

Buildings

May 31st, 1905.

My dear Mr. Person:-

I am greatly pleased to know that you have taken so much interest in the matter of the buildings and grounds of the School of Education, and I am proposing to ask you to represent all of us in this matter in connection with the architect. I have asked Mr. Rogers to complete the plans in order that we may ascertain how much money is needed to finish the quadrangle. There are two policies proposed, one of which is to put the gymnasium outside of this quadrangle on the block east. This would give more room for the other work of the school. The other policy is to include the gymnasium in the present quadrangle. I should like to have you consider both, but I am quite sure on the whole that we shall want to include the gymnasium on the quadrangle. I have some reason to think that we may be able to get the money to complete the quadrangle within the next few months. In order to do this it is necessary to have the plans roughly sketched. I have informed Mr. Rogers that you will represent the School of Education and that you will confer with him at an early date, presenting to him such suggestions as have come to you and the committee of which you are chairman.

Yours very truly,

May 31st, 1905.

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Yours very truly,

June 5th, 1905.

Building
File

My dear Mr. Ferson:-

I have read with much interest your letter of June 2nd. I am afraid that we are planning on too large a basis. I cannot conceive of the possibility of finding so large a sum as \$800,000., and I think that we ought to cut this down very considerable. I shall be glad to have you take the matter up with the architect. I do not see that we can get a meeting of the faculty now, nor do I think we are in a position to place the matter before the faculty. We have not yet settled exactly what we wish to do. It is better I think to wait a little until we have talked the matter over with the architect.

Yoursvery truly,

W.-R. Harper

June 5th, 1905.

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Yours very truly,

W. R. Harper

Handwritten in red ink:
L. J. Ferson
June 5th, 1905

THE UNIVERSITY HIGH SCHOOL
58TH STREET AND MONROE AVENUE

DEPARTMENT OF DRAWING
OF THE
CHICAGO MANUAL TRAINING SCHOOL
EARL BIXBY PERSON, INSTRUCTOR

The University of Chicago
FOUNDED BY JOHN D. ROCKEFELLER

46

CHICAGO June 2, 1905.

President W.R. Harper,
Dear Sir,

I have received your note of May 31.
I want to thank you for your confidence in my ability to take up this work, and shall try to prove that it is not misplaced. It will greatly facilitate the work if I can get an authoritative statement of the aim and scope of the work of the School of Education.

If I understand your statement, made at a late faculty meeting; the sole aim is the training of teachers.

If this is true, for what lines of work are these people to be trained?

It seems to me that we are especially prepared, in the nucleus which we already have, for the formation of a great Normal School along the broadest lines of any school in existence.

I believe we can outrival even Columbia, as to buildings and equipment when the quadrangle is completed.

I have had this idea of the normal work in mind constantly, in planning for the completion of the buildings as shown on the plans which I sent you on Monday. We can, in those buildings, teach the whole line of Industrial Art work, and, with our Manual shops, can do the best of work in the training of Manual Training teachers.

In addition to this, I am looking forward to the time when this quadrangle will be open afternoon and evening to the Extension work of the University, and the formation ~~ma~~ here, of the center of this work, not only for lectures, in connection with our library, which should, in a small way, be a second Crerar in its main scope, i.e.-Industrial; but also practical work in all the shops and drawing rooms. The museum also should be, as far as possible, an Industrial museum.

There is going to be a reaction against the half-preparedness of the average instructor in all the lines of Industrial Art and Manual Training, and it seems to me that right here is the basis for the best and most thorough preparation which it is possible to give to these people, and I believe we must place ourselves in a position to meet this demand. For this reason I have found it impossible to include the gymnasium within this quadrangle.

This brings up another question of policy;-do we want to train teachers of Physical Culture, to complete the Normal courses? If this is desirable, then we must have more space than can ~~ma~~ possibly be found, for, if we are to furnish training for the pupils of the Elementary, and High School alone, when the numbers reach the maximum of my estimates, we could hardly give the necessary space for a gymnasium which would accommodate them, if we follow the present requirements of our curriculum, i.e.-gym. work four days per week, and if we

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CHICAGO

(2)

add to this the normal work, you can see at once the utter futility of trying to include the gymnasium within this quadrangle.

For this reason I have designed the building, of which I send some sketch plans, made after a long study and consultation with the Physical Culture instructors.

In regard to the garden space to the north of the Manual building, I hope to see there, not only a garden for the Elementary pupils to work in, but a collection of the trees, shrubs and plants of Illinois, together with a greenhouse for the study of the elements of plant growth and of Agriculture. The demand for teachers who can give this instruction in our schools should be met, and this can be done by doing the qualitative work ~~here~~ here, and the quantitative work upon a farm somewhere near; preferably to the south, in Indiana if nothing can be secured nearer.

I have presented the plans as they stand at present, to the architect, who will prepare plans upon the two systems, as you directed.

As to the probable cost; the School of Education cost 32 cents per cubic foot; the Manual building 24 cents. This difference, of course is caused by the different construction, i.e.-in one the walls were lathed and plastered, and a great number of partitions, while in the other the walls were nearly all face brick, and few partitions.

The new buildings will be of both kinds, so I have estimated upon the different constructions and get as a result, the total of \$ 819,574.00 for the building, and an allowance of about \$ 70,000.00 for equipment ~~making~~ making a total of \$ 889,574.00

I have not been able to see all the faculty of ~~month~~ all departments of the school as a whole. I wish you could call a special faculty meeting, and allow me to present this matter to them before the summer vacation commences, so that I shall feel free to go on with the work, and not have some one come to me later and say they did not have an opportunity to give any advice, or to tell me what they wanted. I want to have these plans so complete that the original contracts can be carried through to the end. If I understand the matter correctly, fully \$ 50,000.00 of the expense of the School of Education was caused by changes in the contracts to accommodate those who were late with their ideas as to the detail. As I said in my last note, I have had lantern slides made of the plans so they can be thrown upon the screen large enough for all to see, and will enable me to explain in detail.

Hoping this will meet the present requirements till the architect can prepare something better,

I remain

Yours respectfully,

E. B. Fergson

CHICAGO

(2)

add to this the normal work, you can see at once the utility of trying to include the gymnasium within this question. For this reason I have designed the building, of which I send some sketch plans, made after a long study and consultation with the Physical Culture instructors. I have designed the building space to the north of the Manual building. I hope to see there, not only a garden for the elementary pupils to work in, but a collection of the trees, shrubs and plants of Illinois, together with a greenhouse for the study of the elements of plant growth and of Agriculture. The demand for teachers who can give this instruction in our schools should be met, and this can be done by doing the qualitative work here, and the quantitative work upon a farm somewhere near; preferably to the north, in Indiana if nothing can be secured near.

I have presented the plans as they stand at present, to the architect, who will prepare plans upon the two systems, as you directed. As to the probable cost; the School of Education cost 22 cents per cubic foot; the Manual building 24 cents. This difference, of course is caused by the different construction, i.e. in one the walls were lathed and plastered, and a great number of partitions; while in the other the walls were nearly all face brick, and few partitions. The new buildings will be of both kinds, so I have estimated upon the different constructions and get as a result, the total of \$819,574.00 for the building, and an allowance of about \$70,000.00 for equipment making a total of \$889,574.00. I have not been able to see all the faculty of whom all departments of the school as a whole. I wish you could call a special faculty meeting, and allow me to present this matter to them before the summer vacation commences, so that I shall feel free to go on with the work, and not have some one come to me later and say they did not have an opportunity to give any advice, or to tell me what they wanted. I want to have these plans so complete that the original contracts can be carried through to the end. If I understand the matter correctly, I will \$50,000.00 of the expense of the School of Education was caused by changes in the contracts to accommodate those who were late with their ideas as to the detail. As I said in my last note, I have had lantern slides made of the plans so they can be thrown upon the screen large enough for all to see, and will enable me to explain in detail. Hoping this will meet the present requirements, till the architect can prepare something better, I remain Yours respectfully,

Yours respectfully,

Handwritten signature: E. P. Termon

June 7th, 1905.

My dear Mr. Ferson:-

I have your note of June 5th in reference to the gymnasium. I am afraid you forget the possibilities of the situation. It is out of the question to consider a gymnasium the cost of which would be \$500,000. No such sum of money as that could be expended advantageously. We have at present the largest gymnasium in the country and it is capable of accommodating as many students as we should ever have in the School of Education, and the total cost is \$225,000. Isn't there something wrong about your figures?

Yours very truly,

W. R. Harper

June 7th, 1902.

My dear Mr. Parsons:-

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reference to the gymnasium. I am afraid you forgot the possibilities of the situation. It is out of the question to consider a gymnasium the cost of which would be \$500,000. No such sum of money as that could be expended advantageously. We have at present the largest gymnasium in the country and it is capable of accommodating as many students as we should ever have in the School of Education, and the total cost is \$225,000.

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THE UNIVERSITY HIGH SCHOOL
88TH STREET AND MONROE AVENUE

DEPARTMENT OF DRAWING
OF THE
CHICAGO MANUAL TRAINING SCHOOL
EARL BIXBY FERGUSON, INSTRUCTOR

The University of Chicago
FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO June 5, 1905.

President William R. Harper,

Dear Sir,

In reviewing my note of Friday I discovered that I had given no estimate upon the Gymnasium.

As shown upon the blue-prints which I sent you, the building would probably cost \$ 516,000.00 and with about \$ 20,000.00 for equipment, would make a total of \$ 536,000.00

The other figures I gave you do not include the cost of the Gym. if included within the quadrangle.

If this was put upon the block east, it would not, necessarily, need to be included in Mrs. Blaines' contribution, which would greatly reduce the total required, if we wish to retain the Industrial Art work in the curriculum of the school, and would give someone else, who might be interested in the school, a chance to contribute, who would not do so if the quadrangle was, (as I understand it is,) to carry the Blaine name.

Yours respectfully,

E. B. Ferguson

96

The University of Chicago

THE UNIVERSITY HIGH SCHOOL
15TH STREET AND MONROE AVENUE
DEPARTMENT OF DRAWING
CHICAGO MANUAL TRAINING SCHOOL
EARL BERRY PERSON, INSTRUCTOR

CHICAGO
June 5, 1905.

President William H. Harper,

Dear Sir,

In reviewing my note of Friday I discovered that I had given no estimate upon the gymnasium.

As shown upon the blue-prints which I sent you, the building would probably cost \$212,000.00 and with about \$20,000.00 for equipment, would make a total of \$532,000.00.

The other figures I gave you do not include the cost of the gym. If included within the quadrangle.

If this was put upon the block east, it would not, necessarily, need to be included in Mrs. Bishop's

contribution, which would greatly reduce the total required, if we wish to retain the Industrial Art work in the curriculum of the school, and would give someone else, who might be interested in the school, a chance to contribute, who would not do so if the quadrangle was, (as I understand it is,) to carry the Bishop name.

Yours respectfully,

Palm House in ~~John~~ Bayfield Park 60 ft high

DATA FOR THE BOTANICAL GARDEN FOR THE UNIVERSITY OF CHICAGO

1. The size of the plot is 330 feet frontage on the Midway, and 660 feet deep (north and south). The north-east corner is cut off by a flat building occupying a lot 65 feet north and south, by 100 feet east and west.

2. A laboratory building furnishing approximately 5000 square feet of floor space, well lighted, with a basement. The style of this building can be left absolutely to the taste of the landscape artist. It makes no difference to us whether it is two stories or one storey, provided we get the floor space mentioned and the good light. He can probably work such a building into his scheme with good effect. The most convenient location for it would be at the north-east corner of the lot, opening on Maryland Ave., which is the eastern line of the garden.

3. Experimental greenhouses. This item means a group of five or six small greenhouses in some sort of relation to the laboratory. At least two of them should be entered from the laboratory, while the others may be more or less detached. This flock of small and low greenhouses should not cover a total ground space of over 4000 to 5000 square feet.

4. General greenhouses. There are three general greenhouses that would not only be of service, but would add greatly to the attractiveness of the garden.

(a) Palm house. This should be the most attractive building in the garden, and the dome should reach 65 to 75 feet in height. It is only the height of the dome that we are solicitous about. The ground plan which would fit into a dome of that height should be left entirely to the artist.

(b) Fern house, which would include also aquatics, is a much lower house and smaller, and if it could not be worked into the scheme, might be left out.

(c) Cold house, is a still smaller one, and very interesting, but of course could be cut out if necessary.

5. Service house. This service house for the gardener to include the materials that he shall need constantly in his work, should be as secluded as possible, and should give him a cover space of about 30x50 feet.

If any further details in reference to laboratory or greenhouses are needed, they can be given, for we have rather definite plans in mind. I might add that the landscape artist should know that we would expect to have one or more rockeries as features of the garden, and this might help him in his plans.

DATA FOR THE BOTANICAL GARDEN FOR THE UNIVERSITY OF CHICAGO

1. The size of the plot is 330 feet frontage on the Midway, and 680 feet deep (north and south). The north-east corner is cut off by a flat building occupying a lot 85 feet north and south, by 100 feet east and west.

2. A laboratory building furnishing approximately 5000 square feet of floor space, with lighted, with a pleasant style of this building can be left absolutely to the taste of the landscape artist. It makes no difference to us whether it is two stories or one story, provided we get the floor space mentioned and the good light. He can probably work such a building into his scheme with good effect. The most convenient location for it would be at the north-east corner of the lot, opening on Maryland Ave., which is the eastern line of the garden.

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would be rather a show place than one for research.

The experimental greenhouses are adjuncts of the laboratory, in fact they represent the parts of the laboratory in which the experiments are going on.

The general greenhouses are for beauty as well as for service. The palm house should be the first considered, and the most conspicuous. The fern house, including also equipment for water plants, should be an attractive thing, and if in the judgment of the landscape artist, it should be omitted, we can afford to do without it better than any other thing I have mentioned thus far. The cold house referred to is a very interesting and attractive one, but least important of all the things mentioned.

Then of course, somewhere, as a kind of a retired or "back yard" feature, there must be a service house for the gardener.

In the meantime, while the garden is being planned, and we are working towards the plan, there is that immediate need of a temporary greenhouse which I spoke of. We must have such a greenhouse this season in order that we may save the collection of tropical cycads that will perish otherwise. What this would mean in loss of money, and of time, and of research opportunity, I need not state in detail. This temporary greenhouse, which, of course, would merely ^{be} temporary in the sense that those already existing are temporary, should be higher than the others; that is, about 20 feet, and about the same dimensions; that is, 35x65 feet. The small group of propagation houses to which this would be added would, of course, serve our purpose for propagation houses in connection with the garden, until the land on which they stand is desired for other purposes. A rough estimate of the cost of this temporary greenhouse you would probably know from your own experience.

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I ought to call your attention to the fact that when the botanical garden scheme was first sketched, several years ago, it was to include a block and a half, by vacating the street now called Maryland Avenue. At that time there was included in the plan the building of an astronomical observatory in the grounds of the garden, in a position that would give their telescope a north and south range along the vacated street. Now that the plan has shrunk to one block, it might be difficult to work an observatory into any landscape plan, without seeming to cover the block with buildings rather than with plantings.

I shall be very glad to take up in detail any feature that you would like to discuss.

Yours sincerely,

John M. Coulter

I ought to call your attention to the fact that when the botanical garden scheme was first sketched, several years ago, it was to include a block and a half, by vacating the street now called Maryland Avenue. At that time there was included in the plan the building of an astronomical observatory in the grounds of the garden, in a position that would give their telescope a north and south range along the vacated street. Now that the plan has shrunk to one block, it might be difficult to work an observatory into any landscape plan, without seeming to cover the block with buildings rather than with plantings. I shall be very glad to take up in detail any feature that you would like to discuss.

Yours sincerely,

Frederick M. Coulter

kept pace with the growth of the University

Buildings
7
1

August 22nd, 1906.

Mrs. Sidney A. Kent,
Fifield, Conn.

Dear Mrs. Kent:-

In the original construction of Kent Chemical Laboratory an elevator shaft was provided but no elevator was installed. That was left to the future growth of the department, and the funds provided for the construction were entirely consumed in the erection of the building as it stands. At the present time the department has so expanded as to fill the building to its capacity. The increase in the number of students has more than kept pace with the growth of the University and the reputation of the department is very high on both sides of the Atlantic. It will greatly facilitate the convenience and the efficiency of the work if a freight elevator or dumb-waiter should now be installed. It is estimated that this will cost \$1800.

kept pace with the growth of the University

General

August 22nd, 1906.

Mrs. Sidney A. Kent,

Wilefield, Conn.

Dear Mrs. Kent:-

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\$1800.

I hope that I am not presuming too much in writing to ask whether you might care yourself to complete the structure by making this contribution. If we had available a building fund which might be used at the present time for such purposes of course I should not attempt to secure the money otherwise, but as it seems necessary to obtain the funds outside our budget I am venturing to write to you. We do not feel free to divert from the purpose of maintenance of the building the income from the Kent endowment legacy.

With sincere regards, I am,

Very truly yours,

W. R. Harper

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writing to ask whether you might care yourself
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With sincere regards, I am,
Very truly yours,

W. R. Hargreaves

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

Office of the President

115

Mrs Sidney A Kent

7
H. Field

Connecticut

112

The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

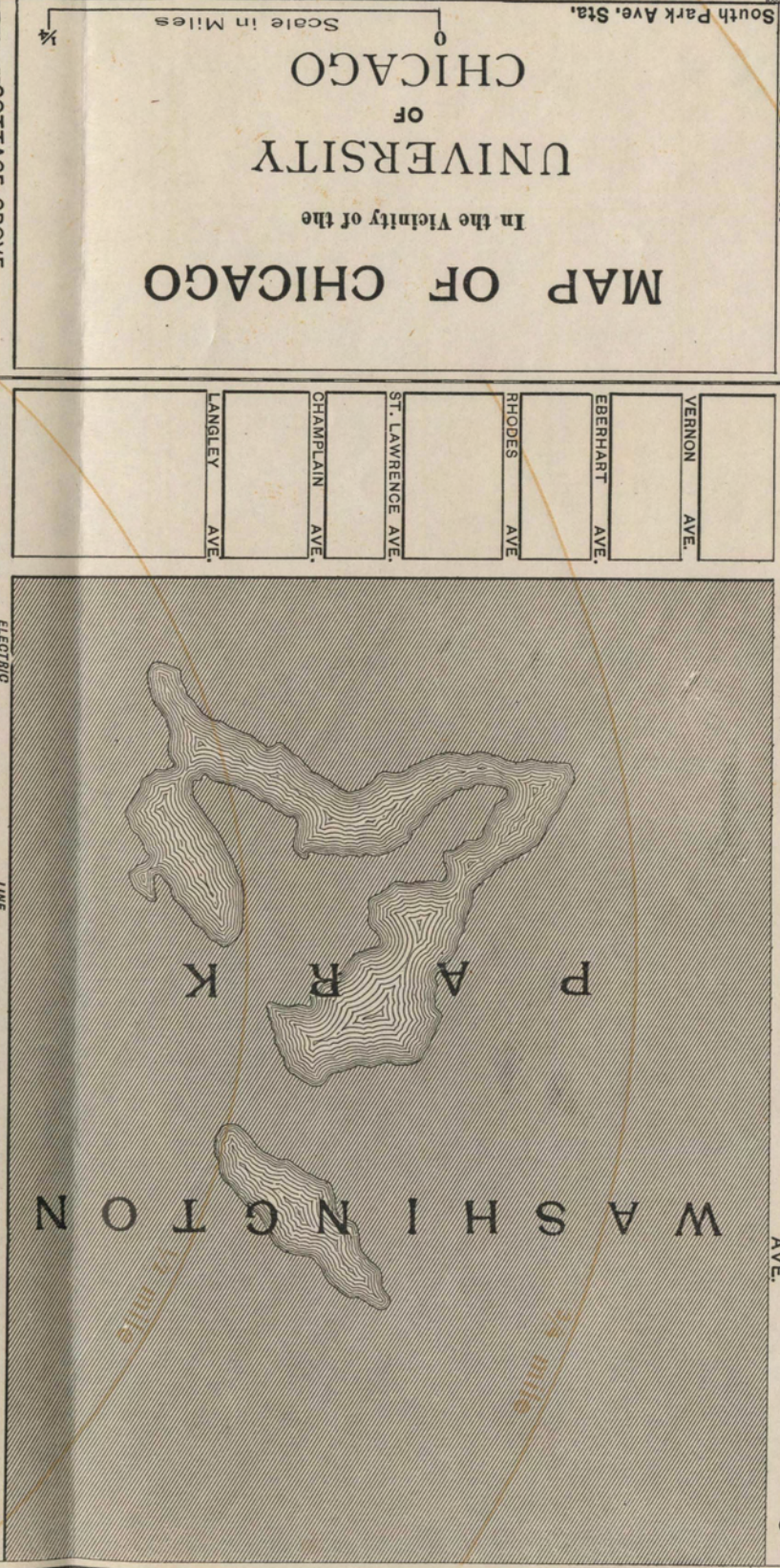
Office of the President

Two Sidney A. Hart
Lippitt
University

MAP OF CHICAGO OF UNIVERSITY In the Vicinity of the CHICAGO

Scale in Miles
0 1/4

SOUTH
61st St. Sta.
SIDE
RAPID
TRANSIT
(ELEVATED)
56TH ST. BOULEVARD
55th St. Sta.
ROSS AVE.
56TH ST.
57TH ST.
58TH ST.
59TH ST.
60TH ST.



COTTAGE GROVE

ELECTRIC

LINE

AVE.

63RD

62ND

61ST

60TH

59TH

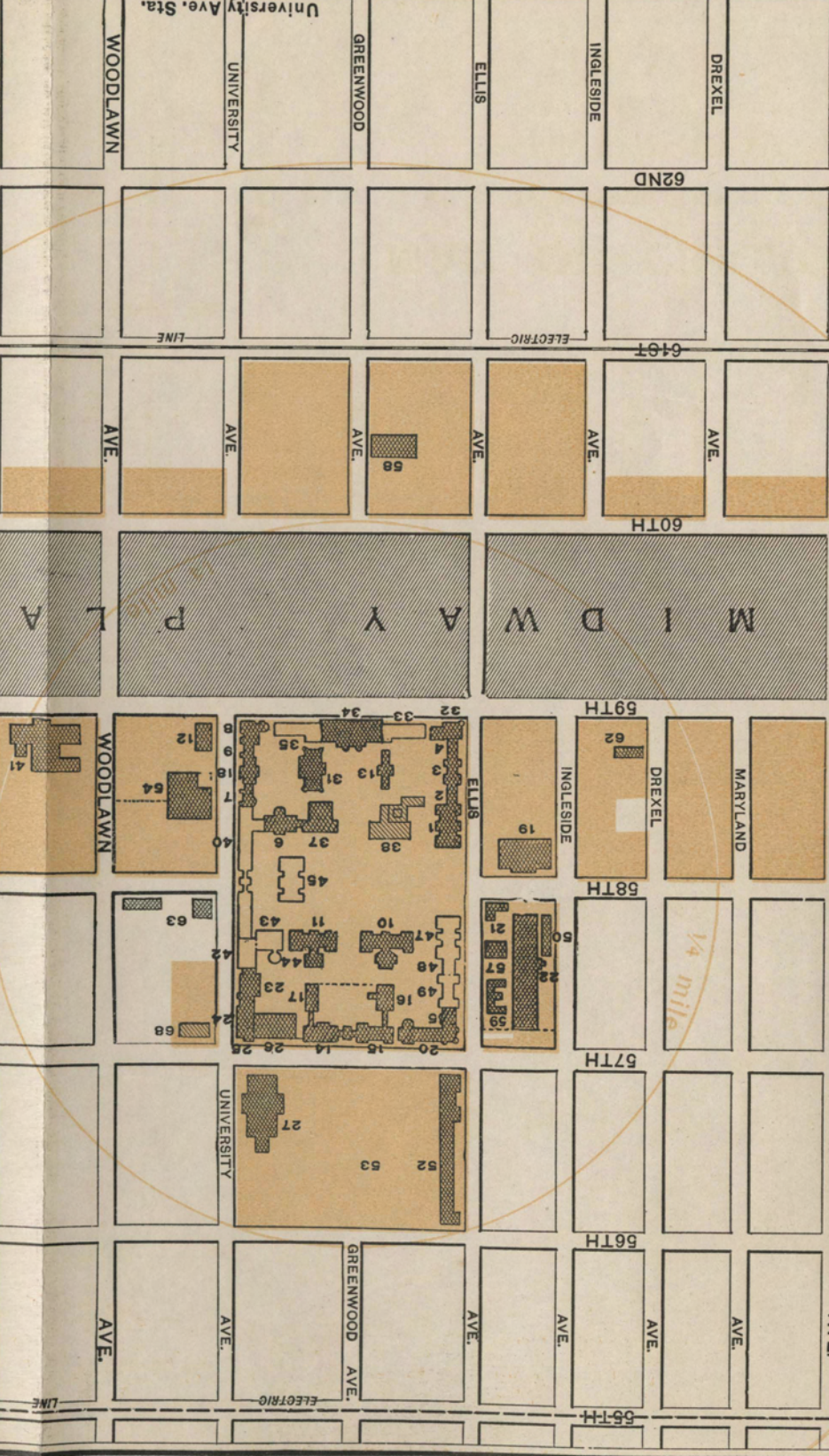
58TH

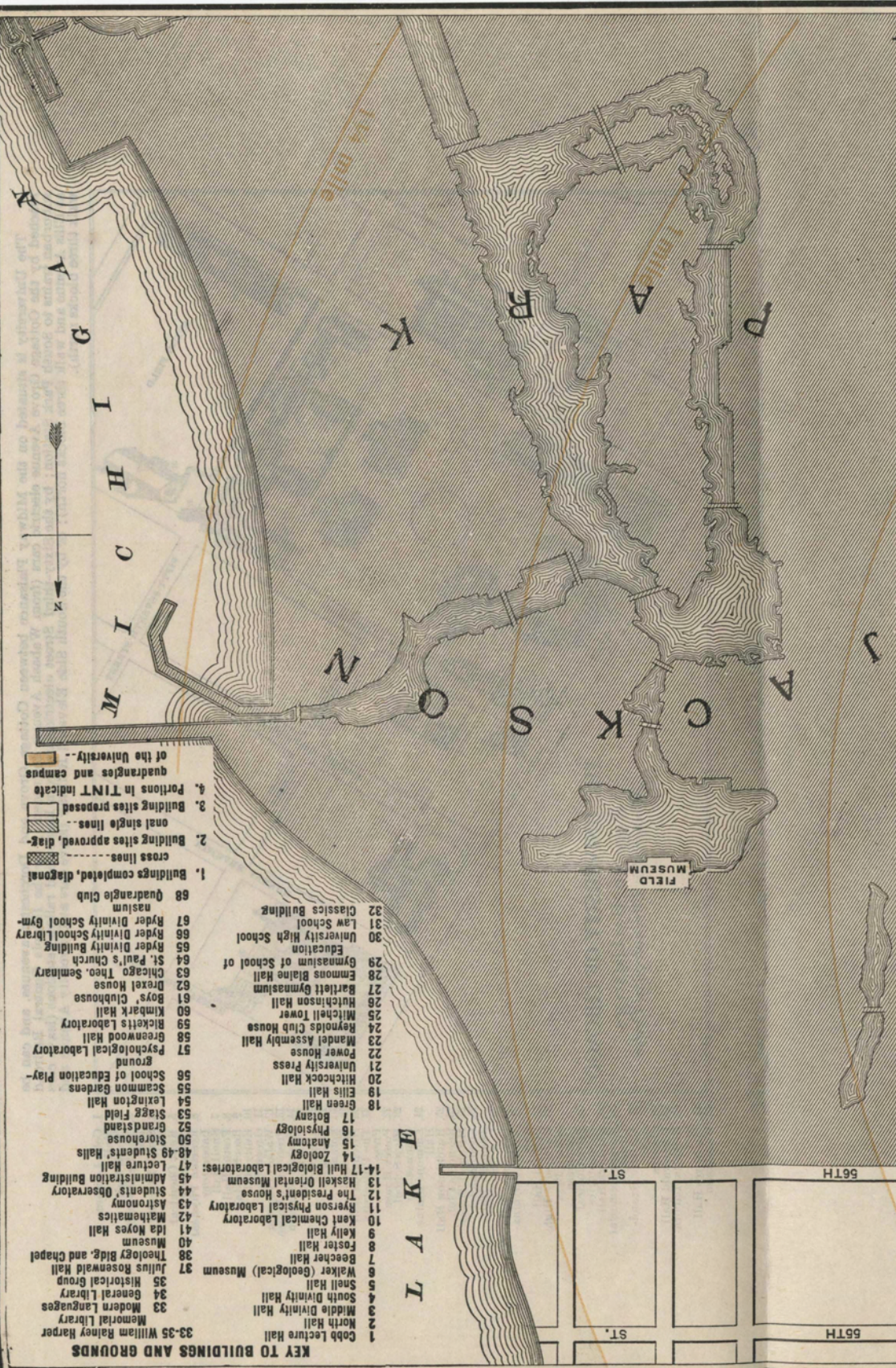
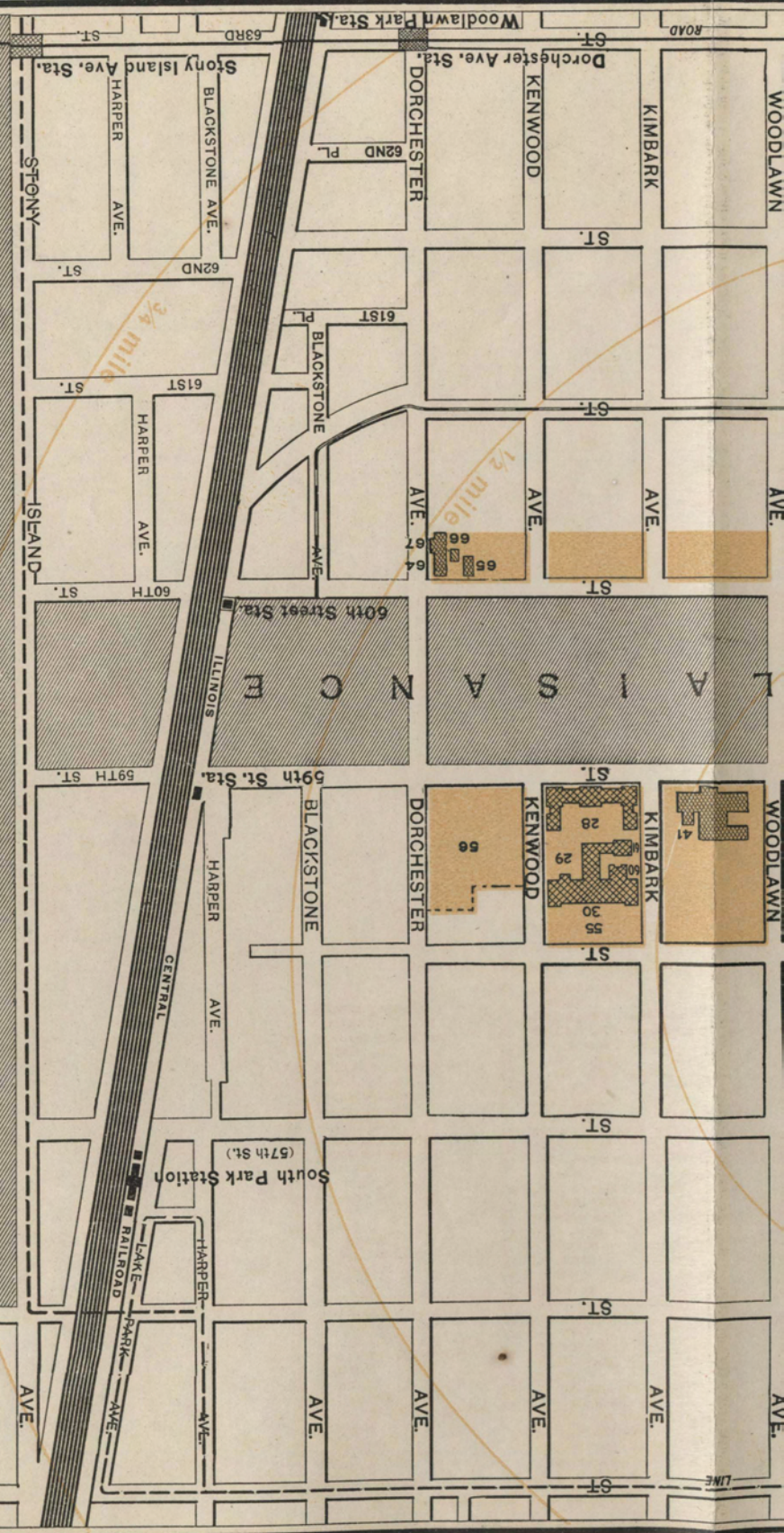
57TH

56TH

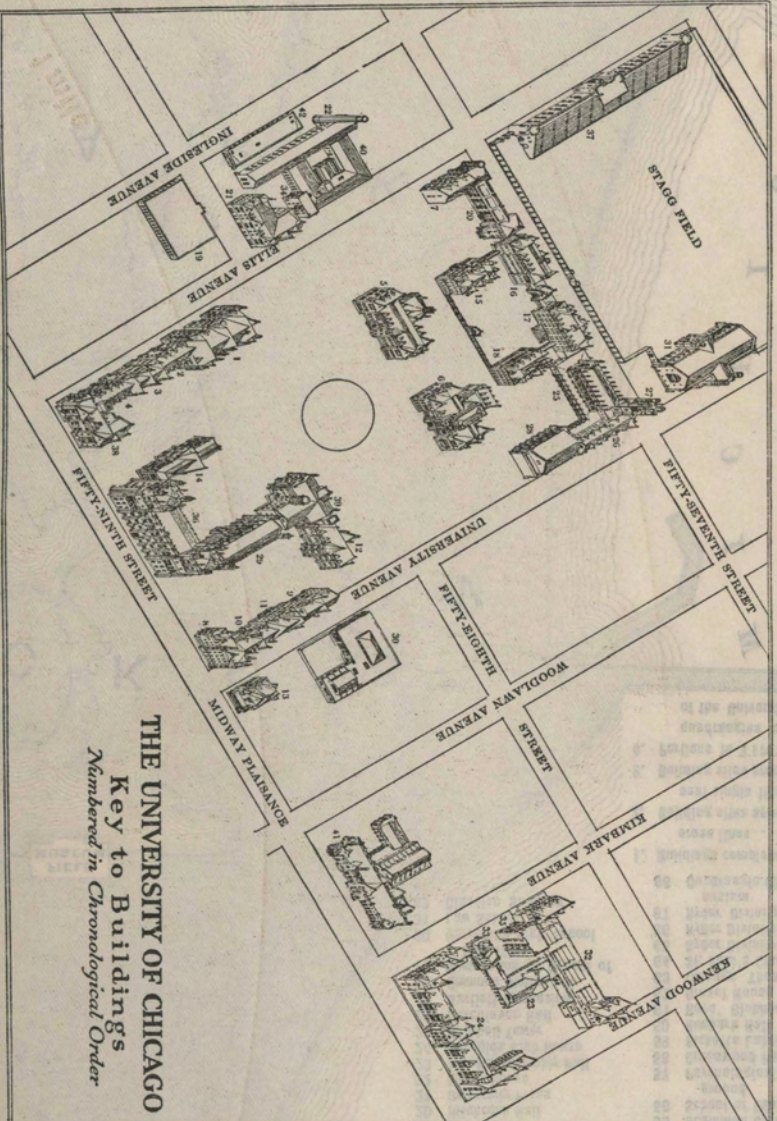
55TH

KIMBARK
WOODLAWN
UNIVERSITY
GREENWOOD
ELLIS
DREXEL
INGLESIDE
MARYLAND
UNIVERSITY
GREENWOOD AVE.
UNIVERSITY AVE.
WOODLAWN AVE.
KIMBARK AVE.





The University is situated on the Midway Plaisance between Cottage Grove and Dorchester avenues, and can be reached by the Cottage Grove Avenue electric cars (from Wabash Avenue downtown); by the Illinois Central Railroad suburban trains to South Park Station; by the Sixty-third Street electric cars from Englewood railway stations (leave cars at Ellis Avenue and walk three blocks north); or by the South Side Elevated Railway (leave cars at University Avenue and walk three blocks north).



THE UNIVERSITY OF CHICAGO Key to Buildings *Numbered in Chronological Order*

1. Cobb Lecture Hall
2. Middle Divinity Hall
3. South Divinity Hall
4. Kent Chemical Hall
5. Iverson Physical Laboratory
6. Snell Hall
7. Foster Hall
8. Green Hall
9. Walker Museum
10. President's House
11. Haskell Museum
12. Divinity School
13. Botany
14. Hitchcock Hall
15. Power House
16. High School
17. Gymnasium
18. Hutchinson Hall
19. Reynolds Club
20. Mitchell Tower
21. Leon Mandel Assembly Hall
22. Lexington Hall
23. Bartlett Gymnasium
24. Belknap Hall
25. University High School
26. Psychological Laboratories
27. Kimbark Hall
28. Harper Memorial
29. Athletic Grandstand
30. Rosenwald Hall
31. Roberts Laboratory
32. Ida Noyes Hall
33. Warehouse

CHICAGO
OF
UNIVERSITY

and its vicinity and all

MAP OF CHICAGO

SOUTH PARK AVE. ST.

Scale in Miles

CALUMET

SOUTH PARK

4000

215 15 210

300

1000

1000

1000

200 21 210

1000

(1000)

1000

VAE

VAE

1000

VAE

200 21 210

200 21 210

COLLEGE GROVE

DICKER

INTERIOR

ELCH

OFF BRANCO

INDUSTRIAL

WOODMAN

1000

1000

1000

N I D W A V A

1000

1000

1000

1000

1000

1000

VAE

VAE

VAE

VAE

VAE

VAE

VAE

VAE

VAE

My dear Hutchinson.

CN
I congratulate you too
the new University move,
If all accept it begins with
a remarkable Board of
Trustees and cannot fail
to be at once a real force
in our national life -
It is high honor to be one
to shape its work and destiny
from the first.

With sincere good wishes
for ^{the} the year.

Love yours

Buffalo N.Y.

COOLIDGE & SHATTUCK,
ARCHITECTS,
AMES BUILDING, BOSTON.

November 21, 1922..

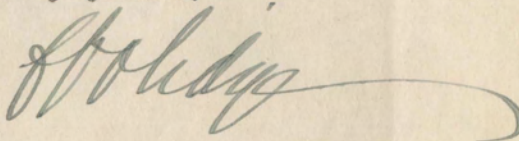
Dear Charles:

I received your telegram in regard to the Ryerson tablet and have sent you a night letter as follows:-

"Your telegram received. I am having a Gothic design made for the Ryerson tablet to go with the building and it will take a little time to get the design and figure for same ready to send you. Expect to send it in a few days."

I have a great deal of personal feeling about this tablet and I am trying to make it something distinctive and good. To do it in Gothic as it should be to go with the rest of the building takes time and study, and if I have to be hurried on it I would rather not do it at all. I really want to do it very much and want to get it just as I think it should be, but if you want it dashed off in a hurry you had better take the design the man in New York made. I will send you the design and the figure for it just as soon as I can but please remember that it needs careful study and it takes some time to work it up.

Faithfully yours,



Charles L. Hutchinson Esq.,
Corn Exchange National Bank,,
Chicago, Ill.

DOUGLAS SHATTUCK
ARCHITECT
AMERICAN BUREAU OF ARCHITECTURE

November 21, 1912.

Dear Charles:

I received your telegram in regard to the Ryerson

tablet and have sent you a night letter as follows:-

"Your telegram received. I am having a terrific de-
sign made for the Ryerson tablet to go with the building
and it will take a little time to get the design and
figure for same ready to send you. Expect to send it in
a few days."

I have a great deal of personal feeling about

this tablet and I am trying to make it something distinctive

and good. To do it in outline as it should be to go with the

rest of the building takes time and study, and if I have to

be hurried on it I would rather not do it at all. I really

want to do it very much and want to get it just as I think

it should be, but if you want it dashed off in a hurry you

had better take the design the man in New York made. I will

send you the design and the figure for it just as soon as I

can but please remember that it needs careful study and it

takes some time to work it up.

Respectfully yours,

Charles L. Hutchinson Esq.,
Gorn Exchange National Bank,
Chicago, Ill.

COOLIDGE & SHATTUCK,
ARCHITECTS,
AMES BUILDING, BOSTON.

December 15, 1922.

Charles L. Hutchinson Esq.,
Corn Exchange National Bank,
Chicago, Ill.

Dear Charles:

I have received yours of the 13th. with the amended inscription for the Ryerson tablet and will see that the change is made.

I have not started the model yet but will do so at once upon hearing from you after Mr. Hodgdon has given you the price for the tablet complete which I have asked him to do. I have sent him the price for the model which will be made here and he is to get a price for the cutting of the stone and erection of the tablet, and you will probably have received this complete price by the time this letter reaches you. I also asked Mr. Hodgdon to find out how long it would take to complete the tablet after the model is received in Chicago.. If you will wire me on receipt of the price from Hodgdon whether or not it is satisfactory I will start the work at once on the model if it is all right.

Faithfully yours,

Charles A. Coolidge.

COOLIDGE SHATTUCK
ARCHITECTS
AMES BUILDING, BOSTON

December 15, 1922.

Charles L. Hutchinson Esq.,
Corn Exchange National Bank,
Chicago, Ill.

Dear Charles:

I have received yours of the 13th. with
the amended inscription for the Ryerson tablet and will
see that the change is made.

I have not started the model yet but will do
so at once upon hearing from you after Mr. Hodgdon has given
you the price for the tablet complete which I have asked him
to do. I have sent him the price for the model which will
be made here and he is to get a price for the casting of
the stone and erection of the tablet, and you will probably
have received this complete price by the time this letter
reaches you. I also asked Mr. Hodgdon to find out how long
it would take to complete the tablet after the model is re-
ceived in Chicago. If you will wire me on receipt of the
price from Hodgdon whether or not it is satisfactory I
will start the work at once on the model if it is all right.

Sincerely yours,

Charles A. Shattuck

82 MARLBOROUGH STREET
BOSTON
MASSACHUSETTS

Dec 3rd

Dear Chas.

I don't understand
why you did not receive that
sketch for Martins table as it
was the last thing I did before I
went to bed two weeks ago & I
gave it ~~do~~ to Chas. Jr. to post & he
said he did it. I have been in bed
ever since with the Grippe & I will
make a new one the first thing I
do, no body else can do it, I am
perfectly sure of one thing however
& that is that a satisfactory table
cannot be modelled & executed
and put in place before the end
of December. That is my such table
as I have in mind & I think we ought
to do the best we know how. I can write
any more CAC.

Dec 3rd

52 MARLBOROUGH STREET
BOSTON
MASSACHUSETTS

Dear Sir,

I thank you very much for the
copy of your book which I received this
morning. I have been looking at it
and find it very interesting. I have
not time now to write you more
fully but will do so in a few days.
I am, Sir, very respectfully,
Your obedient servant,
J. W. Alden

C O P Y

December 12, 1922.

Mr. Charles Hodgdon,
Coolidge & Hodgdon,
Corn Exchange Bank Bldg.,
Chicago, Ill.

Dear Mr. Hodgdon:-

Enclosed you will find a blue print of approximately what I want to do for the memorial tablet to Mr. Ryerson which is to be placed in the vestibule of Hutchinson Hall opposite the entrance to the Hall where the tablet to Mrs. Palmer now is. The tablet to Mrs. Palmer is to be taken down and this put up in its place, and you will want the figure to include this change. Mr. Hutchinson is very anxious to have this tablet in place before Mr. Ryerson leaves which will be in the latter part of January, and it is necessary that the tablet should be dedicated before that time. He has written to me asking for a price, also the shortest time possible in which the tablet can be made. What I am doing is getting a price from Mr. Loeser here for making a full size model to ship out to you in Chicago, and you can have it cut in either caen stone or the lightest color buff limestone, preferably the latter, as it is stronger.

You will notice that the part of the tablet which has the inscription is sunk below the outside wall surface. I would like to know if this can be done.

What I want you to do is to get a figure for carving and erecting the tablet, and tell Mr. Hutchinson how much it is and the earliest it can be done after you received the model. I will send you in the meantime Mr. Loeser's figure for the full size model f.o.b. Chicago. As I said before, you will want a price for changing the Palmer tablet.

I reserve the right in this to change the detail and the size of the tablet as I model it, so that the price that you give now is approximate; at any rate it will not be any larger than the drawing sent you, and you are to give it to Mr. Hutchinson as soon as possible.

Yours very truly,

Charles A. Coolidge.

C O P Y

December 12, 1922.

Mr. Charles Hodgdon,
Coolidge & Hodgdon,
Corn Exchange Bank Bldg.,
Chicago, Ill.

Dear Mr. Hodgdon:-

Enclosed you will find a blue print of approximately what I want to do for the memorial tablet to Mr. Ryerson which is to be placed in the vestibule of Hutchinson Hall opposite the entrance to the Hall where the tablet to Mrs. Palmer now is. The tablet to Mrs. Palmer is to be taken down and this put up in its place, and you will want the figure to include this change. Mr. Hutchinson is very anxious to have this tablet in place before Mr. Ryerson leaves which will be in the latter part of January, and it is necessary that the tablet should be dedicated before that time. He has written to me asking for a price, also the shortest time possible in which the tablet can be made. What I am doing is getting a price from Mr. Loesser here for making a full size model to ship out to you in Chicago, and you can have it cut in either green stone or the lightest color buff limestone, preferably the latter, as it is stronger.

You will notice that the part of the tablet which has the inscription is sunk below the outside wall surface. I would like to know if this can be done.

What I want you to do is to get a figure for carving and erecting the tablet, and tell Mr. Hutchinson how much it is and the earliest it can be done after you received the model. I will send you in the meantime Mr. Loesser's figure for the full size model f.o.b. Chicago. As I said before, you will want a price for changing the Palmer tablet.

I reserve the right in this to change the detail and the size of the tablet as I model it, so that the price that you give now is approximate; at any rate it will not be any larger than the drawing sent you, and you are to give it to Mr. Hutchinson as soon as possible.

Yours very truly,

Charles A. Coolidge.

CHARLES A. COOLIDGE
CHARLES HODGDON

COOLIDGE AND HODGDON
ARCHITECTS.

134 SOUTH LA SALLE STREET, CHICAGO

December 15, 1922.

Mr. C. L. Hutchinson,
Corn Exchange National Bank,
Chicago, Ill.

Dear Mr. Hutchinson:

Enclosed is copy of letter received from Mr. Coolidge. We have obtained a price from Joseph Dux for furnishing, carving and setting this tablet and resetting the Palmer tablet and a price from Mr. Coolidge for making the model, including our commission, the total amount is \$1265.00.

Mr. Dux advises us that he can set this tablet one month after he receives the model. We have written Mr. Coolidge to that effect.

We shall be pleased to receive your orders in this matter.

We are enclosing the blue print which Mr. Coolidge sent.

Very truly yours,

Coolidge & Hodgdon

COOLIDGE AND HOBSON
ARCHITECTS

104 SOUTH LA SALLE STREET, CHICAGO

December 15, 1922.

CHARLES A. COOLIDGE
CHARLES HOBSON

Mr. C. I. Hutchinson,
Corn Exchange National Bank,
Chicago, Ill.

Dear Mr. Hutchinson:

Enclosed is copy of letter received from Mr. Coolidge.
We have obtained a price from Joseph Dux for furnishing, carving
and setting this tablet and resetting the Palmer tablet and a
price from Mr. Coolidge for making the model, including our
commission, the total amount is \$1385.00.

Mr. Dux advises us that he can set this tablet one
month after he receives the model. We have written Mr. Coolidge
to that effect.

We shall be pleased to receive your orders in this

matter.

We are enclosing the blue print which Mr. Coolidge

sents.

Very truly yours,

Charles A. Coolidge

November 19, 1915.

Memorandum to Mr. Manchester
Mr. Torrey
Miss Perrine
Miss Robertson

I hand you herewith blanks provided by the Superintendent of Buildings and Grounds for the reporting of losses of property occurring in the building by theft or otherwise. May I repeat the request of the Superintendent that these blanks be filled out promptly and forwarded at once to him in case of any loss which comes to your knowledge. As soon as these blanks have been exhausted, please apply at once to the Superintendent for additional blanks in order that you may always have them on hand.

November 19, 1915.

Memorandum to Mr. Manchester
Mr. Torrey
Miss Perrine
Miss Robertson

I hand you herewith blanks provided by the Superintendent
of Buildings and Grounds for the reporting of losses of property
occurring in the building by theft or otherwise. May I repeat the
request of the Superintendent that these blanks be filled out promptly
and forwarded at once to him in case of any loss which comes to your
knowledge. As soon as these blanks have been exhausted, please apply
at once to the Superintendent for additional blanks in order that you
may always have them on hand.