

IMPORTANT NOTE—If you reside or have your principal office in the localities of a Chapter or Chapters of The Institute which are opposed to the "Architects' Roster" or the "Register of Architects Qualified for Federal Public Works", do not answer or fill out the questionnaire.

RECEIVED

CITY OF CLEVELAND
OHIO

STATE OF _____

JUL 3 1946

DATE May 1 1946

no Ballot at present

*Cleveland
dept.*

EDMUND R. PURVES

QUESTIONNAIRE FOR ARCHITECTS' ROSTER AND/OR REGISTER OF ARCHITECTS QUALIFIED FOR FEDERAL PUBLIC WORKS

TYPING IS MANDATORY. PARTNERSHIPS SHOULD MAKE A JOINT RETURN ONLY.
Pink copy is to be retained by the author; other copies to be mailed to The American Institute of Architects, 1741 New York Avenue, N. W., Washington 6, D. C.

- 1. (a) **FIRM** (individual or partnership) Daniel Farnam.
- (b) **FORMER FIRM**, if any Farnam & Lawrence, Associated Architects.
- 2. **BUSINESS ADDRESS** 4688 Landchester Road, Cleveland 9 Ohio.
- 3. **YEAR ESTABLISHED** 1924.

4. PERSONAL HISTORIES OF PRINCIPALS	Name of Principal	Name of Principal
	<u>Daniel Farnam.</u>	

Furnish data complete, but keep to essentials. Describe each member of firm individually; if more than two, append extra sheets.

- (a) **Date of Birth** January 28 1876.
- (b) **Education** High school,
Buchtel College, Akron Ohio, (now University of Akron) 1 yr.
Under Wiles, Perry N.Y. Art work 1 yr.
Drexel Inst. Philadelphia Pa. 3 yr. course in Architecture. Grad.
Pen & Ink rendering, same 1 yr.
- (c) **Experience Prior to Own Practice**
(Give architect or architectural firm affiliations, positions held, and approximate dates of employment.)
1922-1924. Construction Engineer, Union Trust Co. Office Bldg. \$12,000,000.
1920-1922. Supervising Eng. & Contract Manager.
Masonic Temple Co. Cleveland, Temple, 1,000,000.
1910-1920. Draftsman & Supt. Hubbell & Benes, Architects Cleveland Ohio.
1901-1910. Draftsman, Head Draftsman and Mechanical Engineer,
various Cleveland Architects.
- (d) **Commenced Practice** At Cleveland Ohio, 1924.
- (e) **Number of Years a Principal** Ten years.

THE AMERICAN INSTITUTE OF ARCHITECTS ARCHIVES For information or study purposes only. Not to be recycled, quoted, or published without written permission from the AIA Archives, 1735 New York Ave. NW, Washington, DC 20006

(f) **Architectural Licenses**

(Give State, Number and Year Issued.)

State of Ohio. from 1932 continuous to date. #242.

(g) **Professional Societies and Offices Held**

Corporate member American Institute of Architects.
State Society of Ohio.

(h) **Service in World Wars I and II.** (Append data if desired.)

World war I. Serg. in home guard, Operator, Dept. of Justice.
World war II. Under Civil Service, War Public Works, F.W.A.

(i) **Civic Activities**

Cuyahoga Co. and
Trustee and Assist. Moderator, Ohio Conference of Congregational Churches.
Past Master Masonic Lodge. Member Shrine, member Scottish Rite 32*.
Member Sons of American Revolution, Fellow, Institute of Amer. Genealogy.

5. CONSULTANTS USUALLY EMPLOYED:

(If a member of your staff, so state)

(a) **STRUCTURAL ENGINEERS**

Name of Firm or Individual
Business Address

(b) **HEATING & VENTILATING ENGINEERS**

Name of Firm or Individual
Business Address

(c) **ELECTRICAL ENGINEERS**

Name of Firm or Individual
Business Address

(d) **PLUMBING OR SANITARY ENGINEERS**

Name of Firm or Individual
Business Address

(e) **LANDSCAPE ARCHITECTS**

Name of Firm or Individual
Business Address

6. OTHER REMARKS RE QUALIFICATIONS:

(Append extra sheet if necessary) Construction Engineer, on Federal Projects, in
charge of:

34	Grade schools	cost,	\$ 2,500,000.
5	High Schools	"	2,750,000.
4	Water works	"	250,000.
4	College Buildings	"	820,000.
6	Hospitals	"	1,201,000.
1	Library	"	2,000,000.
	Misc.	"	500,000.
Total		"	10,021,000.

7. SUMMARY OF PROJECT COSTS:

	Largest Single Job	All Jobs Valuation	Annual Average
Work Completed 1930-1940	\$250,000.	\$1,500,000.	\$ 100,000.
Work Completed 1941-1946	With Federal Govt. This period.		
Current Work under construction or working drawings authorized	Associated with Geo. S. Rider Co. Architects and Engineers, Cleveland Ohio.		

8. REPRESENTATIVE WORK FOR WHICH YOU WERE ARCHITECT OR WERE ASSOCIATED WITH OTHERS:

(a) Three Projects Not Exceeding Cost of \$300,000:

Name of Project	Cost	Location	Owner
Outhwait Homes Cleve.	\$3,000,000.	Cleveland O.	
Ass. office Mgr. & Specifications.			
SEE ATTACHED SHEET.			

(b) Three Projects Costing From \$300,000 to \$1,000,000:

Name of Project	Cost	Location	Owner
.....
.....
.....

(c) Three Projects Costing Over \$1,000,000:

Name of Project	Cost	Location	Owner
.....
.....
.....

MEMO OF WORK PERFORMED UNDER THE
SUPERVISION OF
DANIEL FARNAM A. I. A.

Title.	Approx. cost.	Capacity.
Masonic Temple Brooklyn	500,000.00	Architect.
Archwood Ave. Cong. Church	129,000.00	Architect.
Shaw Evan. Temple,	300,000.00	Architect.
Residences Cleve. & vic.		
and Misc, structures	2,000,000.00	Architect.
Stores & Apts.	1,000,000.00	
Union Trust Office Bld	12,000,000.00	Construction Engineer.
Shrine Auditorium, Cleve.	1,000,000.00	Construction Engineer
York Rite Temple, Cleve.	1,100,000.00	Manager & Supt. Const.
Central Y.M.C.A. "	500,000.00	Clerk of works.
Illum, Co. office Bldg.		
Public Squ. Cleve.	500,000.00	Supt of Construction.
University School, Cleve.	1,000,000.00	Owner's Manager, Const.
Outwaht Housing, "	3,000,000.00	Specifications & office Mgr.
Plumb Brook Arsenal		
Sandusky	-,000,000.00	Chief Draftsman.

Many years as draftsman, office engineer and head draftsman in Architects offices.

9. PHOTOGRAPHS/PHOTOSTATS:

The author submits herewith photographs or photostats (size 8" x 10") of several buildings for which he has been the Architect, as follows: (N.C.A.R.B. presentation acceptable.)

Typical: Brooklyn Masonic Temple. Cleveland Ohio.
Gospel Tabernacle, (Baptist Church) Cleveland Ohio.
Archwood Ave. Congregational Church, Cleveland Ohio.

10. COLLABORATION WITH JUNIOR ARCHITECTS:

(a) If an established individual or firm, are you willing to collaborate with other firms or individuals which would permit junior architects to qualify and help further their professional careers?

(b) If in private practice at this time, name associates (if additional architects are to be added to your organization) for the purpose of qualifying:

(c) If not in private practice at this time, name established architect or firm with whom you have agreed to collaborate, for the purpose of qualifying:

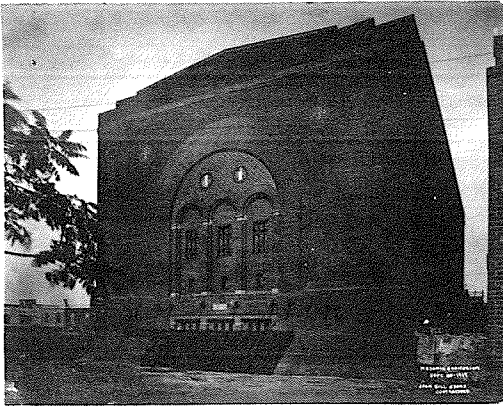
11.(a) I/We wish to be [checked] included in the Architects' Roster
do not wish to be []

(b) I/We would like to be [checked] considered for the Register of Architects Qualified for Federal Public Works
do not wish to be []

I/We hereby certify that the above is a true statement of facts.

Name of Firm or Individual Daniel Farnam A.I.A.

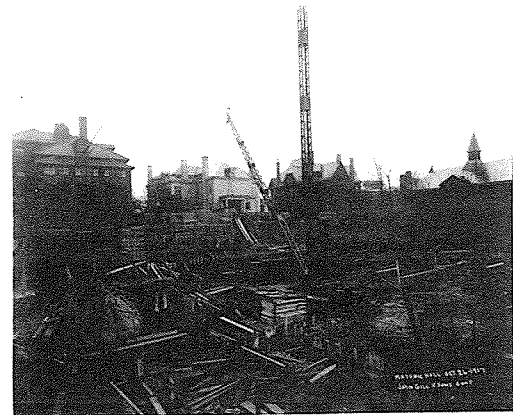
Signed by all Principals: Daniel Farnam



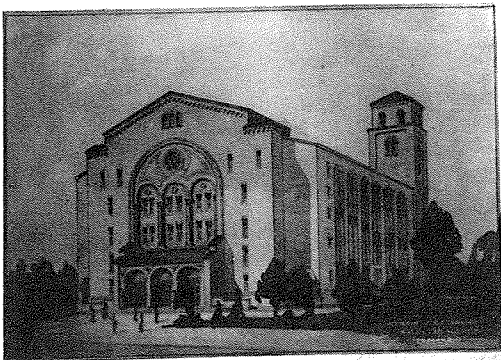
SHRINE TEMPLE CLEVELAND O.
HUBBEL & BENES ARCH. COST \$1,000,000.
SUPT. OF CONSTRUCTION



ARCHWOOD AVE. CONGREGATIONAL CHURCH. CLEVELAND OHIO.
DANIEL FARNAM. ARCHITECT.



DEEP FOUNDATIONS UNDER-WATER PRESSURE, EUCLID AVE. CLEVELAND O.
SUPT. OF CONSTRUCTION.

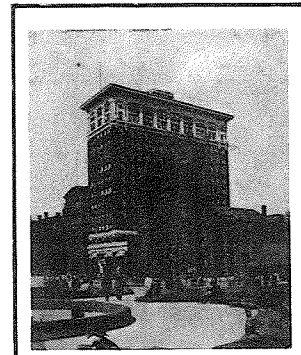


GOSPEL TABERNACLE CLEVELAND O.
ESTIMATED COST \$400,000.
DANIEL FARNAM ARCHITECT.

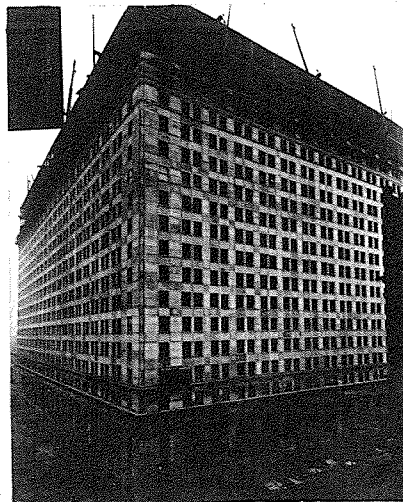


UNIVERSITY SCHOOL GROUP WALKER OHIO
3 WEEKS ARCH. COST \$1,000,000.
OWNERS REPRESENTATIVE.

Supervision of the construction of high class buildings and the successful administration of the business connected therewith, is a highly specialized profession. Shown here are some of the projects supervised by
Daniel Farnam

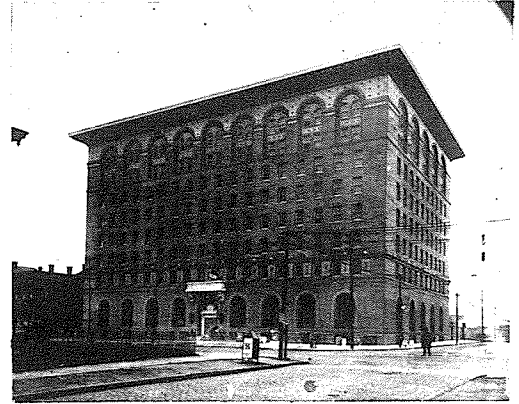


ILLUMINATING BUILDING
SUPT OF CONSTRUCTION

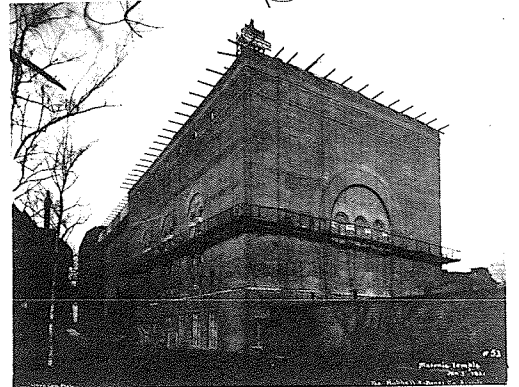


COST \$12,000,000.

UNION TRUST BUILDING GRAHAM ANDERSON PROBST & WHITE ARCH.
SUPERVISING CONSTRUCTION ENGINEER.



CENTRAL Y.M.C.A. COST \$500,000
HUBBEL & BENES ARCH. _____
CLERK OF WORKS. _____



YORK RITE MASONIC TEMPLE HUBBEL & BENES ARCHITECTS CONSTRUCTED BY OWNER. COST \$1,200,000
SUPERVISING ENGINEER

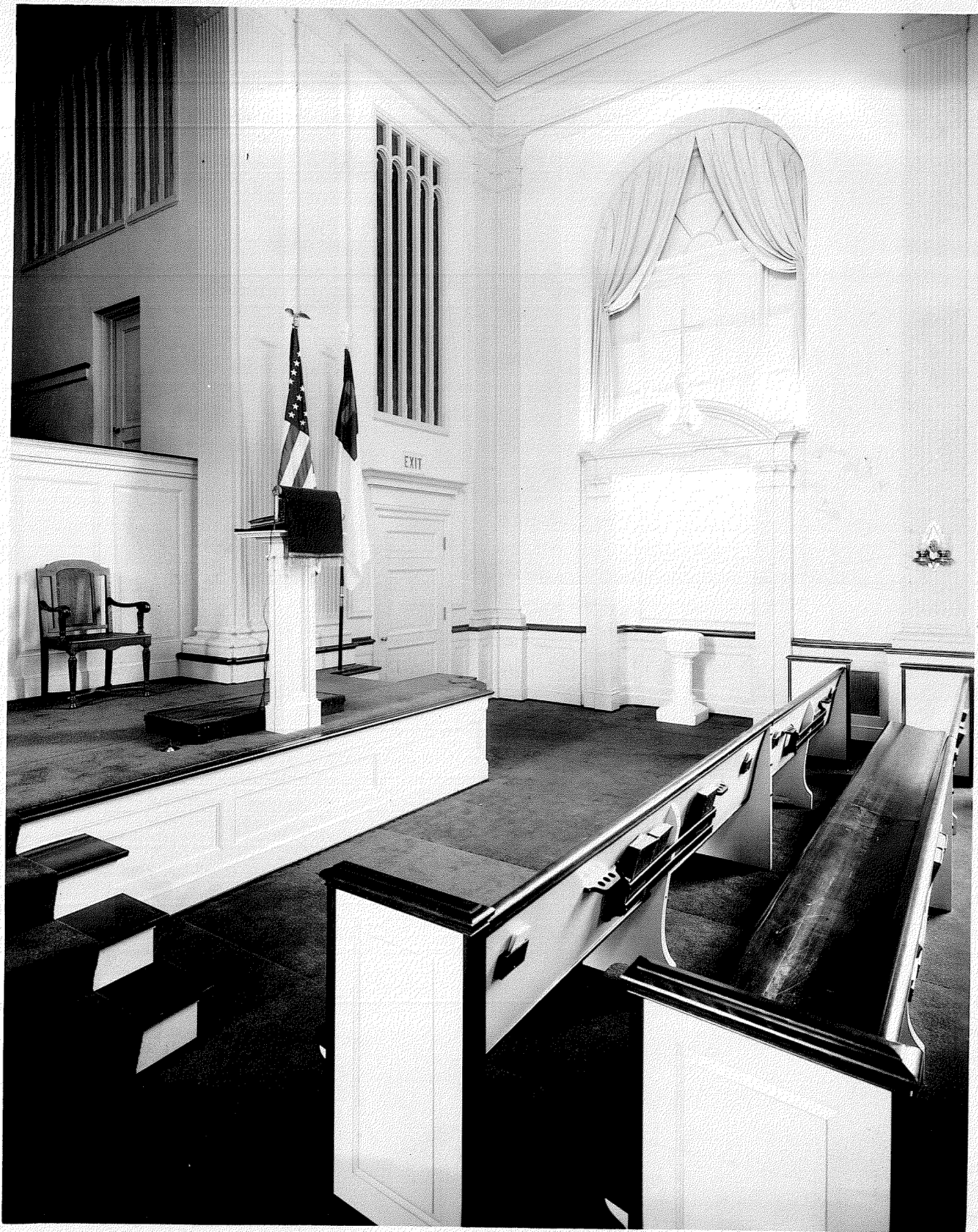


CITY RECREATION CENTER
FREDERICK BETTS ARCHITECT
SUPT OF CONSTRUCTION



BROOKLYN MASONIC TEMPLE BLDG.
COST \$500,000.
DANIEL FARNAM ARCHITECT & A.A.

THE AMERICAN INSTITUTE OF ARCHITECTS ARCHIVES. For information or study purposes only. Not to be recycled, quoted, or published without written permission from the AIA Archives, 1735 New York Ave. NW, Washington, DC 20006



STEPS

FOR ▲ ▲ ▲ ▲ ▲
BUILDING COMMITTEES

DANIEL FARNAM

STEPS

A MANUAL
FOR PASTORS AND
BUILDING COMMITTEES



F. A. I. G.

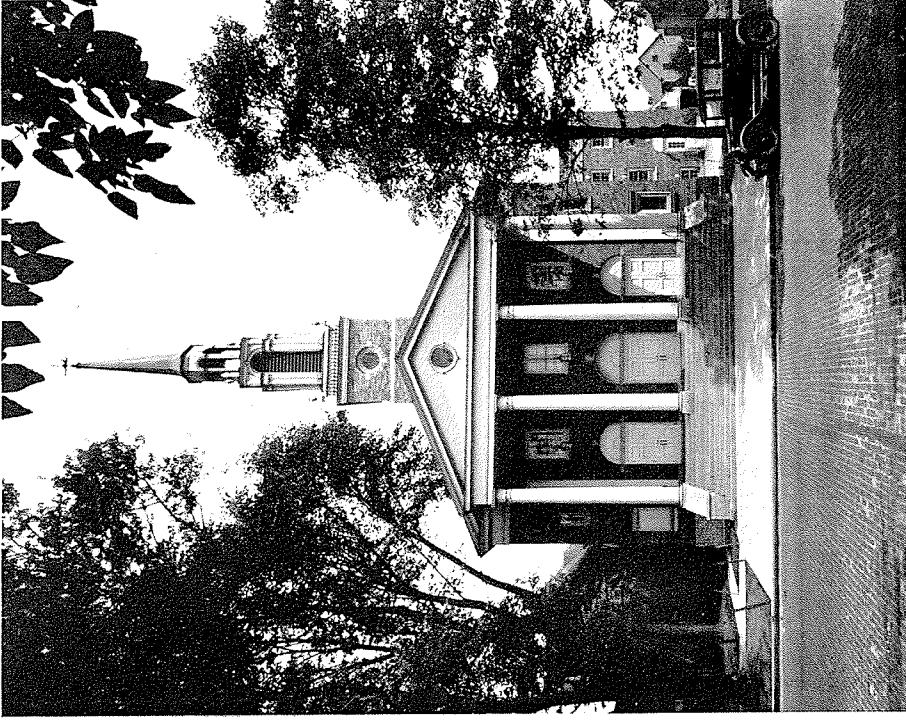
DANIEL FARNAM, A. I. A.
ARCHITECT
CLEVELAND, OHIO

4688 LANDCHESTER ROAD

SHADYSIDE 4 011

Published by
DANIEL FARNAM
RALPH E. LAWRENCE
Associate Architects
977 THE ARCADE
CLEVELAND, OHIO

1929



*Archwood Avenue
Congregational Church*

STEPS IN CHURCH BUILDING

Having passed through many building campaigns, the writer has frequently been impressed with the uncertainty and embarrassment with which the average committee man approaches the unfamiliar task of organizing and carrying through a building campaign.

The erection of a new building is, with most congregations a distinct and outstanding event in the life of the Church. Seldom does any church layman pass through this experience more than once.

The Pastor may have been through other campaigns but to the congregation the experience is usually unique.

With this in mind, the writer has formulated certain methods of procedure which have been successfully used in numerous campaigns. The following synopsis which was made for the benefit of one of our clients, is set forth herein with the hope that it may be of benefit to those who are interested in church building operation:

FIRST STEP

BUILDING COMMITTEE

Assuming that the leaders and the membership have become convinced that the time and the conditions are opportune, the building campaign consists of a series of definite, forward steps, looking to the systematic promotion and completion of the project. The first step is, of course, the appointment of the building committee. Long experience has taught the writer the value of a small committee or at least of a small executive sub-committee of the larger general committee.

No committee of the church has laid upon it a more important work. The future of the church is bound up in the success or failure of the thing which this committee shall do.

Its members, particularly its chairman, should be energetic, sound in business matters and men of faith and vision.

The Pastor should, by all means, be at least a member ex-officio of this body. Some churches have very successfully created an advisory committee to the building committee, with as many members as necessary to represent all of the active departments of the Church.

This committee may well be divided into sub-committees to investigate and recommend, regarding the various details of the building and furnishings, such as pews, curtains, carpets, organ, kitchen equipment and recreational work equipment.

In any of the above arrangements it is, however, wise to make each special committee subservient to the building committee, so that all matters of final action are handled by the building committee.

SECOND STEP

THE BUILDING COMMITTEE AT WORK

The second step will be the active work of the building and associate committees.

On the building committee devolves the investment of probably the largest sum that the congregation will spend at any one time in its history.

It is essential that the investment be made wisely and with due regard to the needs, both present and future, of the congregation and of the community. This money is donated by God's people to His work and it is essential that it be expended to the best possible advantage, not only temporally but spiritually.

The needs of a given Church are not always apparent to a casual survey. The structure erected will probably serve the community for many, many years, and should have the benefit of the best thought and practice of the times.

The committee will find a considerable program laid out for them, in visiting, observing, comparing and recording the many ways, successful, passable, or unsuccessful in which the multitude of problems have been met or solved by other churches.

To the Pastor will fall the task of deciding in detail all of the intricate and special arrangements pertaining to proper provision for the service and ritual of the Church.

The educational work, the recreational work, the social work, and all of the other specialized divisions of the Church's service must be studied and analyzed and definite recommendations made to the building committee for final adjustment. Beyond all of this, however, a thorough study must be made of the present, past and future status of the church community.

Many questions must be met and solved, such as:

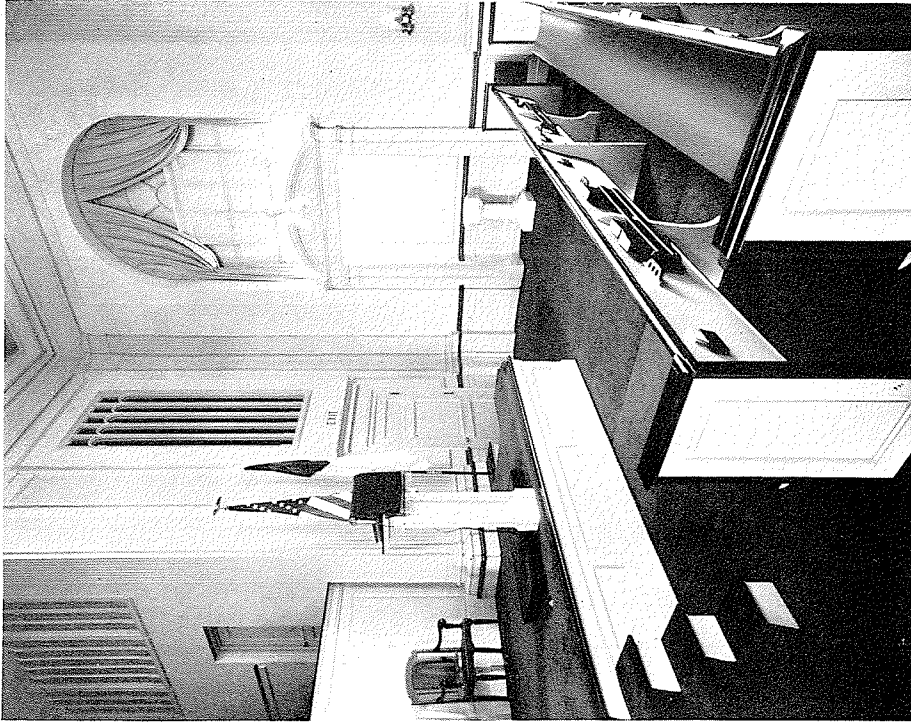
The Church's location in relation to the other Churches in the community.

The probable growth of the neighborhood; is it new, static, growing or decadent?

The location and probable growth of the public schools.

Character and nationality of the population; will it be stable or is a change probable?

If a change, can the Church successfully meet it?



of the future. And, finally, the study by the various groups is not sufficient, the entire mass of information collected must be arranged, collated and digested by the building committee, so that from it may come forth the answer to the problem of the particular Church. In this matter it is well to obtain the counsel of the advisors of the state or national boards of the Church.

THIRD STEP

SELECTION OF THE ARCHITECT

The third step is the selection of an architect. With the necessary data on hand, the committee will be in a position to talk intelligently as to the requirements of the proposed building and will receive considerable assistance from the architect in crystallizing their opinions on the results of their survey.

It is needless to say that care should be exercised in this selection. The architect is the personal representative of the committee and as such has complete charge of the design and erection of the building, the management of the contract operations and the approval of payment of monies paid out for the building operations.

The architect should be a man of wide experience in building operations, of good standing in this profession, thoroughly conversant with Church architecture and with a good record as to economy of costs.

If to this is added an expert knowledge of Church operation and Church work, the combination will be indeed fortunate.

FOURTH STEP

PRELIMINARY STUDY OF PLANS

The fourth step is the preparation of the preliminary sketches.

After the selection of the architect, the general plan of the future Church will gradually take shape. Numerous sketches must be made, data gone over and department

What is the Church's relation to other organizations in the vicinity?

Present location of the Church; is it the best obtainable?

In general, what is the probable future of the Church; what will its probable program be over a period of years? What will its probable membership be?

What will be the size and activities of its various departments?

The above necessitates a careful study of the history of the Church, through the past years, and a definite forecast

needs considered before even the general plan of the building can be determined. Conferences and studies by the architect and the committee, together with the sub-committees must be held repeatedly until the general solution of the problem is arrived at.

The ultimate object of the committee's work is to provide a building which will entirely care for all of the activities of the church program, both temporal and spiritual, and no building can be successful unless this end is achieved through survey, study and careful planning.

It is to this end that the preliminary surveys are made, and an experienced architect can be of untold assistance during this period.

It should be thoroughly emphasized that a moderate priced Church is not of necessity an ugly Church.

Beauty of line and form can, in the hands of an expert architect, be made to take the place of elaborate ornament and an otherwise plain building can thus be made a thing of beauty.

Many of the hideous piles that pass as Church architecture could have been dignified and beautiful at no extra cost.

FIFTH STEP

EDUCATION

While the committee and the architect are engaged in solving the numerous problems incident to the building plans, an extremely important campaign should be under way in the body of the members.

This relates to the education of the members in the fundamentals of the whole project and the crystallizing of the conviction that the work is a worthy and a necessary one, and the winning of the entire membership to an enthusiasm for the project.

This can be worked out in a variety of ways, the details best being determined by the conditions existing in the individual Church.

It should be remembered, however, that this support by the membership is vital, and no project can entirely succeed without this co-operation.

SIXTH STEP

CAMPAIGN FOR FUNDS

The program having progressed to this stage, the architect will have the general scheme for the building worked out to a point where the cost can be reasonably estimated. The sketch plans and elevations of the Church should form part of the campaign material.

It has been our experience that the amount of money which is first discussed by the average Church as the largest amount which can be raised, should be increased at least four times to reach the amount which can be raised as the result of a careful, well-planned campaign.

Various methods are possible.

We have been interested in campaigns where widely different methods were successfully used, such as:

- a. The campaign of the professional expert campaign manager.
- b. The campaign under the direction and guidance of the denominational leaders.
- c. The local Church's own campaign.
- d. The Bond system.
- e. The Insurance plan.
- f. The Endowment system.
- g. The campaign of faith.

The campaign system finally selected should be adopted only after the local situation has been studied and the proper methods selected to meet the same.

SEVENTH STEP

WORKING DRAWINGS

Few people realize the work involved in completing drawings and specifications of a building.

Plans do not "grow" on the drawing board from a few skillfully directed lines, but are the result of long and careful study and analysis, of trial and rejection of various schemes until the best is found. Widely varying subjects and trades must be correlated, as Masonry, Carpentry, Steel, Concrete, Plumbing, Heating, Ventilating, Lighting,

and many others. Engineering stresses must be investigated, acoustics studied, sight-lines plotted, State and City Building Codes and Laws satisfied, traffic lanes and congestions in the building analyzed. Material must be selected. Lot lines and surveys checked. Illumination placed and proportioned and the heat and air movements properly balanced.

Kitchen equipment must be studied and placed with regard to convenience and traffic. Gymnasium and recreational equipment provided for, seating designed and properly placed. In short, all of the various activities of the Church must be properly and economically housed and furnished.

In view of the above, it is evident that the decision to proceed with the working drawings should be made as early as possible in the campaign so that they may proceed simultaneously with the money campaign.

The securing of proposals from contractors is a rather slow process and is frequently omitted from the calculations in estimating the time necessary to complete plans.

EIGHTH STEP

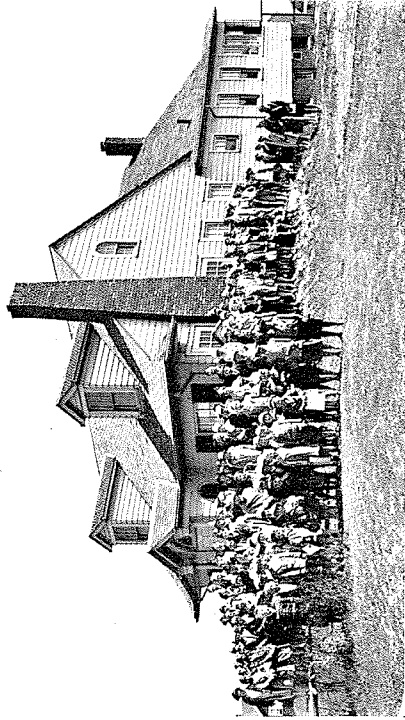
ADVERTISING

These are indeed days of advertising, even among Churches, and any project which is not brought prominently to the attention of the constituency is in danger of being crowded out by other publicity.

It is perfectly possible to thoroughly advertise the building program throughout all of the Church group and community in a quiet, dignified manner and yet build up a program consciousness which will carry the entire project to a successful conclusion.

* * * * *

These eight steps are necessary to a complete and successful campaign and it is our hope that this brief outline will be of assistance to those who are for the first time entering that most interesting and exciting experience, the building of a Church.



TEMPORARY BUILDINGS

Perhaps one of the most difficult periods in the financial life of any Church is the period of growth and struggle between the time of organization and the time when sufficient funds have accumulated to warrant the starting of the permanent Church home.

This space of time is commonly bridged either by renting temporary quarters, or building a temporary building. The usual temporary building consists of an uncomfortable, unlovely structure which necessitates an original investment of from two to three thousand dollars and is a total loss when the temporary occupancy ceases. A very satisfactory solution for this problem is shown by the illustration of the Brooklyn Heights Church above.

This building was planned as an attractive bungalow and built without any interior partitions, making a very comfortable and convenient Church, seating 150 people, with kitchen and social room in basement. The following tables of cost may prove interesting.

COMPARATIVE COST

COST OF TYPICAL TEMPORARY BUILDING

Cost of lot.....	\$2500.00
Cost of temporary building.....	2500.00
<hr/> Total cost.....	<hr/> \$5000.00

Salvage at End of Occupancy

Wrecking	\$ 200.00
Original cost.....	5000.00
Interest at 6 per cent for 3 years.....	900.00
<hr/> Total cost.....	<hr/> \$6100.00
Lot value remaining.....	2500.00
<hr/> Net loss.....	<hr/> \$3600.00

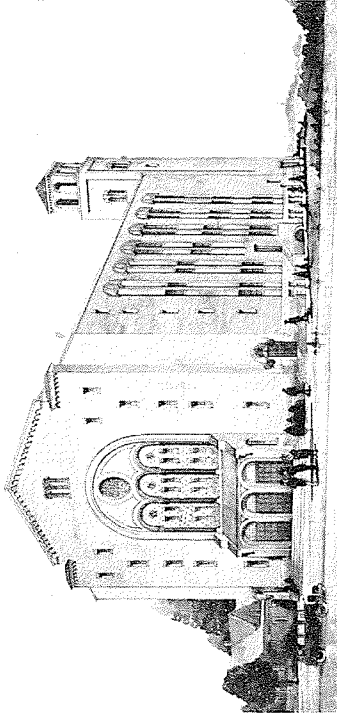
COST OF OUR PLAN OF TEMPORARY BUILDING

Cost of land.....	\$2500.00
Cost of Building.....	7000.00
<hr/> Total cost.....	<hr/> \$9500.00

Salvage at End of Occupancy

Original cost.....	\$9500.00
Cost of changing to bungalow.....	2000.00
Interest at 6 per cent for 3 years.....	1710.00
<hr/> Total cost.....	<hr/> \$13210.00
Sale value of property.....	14000.00
<hr/> Net profit.....	<hr/> \$ 790.00

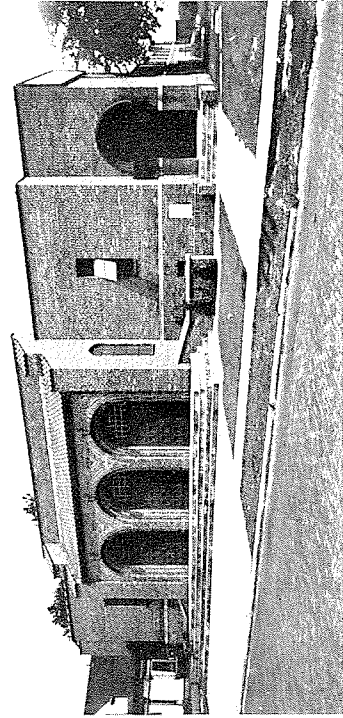
The finished building forms a very attractive residence and may be used as a parsonage.



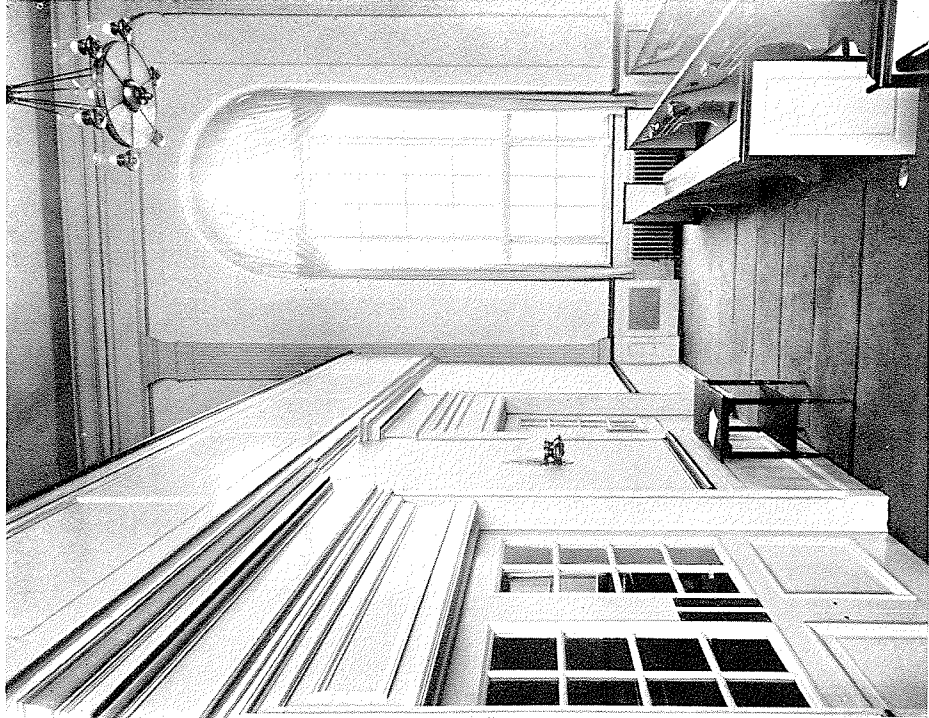
PARTIAL PROGRAMS

A quite common condition with growing Churches is that in which the building site is held in clear title, but not sufficient funds are on hand for the complete building.

This situation has been successfully met in the church illustrated above, The Whole Gospel Tabernacle of Cleveland, Ohio.



Plans were made for a complete, well-equipped structure. Only the ground floor and entrances were erected in the first campaign, the finished first floor was omitted and the area covered with waterproof roofing. The building as constructed will comfortably care for 2000 people and will be a well-equipped church home until such time as the funds can be secured for the complete structure, which will contain an auditorium for 3500 seats in addition to the quarters already in use.



COMPLETE PROJECTS

Of course, the ultimate ambition of every congregational church building is to own and occupy a complete and well-equipped church building. Each and every Church has its individuality as marked and distinct as any human personality. No church building is successful which does not recognize this fact. To be true to the congregation which it houses, the building must express this personality, together with all of the historical background, as well as the local influences of the Church. Such a building is illustrated by the Archwood Avenue Congregational Church, illustrated herein.

This particular congregation is a descendant of the old New England Congregational Churches, and has its home in the Western Reserve, formerly the western end of Connecticut, and in its history and records bears the marks of its ancestry.

This has influenced the design and planning of the structure. Such details as the electric fixtures, modeled on the old whale oil lamps, the square end pews, and the Pilgrim Fathers on the weather vane are typical of the thoroughness of the study of the local church characteristics.

So, it stands as a monument to the glory of God, distinct in its individuality yet in unison with buildings so dedicated, not to be mistaken in its purpose.