

\$15 Gets You Solutions to Liability Disaster

Three-hour Seminar Slated for March 13, 3-6 p.m.

There are as many views on the liability crisis as there are professions, and there are probably as many hard luck stories as there are professionals," comments Sherwin Braun, chairman of the Professional Liability Committee. Reducing the number of "hard luck stories," by proposing the implementation of a new construction insurance program, is at the core of the chapter's liability seminar, sponsored and coordinated by the Professional Liability Committee.

The March 13 seminar, focusing on "wrap-around insurance," will be held at the Levy Mayer Building, 357 E. Chicago Ave., at the prestigious Northwestern University Law School, from 3-6 p.m.

"Wrap-around insurance," a concept for single-plan liability insurance, purchased to cover entire projects, would replace the current numerous policies purchased at enormous cost by each individual firm working together on a single project.

Liability disaster first aid will be provided at the seminar by a panel of construction industry experts in a room styled after the House of Commons in London.

Robert Heisler, chief assistant deputy director, State of Illinois Department of Insurance;

Roy Vince, vice president of Professional Liability Brokers & Consultants, Inc., insurance consultant and creator of the "unified risk" insurance concept;

Paul Lurie, Esq., partner in Lurie, Sklar & Simon, Ltd., active in implementation of alternative dispute systems, and lecturer on these and related topics;

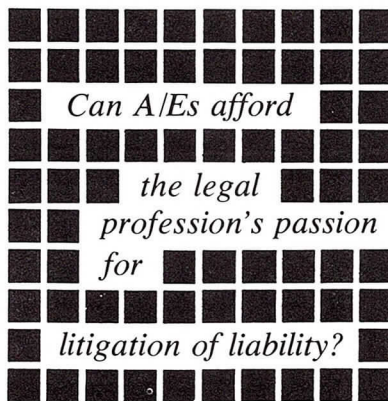
Jack Hartray, Jr., FAIA, principal of Eagle, Hartray & Associates, Ltd., architect, teacher, writer, and lecturer, well-known for his witty and realistic approach to the state of the profession;

Sidney Robbins, civil engineer graduate of the Armour Institute (IIT), formerly president of the construction firm, S.N. Robbins Co. when it merged with Inland

Construction in 1969 (then owned by Urban Investment); construction consultant for hospital projects from 1973 to 1983, rejoining Inland (now owned by The Edward Gray Corp.) in 1983.

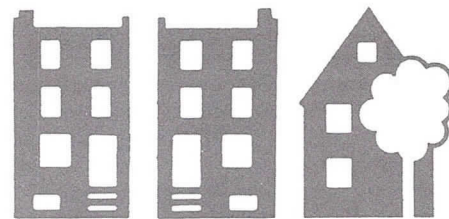
• **Ronald Graiss, Esq.**, partner in the law firm Neiman & Graiss, has developed and rehabbed shopping centers and office buildings. He has been involved in two major construction losses, as a principal and attorney.

Reservations to attend the seminar are due immediately at the Chapter office. The fee is \$15 for members, \$25 non-members.



Chapter's Dues Proposal Champions the Fledgling Firm

The Chapter's proposal for a resolution calling for abatement of the supplemental dues for newly formed firms happily received support from the majority of other components attending the Grassroots Convention in Washington January 25-28. The resolution draft was approved by the CCAIA Board of Directors on January 21 and will be submitted to the Institute formally for proposed adoption at the National AIA Convention June 8-11 in San Antonio.



Chapter Announces Housing Exhibition

The CCAIA Housing Committee, in cooperation with the Chicago Architecture Foundation, is planning an exhibition which will survey housing projects designed by Chicago architects during the first half of the decade. It is scheduled to open at the ArchiCenter Gallery on September 19 and will run through December 6.

The exhibition will provide the impetus for lectures and programs focusing on housing issues. The lunch-time and evening events will include various exhibitors presenting their work. Additionally, the exhibition entries will be reviewed by a panel of urbanologists, sociologists, and representatives from the real estate community who will comment, through program discussion, on the merit of the projects from their point of view and area of interest.

All interested architects are asked to submit their intent to enter, via the form on page 4 by April 1, 1986. Initially three projects per architect will be accepted, though space requirements may necessitate a reduction of this number.

Please note the following deadlines:

- **May 1.** Everyone who has submitted an intent to enter will be notified as to the number of projects and the size of panel upon which material is to be submitted.
- **May 21.** The entry fee of \$40 per project (AIA members), \$65 per project for non-AIA members is due at the CCAIA office.
- **July 1.** Written description and slides due for catalogue.
- **August 22.** Exhibit material due at CCAIA office.
- **September 19.** Exhibition opens at ArchiCenter.

All entries must be projects commissioned by a client after 1980.

No exceptions will be made to the dates or final panel size. It will be the entrants responsibility to prepare their material

Continued on pg. 4

Illinois Council Sets 1986 Legislative Agenda

The Illinois Council Board met for a day and a half in January to set the Legislative Agenda for 1986. Sessions to discuss current issues were scheduled with Gary LaPaille, chief of staff for House Speaker Madigan; Ed Smith, deputy director of the Capital Development Board, and Don Anderson, coordinator of the Asbestos Abatement Program of the Department of Public Health. Robert Cook and Randy Witter, support lobbyists for the Council, met with the Board to establish legislative priorities for the coming year.

This year's session, an election year, is constitutionally reserved for budgetary matters and "emergency issues." The rules committees of each chamber decide what bills qualify for consideration. Action on the following issues is expected:

Insurance Crisis

The Illinois Council has joined with over 50 professional, governmental, and industrial organizations to form the Illinois Coalition on the Insurance Crisis. The coalition is preparing a tort reform proposal. The ICAIA and ISPE are suggesting to include a measure dealing with frivolous suits.

Although the passage of a tort reform package this year seems remote, the efforts of House Speaker Madigan to develop and pass legislation dealing with several short term problems seems promising. Further measures dealing with policy cancellation, like the legislation passed last year forbidding mid-term cancellation and a measure addressing the dramatic increases in premium, seem likely to find their way to legislation before the June 30 adjournment. Shirley Norvell, ICAIA executive director, is working with the various groups cooperating on this issue to ensure that our voice is heard.

Illinois Architecture Act

Senate President Rock, has stated his support to consider the new Architectural, Structural, Engineering, and Professional Engineering Acts this session. The Senate Insurance and License Activities Committee has scheduled hearings for discussion of the proposal to integrate correlated language in the three acts for the first time. Passage of legislation this session to conclude the heroic effort of rewriting these laws appears possible. Copies of the proposed legislation are available from the ICAIA for \$5 which

covers reproduction and mailing. Call 217/522-2309 to order.

Illinois State Procurement Code

The Illinois Legislative Audit Commission proposed a uniform code for all purchases made by the State. Under this proposal, both paper clips and architectural services could be purchased by the same process which would require competitive bidding. The ICAIA and ISPE are advocating the AIA supported procedure of negotiations based on demonstrated competence and qualifications for type of service to be rendered. The Capital Development Board and Department of Transportation are satisfied with the process they are currently using and are not in favor of a change which would create an umbrella agency, with no expertise in building, to oversee all purchasing. The current legislative outlook for this proposal is uncertain. To support our efforts, we need information regarding specific instances of problems encountered in bidding. Please contact Shirley Norvell at 217/522-2309.

*Robert K. Clough, AIA
CCAIA Delegate to the ICAIA*

Chapter Programs

Tall Yields to Big

In January, the Design Committee was selling their March 27 program as a "Tall Building Seminar." In providing updated information for the March Focus, Pete Landon, the Committee's chair, revealed that the program has enlarged its format to "big buildings from big offices." What goes up big may not go way up.

We suspect that this design review of large projects will also create an audience of great proportion given the speakers lined up to present recent designs. In addition to presenting one of his own projects, Ralph Johnson, AIA, of Perkins & Will will act as coordinator for a review of current projects presented by Martin Wolf, AIA, Murphy/Jahn; Joe Gonzales, SOM; and Gerald Horn, FAIA, Holabird & Root. The session is scheduled for the CCAIA Board Room at 5:30 p.m.

Those with a fervent appetite for digesting the process used by our city's well-known designers when putting up the big building are advised that early arrival is its own reward.

Building Commissioning

Interest in the process by which an

architect/engineer turns over a building to an owner is growing very rapidly.

Building commissioning is meant to ensure that the mechanical and electrical systems are operating properly and are in accordance with the design. It is also meant to instruct the owner and operating engineer in the proper maintenance and operations of these systems as well as making a permanent record of the systems operations for future reference.

Len Bihler of B & A Engineers will present his systematic approach at the Committee on Architects in Government, Industry and Education program slated for March 21 at noon in the CCAIA Board Room.

•Attention New CCAIA Members!

Jim Gimpel, AIA, AGIE Committee chair, along with the Chapter Membership Committee, extends a special invitation to newer members of the Chapter to attend the "Building Commissioning" program.

Perhaps, as a recently assigned member to the CCAIA you have, for one reason or another, been reluctant to sample the variety of programs offered by our committees: "The list is overwhelming and I don't have time to sift through the information to determine which one(s) I may want to attend; everyone there has been meeting together for months and will ignore me; I'm new at my firm and not allowed a lunch hour." And so on.

Scratch the overwhelming list excuse: we've selected one for you — this month try "Building Commissioning" on March 21.

We promise you will not stand in a corner just shifting your weight: even if you neglect to wear a rose in your lapel, you will be noticed and spoken to.

Lunch hour uncertainty? Convince the partners in your firm that by your attending CCAIA programs you can advance your knowledge of issues and topics concerning the profession; then bring your lunch in a brown bag and kill off the sandwich while you educate yourself and meet your colleagues. ▶

The Chicago AIA Focus (ISSN 0744-821X) is published monthly by the Chicago Chapter, AIA, 53 W. Jackson Blvd., Suite 346, Chicago, IL 60604 as a benefit of membership. Second class postage paid at Chicago, IL. Postmaster: Send address changes to Chicago Chapter, AIA, 53 W. Jackson Blvd., Suite 346, Chicago, IL 60604.

Registration Information Fair

Ken Groggs, FAIA, and Professor Walter Lewis, AIA, from the University of Illinois at Champaign/Urbana, both members of the State of Illinois Architects Examining Committee, will be conducting a session on March 20 for architects looking to get assistance in successfully completing the architectural registration exam in the State of Illinois.

Beginning at 5:45 p.m. in the Chapter Board Room, session participants will learn: how to apply for taking the exam, where and when it will be conducted; how much does the exam cost (complete and partial); what qualifications for taking the exam are required; what subjects are covered; how are the various sections scored; what is the pass/fail rate (locally and nationally), who are the NCARB, DRE, AIA, etc., and what are their roles; how does the Illinois Architecture Act legal vs. illegal practice affect the potential candidate; and how best to you prepare for the exam. The session will last approximately two hours.

This annual registration fair is popular with both members and non-members; therefore, a phone call to the chapter office to verify space availability is advised.

Hands-On Classes Offered in Introduction to CAD Series

The Microcomputers Users Group will offer a six-part series, "An Introduction to CAD Systems," as its spring program. The sessions are intended to introduce CAD systems generally, rather than to train participants in any specific CAD system. A general understanding of CAD will make the choice and mastery of a particular CAD product much easier. Two panel discussions and four hands-on classes will be held on Tuesday evenings, April 1 through May 6, from 5:30 to 8 p.m.

April 1, CCAIA Board Room (#341), 537 E. Jackson. This session will include a discussion and slide presentation. Topics will include how CAD works, how different CAD software systems accept information, and typical components used to input information and produce drawings.

April 8, 15, 22, 29: Illinois Technical College graphics lab, 506 S. Wabash. MATC CAD, a CAD teaching system, will be used for the first three classes. Students, two to a workstation, will learn the fundamentals of using a CAD system. Various CAD features will be demonstrated by the instructor and then used by the class to produce a drawing. On April 29, the class will switch to AutoCAD workstations. Working on the same drawing, students will be able to see

the differences and similarities between the two CAD systems. Advanced features, such as 3-D and data base extraction features will be demonstrated.

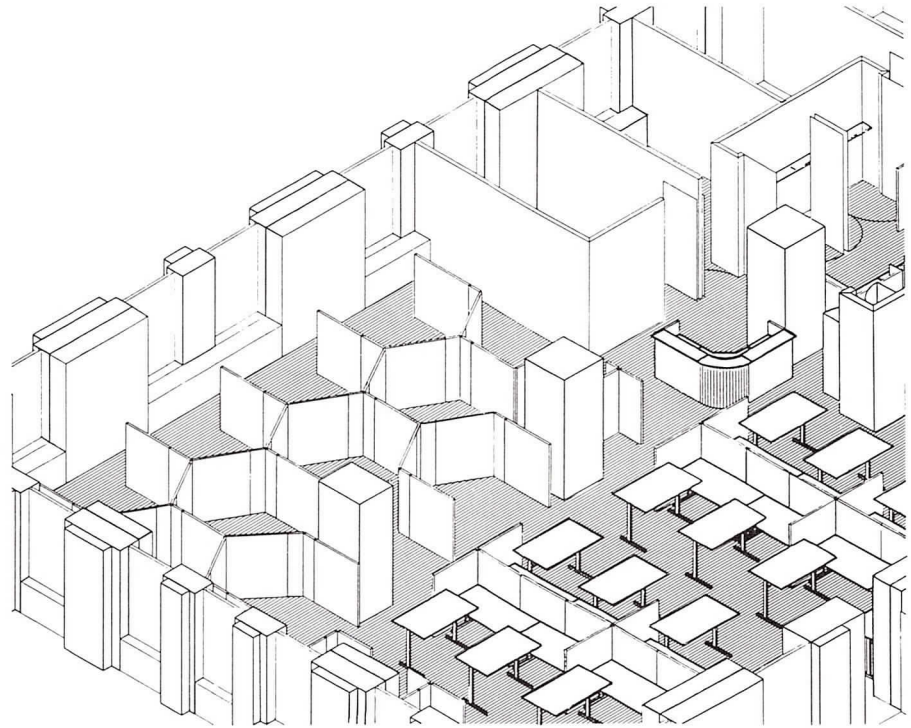
• **May 6**, CCAIA Board Room. A panel will discuss integrating CAD into the office, appropriate uses for the CAD system, and the differences between microcomputer and minicomputer CAD systems, among other topics.

There are no prerequisites for participating in this series. Although we expect that some

people will have had varying degrees of exposure to computer systems, no knowledge of computers is assumed for this class.

The series cost is \$100 for AIA members, \$175 for non-members. If demand warrants, a second class night will be scheduled. We expect the classes to fill quickly, so please send your check to the Chapter office, c/o Cheryl Kent, as soon as possible.

Jeanne Breslin



Courtesy Space/Management Programs, Inc.

Friends of Downtown Soliciting Help with Streetscape Review

A critical review of streetscape materials and existing streetscape projects in the Chicago area and elsewhere will be published by the Streetscape Committee of the Friends of Downtown, a not-for-profit advocate of the interests of downtown Chicago.

FOD is soliciting design professionals who have worked on streetscape projects of any scale and anywhere in the temperate zone for their insight and experience.

The critique will be used as a "sales tool" by FOD to promote a richer and more appealing environment in our principal public space — the street. Others who will benefit from this informative and inspiring

work are design professionals, students of design, municipal governments, developers, community organizations, and merchant associations. The format of the review will be established this winter, and substantial research will be conducted through the spring.

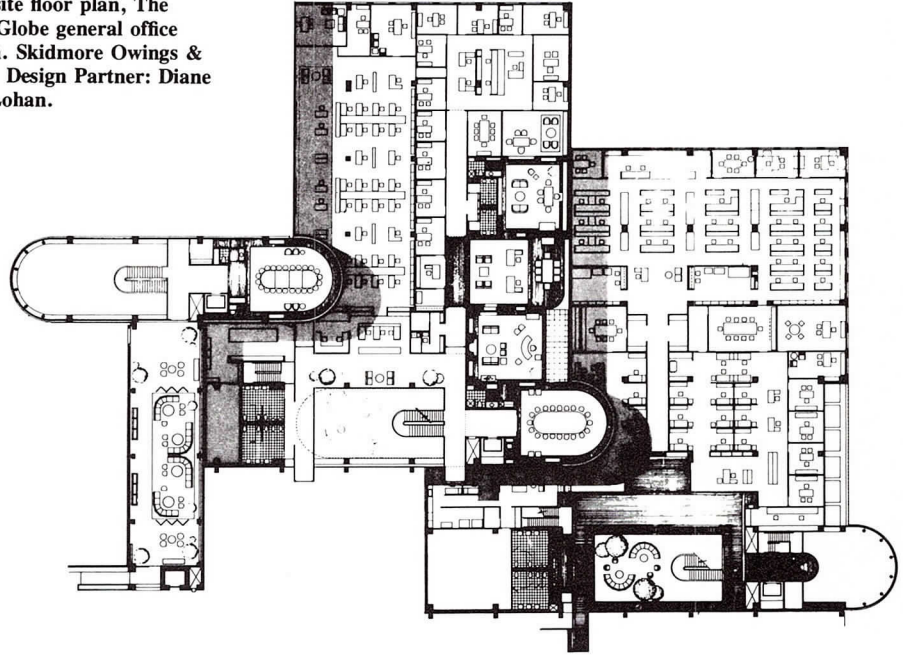
All FOD needs now is your name, mailing address, and a quick list of the streetscape projects in which you've been involved (not necessarily as a principal) since 1970. Please send your response to the Friends of Downtown, Streetscape Committee, 17 N. State Street, Room 1231, Chicago 60602. For additional information you may contact Mark Finger at 598-5450.

Lecture Focuses on Women Architects

Beverly Russell, Editor-in-Chief of *Interiors* magazine, will lecture on "Contemporary Women in Architecture" on March 4 at the Art Institute's Fullerton Auditorium. Following the lecture, which is scheduled for 4-6 p.m., will be a panel discussion featuring Diane Legge Lohan, AIA, of Skidmore Owings & Merrill and Margaret McCurry, AIA, of Tigerman Fugman & McCurry.

The lecture is free and open to the public.

Composite floor plan, The Boston Globe general office addition. Skidmore Owings & Merrill. Design Partner: Diane Legge Lohan.



Exhibition

Continued from pg. 1

within the format requirements established by the Exhibition Committee. This format will not be established until the responses to this invitation have been received and evaluated.

*John H. Nelson, AIA
Exhibition Chairman*

Intent to Exhibit

Firm/Architect: _____ Phone: _____

Address: _____ City: _____ Zip: _____

Client: _____

Address: _____ City: _____ Zip: _____

Project Type: New Construction _____ Rehab _____ Single Family _____ Multiple Family _____ High Rise _____ Other _____

Brief Project Description: _____

Project Status: Built _____ Construction in Progress _____ Unbuilt _____

3 projects per firm/architect. Copy this form for extra entries.

Return this form to: Housing Exhibition, Chicago Chapter, AIA, 53 W. Jackson Blvd., Suite 346, Chicago, IL 60604.

Marketing

Everyone's Business

by Dale C. Jones

Whether you are a new firm, an old line firm, small firm, or large firm; whether you see yourself as a practice or a business, each of you provides a service to a client, and each of you does marketing.

The perception of principals and staff about what marketing is varies from sales to public relations to advertising to proposal preparation. We can view it as a focus for the firm, a driving force, or as a support staff function to coordinate information for others to use. No matter which definition, marketing is everyone's business, and everything a firm member does impacts marketing.

Marketing can be defined as lead finding, sales, public relations, knowing yourself, knowing your firm, and knowing your clients. It involves how you answer the phone, how you write a letter, how you put together a proposal, how you conduct yourself in every meeting with a client and every presentation you perform, and how you follow up after the project is completed. Marketing is your professional image. It includes all of your verbal and visual communications.

Everyone in the firm, no matter what the size, must be concerned about marketing and involved in marketing. However, someone must be responsible for organizing and coordinating the process. In a small firm, the principal of the firm is responsible for marketing; in larger firms it can be an entire department.

What is Marketing?

Marketing involves four major areas: business development, public relations, client relations, and management and administration.

Business Development includes lead identification, contact and follow up work, qualification preparation, research and general homework, the interview process, and negotiation.

Public Relations includes interfacing with media, past client follow up, community involvement by your staff and yourself, educational involvement — whether it be teaching or guest lecturing or seminars and conferences. It includes special events, open houses, and participation in conventions and exhibits and competitions.

Client Relations includes project meetings: whether you are negotiating with a client; whether you are participating in client

review; whether it's your project team meeting, design team meetings, or close-outs. It includes site visits, how you handle projects for accuracy, budget control, and timely scheduling. It's coordination of public relations information on general projects and specific events.

Management and Administration is the fourth area. It outlines the goals and objectives of the marketing focus and includes planning and forecasting as well as budgeting and man power requirements. It will also include development of information systems, general marketing education internally, and evaluation of how the program is running.

How Do You Set Up the Process?

How you go about marketing is a timely topic in our field. There are four basic areas that need to be accomplished. These include research, planning, implementation, and evaluation.

The **research** segment really helps you know who you are, what your firm is, who your clients are, the work that you have done, your strengths and weaknesses, your general reach — whether it is geographic or service — and who your competition is.

Planning includes goals, strategies, budgets, and responsibilities. The goal's outline should be what the firm is now and where you want it to be within a set time frame. Strategies will tell you how you are going to get there or what tools and materials you need. Budgets identify what it will cost: this includes both dollars and personnel requirements. Responsibilities

have to be clearly defined on who will be doing what part of the plan.

Implementation means going out and doing what you said you were going to do to help the firm prosper. Too many firms stop at the implementation stage and do not perform the most critical aspect, which is evaluation of the program.

Evaluation means assessing your successes and failures, verifying your budgets and personnel, modifying the plans and tools to act quickly to anticipate the market.

If you do not go through all four stages: the research, planning, implementation, and evaluation as an on-going process, you will wonder why your markets have dried up, why old strategies don't work anymore, and why the competition passed you up.

Marketing is a concept that leads the firm and sets future direction. It is a conscious part of every activity, and everyone contributes to the process. No matter what size firm you are in, what you do impacts the future of the firm. The more aware you are of that impact, the better each of you can contribute to the success of the company. The more successful the firm is, the more rewards each of you can receive.

Jones is Director of Marketing for Schirmer Engineering Corporation in Deerfield and is the Mid-Central Regional Director of SMPS. She is a member of the Chicago Chapter Advisory Council and will be contributing a series of articles for the Focus concentrating on each of the four major areas of marketing.

Insurance Management

A Guide Through the Maze

By Michael A. Sobel, CPCU

Architect/Contractor Liability

Whenever possible, an architect should have his or her firm named as an additional insured on the liability contract carried by a contractor doing a job. It is also advisable for the architect to have his or her insurance consultant furnish specifications which will detail the procedures that might further limit the architect's and client's potential liability. This might be accomplished by asking the project manager to insist on being named under the contractor's General Liability policy and

agreeing to pay the additional charge made for this endorsement. At the time this request is made, the architect could also request the same action which would most probably not incur an additional cost. Keep in mind that whenever specifications or procedures are recommended by your insurance counsel, they should be presented to your legal counsel for final approval before entering into any contracts.

Contracts

All manuscript contracts (not provided by the American Institute of Architects) should be reviewed by both your legal and insurance professionals prior to execution. There are many organizations that do insist on using their own contracts and all of these must be reviewed prior to signing. Failure ►

to do this could leave you in a position of liability without insurance protection.

Products

It is a recommended practice that you submit to your client a choice of three or four materials or service units, rather than one specific unit, so that the client makes the final choice. This would put the onus on the client to go directly after the manufacturer in the event of a Products Liability claim and hopefully not include the architect for specifically recommending a given item.

Conclusion

As we stated in our August, 1985 article, your attorney, certified public accountant, and insurance brokers should be working as a team on an ongoing basis to help guide you through the maze of legal changes and any insurance ramifications. Their continued oversight programs and your own extended education will help maintain your firm's viability and further success.

Mr. Sobel, who is with Leonard H. Franks, CPU & Associates Incorporated, is serving

his second year as one of the Insurance Advisors on the Chapter's Advisory Council. The agency deals in all forms of insurance coverage and represents a considerable number of architectural firms. ♦

Attention All Firms!

Hiring for the Summer?

The Chapter office is now taking resumes and job descriptions for summer student work. Any firm interested in hiring a student intern for the summer season should send a job description to me at the CCAIA office. Job descriptions are to be typed on company letterhead, and must include name, address, and telephone number of a contact person. All job descriptions for summer work will be kept in a separate file for review by potential applicants who come into the Chapter office.

Legal Briefs

Design/Build Contracts

By Werner Sabo, AIA

The AIA recently introduced three new forms for use in connection with Design/Build work: A191 is a contract between an owner and a Design/Builder; A491 is a Contractor-Design/Builder contract; and B901 is an Architect-Design/Builder contract. If an architect is contracting with a totally independent Design/Builder, his responsibilities and liabilities will not be much different from traditional work.

In those circumstances where the architect is also the Design/Builder, careful review is necessary. Because insurance is so difficult to obtain, an architect will usually choose to establish a separate Design/Build firm. That firm will have the primary obligation to the owner, using the A191 form. It is important that a separate contract (B901) be written between the Design/Build firm and the architect, even though the personnel in these two firms may be identical. Each firm must maintain its distinct legal identity. Don't mix stationary, telephone numbers, etc.

Whether the Design/Builder uses a general contractor or a series of contractors, A491 can be used. All payment applications should be carefully reviewed to make sure that all supporting documentation is present. The obligation to pay the contractor is on the Design/Builder. Even though the owner drags his feet in payments, the contractor will still demand his money. Consider making the time of payments contingent on receipt of the owner's payments.

Involvement in Design/Build ventures means a high degree of risk. Before starting any such project, examine the insurance and legal ramifications. Be sure you are aware of, and are qualified to handle the additional duties of Design/Builder. Lastly, be adequately compensated for these risks and responsibilities.

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- Lecture by Henry Hyatt on "Housing for the Elderly."
- More on Marketing in the Focus
- Announcement of 1986-87 Board of Directors Nominations

Being Conservative • Key to Attacking Loss Prevention

by Barry S. Noble

The following article is reprinted with permission from the November 1985 issue of *A.A. Architect*.

In the early days when a man injured a neighbor or stole his goods, the neighbor simply sought an "eye for an eye" retribution. Then our more civilized ancestors developed unfettered mediation through negotiations among tribal leaders. Now overcrowded courts, a more sophisticated and demanding populace, and an overabundance of eager lawyers have greatly complicated that once simple process of settling disputes.

Architectural and engineering design professionals must meet the challenge and become conservative as they find more radical ways to protect themselves upfront during the negotiations, design, and construction phases of a project. Recent skyrocketing insurance premiums and increasing claims have resulted in an outright attack on both the integrity of the professions and the A/Es' pocketbooks.

Today A/Es must be more selective in staffing projects, more cautious when incorporating new design techniques or elements, and far more efficient in meeting or bettering all governing codes and regulations.

Loss prevention techniques must start with the business development efforts. Eliminate superlatives from marketing materials, presentations and cover letters. Promising "state of the art buildings" or "the most energy efficient" will be disastrous in court after the client alleges problems of major proportions with the building. The court will lean towards the injured owner. Business development should be built around the demonstrable past experience and abilities of the A/E. The A/E then must provide "best efforts" to provide services to meet the standards of the professions.

The AIA has a fine history of preparing and frequently amending many useful agreement and construction administration documents, always searching to better define the services of and protect the A/Es. Some A/Es prefer to utilize their own formats, and in many instances, of late, owner/developers have been producing their own agreements prepared by attorneys

protecting only their clients' interests. These latter documents often seek to indemnify, protect, and hold the owners harmless from anything and everything — in many instances to the unfair detriment of the A/Es.

A/Es must learn to dig their heels in and negotiate out those stipulations contrary to their abilities to provide services and the standards of the profession or those conditions that levy untenable liabilities.

Recent skyrocketing insurance premiums and increasing claims have resulted in an outright attack on both the integrity of the professions and the A/Es pocketbooks.

Some words to avoid: "warranty," "guarantee," "complete," "total," "insure the services of others . . .," "inspect." These and other similar words denote perfection. Professional services are provided to the best of the A/Es design ability, acumen, knowledge and efforts. Services are not a work product and thus cannot be guaranteed. On the other hand, construction work can be warranted by the contractor.

It should also be noted that services "guaranteed" in writing or verbally will not, in almost every instance, be covered by major errors and omissions insurance carriers. Read your policies carefully — they are most enlightening.

Whenever possible utilize another loss prevention technique: have a contract administrator and negotiator who is not the project director, architect or designer. The person chosen should be able to communicate well; maintain an up-to-date knowledge of current contractual and claims information; be aware of the client's status, needs, and expectations, and be able to shoulder the more negative aspects of negotiations; protect the other project professionals and maintain their rapport ▶

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with the client. This key individual should continue in touch with the progress of the projects, once commissioned, and act as advisor and conduit of information for loss prevention and efficient execution of the contracted services.

The courts are more and more inclined to saddle the A/Es with liabilities of the contractors and other disciplines. Consultants under contract to the A/Es should always maintain adequate insurance coverage of their own — with limits as high as their claims records and current awards demand. The A/Es must cease offering advice to other disciplines or the owners on services not covered by the A/Es agreements. "Pride cometh before the fall" is an adage to be heeded. It makes one feel good to be asked for advice, but in the design professions it spells greatly increased liabilities for others services.

It is not commonly known, but A/Es who design structures just to the limits of published codes are not protected by those efforts. An injury, for example, in a slip and fall on a stairway designed to code may still be judged the A/Es' fault if the court feels the A/E should have known that particular stair needed to be just a little better suited to the structure and use of the space. Whenever possible, better the code rather than meet it. Think of the structure's use and special features, and, above all, consider safety first.

A/Es must meet the challenge to become conservative as they find more radical ways to protect themselves.

Avoid caustic, cost-cutting changes requested by the client that might, unwittingly or otherwise, denigrate the project design integrity and increase the A/E's liabilities. The A/E, after all, is the professional and should be able to judge the effect of changes on the safety and performance of the building systems.

Knowledge is an excellent preventable measure. If the project team members all know what the project entails, the A/E's exact services, the limitations of the project, and the client's expectations, a good part of the battle is won. Show the

Better the code rather than meet it. Above all, consider safety first.

agreement to all team members and ensure they not only read but understand the documents fully. Explain any points of confusion. Every project is a team effort, and all team members should assume responsibility to provide services to the best of their abilities and reduce potential liabilities to the team and firm. ♦

Outstanding!

On April 17 and 18, the IIT Chicago Kent Construction Law Institute will present its Fourth Annual Construction Law Seminar. For the past two years, this seminar was rated by over half of the attendees as "Outstanding." Again this year, the format will concentrate on making construction law disputes understandable by using the foremost experts in the field and by presenting the material in a uniquely interesting and refreshing format.

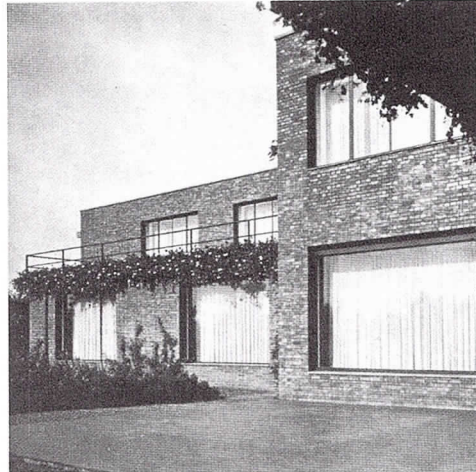
Twenty of the foremost contractors, architects, engineers, and the lawyers who represent them, will play act events which occur in the industry and which create the greatest number of disputes. After the construction professionals demonstrate how the disputes arise, the lawyers will discuss what the legal ramifications of the disputes are and how they may be resolved. Specific attention will be paid to working with contract documents and in describing appropriate field position procedures which will minimize the chances of a dispute arising.

Steven G.M. Stein

Stein is Director of the Construction Law Institute. He is with Lurie Sklar & Simon, Ltd. and teaches Construction Law at Chicago Kent College of Law. You may obtain more information about the seminar by calling Mr. Stein at 641-5252.

Focus — 1986 — Calendar

- 3 FOCUS DEADLINE FOR APRIL ISSUE
- 5 YOUNG ARCHITECTS COMMITTEE MEETING. 5:45 p.m., Board Rm.
- 6 PSMJ SEMINAR. "Negotiating Contract for Liability Protection." Information/reservations: 617/965-0055.
- 7 PSMJ SEMINAR. "Going Bare," or practicing without professional liability insurance. For information/reservations: 617/965-0055.
- 1 CHAPTER EXECUTIVE COMMITTEE MEETING. 8 a.m. Board Rm.
- 3 SEMINAR. "Solutions to Professional Liability Seminar." Levy Mayer Bldg., NW University Law School, 357 E. Ohio. 3-6 p.m. \$15 members, \$25 non-members to Chapter office.
A/E SYSTEMS REPORT SEMINAR. "Integrating CAD in the A/E Firm." \$245. Information: 203/666-6097 or 215/384-7262.
- 9 REGISTRATION INFORMATION FAIR. 5:45 p.m. Board Rm. Reservations: 663-4111.
- 10 MICROCOMPUTER USERS GROUP MEETING. 5:30 p.m. Board Rm.
CSI/NORTHERN ILL. CHAPTER PROGRAM. "On Top of Things with



Hermann Lange House, Krefeld, Germany, 1928. Terrace. Mies van der Rohe.

- the Capital Development Board." 7 p.m. dinner/program. Andy's Steak House, 22nd St., Oak Brook. Information: Ed Schaughency, 458-9700.
- ILLINOIS COUNCIL BOARD MEETING. 7 p.m. ICAIA Board Rm., Springfield.
- 21 AGIE COMMITTEE PROGRAM. "Building Commissioning." Recommended for new members. Noon. Board Rm.
ILLINOIS COUNCIL BOARD MEETING. 9 a.m. ICAIA Board Rm., Springfield.
- 24 PART I PBS SERIES ON AMERICAN ARCHITECTURE. "Pride of Place:

Building the American Dream." Once a week for eight consecutive weeks

- 25 CHAPTER BOARD MEETING. Noon. Board Rm.
- 26 LECTURE. Franze Schulze on "Mies & the Zeitgeist Question." Arts Club. 8 p.m. Information: 357-3955.
- 27 100th ANNIVERSARY OF MIES VAN DER ROHE'S BIRTHDAY.
DESIGN PRESENTATION. Projects of large firms with Ralph Johnson, Joe Gonzales, Gerald Horn, & Martin Wolf. 5:30 p.m. Chapter Board Room.

- 31 National, Chapter, and Illinois Council AIA DUES DUE.
PHOTO COMPETITION ENTRY FEE DUE. St. Louis Chapter sponsored. Open to all AIA members, associates, student members and professional affiliates. \$15 for all excepting students (\$10) due at St. Louis Chapter, AIA; 919 Olive St. St. Louis, MO 63101. Information: 314/621-3484.

APRIL

- 1 INTENT TO ENTER HOUSING EXHIBITION to Chapter office.
"INTRODUCTION TO CAD SYSTEMS." 1st in series of six. Sponsored by Microcomputer Committee. 5:30 p.m. Board Rm. \$100 members, \$175 non-members. Register with Chapter office.

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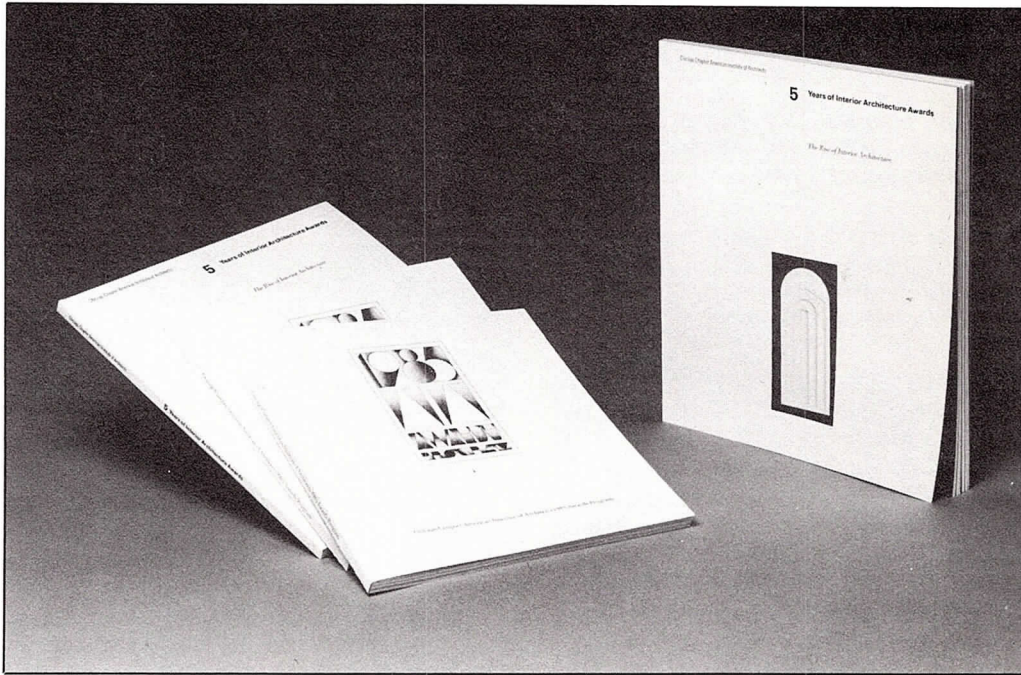
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- 1985 Interior Architecture awards: 8 award winning projects, 87 entries
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This compilation of the first five years of the pioneering Chicago Chapter Interior Architecture Awards program includes a two page spread for each of 41 award winning projects, and an essay on the "Rise of Interior Architecture" by Garret Eakin . 100 pages, softbound. \$15.00

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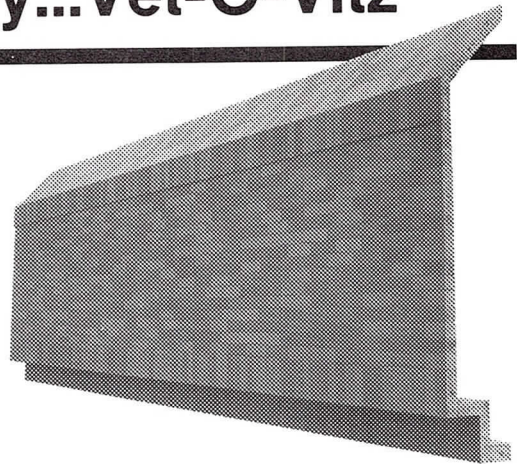
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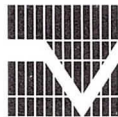
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Looking at Books

Designing the Automated Office, William Fulgram, AIA, ASID and Richard Stonis, Whitney Library of Design, 1984, 224 pages, \$32.75. Available for sale at the Chapter office.

The video display terminal (VDT) and other types of electronic equipment are no longer a luxury limited to the large or wealthy corporation. By 1987, experts predict that three out of five office workers will boast a VDT terminal and related aids. Therefore, the designer who wants to attract and keep clients must know how to design the office to serve as an efficient, flexible setting for computer technology and to accommodate the changing work habits and attitudes of employees and managers.

Designing the Automated Office is the first to deal in a practical way with the design challenges handed to you by clients committed to the automated office. Organized into eight useful chapters, the book begins by describing how to develop a workable space program. You will learn how to work up design criteria, how to determine the right space relationships among individuals, groups, and the entire company, and how to devise a program that allows for change.

Next, the book shows you how to do space planning and design. Ways to provide flexibility and privacy in the automated office are given, as are approaches to dealing with filing, storage, and conference needs. You will learn how to organize these elements into one of three main design options: the open plan office, the enclosed office, and the combined approach. Also described is the design of mechanical and electrical wiring systems, as well as the lighting and acoustical needs of the automated workplace.

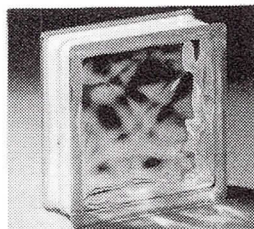
An essential chapter takes up the selection and specification of the furnishings and equipment that make up the workstation, the heart of the automated office. The authors show you what to look for when evaluating new or existing electronic hardware, furnishings, and suppliers and which configurations work best. Additional chapters offer you hints on managing the design and installation of the office and introduce you to the essentials of operating the automated workplace. Included is a richly illustrated portfolio of automated office projects, both large and small.

Architects, interior designers, space planners, and facilities managers will find *Designing the Automated Office* a source of the most current, practical design information, whose text is supplemented by ▶

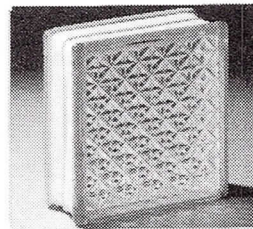
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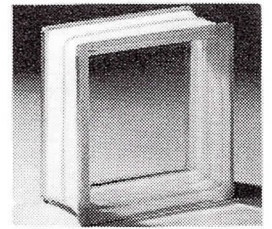
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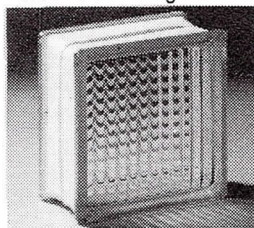
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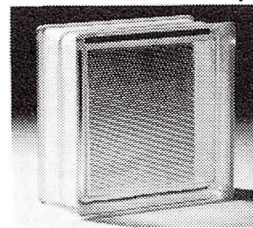
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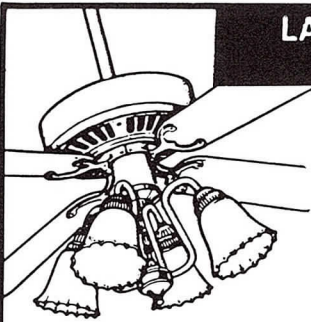
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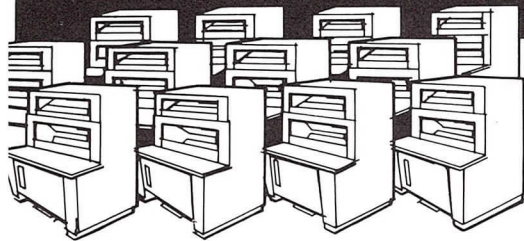
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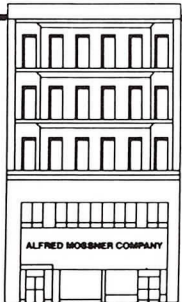
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Books

(Continued from pg. 11)

some 200 helpful drawings, charts, checklists, and photographs.

Avoiding Liability in Architecture, Design and Construction, Edited by Robert F. Cushman, John Wiley & Sons, Inc., 1983 415 pages, \$49.50. Available for sale at Chapter office.

In creating works of architecture, most design professionals wish to achieve a myriad of goals. Not only do they find it necessary to create a technically sound structure that advances the state-of-the-art and meets the client's requirements and the aesthetic needs of the community, but they must also try to stay within the limitations of economic and time constraints. Attempts to achieve all these goals exposes them to greater liabilities, often resulting in legal action.

A team of the nation's most distinguished legal experts on architectural and construction law addresses the legal pitfalls faced by design professionals. In *Avoiding or Limiting Liability in Architectural Design and Construction* they provide practical, straight-forward answers to the thirty-one questions most often asked by architects, engineers, builders, and designers.

"What is my liability to third parties?"
"What is my liability to contractors arising from my decisions during construction?"
"Do I have any responsibility for job site safety?" "Can I avoid liability if I talk to bidders?"

You'll get answers to questions such as these and gain valuable insights that can help you develop a better rapport with clients and contractors, both at the outset of the relationship and throughout the project.

This unique guide takes the mystery out of legal concerns and shows you how to: 1) Avoid work stoppage delay when the contractor's work does not conform, 2) Limit your monetary liability by contract clauses, 3) Prevent a dispute from happening... and talk your way out of trouble at the job site, 4) Manage the legal risks to which you are exposed, 5) Protect yourself from suits by contractors.

You may not be able to avoid liability completely, but this informative guide can help you reduce your exposure to claims and set the stage for a good defense when confronted with a claim. This kind of preventive medicine may one day mean the difference between a successful practice and financial disaster. ♦

New Members

AIA

Lawlings K. Hartmann, American Hospital Supply Corp.; **Albert Wengerhoff**, F/W Associates in Architecture; **John Farney**, Margent & Lundy Engineers; **Wesley Hoover**, Anderson Mikos Architects, Ltd.; **Fredrick Koziol**, Murphy/Jahn; **Vitaly Sonkin**, Vertymer, Inc.

Associate

Michael Gleber, Loebel Schlossman & Hackl; **Dawn Heid**, SOM; **Lee Weintraub**, Jack Train Associates; **Mark Luetkehans**, Ragnar Benson, Inc.

Transfers

From Detroit, **Becky L. Lewis**, associate, BM Corporation; from Kansas City, Missouri, **Steven J. Stock**, AIA, Carson Pirie Scott & Co.

Student Affiliate

Nadia Mered, SAIC; **Nancy Retson**, UIC.

CE Expo 86

The Hyatt Regency Chicago will host the second annual Consulting Engineers Expo and Conference March 18-20, introducing a show within a show: the Building Automation Systems Show, which will feature integrated systems for the intelligent building. To receive full benefits of CE Expo 86, register early to receive reduced rates. Call the CE Expo 86 information line: 800-257-8290.

Monday, March 31

This is the day your National AIA dues should be at the membership office in Washington and your Chapter and Council dues on our accounts receivable desk at the Chapter office if you don't want all those embarrassing letters about the status of your membership being opened by your secretary or spouse.

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Kent State Memorial Competition

Architects, artists, designers, landscape architects, and sculptors are invited to enter a National Design Competition for a memorial to the events of May 4, 1970 at Kent State University in Kent, Ohio.

The competition program states that "the memorial is to be neither accusatory nor heroic, rather it is hoped that it will elevate our thought to the highest purposes of our society, but with full and heartfelt acknowledgement of the tragedy that required this reminder."

There will be a first prize of \$20,000, 2nd prize of \$10,000, and a third prize of \$5,000, with 10 honorable mentions. An appropriate contract with the winning designer will be arranged.

For further information, write: May 4 Memorial Competition, Kent State University, Kent Ohio 44242.

The Focus Notebook

• Kathryn Quinn and Linda Searl have announced the partnership of Quinn and Searl, Architects. Their new office is at 154 W. Hubbard, Chicago 60610, and their phone 822-0827.

• The AIA information center (formerly the library) will loan books, slides, cassettes, videotapes and films to members anywhere in the U.S. The center can also answer questions on any architectural topic and provide bibliographies on over 400 subjects from adaptive use to zoos. For a detailed description of the information center and the AIA archives (repository for all records generated by the Institute), call 202/626-7493.

• Archivist Tony Wrenn is soliciting material about women in architecture as part of the 1988 centennial celebration honoring Louise Bethune, the first female member of the AIA and its first female Fellow. Women currently working in architecture as well as those who have worked in architecture will be included as part of the celebration. A form (printed on archival quality paper) requesting biographical and building list data will be

sent to members upon request. The completed forms and any supporting data (books, photographs, pamphlets, etc) will be maintained in the permanent holdings of the AIA archives. For more information, call Tony Wrenn, 202/626-7496.

• "Pride of Place: Building the American Dream," a documentary series on American architecture sponsored by the Mobil Corporation, will air at 7 p.m. for eight consecutive Mondays beginning March 24. Host Robert A. M. Stern, FAIA, will discuss the character of American architecture with architects, historians, developers, and critics at more than 100 sites across the country.

• The Harvard University Graduate School of Design will offer its Career Discovery Program from June 30-August 8. Participants, ranging in age from 16-50, will receive a sound basis for career choice through tutored studio projects, lectures by prominent design practitioners and educators, field trips, films, and extensive personal career advising. Write Admissions Office, Box T, Career Discovery, Harvard University Graduate School of Design, 48 Quincy St., Cambridge, MA 02138, or call 617/495-9340.

• An architectural photo contest, co-sponsored by the AIA and the St. Louis Chapter, is open to all AIA members, Associates, Student Affiliates, and Professional Affiliates. "Photographic interpretation of subject matter is the issue, not architecture." The prizes to be awarded are \$1000 for 1st place; \$700, 2nd place; \$300, 3rd place, all to be awarded at the 1986 AIA Convention in San Antonio. Entry forms may be obtained from the St. Louis Chapter/AIA, 919 Olive St., St. Louis, MO 63101 or call 314/621-3484 for program requirements. Entries are due March 31.

• "Negotiating Contracts for Liability Protection," a one-day seminar sponsored

by PSMJ is scheduled for Chicago on March 3. In addition to learning how to deal with each part of an agreement between a client and a firm to protect the firm from client and third party claims, the seminar will feature: how to edit existing association contracts to help protect you further; how to deal with the various contract formats; what clients can and cannot indemnify; how to handle exclusion clauses; and how sub-consultant agreements affect liability. Information: PSMJ, 10 Midland Ave., Newton, MA 02158, or call 617/965-0055.

• "Going Bare," by choice or necessity, will be covered in a PSMJ seminar slated for March 7. Legal exposures facing your practice; ways to protect your business and personal assets; how to structure your practice to respond to risks; which contract terms to consider using — which to avoid; what standard form documents can do for you and what they cannot; and the differences between arbitration and litigation will receive special attention. See previous paragraph for contact information.

• Two automation seminars for design professionals will be sponsored by A/E Systems Report. "Automating the Design Office" will be held March 13. For complete information on the programs, contact Carol Gosselin at 203/666-6097 or George Borkovich at 215/384-7262

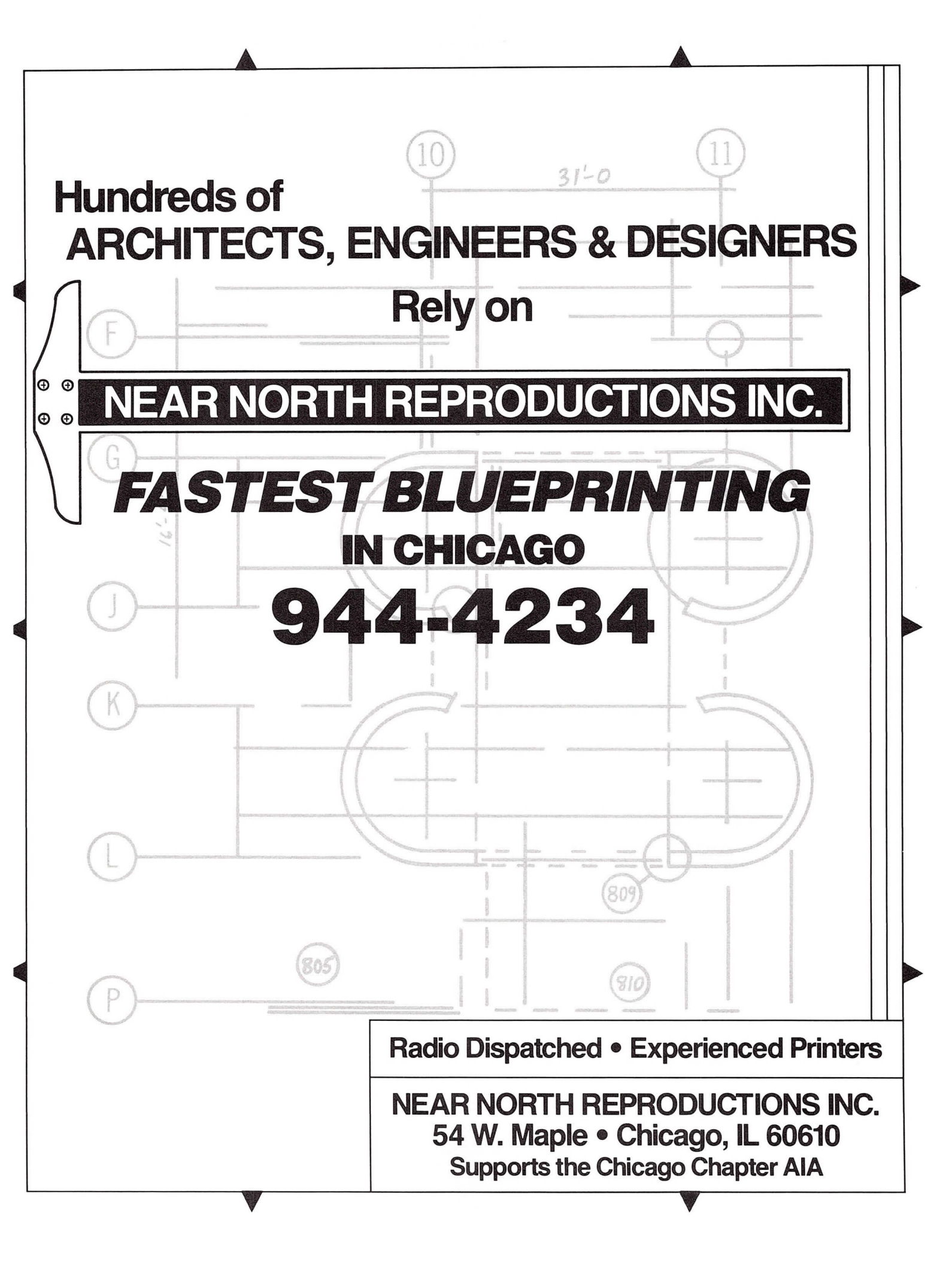
• The New Fire Protection Handbook of the National Fire Protection Association contains a chapter on interior finish, as revised by our Chapter President, Norman DeHaan. DeHaan has been appointed to the Architectural Graphic Standards Task Group E, Interior Design and Space Planning as a reviewer of material that will be included in the 8th edition of Architectural Graphic Standards.

• Richard Whitaker, AIA; Gigi McCabe-Miele, AIA; and Carol Phelan have formed a new partnership called Riverside Architects. The new firm's address is 180 N. Wacker Dr., Chicago 60606, and the phone number is 621-0742.

• CAAC volunteer architect Basil Tiritilli is one of ten Chicago residents to receive the United Way's 1985 Rothschild Heart of Gold Award presented to individuals who have made outstanding contributions to the Chicago community. Tiritilli's volunteer services for the CAAC earned him the Heart of Gold Award.

Historic Resources Committee Chair Appointed

Harry Hunderman, AIA, Hasbrouck/Hunderman Architects, has assumed the responsibilities of Chairman of the Historic Resources Committee.



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