SPECIFICATIONS
OF THE
Labor to be employed and materials to be used in the
erection and completion of a
WOMAN'S DORMITORY
AT THE
OHIO STATE UNIVERSITY
COLUMBUS, OHIO,
from the accompanying plans prepared by
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Approved by the Board of Trustees of the Ohio
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**GENERAL CONDITIONS.**

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INTRODUCTION.

These specifications and the drawings to which they refer embrace all work included in the following branches:

1. Excavation and grading.
2. Masonry work.
   (a) Concrete work.
   (b) Cement work.
   (c) Brick work.
   (d) Cut stone work.
   (e) Tile work.
3. Carpenter work.
4. Plastering.
5. Painting and glazing.
6. Plumbing, gas fitting, sewerage and drainage.
7. Roofing.
8. Electrical work.
9. Hot water heating.

Bids.

No bid upon the work comprised in the drawing and these specifications will be considered which is not made out in strict accordance with the statutes of Ohio and upon formal blanks for the purpose, which will be furnished upon application to the architects or Secretary of the Board of Trustees. Bids are requested as follows:

One separate proposal for the Plumbing, Gas Fitting, Sewerage and Drainage.

One separate proposal for the Hot Water Heating, as specified.

One separate proposal for Hot Water Heating in which all radiation is made to conform with the requirements of the drawings and specifications, but all piping is designed for the use of a forced circulation system of heating instead of gravity system.

One separate proposal for the Electrical Work.

One separate proposal comprising all other work not included in headings above named.
Each general proposal must state what the contractor will add thereto or deduct therefrom, providing concrete is used for all foundation work to first story joist.

Each general proposal must state what the contractor will add thereto providing all pitched roofing surfaces are covered with tile instead of slate, as outlined under "Roofing" specifications, also the amount to be deducted providing black slate is used.

Each bid must be enclosed in a sealed envelope and endorsed with the name of the bidder and the class of work covered with tile instead of slate, as outlined under

will add there to or deduct therefrom, providing concrete is used for all foundation work to first story joist.

Signed to the Secretary of the said board not later than 12 o'clock noon, on Tuesday, August 6th, 1907.

Bonds.

Each bidder must submit with his proposal a bond signed by not less than two sureties, who shall be satisfactory to the Board of Trustees of the Ohio State University, or by a Surety Company legally authorized to sign such bonds in the State of Ohio.

This bond is to be for an amount equal to fifty per cent. of the bid, and to be conditioned upon the bidder executing the work and furnishing all material within the time named in his bid, in accordance with the drawings and specifications and contract, should the work be awarded to him; and also agreeing to enter into a contract for the work within a reasonable time after notice of award.

If a bid is made upon two or more branches of the work, it will be considered as a series of separate bids upon each of the branches bid upon unless the bidder state plainly in his bid that the intenta it as a lump bid upon all the branches included in said bid.

The Board of Trustees, Ohio State University, reserve the right to reject any or all bids or to waive defects in bids, if they deem it for the best interest of the State to do so.

The General Conditions hereto attached are to apply equally to all branches of the work, and will be considered as a part of each contract.

GENERAL CONDITIONS.

1. GENERAL.—These general conditions apply to all classes of work mentioned in the accompanying specifications and shall be in effect and govern them as though actually written in full with, and as a part of, the specifications for each branch of the work. Each sub-contractor must read the specifications for all work to be done on the building, which in any way concerns or affects his own work. Ignorance of the specifications or of any portion thereof will not be considered in the rejection of improper work or material. Should the various items of work be let not in separate contracts but together as a whole, the words, "Each Contractor," used herein will be held to mean the general contractor with whom the contract is made.

2. NAMES, ETC.—The word, "Owner," as used herein, refers to the Ohio State University of Columbus, Ohio, represented by its Board of Trustees. The word, "Architects" or "Architect," as used herein, refers to Wilbur T. Mills and F. Kenyon Hayden, architects associated, who are the owner's agents. The word, "Superintendent," refers to the authorized representative of the architects.

As the owner's agent the architects shall have the absolute right by themselves or through their superintendent, to (1) Order alterations, additions and omissions of any kind in the work by giving orders to the contractor in writing, but such orders shall not be given without the express consent of the owner, and the contract shall not be affected thereby. (2) Reject any work not in strict accordance with the drawings and specifications. (3) Decide all technical questions concerning the work, the meaning or measurements of the drawings and specifications, and all other doubtful questions connected with the work. (4) Deduct from one contractor and authorize payment to another of the value of work furnished by the one which is included in the contract of the other, or for damages caused the work of one contractor by the carelessness, neglect or fault of another contractor. (5) The architects shall have the
right to cause the prompt removal of any workmen who are incompetent or neglectful, and shall have the right to order the work wholly or partially stopped until the objectionable men, or any unsuitable material shall have been removed from the premises.

3. CONTRACTS.—These general conditions, the specifications hereto attached and the drawings to which reference is herein made, shall be deemed a part of the contract for the work to be done, and shall all be referred to in interpreting the contract. This contractor shall not assign or transfer this contract to any person or sub-let any portion thereof without the consent of the owner.

4. DRAWINGS AND SPECIFICATIONS.—The drawings include (1) All general scale drawings necessary to illustrate and explain the design, arrangement, dimensions and methods of construction of the building, which shall be known as the “Working Drawings.” (2) Such additional drawings as the architects may judge to be necessary to further or more fully explain the requirements of any separate portion of the work, which shall be known as “Detail Drawings” or “Details.” (3) All orders and revisions signed by the architects and owner increasing, diminishing or changing any requirements of the drawings mentioned in sections 1 and 2 of this paragraph.

Each contractor shall thoroughly familiarize himself with the drawings and specifications and shall always, upon receiving the drawings and specifications, examine and check them at once, verifying all dimensions, etc., and satisfy himself of their accuracy and completeness, as he shall not, after commencing the work, avall himself of errors or discrepancies, should they exist, nor fail to make plural and complete any and all parts which for brevity, or merely to avoid repetition, may not be fully shown or specified.

The drawings and specifications shall be considered as co-operative. Any work required by the drawings not covered in these specifications, or any work hereinafter specified and not required by the drawings, shall be executed by the contractor as if specifically mentioned by both. An omission from the drawings or the specifications shall not govern what is called for elsewhere, either in the drawings, specifications or contract. All dimensions named in the drawings and specifications are intended to be the exact dimensions required in the construction of the work, but each contractor shall make due allowance for the necessary variations caused by materials of fixed dimensions, and shall make the various parts and kinds of work fit each other in the best manner. He shall without extra compensation, make such alterations —if any are necessary—and complete the work according to the true intent of the drawings and specifications, including everything necessarily involved, or which can reasonably be inferred therefrom. Should there be any discrepancy between the drawings and specifications, between the working drawings and the detail drawings, or between the scale of drawings and the figured dimensions on same, the latter, in each case shall be followed. If the contractor considers any requirements of the detail drawings to be in excess of the requirement of the contract, he must at once serve the architects with a written demurrer thereto. Failure to make such demurrer within ten days after receipt of such detail drawings, shall and will be held to constitute an acceptance of the same.

5. LAYING OUT WORK.—The contractor shall lay out the work and establish all important lines and levels upon substantial batter boards or bench marks. He shall test the same whenever ordered by the architects to do so, and shall maintain them in correct position as long as necessary. Should the contractor discover any apparent discrepancy in the dimensions or grades on the drawings, this matter must be submitted to the architects for adjustment before the work is executed; and any such work executed by the contractor without such previous adjustment shall and will be done at his own risk, and may be ordered corrected by the architects at the contractor’s expense.

6. PUBLIC ORDINANCES, ACCIDENTS.—Each contractor shall be responsible for the proper observance of all laws and ordinances controlling or limiting the methods of building, the materials to be used, or the actions of those employed in doing the work, and all notices required are to be given by him. He shall hold the owner harmless and blameless for any damages which may arise either from his neglect to properly observe all such regulations or from accidents to workmen or other persons engaged in or about
the building, or passing the same. He shall also be responsible for all damages which may be done to the building by the elements of nature during its construction.

7. PROTECTION.—No contractor shall permit smoking or the use of intoxicants on the premises, and fires shall be used only when necessary, and then only with the utmost precautions and in proper vessels such as grates or stoves. Each contractor shall use all diligence to protect the work from damage of every sort, and must preserve finished work in perfect condition until the building is completed and accepted, for all work must equal the standard of the specifications at the completion of the building.

8. SCAFFOLDS, LADDERS, ETC.—Each contractor shall do all conveying of his materials and shall provide and maintain all proper and safe conveniences necessary for the workmen in the erection and completion of their work, including heat in cold weather. Immediately upon completion of his work he shall remove from the premises all such apparatus and all debris incident to the execution of his contract. Should any such debris be left in the building after notice to remove same, it may be removed by the owner at the expense of the contractor.

9. MATERIALS AND WORKMANSHIP.—All materials called for by the drawings or the specifications shall be new and shall be provided and put in place by the contractor, unless in the contract or hereinafter distinctly stated otherwise. All material, labor and mechanism shall be according to the true intent and purpose of the drawings and specifications, and unless elsewhere otherwise distinctly so stated, shall be first-class in every respect,—not merely the ordinary,—and all materials of whatever sort shall be the best of their respective kinds. Where the make of the materials is mentioned, the contractor shall use the kind specified. Should it be necessary to substitute another sort, the consent of the architects and owner must be obtained before the change is made, and the material used shall be equal in every respect to that specified. All work must be done in a neat and skillful manner, not merely the ordinary manner, but exactly as specified or detailed, and if not specified or detailed, then as the architects direct. In all cases the work shall be done to the entire satisfaction of the architects.

10. CUTTING AND FITTING.—Each contractor shall do all cutting and fitting in his work that may be required by other contractors in making their work come right, or as the architects may direct, and shall make it good after them. Should any such cutting be required through pure neglect of the other contractors, the same must be approved by the architects before the work is executed, who shall name the price and decide by whom the extra expense is to be paid, and in case the contractor does not secure such order, the expense shall be borne by himself.

11. PROSECUTION OF WORK.—Each contractor is hereby notified that it is not the duty of either the architect or the owner to notify him when men or material are needed at the building, and a proper charge, to be deducted from the money due under his contract, may be made for each time it is found necessary to send notice to this effect. The contractor shall give his personal superintendence to the work or shall provide competent foremen to represent him at the work during its progress.

12. RESPONSIBILITY.—Each contractor shall and will be held solely responsible for the faithful execution of the work comprised in his contract, and for any damage growing out of his failure or mistakes, and no acceptance or approval through oversight, concealment or otherwise of any imperfect work or material shall ever relieve him of such responsibility. Any contractor who covers up or finishes defective work of another contractor thereby assumes responsibility for such defective work. Neither the owner nor the architects shall or will be held responsible for any defective work whatever. Each contractor will be presumed to be in possession of the premises for the purpose only of performing the work which he has contracted for, and shall not interfere at any time in any way with the occupation of the premises by the other contractors, workmen or agents of the owner who have to do or provide anything not in his contract.

13. VALUATION OF CHANGES.—At the time of signing contract, each contractor shall file with the architects and owners a complete schedule of unit prices satisfactory to the architects and owner for all the various items of labor and materials included in his work, affixing a unit price to
each, and the price so fixed shall be the basis of adjustment for all alterations, additions and omissions from or in the work during the term of his contract.

14. ALTERATIONS, REVISIONS OR CHANGES.— Should it become necessary or advisable to make any additions to, omissions from, or changes in the work covered by the drawings, specifications or contract, the contractor shall first make a written proposition covering same, which must be approved in writing by the architects and owner before the work is altered and before such work becomes a part of this contract.

EXCAVATION AND GRADING.

The General Conditions are in force and apply under this head as though written here in full.

Site.

The topographical plan sheet No. 1 indicates location of the building and the levels of the ground at the building site at the present time, by reference to which the contractor for excavation may ascertain the amount of work to be done.

Excavation.

All excavated material shall be removed from the premises and shall be deposited where directed at a distance not exceeding 500 feet. Around that portion of the building in which windows occur below the present grade, the excavation will extend 4 feet, or to a working distance from the building, but all other excavation outside the building shall be included under another contract. All excavation where the building shall stand shall extend 6" outside of all walls and to the depth shown by the drawings, including trenches, pier holes, etc. All trench work shall be neatly cut with the spade to the exact dimensions required by the drawings unless the soil should prove to be of a gravelly character subject to caving in, in which case the trenches shall be made 4 in. wider than the actual dimensions required by the drawings, so as to admit of plank forms to receive concrete.

Grading.

All grading outside of building shall not be included under this contract, but at the completion of the work the building site must be absolutely clean of all rubbish and debris of every kind. This contractor shall grade off the basement floors smooth and even and bring them to a true grade as required by the drawings, ready to receive cement floors.
Protection.

All trees which are on the premises shall be fully protected from injury during the progress of the work.

Extra Work.

This contractor shall state in his bid a unit price per yard for all dirt to be left on the premises, and a unit price per yard for all dirt to be hauled away from the premises within the stated distance, which unit price will be the basis on which any extra work mad be ordered by the owners.

Testing.

If required this contractor shall be ready to make bearing tests, the expense of these tests to be assumed by the owners. Soundings shall be made in the trench work wherever indicated.

MASONRY WORK.

CONCRETE WORK.

The General Conditions are in force and apply under this head as though written here in full.

MATERIALS TO BE USED.

Cement.

All cement used shall be the equal of the best grade Portland Cement, manufactured under one of the following trade names, to-wit: Lehigh (Pennsylvania) Alpha, or Medusa Sandusky Portland Cement.

Sand.

All sand shall be clean, sharp, coarse sand.

Stone.

All stone shall be Columbus, Delaware or Marion limestone, crushed to a size that will pass through a 1½" ring or screen.

Testing.

The brand of cement approved by the architects to be used in the work shall be subject to test at all times, said test to conform to the standard tests for cement, approved by the American Society of Civil Engineers. All testing shall be done in the laboratories of the Ohio State University and the expense of these tests shall be assumed by the owners. No cement will be allowed in the work which fails to meet the standard of such test, or which has been once exposed to moisture.

CHARACTER OF WORK.

Footings.

All footings shall be of concrete.

Foundation.

All foundation work below the established grade, as shown on drawings, shall be of concrete.

Alternate Bid.

This contractor shall also submit an alternate bid for the construction of all other walls inside and outside up to the under side of first floor joist of concrete, excepting the outside facing, which shall be 4 inches of brick.

Proportion and Measure.

All concrete shall consist of one part cement, three parts sand and five parts crushed stone. Some definite unit of measure, approved by the architects, must be employed to determine the proportions.

Mixing.

Hand Mixing. In each mixture or "batch" of concrete, the sand and cement must be thoroughly mixed together dry in a tight box, then spread evenly over the stones on a tight board platform, and water enough added to soak the materials throughout, after which the entire mixture shall be turned over with shovels at least three times, or until...
thoroughly mixed, then they shall be immediately dumped into place in the building and tamped with heavy metal weights until water comes freely to the surface.

Machine Mixing. Machine mixed concrete will be accepted instead of hand mixed, but the requirements above stated, as to the materials, proportions and character of the finished concrete shall be fully met.

Wood Forms.

All concrete work must be laid out with wood forms except only when the soil surrounding trenches, pier holes, etc., may be sufficiently hard and compact to render it unnecessary in the judgment of the architects. These forms shall consist of 2-inch planks thoroughly braced and secured in place and made straight and true throughout their length. They shall not be withdrawn until the architects so direct.

Unit Price.

This contractor shall state in his bid a unit price per cubic yard in place, of all concrete work, and this unit price shall govern the price of work which may be added to or deducted from his contract.

CEMENT WORK.

The General Conditions are in force and apply under this head as though written here in full.

Materials to be Used.

All of the sand, cement and stone used in cement work shall be the same as specified under the head of "Concrete Work," except that the broken limestone shall be finely crushed. Cement floors shall be put in the basement only in the places indicated by the drawings.

Character of Work.

Mix all concrete as specified under "Concrete Work." This contractor shall furnish all cement work required in the building. Dig the floor to proper grade as directed, and tamp the earth till solid. If any moist places appear, put on a layer of cinder and tamp well. Put on a layer of concrete 4" mixed one part cement, three parts sand and five parts crushed stone, and with the cement use a 2% mixture of the Medusa waterproofing compound, elsewhere specified, which shall be tamped to a solid even surface; after which it shall be covered with a ¾" layer of mortar mixed one part cement and one part sand. Smooth off to an even, true surface. Slope the floor to the cesspools from all directions. In all places where a finished floor is called for, the floor must have a smooth, polished surface, and this work must be equal to the best grade of such work. In those rooms where wood floor is called for, the concrete will be left in the rough, and sleepers shall be imbedded in the concrete as shown in the details, to receive wood flooring. In those rooms where composition floor is indicated, there shall be no finishing coat, but the concrete shall have a good smooth surface, and shall be given a heavy coat of coal tar pitch.

Water Proofing.

All concrete for floors shall be waterproofed thoroughly with Medusa, or equal, Waterproofing Compound.

BRICK WORK.

The General Conditions are in force and apply under this head as though written here in full.

MATERIALS TO BE USED.

Cement.

Any cement required in brick masonry must correspond with the requirements of cement given under the head of "Concrete Work."

Sand.

All sand shall be clean Lake Erie sand or Silica sand of grade approved by the architects.
Lime.
All lime shall be fresh white lime equal to best quality Marion or Radnor lime.

Common Brick.
All brick, except face brick, occurring above the basement floor shall be a good merchantable grade of hard burned common brick of standard size. These brick must be of a character that will readily take moisture, and no so-called salmon or soft brick will be accepted, nor any stiff mud brick which will not take moisture. For all of the work except such portions as pilasters, etc., supporting girders, arches, etc., a first-class grade of hard burned hollow common brick single core will be accepted as a substitute for the brick above described.

Face Brick.
All brick used for the outside facing of all walls above the grade line and the exposed faces of all chimneys, porch piers, buttresses, etc., shall be hard burned Devonshire, Crepon or Athens brick, or their equal, of dark red color, selected by the architects and approved by the owners, the brick to be delivered in straw.

Ties.
All wall ties used in the work shall be the equal of Pittsburg steel wall ties, manufactured by the McDowell Manufacturing Company, Pittsburg, Pa. Furnish wall ties to foundation contractor to build into concrete for bonding outside facing in case the alternate bid is accepted.

Flue Lining.
All lining for flues shall consist of hard burned terra cotta flue lining of size required by drawings, and openings into flues from rooms shall have flue rings of same material. Boiler flues will have no tile lining, but shall be lined with fire brick for a height of 15 feet above first floor line.

Mortar Colors.
All mortar colors shall be the equal of Rickerton's mortar stains.
The mantel shown in Dining Room shall be faced with this brick according to details shown on Sheet No.

**Face Brick, Bond.**
Throughout the wall every fifth or sixth course shall be laid as headers to bond the wall. In case it should prove impossible to match the courses as stated, upon the written consent of the architects, metal wall ties shall be set in every fifth course and every 12" along the wall.

**Face Brick, Joints.**
All face brick shall be laid with spread joints averaging not more than \( \frac{3}{8} \)" nor less than \( \frac{1}{4} \)" , the joints to be raked out for a distance of \( \frac{1}{4} \)" and finished with round tool.

**Face Brick, Mortar.**
All mortar for face brick shall consist of lime putty and sand, the lime colored with mortar colors above specified to the shades selected by the architects from dry samples submitted.

**Flues and Fire Places.**
This contractor shall build all flues and chimneys, lining them from top to bottom with terra cotta, above specified, also all fire places, the latter to be built in accordance with the detail drawings.

**Openings and Slots.**
He shall leave in his work all necessary chases for pipes, wires, etc., as indicated on the drawings or as directed. He must leave openings in cellar wall where shown on drawings or directed by the architects, for passage of heating or plumbing pipes, and must also wall into the brick masonry all wood and steel lintels occurring in connection with brick masonry, all of which shall be furnished him by the carpenter. He shall bed and point properly all door and window frames, and will be held responsible for any of these which his men may force out of plumb.

**Cleaning Off.**
During the progress of the work, the face brick must be kept as clean as possible, as it is almost impossible to remove soil from their faces. Extra care must be taken during rains or inclement weather to prevent soil from running down over the faces of finished work. At completion of the building, the contractor will be required to thoroughly clean down with acid, or other means directed by the architects, all soiled portions of the wall, as all of this brick work must be clean and in good condition at the completion of the building.

**Protection.**
This contractor must secure \( \frac{3}{4} \)" boards from the carpenter and see that same are in place to protect all window sills, belt courses, etc., before his work is started, as he will be compelled to pay for all damage done by his men, arising from a lack of such protection or from carelessness of any sort.

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**CUT STONE WORK.**

The General Conditions are in force and apply under this head as though written here in full.

**MATERIALS TO BE USED.**
The water table course at grade level, also all stone steps and door sills shall be of best quality Dayton, or Westport, Indiana, white limestone. All coping on walls, chimneys, area work, etc., shall be best quality Cleveland or Berea sandstone, or equal. All other cut stone work in the building shall be best quality Bedford, Indiana, buff limestone.

**CHARACTER OF WORK.**
Carefully cut all stone work to the exact size and design required by the drawings or details, and set all of this work in the best workmanlike manner. All cut stone trimmings of every sort must be made correct size to work
brick, measurements being secured from the brick work
direct if necessary to secure this condition. The back of all
cut stone work shall be cut vertical and full to the corners.
Cut all re-entering angles from the solid. No miter joints
will be permitted.

Water Table.

The water table course shall be cut with beveled top,
as shown on drawings; this beveled surface being bush-
hammered. The vertical face of the water table course shall
be boldly rock faced.

Steps and Sills.

All stone steps and door sills shall be finely bush-hammered and also have neat draft on exposed corners at least 1" wide. The corners of all steps must be perfect and straight throughout the length of the step, and the surfaces of all steps must be uniform and true. Where necessary to lay steps in more than one piece per step, the work must be so done that no two consecutive vertical joints will come over each other. All sills shall be set hollow, and all window sills and other stone projections shall be cut with wash on top of sills, etc., and with throating or drip on the underside; and window sills shall have sinkage at frame line for all window frames. All door sills are to be in one piece, window sills to extend not less than 1½" under window frames, and shall be square at the back. All steps shall be set level throughout their length, but must be given slight fall forward so as to shed moisture.

Coping.

The top finish of all wall coping, chimney caps, etc., will be merely sawed work, but the chimney caps must have holes cut for the passage of flues. All coping of buttresses adjoining steps, the coping of veranda piers, etc., shall be sawed and hand rubbed work. All other stone work, and if necessary must be re-rubbed after the other masonry work on the building has all been completed and the soil removed. All coping shall be securely anchored in place both with galvanized iron dowels walled into masonry, and also over

all top joints with copper dowels set in sulphur and melted
lead, the dowels being not less than ½" x 1" x 8" in size, and extending into the stone work at least 1½".

Water-Proofing.

The back of all cut stone work coming in contact with brick masonry must be given one heavy coat of R. I. W. No. 110, or equal, damp resisting paint before the stone work is set in place.

Mortar.

All mortar used in cut stone work shall be same as used in brick masonry except that all joints in coping shall be set with mortar consisting of one part LaFarge Portland cement to three parts sand without the use of any lime, and after the mortar used in setting cut stone work has become set it must be raked out for a distance of about ½" and be re-pointed with LaFarge Portland cement, the finished joint being set in from the face of the wall with a concave tool.

Boxing.

Properly box and deliver all stone at the site of the building in perfect condition and in proper order for setting in place as the work progresses.

TILE WORK.

The General Conditions are in force and apply under this head as though written here in full.

MATERIALS TO BE USED.

Tile.

All tile work wherever indicated on drawings shall be of what is known as quarry tile, being vitrified tile of buff color, not more than 9" x 9" x ½" in size.

Cement.

All cement shall be the equal of Medusa Portland Cem-

ent.
Sand.

All sand shall be clean sharp sand.

Stone.

All stone shall be fine screened crushed limestone.

Mortar.

All mortar shall be composed of one part cement and three parts lake sand thoroughly mixed dry and afterwards moistened with sufficient water to admit of the tile being solidly tamped into place leaving no hollow places beneath.

Cinders.

All cinders shall be what is known as mechanical stoker cinders.

CHARACTER OF WORK.

Cinder Fill.

This contractor shall fill all space under terrace with cinders preparatory to putting in place the concrete to receive tile. The top of these cinders shall be finished with a crown upwards, and after one coat of concrete has been placed on the cinders, one thickness of herringbone metal lath shall be embedded therein to re-inforce the concrete and prevent settlement. The metal lath shall then be covered with concrete, which shall be rammed rightly in place.

Concrete.

On this concrete base, put a layer of concrete at least 4 inches thick, the top of which shall be brought within 2 inches of the finished surface of the floor. Concrete shall consist of one part of cement, two parts sand and three parts stone. The cement and sand shall be mixed dry, afterwards moistened and thoroughly mixed with the stone, the whole to be rammed into place in the best manner, being tamped with a weight until the water comes freely to the surface. The finished tile shall be laid on this concrete base in mortar as specified under "Materials to be used." The tile shall be laid to a true and level plane at the height designated by the architects, and when finished, the floor must be absolutely straight and true. Great care must be taken to have all lines and spacings true and straight. Grout the vertical joints over the entire surface of the floor with cement and water mixed to the consistency of cream, brushing it thoroughly into all joints until completely filled. As soon as the grout commences to set, rub the floor clean with shavings or excelsior and afterwards with water and sand until every part of the cement is removed from the surface of the tile and all rough and uneven places perfectly level.

CARPENTER WORK.

The General Conditions are in force and apply under this head as though written here in full.

MATERIALS TO BE USED—STRUCTURAL.

Timber.

All timber used throughout the building shall be of good grade of the several kinds, thoroughly seasoned and in general sawed die square and free from imperfections which impair its durability and strength.

Girders and Joists.

All girders and joists shall be of best quality long leaf yellow pine of the first cut.

Studding.

All studding shall be the best grade of Michigan hemlock.

Sizes.

Timbers will not be accepted which measure less than ¾" in either direction scant of the size given below. Except as otherwise shown on drawings, the size of timbers shall be as follows:

- Attic joist, 2" x 8" - 16" O. C.
- Second story joist, 2" x 12", 16" O. C.
Third story joist, 2" x 12", 16" O. C.

Partitions or enclosing studs, 2" x 4", 16" O. C.

Partition caps or soles, 4" x 4" and 2" x 4" respectively.

Collar beams, 2" x 6".

Rafters, 2" x 8", 24" O. C.

Joist which are more than 16 ft. long must be placed 12" O. C.

Sheathing.

All sheathing lumber for roofing, sub-floor and covering on outside of gables, dormers, etc., shall be 7 x 8 or 10-in. No. 1 yellow pine, surfaced at least one side.

Deadening Felt.

All deadening felt for floors, except for concrete, shall be extra heavy wool deadening felt, a sample of which shall be submitted to the architects for approval. For the wood floors in the basement Hydrex Water-proof felt shall be used as shown in details. For those walls to be insulated Cabot's Sheathing Quilt shall be used as shown in details.

Outside Finish.

All lumber for outside finish, unless otherwise specified, shall be of first quality well seasoned white pine or yellow poplar. Such parts of the window frames as are left exposed on the interior shall be of wood to match the inside finish, using veneering strips if necessary.

CHARACTER OF WORK—STRUCTURAL.

Framing.

Wherever it is necessary to trim around stairs, scuttles, chimneys, etc., the work must be so framed that the structure will be as strong as though the framing had not been necessary. All as approved by the architects.

Joist.

Spike all joist solidly at each end to bearings and to each other where they come together. Make the top of the joist level over the entire building except that they shall have a slight crown upward.

Double Joist.

Joist shall be doubled, trebled or made strong enough to carry any unusual weight which may come on them, such as partitions, etc.

Bridging.

As soon as they are in place and secured, cross-bridge them wherever the distance between supports is more than 6 ft. with 1" x 3" pine or poplar stuff properly cut in between joist and spiked at each end with two 10d nails.

Partitions.

All partitions and the frame walls of dormers, etc., shall consist of studding set 16" on centers, dormers, etc., to be sheathed on the outside with sheathing put on diagonally and covered with extra heavy waterproof roofing felt. All door studs to be set double, and trussed overhead on all openings over 5'-0" wide.

Roofing.

All framing must be done in a neat strong manner, rafters braced at the heel as detailed. Except as shown, main rafters must be doubled for framing at sides of dormers. All rafters must be brought to a true top surface and covered with sheathing. Use 2" x 6" collar beams for bracing roof where directed by the architects. Build the main roof work in accordance with the plans, making it true and substantial.

Grounds, Nogging, Lintels, Etc.

Grounds must be put up for the finish of all openings of any kind, bases, wainscots, etc., so the wall will be true for finish. They must be at least ¾" and of good solid stuff well secured. This contractor shall furnish to the brick contractor all necessary wood lintels, wood nogging, and such material required to secure wood finish, etc., as the plans require or as may be necessary.
Flashing.

The carpenter must procure from the roofer painted tin for flashing and build the same into the wood as it progresses. Special care must be taken at sides of dormers to insure absolute protection from the rain. This flashing must be done on the sheathing under the siding and outside finish, and be painted on both sides before the latter is put on, painting to be done by the tinner.

Veranda.

Build the veranda as per plans and details. It will be ceiled with steel.

Priming.

All exterior work that is to be painted must be primed by the painter before being exposed to the weather. No finish will be accepted if wet before priming. All window frames must be primed on all sides before they are exposed to the weather, wood to be finished natural being oiled.

Sub-Floors.

On top of the joist in all three floors, also on strips in dining room, but not in attic or rooms to be floored with composition flooring, put down a sub-floor of material above specified, the boards being laid diagonally with the joist, with all of the joint on the hoist. All portions of the building joists marked to be floored with composition flooring, shall have a sub-floor of $ \frac{3}{8} \times 3\frac{1}{8}''$ matched hemlock flooring, laid with the rough side up. On top of this sub-floor, before the finishing floor is put in place, this contractor shall put down one thickness of extra heavy wool deadening felt, sample of same to be submitted to the architects for approval before the felt is put in place.

Flooring.

Those portions of basement shown to be floored with wood, except dining room, shall have a finishing floor of No. 1 maple flooring $\frac{3}{8}'' \times 2\frac{1}{4}''$. All portions of the first, second and third stories, and the dining room, including stair-ways and corridors leading thereto, but not including any of the bath rooms and toilet rooms, shall have finishing floors $\frac{3}{8}'' \times 2\frac{1}{4}''$ first quality white and red oak flooring.

The finishing flooring shall be driven close and left smooth, true and level. All oak flooring must be hand smoothed or machine sanded for polishing. No finishing flooring shall be put in place until the plaster is dry. It must be all matched, must be laid close to the outside walls closing up all spaces, and must have joints broken and all joints on joist, and must be blind nailed in a thorough manner.

Attic Flooring.

There will be no sub-floors in attic. The spaces marked for trunk rooms, also the central space over third story corridors and wherever indicated on drawings shall be floored with $\frac{3}{8}'' \times 3\frac{1}{4}''$ No. 1 matched yellow pine flooring. Otherwise, there will be no other flooring in the attic.

Any other flooring not included in the above classification shall be the same as specified for attic flooring.

Composition Flooring.

A composition flooring of Asbestolith, or equal shall be laid in the rooms so marked. In the Kitchen, Serving Room, Room for Stoves, and Hall at front gate entrance, the flooring shall be laid on concrete as shown in detail. In the Toilet and Bath Rooms, Veranda and Main Vestibule the flooring shall be applied to wood as shown in detail and specified above. All of this material shall be of buff color approved by architects and shall be put down in accordance with the directions of the manufacturers thereof, and must be finished smooth, true and even, with no exposed joints in the finished work. It must be guaranteed against loosening, warping or cracking for a period of two years from date of completion. Flooring shall be laid to show no joints, and shall be $\frac{3}{8}''$ thick on concrete.

MATERIALS TO BE USED—INTERIOR FINISH

Stock.

The interior finish throughout shall be of first quality white and red oak, and of short leaf Arkansas yellow pine clear, as marked on drawings.
No finishing lumber shall be brought into the buildings until the plaster is dry. The stock of all finish shall be of the best quality cut from sound seasoned or kiln dried stuff, free from machine marks and imperfections of every kind.

**Basement.**

The Parlor for Help and the waiting room in Basement shall be finished with first clear yellow pine finishing lumber of stock patterns, approved by the architects. The other finished rooms in basement shall have finish of first clear white or red oak finishing lumber, worked out in accordance with detail drawings. All other portions of the building, including stairs shall be finished with first clear common sawed white oak finishing lumber, the finish being worked out in accordance with the detail drawings and housed together as put on unless otherwise shown on details.

**Closets.**

Inside of closets may be finished with 4-inch plain finish of yellow pine, shelves of poplar.

**Sash.**

All sash shall be of best quality clear white pine having extended stiles on both sash.

**Doors.**

All inside door frames shall be built of 1 1/4" stuff, not rabbeted, but shall have a mold 1/2" x 23/8" set on the inside of frames to furnish rabbet for doors, the pattern of mold and frames to be as per details.

**Basement Doors.**

All basement doors which are shown or detailed on drawings shall be built in accordance therewith, not less than 1 1/4" thick, and all basement doors occurring in finished rooms must conform with the specifications for doors in the upper floors, being veneered with wood to match the finish of rooms in which they occur.

**Other Doors Inside.**

All other doors shall be first quality selected veneered stock doors of white pine cores, 1 1/2" veneer. The tenons shall extend through door stiles except veneering and no chain mortised doors will be accepted. The edge of door shall be plowed 1/2" deep.

**Sash Doors.**

Sash doors shall have molds to hold the glass in place, and shall be of style as shown in details.

**Sliding Doors.**

Sliding door stops will be put in with brass screws and adjustable washers, and sliding doors shall be hung on Prescott hangers, or others equal to them in every respect, except as otherwise below specified. All single sliding doors marked "G" shown to occur in 6" partitions, shall be hung on Schuyler hangers complete as shown and described on page 19, catalog of the Bridgeport Hardware Manufacturing Company of Bridgeport, Connecticut, or by use of any other hanger its equal, which will accomplish the same results.

**Wood Rolling Doors.**

This contractor shall furnish where called for on drawings a wood rolling door of the Kinnear Manufacturing Company's construction No. B. M. W.-10, constructed of clear yellow pine finishing lumber, strung on phosphor bronze ribbons, the slats being 2 1/8" x 1 1/4", and having ornamental surface, similar to the Kinnear Manufacturing Company's slat No. 24. The curtain shall be finished off with bottom, balance having length adjusters for ribbons contained therein, no allowance being made for the use of taking up springs. Furnish all necessary counterweights and balance the curtain for easy hand operation.

**Thresholds.**

All outside door entrances shall have brass thresholds, plowed for channel to contain rubber tubing, the threshold being made 5" wide for double doors and 4" wide for single doors by the
WIN DO W S.

Basement Windows.

Basement windows of only one sash shall have 1\(\frac{1}{4}\)" x 10" rabbeted frames, and shall be fitted with 1\(\frac{1}{2}\)" sash which will be hinged at the top and fastened at the bottom with slip catches. They shall also be held open with hook on ceiling.

Other Windows.

All other windows, unless otherwise marked on drawings, shall have frames of the usual double hung box pattern, the inside of box being closed with \(\frac{1}{4}\)" stuff veneered to match inside finish, as elsewhere specified, or else covered with veneering strips. The pulley stiles and parting beads shall consist of 1\(\frac{1}{2}\)" clear straight grained yellow pine, the stiles plowed for parting strips, etc., and other portions of windows not otherwise specified, shall be clear yellow poplar. The sub-sills shall be not less than 1\(\frac{3}{4}\)" thick at any point and must be rabbetted so as to permit of an overhanding of the lower sash.

Sash.

All lifting sash will be hung with weights well adjusted, using compressed lead if necessary to balance sash and solid bronze pulleys with Silver Lake or Samson spot cord, or other equal cord of proper size. All sash 36" wide or under will be 1\(\frac{1}{4}\)", all wider sash will be 2\(\frac{1}{4}\)" thick. All window stops shall be put on with adjustable brass screws and washers. All window frames, etc., shall be made in accordance with detail drawings.

Stairs.

All stairs shall be built on three 2" x 14" horses and put together in the most substantial manner, being properly housed together as put in place, all risers being \(\frac{3}{8}\)" and treads 1\(\frac{1}{4}\)", with cove mold under nosing. All stairs abutting masonry walls shall have hand rails of 3\(\frac{1}{4}\" wood finish on the wall, supported on substantial metallic brackets. Stairways not surrounded by walls shall be open string stairways built in accordance with the details.

Mantels.

The mantel in Dining Room shall be made after details shown. For each of the other two mantels the contractor is to allow the sum of seventy-five dollars for mantels and tile setting complete, the mantels to be selected by the owners or made from details by the architects.

Clothes Chute.

Build clothes chute as detailed, extending from third floor to cellar, of \(\frac{1}{4}\" x \frac{3}{4}\" clear matched yellow pine. Furnish hinged doors at top and bottom of this chute and at each floor. Furnish and set all structural iron and steel work called for. All soil pipes occurring in frame partitions shall be boxed with \(\frac{1}{4}\" stuff and packed with mineral wool.

General.

Put up meter shelves. Provide temporary privy at the beginning of the work for the laborers. Do all necessary cutting for plumbing or other pipes. Put up neat angle casing \(\frac{1}{2}\" x \frac{3}{4}\" x \frac{3}{4}\") at all exposed plaster corners. The under side of projecting eaves of roof shall be formed of \(\frac{1}{2}\" x \frac{3}{4}\" matched and beaded poplar, beaded face down. The carpenter must clean up all rubbish he makes and remove it from the premises.

HARDWARE.

This contractor shall put in place all hardware of every description and shall allow in his bid the sum of $1,000 to cover the cost of finishing or shelf hardware. The patterns and make of all hardware trimmings must be approved by the architects and owner, and the above amount will be retained from the contract sum subject to the order of the owner; to cover cost of said trimmings. Contractor shall furnish the rough hardware, such as nails, window cords and weights, hangers, screws, etc. Hooks shall be furnished for closets where shown. All nails used in outside work must be galvanized iron nails. Hangers shall be as before specified. No trimmings except butts shall be put in place until the varnishing is all done.
IRON AND STEEL WORK.

The General Conditions are in force and apply as though written here in full.

MATERIALS TO BE USED.

All steel work shall be the standard shapes of the Carnegie Steel Company, or equal, and all cast iron work shall be best grey castings, free from sand holes or other defects, and all other structural metal work as called for on drawings.

CHARACTER OF WORK.

This contractor shall furnish to the carpenter all iron and steel work required in the building. All steel lintels required over windows shall be riveted together and delivered at the building ready to set in place. All steel girders shall be provided with bearing plates of size shown on drawings, and if not there shown these shall be at least 8\" x 16\" in size and \f\ thin.

PLASTERING.

The General Conditions are in force and apply under this head as though written here in full.

MATERIALS TO BE USED.

Lime.

All lime used shall be best quality fresh Marion or Radnor, Ohio, white lime, and no lime may be used for plastering which has not been slaked for a period of at least ten days previous to such use.

Plaster.

All plaster used for the base coats shall be what is known as wood fibre or wood pulp plaster, and must be the highest grade of such material, the make and grade being approved by the architects. All plaster of paris shall be best grade merchantable refined plaster of paris.

Lath.

All wood lath shall be first quality Michigan hemlock. All metal lath shall be of kind approved by architects. All insulated walls shall be plastered on Sacket Plaster Board or equal as shown in detail.

CHARACTER OF WORK.

This contractor shall furnish all labor and materials required for the complete plastering of the building. He must examine and try all walls, ceilings, etc., before beginning his work, and is hereby warned not to plaster any such work which is in improper condition to receive plastering, as all such work will be done at his own risk, and will be condemned by the architects. There will be no plastering whatever in the attic. All portions of the first, second and third floors shall be plastered, the plastering being placed directly on the brick walls, and all stud partitions being lathed. In basement the dining room, kitchen, serving room, pantries, maids' sitting room, and any other portions shown to be finished, including stair halls, etc., shall be plastered the same as upper floors. All of the unfinished portions of basement shall be plastered on the ceiling only. All lathing and plastering shall extend clear down to the floor; all walls shall be straight, plumb and even with the grounds; all angles shall be maintained sharp and regular in form. Do all necessary mending and patching after other workmen and leave everything in a perfect and complete state. Workmen must set screeds to a line where surfaces are longer than straight edge. All surfaces must be even and corners perfect, and this work must be free from sand spots and cracks. Point up with mortar around outside door and window frames.

Wainscoting.

For those portions of the walls of Toilet and Bath Rooms, general and private where the slate wainscoting is not shown to extend, a 4 ft. wainscoting of Best's Keene cement with plain top mould shall be run. This wainscoting shall be put up according to the manufacturer's directions and shall not be laid off in the manner of tile.
Mixing.

This contractor must provide a tight box that can be moved from one room to another, so that the mortar may be mixed immediately as used.

Base Coats.

Mix the plaster thoroughly with water, soft enough to spread easily, and apply a thin coat rough upon the lath, and then go over with a second coat as soon as possible, in the manner of “laid-off” work. Use wet darby and fill all scant places. Then apply finish coat and darby the wall of straight with even pressure. After the plaster begins to set, trowel the wall off smoothly ready to receive the white coat. In applying this mortar to brick walls, the brick work must be thoroughly wet before the mortar is applied. On metal lath work the first coat of plaster should be used stiff and not be touched until it has become set, when a second coat must be added, soft mixed and applied same as on wood lath. On brick work the plastering of base coats must be finished as the work is put on. All of this work must be done in the best workmanlike manner, and the surface of the finished plastering must be left smooth, true and even.

Grounds.

Grounds for plaster on lath work shall be $\frac{3}{8}$" and on brick work not less than $\frac{1}{2}$".

Finish Coat.

The finishing coat for all plastering shall be a hard white coat composed of lime and plaster of paris, mixed in the proportions to give a hard and perfectly white finish, same to be run on with a float, properly filled out to a true and even surface, and after setting, carefully troweled until a marble-like and uniform finish is obtained.

Cleaning.

Clean out and cart away all rubbish after the completion of the work.

PAINTING AND GLAZING.

The General Conditions are in force and apply under this head as though written here in full.

MATERIALS TO BE USED.

Varnish.

All varnish shall be Flattine varnish, equal to the Flattine cabinet finish, manufactured by the Standard Varnish Works, New York. All yellow pine finish shall be primed with alcohol shellac, and all shellac used on oak floors and finish shall be oil shellac.

Paint.

All paint shall be factory mixed paint, equal to the highest product of Lowe Bros., Dayton, Ohio, the Patterson-Sargeant Co. of Cleveland, Ohio, or Thomson’s Special Paint manufactured by the Chicago White Lead and Oil Co., Chicago.

Filler.

Filler for oak shall be equal to Wheeler’s wood filler and all priming for pine shall be alcohol shellac.

Roof Paint.

All paint used on the metal work of roofs, etc., shall be a first class metallic paint, equal to Dixon’s Graphite Paint, or Wm. Thomson’s paint as manufactured by the Chicago White Lead and Oil Works.

Stain.

All stain shall be the equal of the Chicago Varnish Company’s stains.

Shingle Stains.

All shingle stain shall be Cabot’s 248.
Original Packages.

All material must be brought on the ground in the original packages and opened on the premises, and must be used without reducing except as hereinafter described.

Exterior Priming.

Prime all work before it is exposed to the weather, using the same paint as for the last two coats, except that the prime coat may be thinned with one part linseed oil to two parts mixed paint. Prime all frames all over before they are exposed to the weather or set in place. Such portions as must be left for natural finish shall be filled to match same as oiled.

Outside Work.

Paint all woodwork, metalwork, and trimmings, except roofs, three coats on the outside; colors to be selected by the Architects.

Metal Work.

Paint all tin and galvanized iron work of roof, spouting, etc., two coats, colors as directed, besides what the roofer gives it.

Interior. Preparing Work.

Sandpaper all inside work smoothly, so as to remove dust, grit, etc., and carefully inspect all interior finish before giving it any filler or varnish. This contractor will be held responsible for any improperly finished woodwork which he may stain, fill, or work over, and any of such work which may be condemned will be at his risk.

Staining and Filler.

Finish basement woodwork in all unfinished rooms with one coat of Cabot's No. 248 stain. All oak woodwork throughout the building shall be stained to the color of mission oak, and then filled with paste filler above specified.

Varnishing and Shellac.

All yellow pine finish shall be given one coat of alcohol shellac, and all oak finish shall be given one coat of oil shellac after it is filled and stained. After filled, etc., all finish shall receive two coats of Flattine varnish above specified. All outside doors shall be given three coats of Murphy Varnish Company's Spar varnish, or equal, the last coat to be rubbed with pumice stone and water, but otherwise will be finished as above specified. All work must be rubbed down between coats, if necessary, with fine sandpaper or hair cloth. All varnish shall be spread in a temperature of not less than 70 degrees Fahr., and no varnish shall be thinned with turpentine to facilitate drying.

Floors.

Finish the oak floors, after filling, with two coats of oil shellac. This must be done immediately after the floor is put down and dressed. All maple floors shall be finished with one coat of linseed oil and floor wax, mixed together while boiling hot, and also applied while hot, being well brushed in with a stiff brush.

Glazing.

This contractor shall furnish and put in place all glass required in the building, including art glass in the doors, entrances, etc.

Glass.

All glass, except as otherwise shown, shall be AA double strength window glass of best standard make and select quality. All glass designed as obscure glass shall be of the kind known as moss glass.

Setting.

All moss glass in sash doors shall be set with wood molds. All window glass shall be back puttied, bradded and puttied, and all glass must be left whole and clean on completion of the building.
Putty.  

Particular quality is insisted upon in the ingredients of the putty to be used. Nothing but the best grade may be used, to which considerable white lead must be added. A guarantee against chipping or peeling for one year will be required.

PLUMBING, SEWAGE AND GAS FITTING.

The General Conditions are in force and apply under this head as though written here in full.

WASTE AND SEWERAGE SYSTEM.

Character of Pipe.

All outside sewer pipe to within one foot of the outside walls shall be of first quality vitrified, salt glaze tile made by the American Sewer Pipe Co. at Akron, or equal. All inside sewer pipe shall be extra heavy cast iron, coated on drawings. All soil pipe shall be extra heavy cast iron, coated inside and out with asphaltum. Soil pipes shall be 4 inches in diameter inside except main line of pipes into which branches empty, which shall be 6 inches in diameter. The size of all sewer pipe drainage conductors shall be the same capacity as the spouts themselves.

Wastes.

All wastes shall be of medium weight lead, and none less than 1½". The size of traps and branch waste pipes shall be as follows:

- Single Lavatories, 1½"
- Bath Tubs, 2"
- Water Closets, 4"
- Kitchen Sinks, 2"
- Slop Sinks, 2"

All vents may be of either standard galvanized iron or lead, light weight. Sinks in the kitchen, and the lavatory in the toilet room in basement shall be vented with McClellan anti-siphon vent. The size of vent pipes shall not be less than the diameter of the traps which it serves. The vent from trap of water closets shall not be less than 2 inches in diameter.

Traps.

The sizes of traps are indicated under "Vents." All basement floor traps shall be of pattern shown in Plate S-315, Catalogue of James B. Clow and Sons, Chicago, and must be given one coat of Asphaltum paint before put in place. All floor traps in Kitchen, or occurring in the composition flooring shall have at floor level a brass screw cover in brass seat. The trap for the center sinks in Kitchen and in Serving Room shall be equal to S-427, page 748 catalog of James B. Clow & Sons, Chicago, cast iron "grease trap." Traps shall be provided between all sewer lines leading from down spouts and any inside sewer work. All bath tub traps shall be heavy lead drum trap with duro metal screw flush with finished floor.

CHARACTER OF WORK.

All work under this contract shall conform in every particular to the requirements of Columbus ordinances, regulating plumbing and sewerage which shall be held to be in force and to apply as though printed here in full. This contractor shall furnish all materials and perform all labor requisite for putting up and completing all the plumbing, gas fitting and sewer work specified herein.

Site.

The topographical plan shows the location and size of the present sewer. This contractor shall ascertain what expense is connected with tapping into it, and if there is such expense, he shall bear it.
Excavation.

This contractor shall make all necessary excavations and connections to sewer and upon completion of the job, and after the testing, shall fill his trenches, pack at proper level and leave the premises neat and tidy, to the satisfaction of the architects. No sewer shall be run with a fall of less than 1/2" to foot, and all to be gas and water tight. All soil pipe shall be put up in the best manner, with malleable iron hooks and the joints caulked with picked oakum and melted lead. All joints shall be packed with picked oakum and lead, and made gas and water tight. Soil pipes must be carried through the roof before the slate has been put on, and must have wire basket at the top. Just before passing through the roof all soil pipe shall be enlarged one pipe size. All fittings must be Y-fittings or sanitary T-fittings and no right angle bends.

Vents.

All vents shall be carried over into the main vent at least 3 ft. above highest fixture, or else carried up separately through the roof.

Flashing.

The plumber shall furnish the lead flashing ready for the roofer to connect to, and after the connection is made must examine it and secure the sleeve to the pipe. All pipes carried through the roof must be flashed with lead flashing to form the thimble about pipe at least 12" high or more, if required, and have a 12" x 13" flange to lay out on roof and be securely flashed into slate. The thimble shall be cap flashed in water tight manner.

Traps.

All traps shall be vented to prevent siphonage. In the traps for bath tubs, basin waste shall not run to drum trap, and drum trap shall not pass through head of trap. All lead traps shall have brass trap screw wiped in bottom. Under the double sinks place grease traps as specified, and connect with sinks and with the sewer, making the top of traps flush with the finished floor level. Place traps on all conductors. A ventilating trap shall be provided on the outside of foundation wall and brought to the surface of the ground, there being provided with a cast iron ventilating cap, and traps must be provided in each line of sewerage at the point of connection with inside soil pipe or fixtures.

Clean-Out Plugs.

Throughout the soil and waste system there shall be a sufficient number of clean-out plugs and clean-out hand holes to rod out the entire system properly. There shall also be one to each trap in the vent system, placed so as to reach the lower leg of trap. The plugs in soil and waste and vent systems are in all cases to be brass body screw pattern. In general, one is to be located at least at one end of horizontal runs, preferably the high one, and one at the base of each soil stack, and the last fitting left with a dead opening for the plug.

Testing.

The superintendent shall be notified when soil pipes are ready to be tested, and must be present when the pipes are filled with water for the test. All tile sewer shall be subjected to a pressure of 3 lbs. per sq. in. The soil pipes shall be filled from the top by means of a hose, and left at least ten hours. And this contractor shall provide gauge at bottom of stack to indicate the pressure in the stack.

SUPPLY SYSTEM.

CHARACTER OF PIPE.

All supply pipes for city water shall be standard weight galvanized iron with malleable fittings.

CHARACTER OF WORK.

Site.

The owners will run a 2" main to the building line, the main entering through a tunnel which shall have its outlet in the room marked “General Storage Room.” There will be no expense for tapping. The standpipe already on the premises shall be for building purposes, and this contractor shall pay for connecting meter.
System.

The system shall be for city water only, hot and cold.

Supply. Cold Water.

At the point where the main enters the building place stop-cock in the cellar that will waste the entire system if desired, and from this main take off branches for all fixtures, for the water heater, for sill cocks, for standpipe and for future laundry and boiler room connections as indicated, no branch to be less than 2". Two 2-inch standpipes, from the basement ceiling to the third floor level shall be run where directed to serve as soft water supply pipes in case soft water is ever introduced in the building. Both ends of these pipes shall be capped. Pipes for supplying water to water closets shall run from the basement on separate lines, so that in case soft water is ever used in the building there will be no difficulty in separating the systems.

Standpipes.

Four standpipes for water shall be located where shown on drawings, for the purpose of supplying fire hose with water.

Supply. Hot Water.

From the hot water heater run connections to all fixtures except water closets.

Finish of Piping.

All piping and fittings in connection with all fixtures except slop sinks shall be of brass nickel plated. The piping connected with slop sinks may be of lead finished with aluminum bronze. All lead pipe in the building which is necessarily exposed will be aluminum finished.

Connections.

All connections of lead with iron shall be made with brass ferrules of same size as lead, wiped to lead and screwed to iron; lead with lead shall be wiped.

FIXTURES.

Heater.

In the basement where shown, this contractor shall furnish and set in place ready for use one 200 gallon extra heavy charcoal iron tank, supported in horizontal position on substantial supports of wrought iron piping and fitted in automatic connection with one No. 300 Ruud multicoil storage heater, or other instantaneous heater of equal merit and capacity and of standard manufacture, using 2-inch brass pipe as circulators between heater and boiler with 2-inch brass unions and elbows. This system shall be fitted up in accordance with the instructions of the heater manufacturing company, running direct 1½" gas line to heater with 1½" gas cock in same. A 6-inch independent flue pipe with gas damper shall be run from heater to chimney. Cover tank with 2-inch wall of 85% magnesia insulation, canvased. The hot water system must be left complete and in working order, ready for use. Furnish 1½" return circulating pipe from the highest point of service back to the storage tank and carry a 1½" hot water pipe from storage tank to all kitchen sinks.

Lavatories, Single.

The single lavatories shall be cast iron white porcelain enameled lavatories 20" x 24" in size and equal to the Ophir lavatory P-512 of the Standard Sanitary Manufacturing Company, except corner lavatory which shall be the equal of Argus fixture, plate P-515, same catalog.

Lavatories, Sectional.

The lavatories in main toilet rooms shall be sectional lavatories of solid porcelain or Adamantose, set on iron stands to be finished with white enamel paint baked on in same manner as exterior of bath tubs. These sectional lavatories shall be equal to Clow's Q-70 Adamantose lavatories or Mott's Norwalk lavatory No. 4073-R, and shall be ten basins in each public toilet room. Any sectional lavatories in addition to those in main toilet rooms, required by drawings, shall be the equal of Linola lavatory, plate P-502, catalog of the Standard Sanitary Manufacturing Company, Pittsburg, and shall include all fittings shown and described thereon, the size of bowls being 12" x 15". 45
Shampoo Bowls.

In each of the main toilet rooms, of which there are three, this contractor shall furnish and set up in place ready for use one sink to be used for hair washing purposes, which sink shall be equal in design, workmanship and fittings to sink shown in plate 154-H, Mott’s catalog of hospital fixtures. This sink shall be supplied with hot and cold water by means of movable goose neck faucets, the faucets being arranged one on either side of the sink in such manner that they may be turned into the sink when desired or turned out of same, as the case may be. These faucets shall be of pattern approved by the architects, and shall be nickel plated. The size sink used shall be 30” x 20” x 11”.

Bath Tubs.

All bath tubs in the building shall be cast iron white porcelain enameled roll rim tubs of A grade, equal to tub shown in plate P-176, catalog of the Standard Sanitary Manufacturing Company, including all fittings shown and described therein. Tubs to be 5’-0” long.

Shower Baths.

All shower baths indicated in the building, of which there are six, shall be equal in every respect, both as to equipment and finish, to the shower outfit shown in plate F-1879, catalog F of the L. Wolff Manufacturing Company of Chicago, including all fixtures and fittings mentioned therein, and also including the marble floor slab and nickel plated waste strainer complete as shown and described.

Water Closets.

All water closets shall be A grade, and shall be the equal of Columbus Brass Company’s No. 260 closet with low down tank. The lining of all water closet tanks must be at least 16 oz. lining. The tanks shall be of polished oak. Each closet shall have brass flange and rubber gasket, flange to be securely fastened to floor and soil pipes, bowls being bolted to the brass flanges. The seats shall be 11/” bent wood seats. Seats and lids shall be of polished oak, and shall be attached to the bowl.

Slop Sinks.

All slop sinks shall be of cast iron white porcelain enameled with roll rim top, set on trap standard, and shall be equal to the Standard Sanitary Manufacturing Company’s plate P-1351. These shall be properly connected with sewer pipes, and shall be supplied with hot and cold water through nickel plated compression cocks, the cocks connected with slop sinks shall be nickel plated hose cocks with screw nipple for hose connection.

Kitchen Sinks.

The sinks in kitchen shall be A grade cast iron white porcelain, enamel sinks, each 20” x 36” in size. These sinks shall be placed end to end, as shown on drawings, the water supply being brought up from the floor between the sink ends, and equipped with goose neck fittings and Fuller cocks. These sinks must be supported on substantial galvanized iron braced frames of construction similar to those shown in plate P-623 catalog of Standard Sanitary Manufacturing Company, Pittsburg, or plate P-604 of same company. Each sink must have separate supply for hot and cold water, and under each pair of sinks there shall be a full S trap with double connection serving each sink, in addition to the grease trap already elsewhere specified. The sink in Serving Room shall be two copper lined sinks set end to end, and supplied as specified for Kitchen Sinks. These sinks shall be 36” x 24” x 18” deep, of pattern such as used in hotels, for dish washing. The sink in Refrigerator Room shall be cast iron enameled with 15 inch back, of A grade, size 20” x 30”.

PARTITIONS FOR TOILET.

This contractor shall furnish and set in place all partitions and wainscoting in the building surrounding water closets, shower baths, bath tubs, etc., as indicated on the plans, all of which shall be built of polished black slate of best quality, free from ribbons, not less than 14” thick. This material shall all be finished with linseed oil after all of the plumbing work is done. The dimensions of these partitions shall be as shown in details, and where they are
set above the floor they shall be provided with brass standards nickel plated, and also with nickel plated brass fittings, bolts, etc., to hold them in place and make them substantial. All fittings for slate shall be of standard patterns approved by the architects, but in any case must be similar to the fittings illustrated in plate T-385, catalogue of James B. Clow & Sons, Chicago, with ornamental railing at top, which is also required. This contractor shall also furnish hinges bolted to the slate, and also substantial locking devices for each door which will indicate when the rooms are in use. The carpenter will furnish and hang the wood doors at the entrances to all of these rooms, but otherwise all of this partition work must be completed by the plumber.

**Hose Reels.**

Sixteen hose racks shall be placed as shown, the equal of those made by the National Fire Equipment Company of Columbus, Ohio, and finished in Japan red. These racks shall be attached to the stand pipes by means of clamps. Each rack shall be supplied with 50 feet of 14" rubber lined cotton hose, equal to the Boston Woven Hose and Rubber Company's "invincible" brand, the hose being supplied with brass nozzle and nipple for attaching to stand pipe. All this work must be left in working order ready for use.

**Connections.**

All of the fixtures above specified shall be set in place where indicated on the drawings, and must be connected in best manner with the supply and waste pipes necessary to render them complete and ready for use. All connections to be of standard patterns are to be of size and style required by the manufacturers of the fixtures.

**Other Fittings and Finish.**

The outside of all bath tubs and other porcelain enameled iron fixtures shall be finished in white enamel at the factory, the enamel being baked on by the manufacturers of the fixtures. All exposed brackets used in any lavatory work shall be either nickel plated or shall be cast iron finished in white enamel. Any fittings not fully described herein shall be made in accordance with the plates illustrating the fixtures above described. In each bath room throughout the building, this contractor shall provide and put in place one towel rack 36" long and one towel shelf equal to the design shown in plate H-225 of Mott's catalogue. All lavatories throughout the building shall be supplied with self-closing cocks, equal to Cooper's No. 265-1-C self-closing basin cocks with cross handles. All piping and fittings in connection with all fixtures except slop sinks shall be of brass nickel plated. All sill cocks for hose shall be of brass with screw nipple for hose connection on the outside and will each have a stop and waste cock on the inside of wall.

**Protection.**

The plumber must be responsible for his work to keep it in repair till the work of the other contractors has been accepted, or till some arrangement has been made for the owner to occupy the building.

**Guarantee.**

This contractor must give the owner a satisfactory written guarantee good for one year from date of completion of his contract, covering all defects except ordinary wear and tear.

**GAS FITTING.**

The owners will carry a 2" natural gas supply main to the building through tunnel as previously described, and this contractor shall make all supply pipes to all mantels to the laundry room, to boiler room, and also to the heater located under toilet rooms in basement, to the kitchen for range supply, and also to any other points indicated on the drawings, to have gas outlets. He shall properly connect the natural gas pipes with the various fixtures requiring the use of same, and the main supply pipe to the building shall not be less than a 2-inch pipe. All gas piping must be in accordance with the regulations of the local gas company, and must be approved by them before the architects will accept same. Only best quality standard gas pipe may be used.
ROOFING.

The General Conditions are in force and apply under this head as though written here in full.

MATERIALS TO BE USED.

Slate.

All roofing and the covering of dormers as indicated shall be the best grade unfading red slate, equal to genuine Washington County, New York, red slate, 11" x 22" in size.

Sheathing, Felt.

All roofing felt shall be of best grade approved by the Architects.

Tin.

All tin shall be Gummy McFarland Company's "Pennsy" Old Method or N. and G. Taylor's "Old Style" plate of the I. C. grade or equal.

Alternate Bids.

The contractor shall present an alternate bid for tile roof instead of slate, and shall state in his bid the amount to be charged extra in case tile is used, and shall also state the amount to be deducted in case No. 1 Black Bangor slate is used.

Tile.

If tile is used it shall be best quality straight vitrified red tile of Spanish or Mission pattern.

Trimmings.

Regardless of whether the roofs are covered with slate or tile, the trimmings of same shall be of tile. All ridges and hips shall be trimmed with ornamental patterns of vitrified tile, and the ridges of roof shall have suitable crestings and terminals to match same. The terminals shall be similar to figure No. 465, catalogue of the Celadin Terra Cotta Company, and the cresting similar to No. 303, same catalogue, all other trimmings being made of patterns to match the ones named.

Felt Roof.

All felt used under the tile shall be 2-ply and of a grade approved by the Architects.

Galvanized Iron.

All galvanized iron shall be No. 26 Apollo brand or equal.

Conductors.

All conductors shall be corrugated and rectangular in section and of a pattern approved by the Architects.

CHARACTER OF THE WORK.

The contractor shall furnish all material and perform all labor necessary to complete all slate and tin roofing, tin and galvanized iron work on the building.

Slating.

If slate is used it shall be laid with a lap of at least 3 inches of the third over the first, the slates being properly trimmed and each slate to be nailed with two galvanized iron nails. All nails shall be covered. No courses will be clipped. Slate shall be sorted so as to give an even surface. The slate at hips, valleys, caves, and heading courses shall be cut so that their bond will be uniform with the rest. Before laying the slate, cover all roofs with roofing felt as specified.

Tile.

If tile is used provide special closed hip and valley tiles and crestings so that course may be matched throughout the roof.
Felt.
All felt shall be laid with galvanized iron nails and tin washers, all joints being lapped two inches and brushed with pitch or cement. The end of the tile at hips, valleys and gutters must be closed and all this work must be cemented with elastic cement and made absolutely water tight.

Galvanized Iron.
All hip and ridge coverings, if slate is used for roofing, and all rain water leaders will be galvanized iron.

Gutters and Conductors.
All conductors shall be properly braced and strapped in place with galvanized iron straps firmly secured. All joints shall be lapped and soldered together. Build all gutter of galvanized iron as shown on details, securing them to roof with heavy galvanized iron straps spaced not more than 30" apart. All tin work shall be soldered in rosin. All conductors shall have a lower section of cast iron of the weight of medium soil pipe. These cast iron sections shall be 5 feet long and shall be square or rectangular in section to match the down spouts. They shall be secured to the building by means of galvanized iron straps, and must be connected with the sewer pipes at the bottom.

Flashing.
Do all necessary flashing and counter flashing with heavy tin of full width properly placed and secured in position step flashing such parts as are necessary, and cap the same where exposed to the chimneys. Where tin work of roof comes against wood work, the tin must be run up at least 6 inches behind same. Furnish the carpenter all the necessary tin flashings, painted top and bottom, to enable him to flash all outside woodwork to make perfect and tight work. Counter-flash all flashing with 4-pound sheet lead. The flashing against the brick walls projecting above tower roofs must extend up 18" above the roof and then be counter-flashed. This contractor must arrange with the carpenter for wood strips in the brick work to which to secure this flashing.

Guarantee.
At the completion of the building examine and make good the whole of the work mentioned under the head of "Roofing" and warrant the work to keep in repair for a period of not less than one year from the date of completion.

Painting.
Paint all tin and galvanized iron work that will be covered, one coat of metallic paint on all sides. All metallic paint shall be the equal of Dixon’s Graphite Paint, or Wm. Thompson Special Paint as manufactured by the Chicago White Lead and Oil Co.

Steel Ceiling.
The veranda shall be ceiled with steel ceiling of standard make, and of pattern approved by the architects and owners. Each bidder shall submit samples or drawings or photographs of the ceiling bid on, with the price per square in place, primed ready for finishing by the painter. This ceiling shall be of a grade that will cost not to exceed $9 per square in place and primed ready for finishing by the painter. This ceiling shall be put on wooden strips furnished by the ceiling contractor, and shall be firmly secured in place.

ELECTRICAL WORK.
The General Conditions are in force and apply under this head as though written here in full.

MATERIALS TO BE USED.

Conduit.
All conduit shall be Loricated Iron Conduit as manufactured by the Safety Amorite Co. or equal. All bends to be made by long easy curves made over forms or special long sweep elbows.

Wire.
All wire shall be of best quality Grimshaw, White Core, rubber-covered, copper wire. The feeders in no instance
Felt.

All felt shall be laid with galvanized iron nails and tin washers, all joints being lapped two inches and brushed with pitch or cement. The end of the tile at hips, valleys and gutters must be closed and all this work must be cemented with elastic cement and made absolutely water tight.

Galvanized Iron.

All hip and ridge coverings, if slate is used for roofing, and all rain water leaders will be galvanized iron.

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All conductors shall be properly braced and strapped in place with galvanized iron straps firmly secured. All joints shall be lapped and soldered together. Build all gutter of galvanized iron as shown on details, securing them to roof with heavy galvanized iron straps spaced not more than 30” apart. All tin work shall be soldered in resin. All conductors shall have a lower section of cast iron of the weight of medium soil pipe. These cast iron sections shall be 5 feet long and shall be square or rectangular in section to match the down spouts. They shall be secured to the building by means of galvanized iron straps, and must be connected with the sewer pipes at the bottom.

Flashing.

Do all necessary flashing and counter flashing with heavy tin of full width properly placed and secured in position step flashing such parts as are necessary, and cap the same where exposed to the chimneys. Where tin work of roof comes against wood work, the tin must be run up at least 6 inches behind same. Furnish the carpenter all the necessary tin flashings, painted top and bottom, to enable him to flash all outside woodwork to make perfect and tight work. Counter-flash all flashing with 4-pound sheet lead. The flashing against the brick walls projecting above tower roofs must extend up 18” above the roof and then be counter-flashed. This contractor must arrange with the carpenter for wood strips in the brick work to which to secure this flashing.

Guarantee.

At the completion of the building examine and make good the whole of the work mentioned under the head of “Roofing” and warrant the work to keep in repair for a period of not less than one year from the date of completion.

Painting.

Paint all tin and galvanized iron work that will be covered, one coat of metallic paint on all sides. All metallic paint shall be the equal of Dixon’s Graphite Paint, or Wm. Thompson Special Paint as manufactured by the Chicago White Lead and Oil Co.

Steel Ceiling.

The veranda shall be ceiled with steel ceiling of standard make, and of pattern approved by the architects and owners. Each bidder shall submit samples or drawings or photographs of the ceiling bid on, with the price per square in place, primed ready for finishing by the painter. This ceiling shall be of a grade that will cost not to exceed $9 per square in place and primed ready for finishing by the painter. This ceiling shall be put on wooden strips furnished by the ceiling contractor, and shall be firmly secured in place.

ELECTRICAL WORK.

The General Conditions are in force and apply under this head as though written here in full.

MATERIALS TO BE USED.

Conduit.

All conduit shall be Loricated Iron Conduit as manufactured by the Safety Amorite Co. or equal. All bends to be made by long easy curves made over forms or special long sweep elbows.

Wire.

All wire shall be of best quality Grimshaw, White Core, rubber-covered, copper wire. The feeders in no instance
shall be spliced and the branch wires are to be spliced at the outlet boxes only. All wire to be of such size that with all the lights in operation called for on the plans there will be no undue heating and the loss in potential from the switch board to outlet is not to be greater than 2 per cent, on any feeder at any distributing box. Branch lines to be of such size as not to show any appreciable drop. The wires must not only be calculated for ampere carrying capacity, but the safe carrying capacity of all wires must be as given by the rules of the National Board of Underwriters.

Cabinets.

All cabinets shall be of bus bar construction with fused knife switches for each circuit. Main Line switches shall be three pole brake switches of polished brass with rubber handles. Branch line switches shall be two pole switches. All cabinets to be iron with slate panel. To have finished oak door and trimmed to match finish of the building. The door shall be provided with a plate glass panel, substantial hinges, lock, etc., matching the hardware of the building. All cabinets shall be in all respects the equal of those manufactured by the Crouse Hinds Co.

Outlets.

This contractor shall furnish not only the receptacle and plug but also 6 feet of cord, Edison base and lamp for each outlet shown. At each outlet shall be placed a cast iron or steel terminal box so set that its top shall be flush with the finished surface of the plasterer, same to be securely fastened in position.

Switches.

All switches controlling corridor and room lights shall be ten ampere, single pole, Diamond H, push button switches, or equal.

Floor Plugs.

The floor outlets shall be Diamond H pattern equipped for the use of socket and plug. To be of flush pattern with hinged door on top leaving no hole on top when the cords are withdrawn and the box closed. With each floor box shall be provided a plug and six foot cord, the other end of the cord to be provided with Edison base ready for attachment to stand lamp.

Fixtures.

All lighting fixtures shall be supplied under a separate contract, but this contractor shall leave wiring at outlets ready for the fixtures and shall furnish supports for the fixtures and must be responsible for any defects in his work discovered at the time the fixtures are put in place or otherwise.

CHARACTER OF WORK.

This contractor shall furnish all the electric wiring and telephone work, including bell wiring in the building. The lighting system shall be a complete system of conduit wiring for electric lighting and shall include the basement, first, second and third stories of the building.

System.

The system of conduit or tubing must be installed complete before wires are drawn in, the conduit to be concealed, and all cutting of walls, floors, etc., to be done by this contractor. The conduit must be kept from contact with iron work and piping. All wires will be run in licated iron conduit, which must be reamed and properly put together, securely locked to iron outlet boxes and bushed. All conduit shall be of such size that the wires may be easily inserted and removed.

Feeders, Mains and Wiring.

The contractor shall obtain from the Superintendent of Buildings of the Ohio State University the point at which the main feeder shall be brought into the basement of the building and near that point the main cabinet shall be located. At this point the contractor shall furnish and set up a cabinet having a main line fused switch and three branch fused switches to supply the upper floors. It shall be provided with four branch switches with fused plugs for base-
ment lights. He shall install in connection with this cabinet a 3/4" conduit, in which shall be drawn three stranded rubber-covered cables. Three lines of conduit shall run from this cabinet to smaller cabinets located near elevator opening in first, second, and third floors, and a branch line shall be taken from the cabinet in third floor to supply all lights in the attic, into which conduits shall be drawn No. 2 wire to supply the first story, No. 4 wire to supply second story, and the same size to supply the third floor and attic. All basement and branch wiring shall be No. 14 wire, except branch wire to supply dining room and kitchen which shall be at least No. 10. The conduits from the cabinets in each story shall be at least 3/4" conduit to the various outlets and switches required.

System of Wiring.

The system of wiring shall be a straight 110-220 volt service and feeders, with two wire 110-volt branches.

Outlets.

Outlets shall be located at all points shown on the drawings marked for light. There shall be suitable outlets for controlling switches, placed as directed by the Architects, and also for the elevator lights. All attic lights will be drop cord lights.

Switches.

Ceiling lights shown to be drop cord lights will not be controlled by switches, but all other ceiling lights will be first, second, or third story, and all of the lights may be used as desired. One switch will control the first, fourth, seventh, etc., lights, another switch the second, fifth, and eighth, and so on. The switch to control these lights to be two pole knife switches, of same pattern specified for the cabinets, and shall be located on a small cabinet placed where directed; this cabinet to match the larger cabinets in character and finish.

Inspection and Guarantee.

This contractor shall furnish a certificate, at his own expense, from the Ohio Inspection Bureau certifying that they have tested and approved all work included under this contract, and the final estimate will not be issued until this certificate is filed with the Architects. This contractor shall guarantee his work in every respect, except against ordinary wear and tear, for a period of one year from the time of completion and acceptance by the owner.

Light Schedule.

The light throughout the building will be arranged according to the following schedule.

<table>
<thead>
<tr>
<th>Floor</th>
<th>Outlets</th>
<th>Lamps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basement</td>
<td>35</td>
<td>173</td>
</tr>
<tr>
<td>First floor</td>
<td>68</td>
<td>165</td>
</tr>
<tr>
<td>Second floor</td>
<td>57</td>
<td>119</td>
</tr>
<tr>
<td>Third floor</td>
<td>58</td>
<td>123</td>
</tr>
<tr>
<td>Attic</td>
<td>9</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>287</strong></td>
<td><strong>590</strong></td>
</tr>
</tbody>
</table>

Telephone Conduits and Call Bells.

This contractor shall furnish all material and labor required for putting in a system of conduits to contain telephonic wires, as below described.

Telephone Conduits.

This contractor shall furnish and put in place conduits to receive the telephone wires as shown in drawings. The conductor shall obtain from the telephone companies the exact location of these conduits. All telephones shall be separately wired. The conduits shall be 3/4" in diameter and of the same material and grade as the conduits specified for electric wiring. Ample provision must be made by which the telephone wires can be drawn into these conduits or removed therefrom at any time, and proper outlet boxes must be provided at each outlet, as specified under the head of outlets.
Call Bells.

All call bell outlets and push buttons shall be as indicated on the plans, three 10 point enunciators being placed where shown.

Wire.

All of this work must be properly put up, the wire used being the best quality water-proof copper wire, each wire run separate without connecting staples, and all put up in the very best manner of such work.

Batteries.

The contractor shall furnish batteries of ample capacity and pattern approved by the Architects.

Push Buttons.

He shall also furnish push buttons of imitation ivory with metal settings to match the finish of hardware trimmings except as above stated, together with all other fittings to render the system complete and ready for use.

Guarantee.

He shall guarantee this system for one year from the date of completion against defects of every sort, except those arising from ordinary wear and tear. All wire must be hidden in the floor or partitions.

HOT WATER HEATING.

The General Conditions are in force and apply under this heading as though written here in full.

MATERIALS TO BE USED.

No effort is made in these specifications to name each and every item required in the making up of such a system, but only to outline a complete system of hot water heating for the building. The heating contractor shall be required to furnish all items necessary to complete the system whether each one is specifically named herein or not.

Fittings, Hangers, Etc.

All pipes used must be best quality standard weight wrought iron steam pipe and must be new. Mains, flow and return pipes, must be properly graded and suspended in expansion hangers with provisions for expansion of all parts. Wherever possible Y’s and 45 degree L’s or Easements are to be used in place of elbows for making up turns in the direction of piping. All pipes to be carefully reamed. Fittings to be of best gray soft cast iron having clean out tapered threads screwed together in oil, iron to iron, without the use of lead or paint. Rising pipes to run straight and plumb, and all pipes passing through ceilings, floors or partitions shall be encased in iron tubes and be finished where exposed to view with polished or faced cast iron floor and ceiling plates. For supporting flow and return mains, expansion ring hangers shall be used.

One every 12 ft. for 2½” pipe.
One every 10 ft. for 2” pipe.
One every 8 ft. for 1¼, 1½” and 1” pipe.

Covering.

All pipes except those indicated in notes on drawings shall be run exposed in the rooms. All concealed pipes must be covered with 1-inch asbestos air cell sleeve pipe, covering fastened in place with metallic bands and cemented.

Expansion Tank.

Locate in third story where directed two 40-gallon extra heavy galvanized iron expansion tanks complete with flow and return connections with the heating system and also with connections from the city water supply.

Overflow and Vents.

From the top of expansion tanks carry 1½” overflow pipe to the basement and connect same with the sewer, providing also an S trap above the connection with sewer. Provide a 1-inch vent pipe from expansion tanks and either carry same through roof or else connect same to cast iron soil pipes. This vent pipe to drain back to expansion tank with no valve or cock of any sort.
Heat Economizer.

Near the expansion tanks, this contractor shall furnish and set up mercury heat economizing or regurgitating valves, or a heat generator of pattern approved by the architects and owner.

Radiators.

The location and size in square feet of radiating surface of all radiators about the building is shown on plans. Location given shall be followed throughout unless express permission is given for change, and sizes shall not be less than indicated. Although if in any case the contractor considers a larger radiator necessary to enable him to fulfill the guarantee which accompanies this specification, the increase in size shall be made. The radiation in the building is distributed as follows:

<table>
<thead>
<tr>
<th>Location</th>
<th>Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basement</td>
<td>900</td>
</tr>
<tr>
<td>First Floor</td>
<td>1425</td>
</tr>
<tr>
<td>Second Floor</td>
<td>1400</td>
</tr>
<tr>
<td>Third Floor</td>
<td>1350</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>5075</strong></td>
</tr>
</tbody>
</table>

No radiator connection shall be less than 1 ½". All radiators shall be the equal of American Radiator Company's screw nipple Rococo pattern, three column radiator of 38 inches or 22 inches or 18 inches high as shown on the drawings.

If a gravity system is used, operated by boiler in the building, the radiators in those portions of the basement shown to be heated, shall be ceiling radiators of pattern approved by architects.

Valves.

All radiators are to have nickel plated union elbow and valve, polished wood handle, and shall be supplied with first-class water valves, equal to the highest grade Detroit valve, each valve guaranteed for one year from date of installation. Each radiator shall also be supplied with the equal of Monach No. 9 automatic hot water air valve attached ready for use.

CHARACTER OF WORK.

Heating System.

The entire building is to be heated by hot water, and the heating contractor will be held to furnish all labor and materials required to install a complete and perfect system ready for use. The building throughout shall be heated by direct radiation, all work to be included necessary to complete a gravity system of heating.

Supply.

The hot water for this building may be supplied either from a boiler or a heater to be installed in boiler room, under a future contract, or may be obtained from a heater plant outside of the building. The supply mains for the heater system in the building shall be carried to a point where directed in boiler room, and there capped and left ready for connections either with a boiler in the building or supply pipes which may be brought from outside of the building.

Contractors' Plans.

Any bidders desiring to do so may, at their own risk, submit with their bids drawings prepared by themselves outlining the heating system as they propose to install it, but in case this is done, bids must be submitted on the system covered by the drawings and these specifications as well as the contractor's proposed system, and the latter may not be used unless specifically approved in writing by the owner and architects. No contractor will under any circumstances be relieved of the guarantee above requested

Guarantee.

The contractor must guarantee the perfect operation of the apparatus in every particular,—that it will be capable of warming all portions of the building containing radiation to
a temperature of 70 degrees Fahrenheit when the outside temperature is 10 degrees below zero, this guarantee being based on the assumption that the hot water shall enter the building at a temperature not lower than 140 degrees when the outside temperature is at 32 degrees Fahrenheit, and shall be raised to one degree of additional heat for each drop of one degree in the outside temperature. Evidence of the sufficiency both of quantity and of heat of the water shall be demonstrated when the temperature of the water has not dropped more than 30 degrees below the requirements above stated while passing through the radiators, the same to be demonstrated by at least four tests taken fifteen minutes apart in succession. The contractor must also guarantee that there will be a perfect circulation in all the parts of the apparatus and that shutting off any radiator or radiators will in no wise affect the other radiators. He must also guarantee to make good any defect in workmanship, materials or effectiveness that may appear in the apparatus within one year from the completion of same without additional cost to the owner.
Institution: The Ohio State University

Name of Bldg.: Oxley Hall

Year erected: 1908

Contractor: E. A. Titto

Architect: Miles & Mayhew

Cost: $6490.85

Construction:
- Fireproof?: No
- Walls: Brick
- Floors: Wood
- Roof: Wood frames, sheeting, tile roofing
- Basement: Cement, wood floors about 1/2 plastered

Use:

Comments:

Remodeling, Repairs and Fixed Equipment:
OXLEY HALL

Here's Beauty's habitat and charm's demesne
Let longing gaze rest on the scene.
The McKeever Electric Co. Alternate proposition $635. Action was deferred to the next meeting of the Board. The Board at the December 9, 1908 meeting authorized the inter-communicating telephone system for the Woman's Dormitory to be paid out of the earnings from the Dormitory; and the bid of the McMaster Electric Construction Co. of $495, the lowest bid received October 9, 1908 was accepted.

The Board at the November 20, 1908 meeting named the Woman's Dormitory, Oxley Hall. Oxley, being the middle name of President Thompson and his mother's maiden name.

The carp in Mirror Lake kept the water so roiled up and muddy that it presented a very unsightly appearance.

The board directed the Roads and Grounds Committee to have the Lake cleaned and all carp removed as soon as possible.

Two extra janitors were appointed; one part time in Orton Hall and Physics Building, the other part time in Brown Hall and Townshend Hall. $800 was appropriated for their salaries for the balance of the year.

Due to the changes in the method of purchasing adopted at the October 9, 1908 meeting of the Board, the following adjustments were made:

The title of R. M. Royer was changed from Storekeeper to assistant Purchasing Agent, at the same salary; F. E. Jones was made Store-keeper at a salary of $75.00 per month, and the salary of Lee W. Funk was made $75.00 per month.

The Secretary was directed to secure prices on wrecking the McPherson residence located near the northeast corner of Page Hall, and shortly after the residence was torn down.

James Kelley, Lawn Keeper, faithful employee of the Ohio State University, for a quarter of a Century, passed out of this life into the larger life beyond October 17, and was buried in the Painsville, Ohio Cemetery, October 20, 1908, in the city he loved so well.

Oxley to Become Dec 66 Research Center

Oxley Hall, a women's residence hall at 1712 Neil Ave., will be rented to the University Research Foundation, beginning with the academic year 1967-68.

The Board of Trustees announced the switch as part of their regular monthly meeting yesterday morning.

University President Novice G. Fawcett, who recommended the action to the Board, said Oxley was "definitely below the standard of our other halls." He said that the University is currently renting much research space from outside parties, and that it would be more economical to "rent from ourselves."

The research foundation will pay the Dormitory Revenue Fund $75,852 a year for use of the building. This amount will equal or exceed the revenue the building is now producing.

To Be Reassigned

The 123 women who now live in Oxley will finish the year there and will be reassigned to other dormitories next fall.
Ohio State’s Oxley Hall: 
A Very Special Dormitory

To the great majority of students on this campus Oxley Hall is nothing more than a rather picturesque old building on the corner of Neil and 12th Avenues.

To a few coeds, however, it is a very special dormitory.

High school girls await the opportunity to come to college and live in the magical atmosphere of comradeship that university publicity brochures say can be found in dormitories.

Disappointed and disillusioned, the coed too often finds that cooperation among dormitory residents is at a minimum and the blank stares she receives from the “stranger” down the corridor soon dispels any hopes for comradeship, magical or otherwise.

Many coeds leave the dormitories to escape bigness in compact, even crowded, rooming houses and apartments.

Oxley Hall is small, admittedly so. And this, according to its residents, is its biggest selling point.

Oxley houses only 111 girls. The residents say this is a good number, one which allows most of the girls to know one another.

In Oxley they say they have found the sort of heritage and friendship that must have been typical back in the days when college campuses were really dotted with sacred halls of ivy.

Oxley accomplishes one of the objectives of the Arts Small College experiment. The experiment which began this Fall has a group of freshmen living and attending classes together to create an atmosphere of smallness on a campus of roughly 38,000 students.

Oxley Hall has been providing this sort of atmosphere for years.

For the academic year 1967-68 Oxley Hall will be converted from a dormitory to research offices for the University Research Foundation. The University feels the investment needed to keep Oxley livable is too great.

Dormitory residents have protested but in the minds of University officials and the Board of Trustees the matter is closed.

The figures on next year’s budget have taken precedence over the wishes and the very real needs of 111 students.

The Ohio State Lantern, February 7, 1967.
Columbus Vignette

Oxley Hall’s Designer

SEVERAL MONTHS ago I was researching a unique house on East Broad Street. I was interested to learn it was designed by a young lady architect more than 60 years ago. I was even more interested when I learned she still lives nearby at 878 Franklin Avenue. Her name was Kenyon Hayden; became later Mrs. James Rector.

Recently I visited her in this house (which she also designed) and was completely captivated. At almost 89, Kenyon has wit and sparkle enough that she made me forget time altogether and miss my dinner at home. Her record of accomplishment is as remarkable as her wit.

At a tender age she displayed a talent for designing. Her widowed mother encouraged her and sent her to OSU to study architecture. She became a star student and a favorite of Prof. Joseph Bradford, then university architect. By the age of 24 she had designed many buildings, from Wolfe’s Journal Island cottage to a precedent-setting dairy barn at Reynoldsburg and a sanitarium at Mount Vernon, Ohio.

When OSU was planning to build its first women’s dormitory, Professor Bradford was confident Kenyon could design it better than a man. Her appointment as its architect brought dismay to some trustees, she told me. They insisted on giving her a male associate. Kenyon and he set to work.

After one day of “reasoning” with the associate, she locked him out of the office and proceeded alone. With just one draftsman, she recalls, she completed the plans in 27 days. Cost had been estimated at $60,000. She superintended the construction, beating both the cost estimate and date of completion. As Oxley Hall (named for President Thompson’s mother) it was opened in 1908 and has served nobly for 62 years.

Then the girl architect married Dr. James Rector and immediately became interested in physician’s offices. She studied her husband’s needs and the needs of other doctors in various specialties. Then, while expecting her first child, she designed a building to suit those needs. It was built at State and Sixth streets where it still houses doctors’ offices.

As a building to make doctors more efficient, it was much written up and finally came to the attention of world-renowned, pioneer efficiency expert, Frank Gilbreth (two of whose children wrote Cheaper by the Dozen). He came to Columbus, studied Kenyon’s building and was so impressed he offered her a job. She had to beg off. She was expecting again.

Her design for this house provides maximum space on its narrow lot. Its height gave her a big, high, north-lighted studio on the top floor with a roof garden terrace. Its sheltered entry and a conservatory are only two other special features in a home loaded with innovations.

* Full name was Florence Kenyon Hayden Rector
Ghosts are strangely absent from campus — or are they?

By Gemma McLuckie

For a campus 112 years old, Ohio State sure lacks for ghost stories.

Now there are some rumors of a presence in Oxley and Mack halls. Not a ghost, mind you, more like a weak poltergeist. And there is the guy buried in the north wall of Bricker Hall. But it’s never been recorded that he’s bothered anyone.

It’s kind of disappointing.

Shouldn’t there be a phantom of the Orton Tower? Maybe a hoary tenured professor who was especially fond of “Carmen Ohio.” After passing to his reward, he returned to good old Orton Hall to check out the chimes.

However, there’s not a clue that that ever happened.

And it seems strange that no smell of orange blossoms lingers near University Hall in rememberance of the many weddings performed there. Surely there was one jilted bride or groom whose spirit longed to return to the chapel to zap couples whose nuptials turned out more happily.

“I’ve never heard of any,” says Ruth Jones, library associate 1 in the University Archives. And she’s been around campus for 35 years.

“Ask Bill Wahl, maybe he’ll know,” she suggests. Wahl is known to get around campus. As manager of the Office of Visitor and Community Relations, it’s his job.

Jones may be a skeptic, but Wahl has had personal experience with a ghostly phenomenon at the University.

Naturally, it was the poltergeist at Oxley Hall. And naturally, it wasn’t that scary.

Oxley Hall is not one of your glamour buildings on campus. Along with Mack Hall, it exudes aisma of oldness. Not at all like a charming antique, understand.

Wahl and other people claim that something goes around the buildings turning on lights that were turned off, and opening doors that were closed.

“I was down in the basement when the lights went out,” Wahl says.

Wahl’s story is corroborated by Randy Gebhardt, who received a master’s degree in journalism from Ohio State in 1984. Gebhardt now is director of new business development for Technology for People, Columbus. However, from 1980-1983, he was the security manager for the south residence halls.

According to Gebhardt, at night the security guards entertained each other with stories of a woman who died in Oxley and whose ghost remains.

“Supposedly, Oxley was closed as a residence hall because so many parents reported that their daughters had seen the ghost,” he says.

Well, no matter. Gebhardt vouches that the lights and door routine is “absolutely true.” He gives examples of mysterious goings on involving Christmas tree tinsel, cotton balls and a ladder.

And down in the bowels of Oxley Hall where it joins with Mack Hall, there is a metal grid, he says. Unattributable clunking sounds sometimes echo all the way down the halls when there are no humans in the area.

No living humans that is.

Maybe ghost story tellers at Ohio State have something to talk about after all.
OSU buildings spooked by thievish poltergeists

By Laurie Jamieson
Lantern staff writer

Just when you thought Ohio State was safe from ghosts, hatchet men with white masks and yes, even Jason and Cujo, a few OSU buildings could be the setting chosen for the next Stephen King movie.

Oxley Hall, the first residence hall on campus and now an office building, has a history of unexplained occurrences and folklore, said Randy Gebhardt, a security guard for south area residence halls from January, 1980 - December, 1982.

"In the 1930s and '40s, Oxley was an all-female residence hall. The folklore was that a women died and her ghost still lives there, and strange things happen," he said.

"Because of the strange things that went on, the residence hall got a bad reputation and parents wouldn't let their daughters live there. So it shut down."

Gebhardt said when he was a security guard, other guards used to stand in the courtyard in the middle of Canfield, Mack and Oxley, and see lights at Oxley go on and off at 3 a.m.

"All doors and windows would be locked and no one is there at that hour, so how could that have happened? They found doors that had been locked were open."

One incident Gebhardt described occurred during Christmas break, 1980.

"We had a female security guard by Mack and Canfield outside. Another security guard and myself were making the rounds. She got a strange feeling someone was looking at her. When she turned around, she looked up at one of the balconies of Mack and saw the door to the dorm slam shut."

Gebhardt said she called him on the radio and said that something strange was going on.

"I've never heard anyone so scared in all my life."
Oxley Hall filled with tales of spirits

By Keith Montgomery
Lantern staff writer

Something is amiss in Oxley Hall.

No one knows what or who it is, but many people have heard disturbing tales of a ghost who haunts the building's now-deserted halls.

Perhaps it is the spirit of a woman, left alone even Christmas in the 1950s when the building was a women's residence hall. As the story goes, she was seen looking in for safety, but when the hall was reopened, she was found dead.

Although such tales of campus horror abound, there is no evidence they are any more than hearsay. No OSU records exist on any deaths occurring in Oxley Hall. The university has only been keeping statistics on campus deaths since the early 1980s.

Lisa Heines, a former OSU student from Worthington, said she heard the woman in Oxley Hall was found hanged.

"Somehow, the doors were locked with the woman and a stranger inside the building," said Heines.

Now every Dec. 17, the day the woman is said to have died, her third-floor room light is supposed to be on and screaming can be heard, she said.

Heines said one year she drove by the old dormitory on the seventeenth and the light was, in fact, on.

Residents of Mack and Canfield halls have their own ghost stories to tell.

Pam Hollo, a former night staff member from Brecksville, said she heard the woman who lived on the third floor committed suicide.

People on the night staff always were afraid to check the doors containing the switch it is supposed to be on.

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Offices dealing with international affairs to move

By Maho Kawachi
Lantern staff writer

Ohio State offices dealing with international matters will be moving to Oxley Hall, 1712 Neil Ave., beginning in late summer and continuing through December.

Participating in the move are four offices under the administration of the Office of International Affairs: the Office of International Affairs itself and the five area center programs (African, Middle Eastern, Latin American, East Asian and Slavic/East European), the University Center for International Studies, the Office of Study Abroad, and the Office of International Students and Scholars.

The Office of English as a Second Language will remain in Ohio Stadium.

In addition, the department of linguistics and the institute for Japanese studies will share the building space.

The goal of this move is to consolidate the international units on campus into one place, whereas now they are scattered from Lincoln Tower to Derby Hall.

Acting Vice Provost for International Affairs, Howard Gauthier Jr., proposed the plan last July and the commitment was made during the fall.

"We've been trying to consolidate our offices for 20 years," Gauthier said. "This will be the achievement of our long dream."

It took such a long time because of information telling the steps for moving and pay accounts, said Julie Carpenter, the office's campus planning intern.

The renovation of the hall has already begun, but the completion date is still uncertain, Carpenter said.

"We were not originally scheduled to go into the Oxley hall," Gauthier said. "The space was made available to us through the campus planning after the renovation had begun."

"We've been trying to consolidate our offices for 20 years. This will be the achievement of our long (time) dream."

-Howard Gauthier Jr.
Acting Vice Provost for International Affairs

The Office of International Students and Scholars, which is now in Lincoln Tower, is eager to move.

"We will be more accessible to students," said Violeta Hughes, student counselor at the office. "It is on main campus. We will feel more involving. It is closer to everything."

The only concern she has is less parking is available around Oxley Hall. "Students and staff will use the parking lot at University Hospital," she said. "It might be little far for a walk."

The whole department of linguistics and its laboratories will also be moving. Cunz Hall, where the department is presently located, is so overcrowded with offices that some department faculty members can't have their offices in the same hall.

"Hall of our students are international," said Marlene Deetz Fayha, administrative assistant of the department. "They will have benefits being in the same building with OISS. They won't have to go over to Lincoln Tower to renew their visas or ask questions."

"Besides, we are all looking forward to having more space," she said.

After the offices move, vacant spaces will be occupied by other offices in same buildings. For example, the space for linguistics will go to the department of East Asian languages and literatures, which is also expanding in Cunz Hall.

In doing the renovation, the offices hope to maintain the architectural character of Oxley Hall. Gauthier wants to commemorate the history of the building. "It is our intention to develop a plaque at the entranceway to the hall pointing out the history about it," he said.

The hall has several historical facts: In 1907 it became the first women's dormitory on campus. It was also the first building on campus designed by a female architect, Kenyon Hayden.

But, what will they do about the ghosts? In the Lantern published on Oct. 25, 1990, the article, "Oxley Hall filled with tales of spirits," told about rumors of ghosts who haunt the hall.
OXLEY HALL
BASEMENT PLAN

SCALE 1" = 21' 
1-15-10
OXLEY HALL
FIRST FLOOR PLAN

SCALE 1" = 21' (1" = 1'-0")
1-12-10
OXLEY HALL
THIRD FLOOR PLAN
SCALE 1" = 21' (3' = 1'-0")
1-15-10
HISTORY OF OXLEY HALL

November 13, 1992

(Information gathered by Martha Reinhold, Office of International Affairs)
OXLEY HALL

Why It Was Built

Oxley Hall was designed in 1907 to be the first women’s dormitory at The Ohio State University. Attempts to provide housing for women were made as early as 1875 by Ohio State president, President Scott; however, popular opinion among those involved with higher education at that time was that college was not a place for women. William Oxley Thompson, president of OSU in 1907 convinced the Board of Trustees that there was a substantial need for the dormitory. (Sawyer, Thomas C., The Ohio State University Student Personnel Administration: 1873-1970: 9-10).

The purpose and design of the building was not only to provide a place for sleep and supervision but to encourage friendships and help students who had traveled away from home adjust to a large university.

THE ARCHITECTURAL PLAN

The architect was a woman, Kenyon Hayden who had studied at OSU and was well known for her expertise in design. She was assisted by Wilbur T. Mills who was hired because the Board of Trustees insisted that a man be a part of the project. The two architects did not work well together and Kenyon Hayden did most of the design herself.

The architects followed the original landscaping plan for the University. The goal was to keep an informal, park-like appearance on the campus. Buildings were to blend into the natural setting and trees, shrubs and courtyards were to be a part of the design.

The dorm was built in a English Renaissance style with a Spanish tile roof. The exterior walls are texture brick with Bedford limestone trim (see appendix A and B for view of the east and west side). Oxley Hall was shaped slightly differently than we see it now. There was a two story extension on the northeast side of the building, approximately 28 feet by 34 feet. The basement level of this extension served as the kitchen area. Above it, on the first floor was an open terrace with brick pillars and a roof, similar to an open shelter in parks. (see appendix C). The sun parlor on the southeast side was not on the original building. It was added in the fall of 1911 to provide extra space for social activities. The northeast extension was taken down around 1953 when an extension was added to Kennedy commons.
The Courtyard was an open area with grass and trees.

The interior of the building had hardwood floors and solid wood stairways and trim. A large fireplace was in the front parlor on the first floor. There were single sleeping rooms, two­people sleeping rooms and suites on the first through third floors. Suites consisted of a study area in the center with single sleeping rooms on either side of it. When more space was needed for housing, the study room was converted to a sleeping room. Lounge areas were located on the second and third floors where the ladies could gather informally. Laundry facilities, the kitchen, food storage areas, a parlor for the help and the dining room were in the basement (see appendices D-G for floor plans).

The dining room was used for many social occasions in addition to routine meals and many faculty and special guests were entertained there. A plaster paris plaque was set above the fireplace in the dining room in 1914. It was designed and sculptured by May (Mary) Cook and is entitled the Forest of Arden (see appendix H). The plaque remains in its original location, which is now room 24. May Cook was an accomplished artist who had attended OSU and was known in Paris as well as in the United States for her sculptures and as a radio speaker on Chinese porcelains. Her works in Columbus also include the memorial fountain located on the outside of the main branch of the Columbus Metropolitan Library and the memorial fountain at Children's Hospital (Nealy, Ruth, Women in Ohio: 903-904).

COMPLETION

The building was completed in September, 1908 at a recorded cost of $63,159.35. Sixty girls moved in to this "up-to-date" dorm during the week of September 21st. It had "electric lights, hot and cold, soft and hard water, shower and tub baths." Each room included "a study table, chairs, chiffonnier, mirrors, towels, bookcases and other necessary furniture". Pillows and linens were also provided by the University. The cost for room and board was as follows:

- A Single Room - $1.75 per week
- A Two-Person Room - $1.50 per person per week
- Suite (study room and two separate sleeping rooms) - $2.00 per person per week
- Board - $3.25 per person per week
- Laundry extra (girls enrolled in Domestic Science, Washing Branch, could use the facilities at no charge)
There were "servants" who tended to the kitchen and housekeeping duties.

The Board of Trustees appointed a house committee to work with the house superintendent to introduce and regulate house rules. (The above information was taken from: "New Dormitory": 5.)

THE NAME OXLEY

The name "Oxley Hall" was not given to the building until after the residents had moved in. They selected a committee among themselves and chose "Oxley" in honor of the mother of then president of OSU, William Oxley Thompson ("Oxley Hall Girls Self-Governing Body": 1 and 5).

DORM LIFE

Oxley Hall Student Government - 1911

Each new resident was given a scarlet and gray booklet which contained the constitution of the Oxley Hall Student Government Association. They were asked to sign an agreement that they would obey the rules of the dorm and follow its tradition. The student government directed affairs that were not under the authority of the House Superintendent or the House Committee.

Some of the rules included:

"At no time when a girl is supposed to be studying is she allowed to be disturbed by the odor of fudge, welsh rabbit or burning alcohol.

On Sunday afternoon there may be callers between 12:00 and 3:00 and between 5:00 and 10:00 in the evening.

On every other day except Friday they may be receiving until 7:30 and on Friday evening until 10:00.

On Monday, Tuesday, Wednesday and Thursday there must be absolute quiet from 7:30 in the evening to 6:30 the next morning."

Proctors were used to enforce these rules. Two girls were selected from each floor by the student president to serve a two month proctor term. The executive committee, student officers, could take away privileges or recommend to the House Committee that a resident be suspended ("Oxley Hall Girls Self-Governing Body": 1 and 5).
Rules gradually became more permissive as the years past. However, men were never allowed beyond the first floor receiving rooms and girls were expected to be in by certain hours.

SOCIAL LIFE

Special friendships were encouraged and built as the students lived, went to class and studied together. Oxley's design, with its parlors, lounge areas and dining room, provided a place for various social events and a relief from tedious course work. Teas, class dances and formal dinner parties were common. The following activities are among those mentioned in different articles in the Lantern and The Ohio State University Monthly.

A reception was given yearly for professors and their spouses. After talking in the parlors they would meet in the dining room for a play which was presented by the girls that depicted idiosyncracies of various faculty members (Steele, Margretta. "At Oxley Hall": 15 and 16).

A 1911 article in the Lantern described a Halloween Party complete with a witchly greeting, graveyard, fortune tellers and a ghost guided walk "down a lonely passageway called "Bumping the Bumps". There were doughnuts hanging from the trees and a cider barrel in the porch. Three Civil War veterans provided music in the dining room for dancing. ("Oxley Hall Shows Ghosts and Witches").

Dinner, Christmas Tree and Santa Claus were part of the Christmas tradition in 1920. A "white elephant" party added to the celebration as the girls each received a gift "accompanied by a verse most peculiarly adapted to her needs". This was followed by a Christmas story and songs (Busby, Ruth. "Oxley Hall—Habitat of Co-Eds": 19).

On September 30, 1911 a mock coronation for King George and Queen Mary was held. The Archbishop of Canterbury, guards and a court fool were portrayed along with delegates from various countries. This exciting event was followed by a royal banquet. ("Pageant Is Splendid.")

The "annual square meal" ended the school year in May. Residents invited Oxley alumni to a special dinner consisting of several courses and class "toasts" (Steele, Margretta. "At Oxley Hall": 15-16).

Informal moments included singing around the piano, dancing, gatherings in the parlor and "onion sandwich" parties. The residents were also known to work together for a good cause. One year they made fifty rag dolls for orphans in the then war-
A very special event occurred on December 22, 1940. Miss Mildred Bordenkircher was married to Mr. Ernie Biggs. The ceremony took place in front of the fireplace in the front parlor on the first floor. Miss Bordenkircher lived in Oxley Hall while earning her degree in Education. Twenty-five years later they returned to Oxley with their family to celebrate their 25th wedding anniversary. Mrs. Mummey (formerly Mrs. Biggs, who remarried sometime after the death of her husband) recently visited Oxley to share her wedding pictures and memories with some of the staff. It was fascinating to hear her reminisce and realize that the goal of making Oxley a place of supervision and special friendships was a success.

CHANGES

The original plans for a women’s dormitory complex provided for three more dorms and a commons. The next building completed was Mack Hall in 1922. It was added on to in 1931 and 1939. The commons was completed in 1939 and was later expanded (around 1953). Canfield Hall was built in 1940 and Siebert in 1957. Appendix F shows an aerial view of the complex between the years 1940 and 1945.

Some time after the Commons was built, the dining and kitchen areas of Oxley were used by the Home Economics Department as a laboratory "Tea Room" for students, known as Oxley Terrace. It had its own entrance and was given the address, 1726 Neil Avenue. Later this same space was converted to offices. (Herrick, John H. OSU Campus Buildings and Scott, Dorothy D. Development of Home Economics: The Ohio State University:35).

During World War II the army had need of some of the dorms. Mack, Canfield and Neil were evacuated. Nursing students from Neil Hall were moved to Oxley. Other women students were sent to live in the fraternity houses which were then empty because the men were in the service.

In 1949 Oxley Hall was in need of repair and renovation. The nurses were moved back to Neil Hall and the dorm was closed until 1953.

Traditions and the making of special friendships continued after the dorm reopened. Unfortunately, the cost of renovations and general up-keep of the building had increased and by 1966 the dorm was no longer up to standard. Then President of Ohio State University, Novice G. Fawcett, suggested to the Board of Trustees that it would be more economical if the University would rent the building to the University Research
Foundation. The Foundation would pay the Dormitory Revenue Fund $75,852 a year to use the building. On December 9, 1966 the Board of Trustees made it official by announcing the change to occur for the 1967-68 school year (The Ohio State University Archives. "Oxley Hall vertical file).

Oxley has had a number of "office boarders" since its conversion. They include:

<table>
<thead>
<tr>
<th>Office of Commuter Student Affairs</th>
<th>Mershon Center</th>
</tr>
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<tbody>
<tr>
<td>Business Graduate Office</td>
<td>Genetics</td>
</tr>
<tr>
<td>Public Administration</td>
<td>Statistics</td>
</tr>
<tr>
<td>Student Life</td>
<td>Ohio Technology</td>
</tr>
<tr>
<td>Optometry Teaching Lab</td>
<td>Transfer Or.</td>
</tr>
<tr>
<td>Commission on Interprofessional Education and Practice</td>
<td>State Architect’s Office</td>
</tr>
</tbody>
</table>

THE LATEST RENOVATION

Since Oxley Hall was a part of the original history of Ohio State, the latest renovation, which began in 1989, aimed to modernize yet preserve the building as it was when it was a dorm. Structural repairs and replacement of windows, doors and roofs were to follow the pattern of the 1908 design.

When possible lounge areas, parlors, bay windows and fireplaces were to reflect their former uses. Structures that could not remain the same were reconstructed in such a way that they could be reclaimed at a later date.

THE LATEST OCCUPANTS

The newly renovated Oxley Hall provided the opportunity for several offices of International Affairs to be "housed" in one building. In the fall of 1991 they began to move in to the first and third floors. The offices included:

<table>
<thead>
<tr>
<th>African Studies Center</th>
<th>Office of International Affairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comparative Education Review</td>
<td>Slavic and East European Studies Center</td>
</tr>
<tr>
<td>East Asian Studies Center</td>
<td>University Center for International Studies</td>
</tr>
<tr>
<td>Latin America Studies Program</td>
<td></td>
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<tr>
<td>Middle East Studies</td>
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<tr>
<td>Office of International Education</td>
<td></td>
</tr>
<tr>
<td>(formerly Office of International Students and Scholars and Office of Study Abroad)</td>
<td></td>
</tr>
</tbody>
</table>

The Department of Linguistics moved into the basement and second floor offices. Linguistics, with its emphasis on the
study of languages and the fact that many of its students are international students, makes sharing the building a benefit for both departments.

"UNSOLVED MYSTERY"

Newspaper articles have been written and rumors spread that there is a ghost that walks the halls of Oxley. It is said to be the ghost of a female resident whose body was found in one of the rooms on the third floor sometime in the 1930’s or 40’s. She may have been the victim of a murder or the result of a successful suicide. Newspapers were not indexed and University deaths were not recorded at that time so attempts to find answers have been limited.

What is known is that there are reports of unexplained incidences. Doors that were locked have been found unlocked and lights mysteriously have been turned on and off during the night. A University employee reported a scary experience he had in the 1980’s when he and a friend decided to walk through the basement tunnel and lights were turned off by whom or what was not known. A security guard also reported a "mystery" that occurred in 1980 in the adjoining Mack Hall. It seems that a Christmas Tree mysteriously vanished from a dorm room. A trail of tinsel stopped with no sign of the tree. Could this tree be related to the one that appears to be growing out of the chimney on top of Oxley Hall?

Since the new tenants moved in (Fall - 1991), the building coordinator has had a report of windows that seemed to go up and down by themselves and lights that had been turned off at night were on in the morning. People doing repairs in the attic reported that a series of lights hanging from the ceiling and not connected to each other started swaying at the same time.

An article in The Ohio State University Monthly written in May of 1917 tells how sophomore residents would have a "hazing week" for incoming freshman. They would frighten the girls with "black hand notes, blood curdling threats and harassing deeds". (Steele, Margretta. "At Oxley Hall": 15-16).

Could the story of the ghost be a part of this "hazing week" tradition that has survived over the years or is there indeed a special guest that continues to live in Oxley Hall?

Tradition

The excitement and fears that a student feels as he/she begins to study in a new surrounding has not changed over the years. A growing number of students are traveling overseas to pursue
their educational goals at OSU. At the same time an increasing number of American students are interested in foreign cultures and complimenting their studies with the experience of studying abroad. The faculty and staff at Oxley Hall support students in making the transition of cultures. Students are still welcomed in the "parlor" and various social activities and workshops are scheduled in meeting rooms to provide opportunities to meet people with common goals and give information on educational programs.

Oxley Hall will be preserved as an historical building on campus and the promoting of special friendships, encouraging the achievement of academic goals and helping students adjust to different life styles will continue to be a part of its heritage.
APPENDICES

The following architectural plans are from the original, 1908, blueprints and are courtesy of The Ohio State University Architect’s Office.

The scenes from Oxley Hall are courtesy of The Ohio State University Photo Archives.
APPENDIX A

Rear or East Elevation

...
APPENDIX G

PLAN OF THIRD FLOOR
OXLEY HALL
1908

Courtesy of The Ohio State University Archives
Modern dormitories at 11th and Neil Aves.,
the McMillin Observatory upper left

(Pollard, James. *History of The Ohio State University: 1873-1948*)
A glimpse of the Forest of Arden designed by Miss May Cook.
The plaque is hung at Oxley Hall

(Ryan, Elinor C. "The New Archeological Museum": 15)
ACKNOWLEDGEMENTS

The preceding report is a compilation of facts and information from various sources.

Please see the Bibliography section for a listing.
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The Ohio State University Archives: "Oxley Hall" vertical file

The Ohio State University Photo Archives
“EVENING DRESS INDISPENSABLE”
By NEIL HALL

Prologue .................................................. Harriet Derck

CAST OF CHARACTERS

Alice Waybury ............................................. Celia Moores
Sheila Waybury ........................................... Virginia Beall
Nellie (the maid) ......................................... Roma Gaskill
George Connaught ......................................... Alice A. May
Geoffrey Chandler ......................................... Ann Osborne Bennett

General Chairman ........................................ Josephine Motter
Play Director ............................................... Lucille Caudill
Scenery ..................................................... Lillian Segel

MACK HALL PRESENTS
“THE LADY IN BLACK”
CHARACTERS AS THEY APPEAR

Gaston ......................................................... Ruth Endich
Alphonus ...................................................... Helen Todhunter
Redbeard ..................................................... Beatrice Korosy
Samson ........................................................ Ruth Sherr
Hal E. Burton ................................................ Claudia Hills
Quinnean ...................................................... Mary MacWilliam
The Lady in Black ......................................... Elizabeth Hanauer

LADIES OF THE ENSEMBLE
DIRECTED BY VIRGINIA TRACY

DECK SWABBERS—Ann Snow, Lola Stevenson, Dorothy Cole, Margaret Kelso, Lois Calloway
PIRATE CHORUS—Virginia Bond, Thelma Hoffman, Rose Fallon, Mary Mounfield, Agnes Christiansen

DIRECTED, ADAPTED AND PRODUCED BY GIBSON & FALLON
Costumes—Mlle. Emmer and assistants.
Setting—Señorita Purdy and visiting artists.
Music Scores and Orchestrations—Fraulein Disbro.
Property—Ohio State University.

Judged one of the best plays of its type produced this year 1931.
This drama received the Grand Prix offered centennially by the enlightened Utopian Interior Ministry for the Propagation of Culture.

William Evans “Better Than the Gondeliers.”

OXLEY HALL MINSTREL SHOW

Chairmen ..................................................... MARY HALL, KATHLEEN WHITE
Interlocutor ................................................... ALICE McRITCHIE
End Men ...................................................... Frances Krasevec, Virginia Hale, Faye White, Eulalee Hart

SPECIALTIES—In Order of Appearance

Lois Dumenil ............................................... Old Virginia
Frances Imbody ............................................. Moon
Garnet Maize ................................................ Sailors
Delores Evans ............................................... Hornpipe
Virginia Warren ............................................ Tap Dance
Mary Syler .................................................. Southern Songs

MEMBERS OF THE CIRCLE

Mabel McOwen  Mary Jane McElroy  Evelyn Filithrauld
Doris Baughman  Mary Rader  Margaret Turner
Betty Allardice  Frances Imbody  Lois Dumenil
Margaret Vores

Pianist ....................................................... Harriet McMillen
Scenery ...................................................... Violet Orlando, Delores Evans, Charlotte Winegardner
Costumes .................................................... Ethel Winterhalter, Roxanna Brannon, Mary Gordon
Ohio State University Officials Express Thanks for Collaborative Process to Prioritize Building Needs of Higher Education Institutions

Recommendations include funding for renovation of Oxley and Pomerene Halls to house new data analytics program

Ohio State University leaders today expressed gratitude to the Ohio Higher Education Funding Commission, which announced 2015-16 capital funding recommendations for the state’s public colleges and universities. The funding proposal includes the renovation of two of the most historic buildings on university’s Columbus campus, as well as numerous building and facility repair and maintenance projects.

The commission is recommending the state invest $52.8 million to convert Pomerene and Oxley Halls into state of the art facilities that will house the university’s new comprehensive data analytics program.

The recommendations now go to Gov. Kasich for consideration as part of his overall state budget request to lawmakers.

"On behalf of Ohio State, I am proud to have joined other higher education leaders across the state in this truly collaborative budget process," said Ohio State University Interim President Joseph A. Alutto. "The commission’s focus was to prioritize programs and initiatives that would meet the long-term
needs of all Ohioans through job creation and economic development. I am grateful to Governor Kasich for this opportunity and to my higher education colleagues for their insights in helping to chart a course for Ohio's future."

Ohio State is strategically focusing its research resources into three Discovery Themes: food production and security, health and wellness and energy and environment. At the core of all three themes is the need to understand and utilize large amounts of data.

The university plans to renovate the two buildings to include state-of-the-art space for a data analytics headquarters, which will house newly recruited faculty experts and research space dedicated to synthesizing and understanding "Big Data" across numerous disciplines.

"I'm truly gratified that the Ohio Higher Education Funding Commission has recommended that Ohio State receive $94 million to support capital projects," said Provost Joseph Steinmetz. "Among the most important of those projects are renovations to Oxley and Pomerene Halls, great old buildings made possible 100 years ago, thanks to state funding at the time. With 21st-century state support, they'll get brand-new beginnings—fittingly, as the hub of our first Discovery Themes initiative, data analytics.

In addition to research applications, data analytics has the potential to transform and enhance Ohio's economy and workforce development efforts. In the future, businesses will need data scientists, and Ohio State recently launched one of the very first undergraduate majors in data analytics. In addition, the university is partnering with IBM, who recently relocated its global data analytics hub to Central Ohio.

Overall, the commission's recommendations include $37.2 million for the renovation of Pomerene and $15.6 million for the renovation of Oxley. In addition, the commission is recommending approval of 14 smaller maintenance and repair projects totaling $15 million for the Columbus campus and $9.1 million for regional campuses. It also approved eight projects to reduce campus operating expenses, (i.e. roof and electrical repairs) totaling $17.5 million.

About The Ohio State University

The Ohio State University (http://www.osu.edu/) is a dynamic community of diverse resources, where opportunity thrives and where individuals transform themselves and the world. Founded in 1870, Ohio State is a world-class public research university and the leading comprehensive teaching and research institution in the state of Ohio. With more than 63,000 students (including 57,000 in Columbus), the Wexner Medical Center, 14 colleges, 80 centers and 175 majors, the university offers its students tremendous breadth and depth of opportunity in the liberal arts, the sciences and the professions.