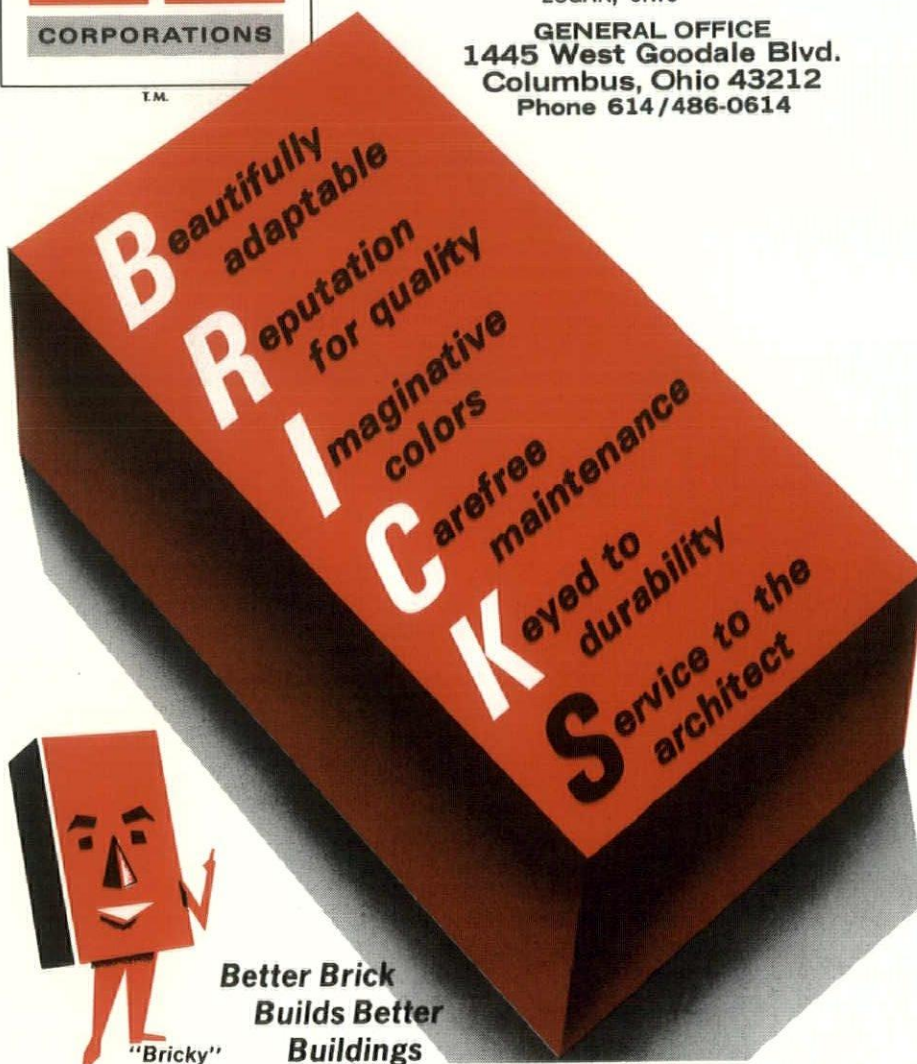


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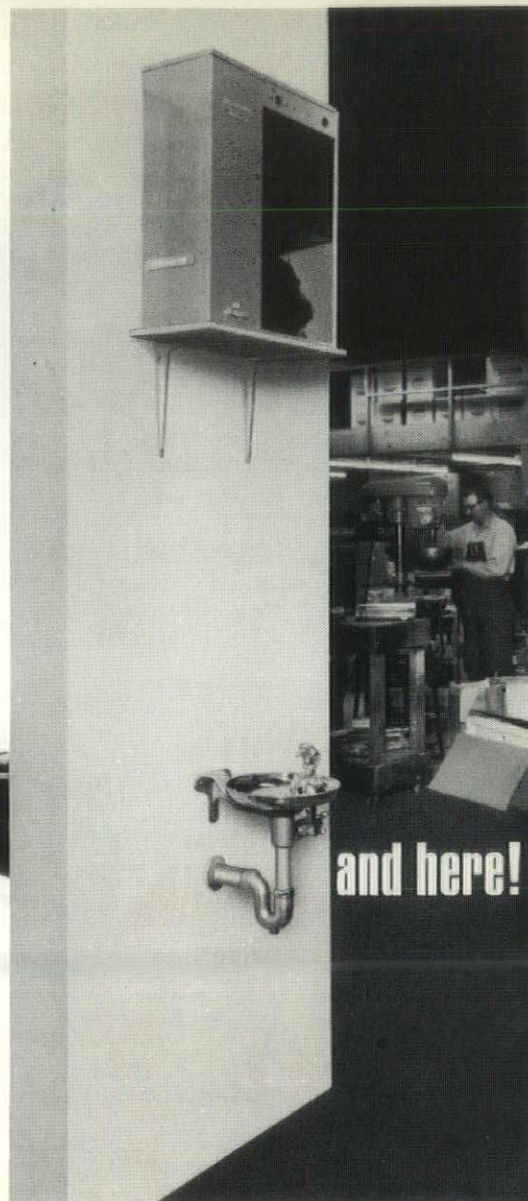


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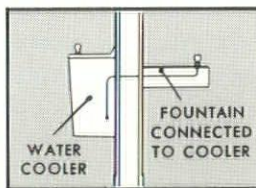


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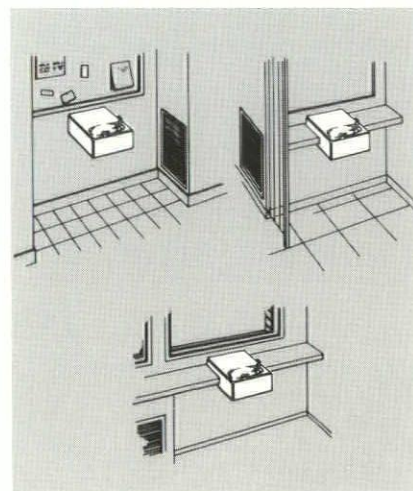
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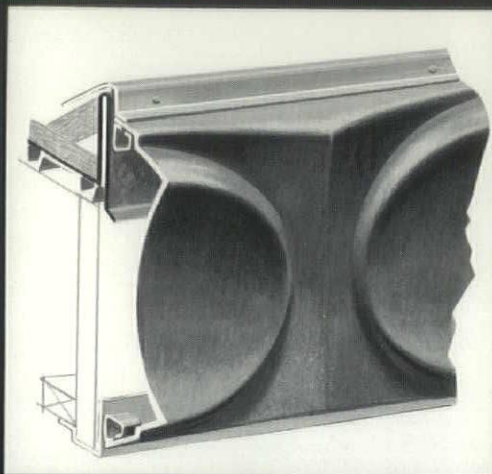


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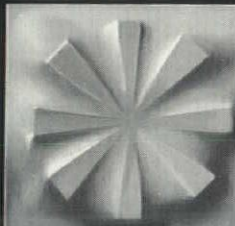
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