Albert S. Donato, Inc.
Contractor
175 UNION AVENUE
SCOTCH PLAINS, N. J. 07076
FAnwood 2-8638

MARCH 4, 1977

ATTN. MRS A. BACON
EDISON LIBRARY
340 PLAINFIELD AVE
EDISON, N.J.

PROPOSAL

WE PURPOSE TO REMOVE EXISTING 8'x 8' GARAGE DOOR AND BLOCK UP OPENING WITH FACE BRICK TO MATCH EXISTING.

TOTAL----------$ 948.00

ALTERNATES:

(A) ONE 3'x4' WINDOW REQUIRED
ADD----------$ 120.00

(B) ONE BOOK DROP TO BE INSTALLED
ADD----------$ 50.00

(C) REMOVE EXISTING DOOR BRACETS
ADD----------$ 75.00

SINCERELY,

ALBERT S. DONATO, INC.

RALPH CHECCHIO, INC.
General and Masonry Contractor
377 MONTAGUE AVENUE
SCOTCH PLAINS, NEW JERSEY 07076
201 - 322-2148

June 10, 1977

Edison Library
340 Plainfield Avenue
Edison, N.J.
ATTENTION: Mrs. Bacon

JOB ESTIMATE:

Remove and block up garage door: $1,450.00

Remove block wall to enlarge existing childrens room: $1,560.00

Thank you for the opportunity for this quotation.

R. Checchio

AN ORDINANCE AUTHORIZING THE CONSTRUCTION AND ACQUISITION OF A NEW MUNICIPAL LIBRARY BUILDING IN AND FOR THE TOWNSHIP OF EDISON AND AUTHORIZING THE ISSUANCE OF $190,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE MUNICIPAL COUNCIL OF THE TOWNSHIP OF EDISON, IN THE COUNTY OF MIDDLESEX, NEW JERSEY:

Section 1. That pursuant to the applicable statutes of the State of New Jersey there is hereby authorized the construction of a new Municipal Library Building in and for the Township of Edison, substantially in accordance with the plans and specifications therefor heretofore prepared by John MacWilliam, Architect, of Metuchen, New Jersey, and approved by this Municipal Council, together with any other purposes necessary, incidental or appurtenant thereto.

Section 2. It is hereby found, determined and declared by this Council as follows:

(a) That the estimated maximum amount to be raised from all sources for the purpose described in Section 1 hereof is $200,000.

(b) That the estimated maximum amount of bonds to be issued by the Township of Edison for the purpose described in Section 1 hereof is $190,000.

(c) That pursuant to the applicable statutes an appropriation was contained in a budget or budgets of the Township heretofore adopted under the caption "Down Payment Fund" or "Capital Improvement Fund" and there is now available in said appropriation the sum of $10,000, which said sum is hereby appropriated as a down payment for the purposes stated in Section 1 hereof.

Section 3. That said sum of $200,000, including said down payment, be and the same is hereby appropriated for the purposes stated in Section 1 hereof.

Section 4. That there is hereby authorized the issuance of negotiable serial bonds of the Township of Edison, in the County of Middlesex, New Jersey, in the aggregate principal amount of not exceeding one hundred ninety thousand dollars ($190,000) pursuant to the Local Bond Law, constituting Chapter 2 of Title 40A of the Revised Statutes of New Jersey, for the purpose of financing the cost of the improvements described in Section 1 hereof. The form, rate or rates of interest and all other details of said bonds not prescribed herein shall be determined by subsequent resolution or resolutions adopted pursuant to law.

Section 5. That pending the issuance of the permanent bonds authorized in Section 4 hereof there is hereby authorized the issuance of bond anticipation notes of the Township of Edison in an aggregate principal amount of not exceeding one hundred ninety thousand dollars ($190,000), pursuant to the Local Bond Law, constituting Chapter 2 of Title 40A of the Revised Statutes of New Jersey. The form, method of sale, maturities and other details of said notes shall be determined by subsequent resolutions adopted pursuant to law.

Section 6. It is hereby found, determined and declared by this Council as follows:

(a) That the bonds issued pursuant to this ordinance shall bear interest at not exceeding six per centum per nnum, payable semi-annually.

(b) That the period of usefulness of the improvements or property described in Section 1 hereof, for which the obligations authorized by this ordinance are to be issued, within the limitations of said Local Bond Law is forty years.

(c) That the supplemental debt statement required by Section 40A:-2-10 of the Revised Statutes was, prior to the passage of this ordinance on first reading, duly made and filed in the office of the Township Clerk, and said supplemental debt statement shows that the gross debt of said Township, as defined in Section 40A:2-43 of the Revised Statutes, is increased by this ordinance in the amount of $190,000, and that the issuance of the obligations authorized by this ordinance is permitted by the exception to the debt limitations contained in Section 40A:2-7 (d) of the Local Bond Law.

Section 7. That the amount of the proceeds of the bonds or notes authorized by this ordinance which may be expended for interest on the obligations to finance such improvements, engineering or inspection costs and legal expenses, the cost of the issuance of such obligations and other matters specified in Section 40A:2-20 of the Revised Statutes is not exceeding $15,000.

Section 8. As long as any of the bonds authorized herein are outstanding the full faith and credit of the Township of Edison, in the County of Middlesex, New Jersey, shall be pledged for the payment of the principal of and interest on all of the bonds issued pursuant to this ordinance, and appropriations shall be annually contained in the budget and taxes shall be levied annually for such principal and interest on all of the taxable property within said Township without limit as to rate or amount.

Section 9. That prior to the passage of this ordinance on final reading there was endorsed upon a certified copy hereof, as passed on first reading, the consent of the Local Government Board in the Division of Local Government in the Department of the Treasury of the State of New Jersey to the issuance of the obligations authorized by this ordinance.

Section 10. This ordinance shall take effect twenty (20) days after the first publication hereof after final passage in the manner provided by law.

NEIL A. McDONALD,
President of the Council.

Attest:
OSCAR KAUS,
Township Clerk.

PUBLIC NOTICE IS HEREBY GIVEN, that the above ordinance was duly passed on first reading by the Municipal Council of the Township of Edison, County of Middlesex, N. J. on the 9th day of May, 1962 and that said ordinance will be considered for final adoption at a meeting of the said Municipal Council to be held in the Council Chambers of the Municipal Building on the 13th day of June, 1962 at 8 o'clock P.M., at which time and place a public hearing will be held prior to final passage of said ordinance and all interested persons will be given an opportunity to be heard concerning the same.

OSCAR KAUS,
Township Clerk.

5/14 $37.80

THE LANFRIT CONSTRUCTION CO., INC.

COMMERCIAL AVENUE AND TALMADGE STREET
P. O. BOX 750 - NEW BRUNSWICK, N. J.
TELEPHONE CHARTER 6-1040

July 26, 1963

TO : Board of Trustees of the Free Public
Library of Edison Township, New Jersey

Attention: Mr. Leavenworth H. Tyler, President

THROUGH : John MacWilliam, Architect
495 Main Street, Metuchen, New Jersey

RE : CONTRACT NO. 1 - GENERAL CONSTRUCTION WORK
FREE PUBLIC LIBRARY OF EDISON TOWNSHIP
EDISON, NEW JERSEY

Gentlemen:

As per Contract No. 1, we are prosecuting the General Construction Work of subject project.

On July 23, 1963 at 12:30 p.m. Local 432 Plumbers & Steamfitters Union established a picket line at the job site against your Prime Contractor for Contract No. 3 - Plumbing Work, namely, Don Pizzolato. The picket line continued in greater number on the morning of July 24 and remained throughout the day. Picketing resumed on the 25th and 26th.

All our employees are affiliated with the Building Trades Unions of their respective craft and whether voluntarily or at the advice of their Business Agents, they respected the picket line.

We had scheduled pouring concrete on the morning of July 24, 1963 and additional concrete was scheduled for July 26 so as to make economical use of the rented steel forms which are on the job.

We have some key personnel in our employ on the job who were hired specifically for subject project and their wages must be met regardless. The steel forms are on a rental basis and their rent must be paid on a per diem basis.

This labor problem must be resolved at once and, inasmuch as it is not of our making, nor was it anticipated upon bidding the job, nor allowed for in our Estimate, we must look to the Board of Trustees of the Free Public Library of Edison Township for compensation to cover our unanticipated loss.

The Lanfrit Construction Co., Inc. has made numerous telephone calls to a number of the parties involved in an attempt to resolve the problem,

TO : Board of Trustees of the Free Public Library of Edison Township, New Jersey

7/26/63

THROUGH : John MacWilliam, Architect

but without success.

Inasmuch as Don Pizzolato is a Prime Contractor to the Board of Trustees of the Free Public Library of Edison Township, the Board must settle the impass and see to it that the picket line is removed so that we can continue with our work.

Very truly yours,
THE LANFRIT CONSTRUCTION CO., INC.

John Lanfrit
President

mcg

THE CIVIL RIGHTS REVOLUTION; A SELECTED BIBLIOGRAPHY

A. Current Sources - Indexes, Pamphlets, Periodicals

Center for the Study of Democratic Institutions. The Fund for the Republic, 133 East 54th Street, New York 22, New York. Pamphlets

COREIater. n.p. Congress on Racial Equality (CORE) Bi-monthly 38 Park Row, New York 38, New York

Crisis. Monthly (Bi-monthly, June-July, Aug.-Sept.) 1910 - $1.50 National Association for the Advancement of Colored People (NAACP) Crisis Publishing Co., 20 West 40th Street, New York 18, New York

Freedom Pamphlets. The Anti-Defamation League of B'nai B'rith 515 Madison Avenue, New York 22, New York

Index to Selected Periodicals. Quarterly with annual cumulation, $12. per year. Hallie Q. Brown Memorial Library, Central State College and the Schomburg Collection, The New York Public Library. Hall. --Decennial cumulation, 1950-59, 1962, $35

International Index to Periodicals. Wilson, 1907 - Service basis

New Jersey. Department of Law and Public Safety. Division on Civil Rights. 1100 Raymond Boulevard, Newark, N.J. Pamphlets, releases, laws and regulations.

P.A.I.S. Public Affairs Information Service. Bulletin. 1915 - Public Affairs Information Service. 11 W. 40th St., New York 18. Complete service $100 a year; cumulations only, including the annual, $50 a year; also service basis.

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Civil Rights U.S.A.; Public Schools - Cities in the North and West, 1962 $2.00

Civil Rights U.S.A.; Public Schools - Southern States, 1962. $.75

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Baldwin, James	Notes of a Native Son	Smith Peter Beacon	1955	$3.25 $1.25 Paper
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Carter, Hodding	Angry Scar: The Story of Reconstruction, 1865-1890	Doubleday	1958	$5.95
Clark, Dennis	The Ghetto Game; Racial Conflicts in the City	Sheed	1962	$4.00
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Drake, St. Clair	Black Metropolis; A Study of Negro Life in a Northern City	Harcourt	1945	$6.75
DuBois, William E.B.	Black Flame, 3 vols. (F)	Mainstream	1961	$10.00
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Handlin, Oscar	The Newcomers; Negroes and Puerto Ricans in a Changing Metropolis	Harvard U. Doubleday	1959	$4.00 $1.25 Paper
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Homer, Dorothy R. Comp.	The Negro; A List of Significant Books; 8th rev. ed.	New York Public Library	1960	$ .35 Paper
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Key to Abbreviations

Comp.----- Compiler
ed.------- editor
(F)------- Fiction
n.p.------ no price
o.p.------ out of print
rev. ed.-- revised edition

PREPARED BY: PUBLIC AND SCHOOL LIBRARY SERVICES BUREAU
Division of the State Library, Archives and History
New Jersey State Department of Education
Lalor and Jersey Streets
Trenton 10, New Jersey

January 8, 1964

FURNITURE SPECIFICATIONS
NEW PUBLIC LIBRARY
EDISON, N.J.

LIBRARY FURNITURE
SPECIFICATIONS
CATALOG ALPHA III

SJOSTROM USA

John E. Sjostrom Company, Inc., 1717 North Tenth Street,
Philadelphia,22, Pa.

October 1, 1963

SPECIFICATIONS: "New Life" Library Furniture and Equipment

GENERAL SPECIFICATIONS

BIDDERS QUALIFICATIONS

General . . . bidder shall be or represent a long established, thoroughly experienced, financially responsible concern, regularly engaged in the manufacture of specialized library furniture.

Manufacturer shall stock and maintain a constant inventory of specialized library furniture units and intermembering parts.

Plant Facilities . . . shall be equipped with modern woodworking machinery to insure precision in mass production, operated by thoroughly trained and experienced personnel under qualified supervision.

To insure proper control of lumber, the manufacturer shall have at his plant modern kilns of forced circulation type.

Materials and Methods . . . all material and hardware shall be the best of their kind, as hereinafter described. All construction and fitting shall utilize the best and latest proven cabinet making practices known to the specialized library furniture industry.

BIDDERS RESPONSIBILITY

Product Design . . . since this equipment is to be an integral part of a new and modern library installation, where design and decorative aspects are as important as the quality of materials and construction, the design and styling must be modern and equal esthetically to that specified. The owner reserves the right to reject equipment if the design and styling is not deemed suitable for the purpose for which it is intended.

Each bidder must submit with his bid: cuts, photographs or sketches for each item of furniture listed in these specifications under the "Schedule of Equipment," stating the name and location of factory or factories wherein the furniture will be manufactured and years they have been manufacturing equipment of this character.

DESIGN OF CHAIR OFFERED MUST BE APPROVED BEFORE BID WILL BE ACCEPTED.

It is understood that the illustrations are the property of the bidder, and are loaned only for the purpose of showing that the design, function and construction details of the equipment to be furnished by the bidder are in accordance with this specification.

Construction Samples . . . each bidder shall submit construction samples consisting of card tray, chair, shelving unit, full-size table corner showing top, method of leg attachment, leg ferrule and leveler. Samples to be submitted at time and place requested by owner.

Deviations from Specifications . . . (other than those listed as unacceptable below) shall be indicated by the submission of detailed drawings, together with complete specifications, showing exactly what substitutions the bidder proposes to make. Any intent to substitute shall be clearly called to the owner's attention at the time the bid is submitted, to facilitate comparison with original specifications.

Unacceptable Deviations:

Due to the special purpose and long years of continual hard use to which the equipment will be subjected, the following furniture types are unacceptable under these specifications:

1. Furniture of commercial quality, using ordinary materials, adhesives, construction methods and finishes.

2. A miscellaneous assortment of equipment assembled by dealers and agents will not be considered as meeting requirements of these specifications, as it is mandatory that furniture maintain harmony in design, materials, construction and finish.

3. Chairs not manufactured with steam bent back posts and without leg shoes, when specified, or 1-1/8" diameter cushioned glides on all legs.

4. Free-standing furniture units (tables, magazine racks, atlas cases, etc.) without leg shoes 4" or 5", as specified, and 2" diameter swivel and adjustable glides.

It is of prime importance that equipment be stable in design, and there is complete interchangeability of a maximum number of parts and pieces in the event the library will undergo changes or expansion.

Installations . . . each bidder shall submit with his bid a list of at least ten libraries where he has supplied similar equipment within the last five years.

Warning of Disqualification . . . this specification represents minimum standard to which bidder is required to adhere. Since the manufacture of quality furniture depends to a large extent on the experience, reliability, skill and construction methods of the manufacturer, the owner reserves the right to accept or reject in whole, or in part, any or all bids, and to award the contract to other than the lowest bidder, if, in his opinion, his interest will be better served. The owner reserves the right to be the judge as to the competency of the bidders as defined above. The failure to comply with any of these instructions on the bidder's part shall be sufficient to disqualify his bid.

To Insure Truly Comparative Bidding . . . each bidder must base his proposal on the specifications, without deviation, unless such deviations comply with "Deviations from Specifications," under "Bidder's Responsibility."

SUCCESSFUL BIDDER'S RESPONSIBILITY

Shop Drawings . . . the successful bidder shall furnish to the owner, for correction and approval, shop drawings in duplicate as may be necessary to the proper conduct of the work. The bidder shall then make such corrections as are necessary and resubmit revised prints until a final approval is obtained from the owner.

Guarantee . . . each bidder shall guarantee the entire installation, as represented in his bid, against defect in material or workmanship for a period of one year. The successful bidder further guarantees to replace, without cost to the owner, any and all items that shall become defective within the above time, where the defect is clearly a fault of manufacture, and not of misuse.

Service . . . manufacturer must maintain a service department in the area where installation is located. Name and address of factory-trained representative must be given, to insure immediate service, should this be needed.

MATERIAL

LUMBER . . . All wood to be selected from thoroughly air seasoned stock, having a moisture content of 17 to 20%, then kiln-dried to a moisture content of 5 to 6%, and allowed to cool and temper approximately 30 days before being milled.

Kiln drying to be done at the plant of manufacturer to insure proper moisture control. Lumber grading to be in accordance with grading rules of the National Hardwood Lumber Association.

Exterior surfaces shall be selected Northern Hard Rock Maple, free of imperfections, carefully matched for harmonious color.

When called for on "Equipment Schedule," the finest American Black Walnut, especially selected for its dark even shade, shall be used.

Interiors shall be hardwood, sound throughout, but unselected as to color.

PLYWOOD . . . shall be of water-resisting glue construction, and shall be of thickness and number of plies specified.

Exterior panels shall have face veneers to match adjacent woodwork. To be good one or two sides, as design of specific unit requires.

Face veneers shall be not less than 1/28" in thickness and carefully selected and matched.

Interior panels where used for divisions, inside ends and backs shall be clear and sound.

LINOLEUM . . . Shall have a smooth surface, exceptional flexibility and be of a standard of hardness or resistance to indentation consistent with a satisfactory writing surface. The material shall comprise fine granulated cork, thoroughly mixed with oxidized linseed oil, resins and pigments, pressed on a flexible cloth backing and shall have a thickness of .119, with tolerance plus or minus .005.

FORMICA . . . A high pressure plastic laminate, 1/16" thick, which will not craze or crack and is not harmed by alcohol, fruit acids, boiling water or temperatures up to 275° F. Top layer of this laminate is saturated with Melamine Resin, the bottom layer impregnated with Phenol-Formaldehyde Resin, producing a tough and dimensionally stable covering. A backing sheet of this same material is always to be applied, to prevent the surface covered from warping.

VIDECOR . . . Shall have a smooth surface, exceptional flexibility, be resistant to indentation and provide a resilient writing surface. Composed of polyvinyl chloride resins, alkaline-resisting pigments and with a fiber back. Material shall be dimensionally stable, and have a minimum thickness of .050" gauge. Surface shall be resistant to scratching, fading and staining.

STANDARD COMPRESSED FIBRE . . . Shall be a composition of compressed wood fibres, pressed by a hydraulic pressure into homogeneous sheets. It shall have a tensile strength of 3500 lbs. per square inch, a shearing strength of 4500 lbs. per square inch, a specific gravity of 0.91 and a Rockwell Test of 40-45 using 1/2" ball.

GLASS . . . D.S.A. Glass shall be of the best grade and used for glazing in bookcase doors where called for. Polished plate glass 1/4" thick shall be used in display cases and sliding glass doors in bookcases.

HARDWARE . . . Shall be of a matched modern design, constructed to meet the specialized requirements of functional library equipment. Material to be brass or bronze with a satin chrome finish.

a. Drawer and Cupboard Pulls shall be a rounded bar type design. Pulls shall be secured to drawer head, etc., with machine screws.

b. Hinges shall be 2-1/2 bullet tip tight pin, with wings not less than 1/16" thick. Doors under 4' in height to be fitted with one pair of hinges, over 4' with 1-1/2 pair of hinges.

c. Locks shall be of the heavy-duty cylinder type with 14 tumblers, consisting of two sets of five primary tumblers and one set of four secondary tumblers. Noses of locks to be finished satin chrome to match other hardware. Keys are of non-duplicable style, double bitted with three serratures. Locks for sliding doors to have similar mechanism. Locks for die stock sliding doors to have self-locking hook bolt with strike. Locks for wood sliding doors to have a throw bolt to lock into strike on other door.

d. Leg Ferrules, where shown, shall be of stainless steel, 5" high, except the 264 and 360 style chairs which shall have satin chrome finish ferrules, 3-1/2" high.

When called for on "Equipment Schedule" for items with strate tapered legs, ferrules shall be of cast bronze, 3" high, tapered and shaped to suit legs.

All types to permit use of leg glides.

e. Leg Glides shall be furnished on all tables, leg bases and chairs. For tables and leg bases the glide shall be of brown Bakelite, 2" diameter, with swivel-type stem, having a knurled knob permanently fastened to the stem for ease in adjustment. 1/2" adjustment shall be provided.

All chairs shall have 1-1/8" diameter cushion glides, except the low swivel chairs which have casters.

f. Levelers shall be adjustable, and shall be provided on all desk legs.

g. Elbow Catches shall be of a heavy cast metal design with cast strike plate. Catches shall be provided in convenient position on left hand door of all double-hung doors. Doors 6'6" high on bookcase units shall be equipped with 4" surface bolts with keeper plates at top and bottom.

h. Friction Catches shall be provided on all swinging doors and shall be of rubber roller spring-type.

i. Drawer Stops shall be provided on drawers not equipped with extension slides to prevent accidental removal, and shall be semi-automatic type, cadmium plated, securely fastened to drawer back. Stops to have convenient finger lever for voluntary removal of drawer. No stops required on card trays.

j. Drawer Extension Slides shall be heavy-duty type, furnished where called for, on legal and letter file drawers and drawers equipped with removable card trays.

k. Shelf Standards for adjustable shelves. Shall be aluminum flush recessed type 3/4" wide and shall provide adjustment on 1/2" centers by use of metal clips. The clip slots shall be numbered for ease in aligning clips.

CONSTRUCTION

In general, all technical library equipment must utilize the best cabinet making practices and constructions. Dimensions of stock to be maintained accurately and 3/4" work shall be a minimum thickness, unless otherwise specified. All joints shall be mortised and tenoned, all work securely glued and blocked. Exposed surfaces shall be entirely free from machine marks and evenly sanded for finish. All glue used shall be the best quality water-resistant glue, having the greatest possible resistance to moisture. All table tops, shelving parts, and parts of free-standing items shall be of selected hardwood construction, thickness as specified, assembled into component units by the electronic high frequency edge bonding process.

Cold Soak Test

A section of table top (12" x 12" x 1-1/4" thick) utilizing the electronic edge bonding process, as specified above, and having not less than two joints, shall be submerged in water at room temperature for five hours, dried at 70° to 100° for 20 hours and this procedure repeated. After such test there shall be no signs of the lumber checking or opening of glue joints.

FINISH

All exposed wood surfaces shall be thoroughly hand sanded to remove traces of machine or mill marks before finishing. A transparent wiping stain shall be applied, and when penetration is complete shall be rubbed clean, so that no film of excess stain remains to destroy the adherence of the finish coats. All surfaces shall receive a coat of sealer and exposed surfaces to be sanded before first coat of water white catalytic finishing material is applied. After proper drying time, this coat shall be sanded and recoated. The final coat is left to cure 16 hours, then working surfaces are hand rubbed to a satin smooth finish.

All unexposed surfaces shall receive one seal coat and one final coat.

The resulting finish to have sufficient elasticity to resist atmospheric changes and shall successfully withstand the following tests:

Testing of Finishes

1. Resistance to Moisture
   Pads of ozite saturated with water (at approximately 72°F.) shall be applied for a period of 24 hours and shall cause no permanent discoloration or checking of the film.

2. Resistance to Cleaning Compounds
   A 5% solution of trisodium phosphate shall remain in contact with the finished surface for a period of 12 hours and shall cause no permanent discoloration or softening of the film.

3. Hot and Cold Check Test
   The finish shall be subjected to temperature cycles each of which consists of one hour at 125°F., one hour at room temperature, one hour at 5°F., one hour at room temperature. The minimum is to be 8 cycles without any change in the varnish film.

4. Print Test

Two pieces of cheesecloth shall be laid on the finish and over these is placed a thin felt pad. A five pound weight covering an area of one square inch applied to the pad for three hours shall leave no distortion of the finish.

5. Resistance to Hot Water

Boiling water trickling over the surface at the rate of 250 cc per minute, for a period of 20 minutes, shall leave no permanent discoloration, softening or checking of film surface.

6. Scratch Test

A 1/4" steel ball shall be attached to the end of a steel rod that sets at a 45° angle. A five pound weight is then to be applied to the rod, 2" back of the ball. The ball, with the weight applied, drawn over the surface of the finish, shall cause no peeling or chipping of the film.

7. Humidity Test

The finish shall stand 110° F. and 100% humidity for a period of 72 hours, without any permanent discoloration or softening.

8. Ink Test

A pool of ink, about an inch in diameter, shall be allowed to stand for two hours and then washed off with water. There shall be no discoloration remaining.

9. Alcohol Test

A pool of alcohol (100% proof), about one inch in diameter, shall be allowed to stand until it evaporates. This shall not discolor or soften the surface.

10. Wear Test

A small amount of standard household cleanser shall be applied to a moistened canvas-covered wooden block (4" x 6"), and the block shall be mechanically drawn back and forth over the surface of the finish for 25 strokes. The canvas shall be moistened again and cleanser re-applied, and this procedure repeated for 25 additional strokes, at which time the rubbed area shall not be worn through the finish to the wood.

11. Lipstick Test

After 15 minutes contact, standard lipstick shall be removed by use of commercial furniture cleaner.

12. Cigarette Test

Finish shall not be damaged, nor shall wood be charred, when lit cigarette is snuffed out on it.

Shelving shall be of the concealed bolt type construction, readily assembled without the use of special tools. All intermediate ends, shelves and bottoms shall be of selected hardwood, assembled into component units by the electronic high-frequency edge bonding process, as described in these specifications under "Construction." Tops and finished ends to be of plywood construction, as called for under "Material."

SHELVING PARTS SPECIFICATIONS

Finished End - - - Height and depth as required by 1" thick, with all edges rounded to 1/8" radius. Inside face fitted with recessed aluminum clip strips, permitting shelf adjustment on 1/2" centers. Clip strip shall have alternate slots numbered for aligning clips.

Intermediate Ends - - - Must be minimum 1" thick. To be same as finished end, except to be fitted on both faces with aluminum clip strips, and 1/8" radius on all exposed edges.

Cornice Unit - - - Shall be 35" long x 2-1/2" high with depth as required. Unit to consist of cornice rail assembled into top and two bolting ribs tongued into rail. Joint at cornice rail and top to be flush with exposed edges rounded to 1/8" radius. Cornice unit to be provided with four connector bolts and 1-1/2" angle wall fasteners as required.

Base Unit, Sloped, (Standard) - - - Shall be 35" long by depth as required by 4-3/4" high. Unit shall consist of a removable bottom shelf, sloped 10° to back and mounted on base frame 4" high at front. Shelf shall overhang base frame approximately 2" at front and have exposed edges rounded to an 1/8" radius and corners rounded to 1" radius. Shelf shall have a full length cork-retaining strip 2" wide, partially inlaid in top face. Base unit to be provided with four connector bolts.

Base Unit, Flat - - - (Furnished where specified, and with glazed or sliding glass doors.) Shall be 35" long by depth as required by 4-3/4" high. Unit shall consist of a removable bottom shelf, mounted on base frame 4" high. Shelf shall overhang base frame 1/8" at front and have exposed edges rounded to 1/8" radius. Base unit to be provided with four connector bolts.

Regular Adjustable Shelf - - - Shall be 34-15/16" long by depth as required by 3/4" thick, with lipping on front edge not less than 1" wide matching exterior of shelving and exposed edges rounded to 1/8" radius. Underside to have groove along front edge for standard label holders and two grooves for shelf clips. Each shelf shall be furnished with four cadmium-plated shelf clips. Plywood shelves will not be acceptable.

Sloped Adjustable Shelf - - - (For magazines) Shall be 34-15/16" long by 13-3/8" deep x 3/4" thick, with 1-1/2" raised lip on front edge. When used with 12" deep shelving, shelf should be installed at a 35° angle; for 10" deep shelving, a 51° angle. Entire shelf shall match exterior of shelving.

Backs - - - When specified, shall be flush masonite panels 1/4" thick, size as required, unless other material is called for on "Equipment Schedule." Backs will be painted Fiesta Red on one side, unless otherwise indicated.

FREELINE CHARGING DESK UNITS

All units shall be 26" wide x 26" deep x 39" high overall, and shall be designed for ease of assembly and to permit additions and rearrangements at any time. Fronts and ends of units shall be of flush panel construction. The fronts of all units, including door of corner compartments, shall be horizon lined. Tops of all units shall be constructed of plywood, covered with gray desk top linoleum, securely cemented under pressure with edge banding of solid wood and shaped to match other furniture. Edge band shall not be less than 1-7/8" wide and glued to top with tongue and groove construction. Note: When called for on "Equipment Schedule", tops of units shall be MICOLOR ("C" Series) or VIDECOR ("300" Series) as called for under table tops on pages 14 or 15 of this specification. All units shall be mounted on round cast aluminum legs, 5-11/16" high, fitted with 2" adjustable glide.

Sitting height unit, when specified, shall be 29" high, with legs 5" high. With this height desk, slight modifications are necessary, as indicated in the following unit specifications.

When called for on "Equipment Schedule", units shall be furnished with a closed black linoleum covered base, 6-1/2" high for 39" units and 5" high for sitting height units, providing desk with a continuous flush base, recessed 3" from face of desk.

C 251L Finished Ends - - - To be 25-3/4" wide x 32-5/8" high x 3/4" thick, of contrasting vertical grain with edge bandings. Ends applied to exposed side of the last units of chosen assemblies, using concealed fastenings. Ends demountable in field for future expansion.

C 252LM Station Unit - - - Working side of unit to have locked cash drawer with four coin cups and two-compartment bill tray, one general drawer 15" wide x 17-3/8" deep by 3-1/2" deep inside with pencil tray, a 9-1/2" deep fixed shelf, 8-3/4" below drawers, and a CLOSED BOTTOM.

C 256L Card File Unit - - - Working side to have SIXTEEN [redacted] card trays for cards 3" high x 5" wide. Each tray shall be fitted with a combination label holder and pull and follower with track. One adjustable shelf to be provided in open area below. OMIT RODS.

C 258L Station Charge Unit (Well Type) - - - Working side to have tray compartment at top 22-7/8" wide x 19-3/8" deep x 6" high, with trays as required and drop hinged front. Top of unit to be fitted with removable cover. Guide cleats to be furnished below compartment to receive the removable cover. Base of the unit to have open knee space with a 12" deep fixed shelf 7-3/4" below tray compartment and sloped footrest. Outside face to be built flush with the other units.

Note: For number and size trays, follow unit number with an "A" or "B" on "Equipment Schedule" (258A or 258B)

A - 6 trays for book cards 3" wide x 5" high with follower and track.

C 259BL Charging Machine Unit - - - Working side to have drawer 9-3/8" wide by 16-1/2" deep x 6-1/8" high inside, fitted with center partition running from front to back and one cross partition. Open compartment, for housing charging machine, shall be 13" wide x 18-5/8" deep by 8-7/8" high inside.

Four card slots to be furnished in top over storage drawer. One adjustable shelf provided in open area below.

"CENTURA 400" CHARGING DESK UNITS

All units shall be 36" wide x 26" deep x 39" high overall, and shall be designed for ease of assembly and to permit additions and rearrangements at any time. All desk inserts are removable to facilitate rearrangement of desk without the necessity of dismantling desk. Front and ends of units shall be of flush panel construction. Front and rear of desk shall have a 3/4" shadow wall at each leg position between units, individual tops are continuous. VIDECOR tops of neutral beige vinyl are standard. Note: When called for on "Equipment Schedule", tops of units shall be MICOLOR ("C" series) or Plywood ("P" series). All units shall be mounted on satin aluminum legs 1" square fitted with 2" diameter protectile adjustable glides.

Sitting height unit, when specified, shall be 29" high. Footrest and one adjustable shelf are omitted on sitting height units.

NO.

C 450 Corner Unit - - - Available in a variety of angles (anywhere from 15° to 90°). 45° angle with clipped corner is standard, however, a variety of angles can be furnished to accomplish a "custom" arrangement.

C 451 Finished End - - - (specify either right or left). Ends applied to exposed side of the last units of chosen assemblies, using concealed fastenings. Ends demountable in field for future expansion.

452A Station Unit - - - Has tiered pencil and locked cash drawer, and a sloped footrest above floor.

C 452B Station Unit - - - Same as 452A with addition of general drawer.

452D Desk Unit - - - Provides 29" high desk top without destroying continuity of standing height desk assembly.

C 452DT Typewriter Unit - - - Same as 452D except top is set at 26" height.

C 454 Cabinet Unit - - - Working side to have two adjustable shelves behind pair of side-sliding panel doors.

C 455 Open Shelving Unit - - - Working side of unit to have two open full depth shelves adjustable on recessed clip strips.

C 456C Card File Unit - - - Working side to have fifteen card trays for cards 3" high x 5" wide. Each tray shall be fitted with a combination label holder and pull and follower with track. One adjustable shelf to be provided in open area below. No Rods.

C 458 Station/Charge Unit (well type) - - - Working side to have tray compartment at top with eight trays for 3" wide cards and drop hinged front. Top of unit to be fitted with removable cover. Guide cleats to be furnished below compartment to receive the removable cover. A sloped footrest shall be provided above floor.

C 459 Station/Charge Machine Unit - - - Working side to have drawer fitted with center partition running from front to back and one cross partition. Open compartment, for housing charging machine shall be provided. Four card slots to be furnished in top over storage drawer. A sloped footrest shall be provided above floor.

CHAIRS

DESIGN - - - All chairs shall be made in strict accordance with the designs as indicated, and exactly the same dimensions. Bidders shall state the name of the manufacturer whose product they propose to furnish.

MATERIALS - - - All lumber for chairs shall be clear, sound stock, and shall be carefully selected for color and texture of grain.

All glue used for joints shall be animal hide, equal to the standard set by the National Association of Glue Manufacturers of No. 16 grade or higher.

CONSTRUCTION - - - Framing shall be accomplished by a method which will insure all joints being absolutely tight. In addition to being glued, joints must be doweled, mortised and tenoned, chucked or held with concealed screws, whichever is found to be most practical for securing the greatest strength. Chuck joining shall be used only where expressly specified, and all chuck joints must be further secured by metal brads.

All exposed screw heads shall be countersunk and plugged flush, the grain of the plug aligned to the grain of the surrounding wood, so that the plug will be inconspicuous after finishing. Button plugs will not be acceptable.

No nails shall be used, nor will wood pins be acceptable. Brads shall be used to reinforce dowel or other joints, where specified. Heavy wood screws shall be used to reinforce glue joints, where practical, or to hold joints where neither dowel nor tenon contacts are possible.

Dowels shall be compressed spiral groove Birch, Maple or Hickory, dried to a moisture content of not over 3% before use.

BENT PARTS - - - All curved parts, including back posts, centers and tops, shall be steamed and bent to shape. Sawed parts for the above members will not be acceptable.

HAND SANDING - - - After chairs are assembled and before finishing operations start, all chairs are to be carefully hand sanded all over, to eliminate all surface marks caused by machine or prior sanding, with final overall sanding operation using 6/0 paper for final high polish. All glue shall be cut from surfaces with sharp knives, and carefully sanded over to eliminate any knife marks or scratches.

HARDWARE - - - All leg chairs shall be equipped with Bassick CG-90 rubber cushion glides or equal. Base of glides shall be case-hardened steel, with rounded edges to prevent marring of floor covering. Size of glides shall conform to size of chair legs. Front legs on No. 264 style, and all legs on No. 360 to have satin chrome finish ferrules, 3-1/2" high.

Swiveling and tilting mechanism for revolving chairs shall be of approved half-threaded stem type, which provides for fixed height adjustment, by means of a self-locking, knurled hand wheel. The metal hub in the base must be accurately machined, to accommodate the stem of the swivel mechanism, to prevent wobbling of the chair top.

The tilting action shall be controlled by two compression springs, the tension of which can be evenly regulated by one hand wheel.

Revolving stool tops shall be equipped with a swiveling mechanism, without the tilting feature.

Stools shall be equipped with Bassick CG-90, or equal, rubber cushion glides.

Swivel chairs shall be equipped with Bassick Diamond Arrow Ball Bearing Casters, or equal, 1-5/8" wheels.

EQUIPMENT - - - All revolving chairs and stools shall be equipped with a tongued rubber bumper, fitted into a groove extending along the front edge of the seat, and well around the front corners, to a distance of at least halfway to the back of the swivel chairs without arms, and back to the arm pillars of arm swivel chairs. Arm pillars shall also be equipped with rubber strip bumpers on the front and side faces to prevent damage from contact between chair arms and other objects. Ends of bumpers shall be bradded to prevent possible loosening.

Base feet of swivel chairs shall be equipped with non-breakable, molded plastic scuff plates or base foot protectors. These shall be of streamlined design, with all edges well rounded. Scuff plates shall be at least 6" in length. They shall not be exactly flush with the base feet, but shall be set back not more than 1-1/16" at the sides. Maximum thickness of scuff plates shall be not less than 3/8"

Detailed Construction for 360 Line - - - Seat of chairs shall be 1-1/16" thick, comfortably scooped and secured to skirting with screws. Front of seat shall have an extreme roll edge, and all other edges shall be well rounded. Front skirting shall be 4" wide, 1" thick, 17-3/4" long. Side skirting shall be 7/8" finished thickness, approximately 2-1/2" wide, shaped to conform to design. Back legs shall be chamfered out to depth of 1/8" to accommodate side skirting. Side skirting shall be fastened to back legs by means of heavy wood dowel penetrating into front of back leg, and just above the dowel point, a heavy wood screw penetrating from rear to back leg into side skirting. Side skirting shall be gained at front 1" deep to accommodate front skirting. Side skirting shall have wood dowel penetrating into front leg. Backs shall be 13/16" finished thickness 9-1/4" x 16-1/2" steam bent to a 42" radius. Back posts shall be made from 2" lumber, selected for straight grain, and shall be turned, tapering from 1-3/4" thick at center to 1-1/4" at top and 1" at bottom (including thickness of 3-1/2" high satin chrome ferrule.) Post at top shall be gained on the inside to accommodate the curved back. Side stretchers are turned from lumber of adequate thickness to give 13/16" finished thickness at the center, and 5/8" thickness at ends.

Front legs shall be similar stock, 1-3/4" thick at top, and tapered to 1" at bottom (including chrome ferrules.) Back of front legs, shall be chamfered off flat to provide point of juncture for side skirting, and side skirting shall rest on "ledge" of legs not less than 1/8" deep.

Book rack under seat shall consist of two center stretchers which are straight turnings, 5/8" thick.

Arm rests shall be 1-1/4" thick maximum, tapering to 1-1/8" at front; 2-1/4" wide maximum tapering to 1-3/8" at front. Rear arm rail shall be 1-3/4" wide, and 1-1/4" thick.

Chair Dimensions of No. 360

	360	360A
Height of back from seat	16"	16-1/4"
Sitting depth of seat	16"	18"
Maximum width of seat at front	18-1/4"	19-1/4"
Width between arms	-	19"

Arm chair is designated as	No. 360A
Low swivel arm chair, designated	No. 360D
Upholstered back indicated by	adding "X" to catalog number
Upholstered seat and back indicated by	adding "XX" to catalog number

Detailed Construction for No. 264 Line - - - Seat of chairs shall be 1" thick, comfortably scooped, with slope on front edge, and secured to skirting and back posts with screws. Skirting shall be assembled flush with seat edge and divided by "V" cut. Skirting and seat shall be slightly gained into back posts. Gaining of rear post is essential to give support to seat, and no construction at this point will be acceptable without this feature. Side and cross stretchers shall not be less than 1-1/4" x 3/4" finished thickness. Top and center rails of chair back shall be not less than 13/16" thick, steamed and bent to allow comfortable correct posture, and doweled into back posts. Top rail to be not less than 4" wide at center, shaped to 3-3/8" at post junctures, and the two intermediate rails not less than 1-1/8" wide. Back posts shall be tapered at top and bottom, as selected design requires.

Front legs shall be 1-7/8" diameter at top, turned, splayed and tapered to 1-1/8" diameter at floor, fitted with 3-1/2" high satin chrome ferrule. These front legs shall be chuck jointed (1" dia. x 1" long) into skirting, and reinforced with heavy screw from inside of skirting into leg.

Book rack under seats shall consist of three cross stretchers, not less than 1-1/4" x 3/4" finished thickness.

Arm rests shall be not less than 1-1/16" finished thickness, joined to back posts. Arm pillars shall be joined to rest with heavy dowel, and to seat and skirting with heavy screws.

Chair Dimensions of No. 264

	17 - 18" Seat Height	15 - 16" Seat Height
Width of seat	18-1/8"	16-5/8"
Depth of seat	17-1/8"	15-7/8"
Height of back	16-7/8"	15-1/2"
Overall height	33-1/2"	30-5/8"
Overall depth	20-3/4"	18-5/8"

Arm chair designated as	No. 264A
High swivel chair designated as	No. 264B
Low swivel chair designated as	No. 264C
Low swivel arm chair designated as	No. 264D
Upholstered back indicated by	adding "X" to catalog number
Upholstered seat and back indicated by	adding "XX" to catalog number

FREELINE MICOLOR TABLES

Tables shall have top 1-3/8" thick, constructed with a 1-1/4" 5-ply lumber core panel, having mahogany or equal face veneers, and long edges banded with maple. Panel shall have genuine Formica facing and backing. Edges of table top shall be beveled back 1/2" with top edge rounded to 3/16" radius, bottom edge 1/8" radius, and all corners rounded to 3/4" radius. **Table legs to be splayed as specified below.**
Other plastic laminates will not be accepted.

Balance of construction to be same as for "Freeline" tables, except that only the 90" and 120" table tops will have reinforcing center keels.

NO.	
C-210	60" long x 36" wide x 29" high
C-212	90" long x 36" wide x 29" high (1 center keel)
C-214	48" diameter x 29" high

SLOPED TOP TABLES AND BENCHES

C-217A Double Sloped Top Table - 6'7" long x 34" wide X 26" high at front, 31" high at center. Similar in construction to No. 217, except top to have double slope, and end rails supporting top above frame to be 5" wide.

218 Bench - 67" long x 14" wide x 15" high, construction similar to No. 210 table, having shaped keel only on underside of seat 2-3/4" wide at center. Splayed turned legs shall be 2" diameter.

Splayed turned legs (4 per table), diameter indicated, tapered to 1-1/4" diameter at floor shall be fitted with steel mounting plate at top, permanently fastened to leg with 1/2" diameter machine bolt engaging concealed steel bushing. Steel bushing anchored in leg not less than 3" from top. Mounting plate drilled for four machine screws. Leg to be attached to top with four machine screws, engaging expansion anchors in table top. Shakeproof washers shall be used under heads of machine screws. Bottom of leg to be fitted with stainless steel ferrule 5" high and adjustable glide 2" in diameter.

MISCELLANEOUS DISPLAY UNITS & ACCESSORIES

All free-standing items to have 4" high, unless otherwise specified, stainless steel ferrules and 2" diameter swivel and adjustable Bakelite glides.

275 Dictionary Stand - - - Shall be 22" wide x 16" deep x 44" high overall. Top to be 42" high at front and to have retaining strip at this edge. Body to have bottom, one adjustable shelf and flush ends. Stand to have turned splayed leg base 16" high.

NO.

276 Atlas Case - - - Shall be 30" wide x 27" deep x 44-1/2" high overall. Top to be 40-1/2" high at front with retaining strip at front edge. Body to have five pull-out shelves with stops to prevent accidental removal, flush ends and panel back. Each shelf shall have a clear area 25-1/2" wide x 24" deep x 3-1/4" high. Shelves to be of open slat construction with four slats running from front to back. Case to have turned, splayed leg base, 16" high.

277 Double-Face Book Display - - - Shall be 42" wide x 29" deep by 49-1/2" high overall, arranged with tilted book display trough on each side and a double faced cork display panel at center, mounted above the display troughs. Display panel shall be 41-3/4" long by 16" high with posting surface 39" x 11-1/4". Unit to have 27-3/4" high turned splayed legs 2-5/8" diameter, fitted with 5" high stainless steel ferrules and 2" diameter adjustable glides.

181 Revolving Dictionary Stand - - - Shall be 21" wide x 14" deep by 5" high. Top to be sloped to 1-3/4" in height at the front. The edges of the top are to be molded and have the corners rounded to 3/4" radius. Retaining strip, to hold the dictionary from sliding, shall be furnished at front. Stand shall revolve on a circular base 11-1/2" in diameter. Base shall have a felt covered bottom.

No. 167 Stool - - - shall be 18" or 27" high with scooped hardwood seat 14" in diameter x 1" thick, rounded on top edge to 3/4" radius and securely screwed to skirt. Skirt shall be rounded on bottom edge and joined to legs with dowels and screws. Legs shall be splayed, tapered and reinforced with stretchers having mortise and tenon joints. Glides shall be provided on all legs.

173 Book Truck, Small - - - Shall be 30" long x 14-1/8" wide by 35" high overall, with bottom and two shelves grooved and securely fastened into flush ends, which shall be 13/16" thick. Truck to be equipped with two swivel ball bearing casters and two stationary casters. Casters to be of wrought steel, and to have semi-soft durable rubber treads 5" in diameter, with ball bearing axles to permit quiet operation.

179A Step Stool - - - Shall be 15" wide x 16-1/2" deep x 15" high overall, with two steps. Steps shall be securely fastened to flush ends with metal fasteners. All edges and corners shall be rounded.

MISCELLANEOUS DISPLAY UNITS & ACCESSORIES

All free-standing items to have 4" high, unless otherwise specified, stainless steel ferrules and 2" diameter swivel and adjustable Bakelite glides.

275 Dictionary Stand - - - Shall be 22" wide x 16" deep x 44" high overall. Top to be 42" high at front and to have retaining strip at this edge. Body to have bottom, one adjustable shelf and flush ends. Stand to have turned splayed leg base 16" high.

NO.

276 Atlas Case - - - Shall be 30" wide x 27" deep x 44-1/2" high overall. Top to be 40-1/2" high at front with retaining strip at front edge. Body to have five pull-out shelves with stops to prevent accidental removal, flush ends and panel back. Each shelf shall have a clear area 25-1/2" wide x 24" deep x 3-1/4" high. Shelves to be of open slat construction with four slats running from front to back. Case to have turned, splayed leg base, 16" high.

277 Double-Face Book Display - - - Shall be 42" wide x 29" deep by 49-1/2" high overall, arranged with tilted book display trough on each side and a double faced cork display panel at center, mounted above the display troughs. Display panel shall be 41-3/4" long by 16" high with posting surface 39" x 11-1/4". Unit to have 27-3/4" high turned splayed legs 2-5/8" diameter, fitted with 5" high stainless steel ferrules and 2" diameter adjustable glides.

181 Revolving Dictionary Stand - - - Shall be 21" wide x 14" deep by 5" high. Top to be sloped to 1-3/4" in height at the front. The edges of the top are to be molded and have the corners rounded to 3/4" radius. Retaining strip, to hold the dictionary from sliding, shall be furnished at front. Stand shall revolve on a circular base 11-1/2" in diameter. Base shall have a felt covered bottom.

No. 167 Stool - - - shall be 18" or 27" high with scooped hardwood seat 14" in diameter x 1" thick, rounded on top edge to 3/4" radius and securely screwed to skirt. Skirt shall be rounded on bottom edge and joined to legs with dowels and screws. Legs shall be splayed, tapered and reinforced with stretchers having mortise and tenon joints. Glides shall be provided on all legs.

173 Book Truck, Small - - - Shall be 30" long x 14-1/8" wide by 35" high overall, with bottom and two shelves grooved and securely fastened into flush ends, which shall be 13/16" thick. Truck to be equipped with two swivel ball bearing casters and two stationary casters. Casters to be of wrought steel, and to have semi-soft durable rubber treads 5" in diameter, with ball bearing axles to permit quiet operation.

179A Step Stool - - - Shall be 15" wide x 16-1/2" deep x 15" high overall, with two steps. Steps shall be securely fastened to flush ends with metal fasteners. All edges and corners shall be rounded.

CARD CATALOG FILES

In general, ends and exposed tops shall be flush, of solid or panel construction, as required by size and conditions. Backs of all units to be flush panel construction, with face veneers matching adjacent woodwork. All exposed edges to be rounded to a 1/8" radius. All reference shelves shall be equipped with stop pins to prevent accidental removal. Leg base units, when called for, shall have turned splayed legs equipped with 4" high stainless steel ferrules and 2" diameter adjustable glides.

Vertical Divisions - - - Front edge of vertical divisions between trays shall be hardened to resist splintering or crushing. The method of hardening shall produce stable, extremely hard, dense wood.

Catalog Trays - - - Trays shallhave 3/4" solid front of selected hardwood, with inside face shaped to provide easy access to, and better vision of first cards. Tray front must be dovetailed to side rails with a continuous glue joint (joints with glue voids will not be accepted.) Trays shall be made by use of steel template to insure uniformity of size and be interchangeable in all cabinets. Tray sides, back and bottom shall be of selected hardwood. Sides and back shall have rounded top edges with sides dovetailed into front and lock cornered to back. Bottom shall be tongued and glued into grooves in sides, front and back, making entire bottom surface flush. Each tray shall be equipped with adjustable self-locking type metal follower, which shall be easy to operate and positive in action. Slope on follower shall not be less than 10°. Follower to operate in metal track which is so designed to support housing for the lock rod mechanism, and a wedge block effect at front of tray. Track and follower must have a vinyl surface coating, to serve as silencer, and minimize the metallic noise, when follower is in use. Each tray front shall have a combined chrome-plated label holder and ring pull No. 191-A. Card opening in label holder shall be not less than 2" long x 3/4" high. Tray shall be further equipped with round rod to pass through lower margin of cards. Rod shall be fitted with a chrome-plated knob and with concealed automatic latch, allowing for the removal or replacement of the rod, without screwing or unscrewing.

291-30 30-Tray Card Catalog Unit - - - Shall be 33" wide x 17" deep by 47" high overall, with two reference shelves placed between two sections of 15-tray units. Trays shall be arranged five rows wide by six rows high.

STEEL FILES

Files to be constructed of furniture steel with a neutral gray, baked enamel finish. Letter size files to be 14-3/4" wide and clear file space in each drawer shall be 12-1/4" wide x 10-1/2" high x 27" deep. Legal size files to be 17-5/8" wide and clear file space in each drawer shall be 15-1/4" wide x 10-1/2" high x 27" deep. Drawers to be equipped with chrome pull, label holder, lock rod; also, track and follower. Drawer suspensions to be of steel, full extension type with ball bearing rollers. All steel file cabinets specified must equal or surpass the intent of Federal Specifications AA-F-791b.

NO.		
192	4-Drawer Legal File	- 52" high x 17-5/8" wide x 28" deep
196	2-Drawer Legal File	- 29" high x 17-5/8" wide x 28" deep

METAL ADMINISTRATIVE DESKS

NO.

S284 Office Desk - - - Shall be 60" long x 30" wide x 29" high with 1-1/4" thick Maple veneer top, banded on four sides. Body of desk to be metal consisting of two pedestals. Left pedestal to have reference shelf at top, one storage drawer, 12" wide x 5-11/16" high x 25-1/8" deep i.d., with adjustable partitions and file drawer below, 12-1/4" wide x 11-1/8" high x 26-1/4" deep i.d., with follower block. Right pedestal to have reference shelf at top and three storage drawers, 12" wide x 5-11/16" high x 25-1/8" deep i.d., with adjustable partitions. All pedestal drawers shall have chrome-plated bar pull. The knee space between the pedestals to be 24-1/2" wide equipped with center drawer, 23" wide x 2-5/8" high x 20-3/8" deep i.d., having pencil tray. Lock on knee space (center) drawer controls all drawers. Desk to have four round cast aluminum legs, 5-11/16" high, fitted with 2" diameter protectile adjustable glides.

S285 Secretarial Desk - - - Shall be 60" long x 30" wide x 29" high with 1-1/4" thick Maple veneer top, banded on four sides. Body of desk to be metal, double pedestal. Left pedestal to consist of a typewriter cabinet with a typewriter shelf attachment. (Typewriter pedestal can also be furnished on right.) Opposite pedestal to have three storage drawers, 12" wide x 5-11/16" high x 25-1/8" deep i.d., with reference shelf at top. Two of the three drawers to have partitions, same as office desk, remaining drawer to have sloped partitions for storage of stationery. Cabinet door to be designed to match drawers on the right pedestal. The knee space between pedestals to be 19-1/4" wide equipped with center drawer, 18" wide x 2-5/8" high x 20-3/8" deep i.d., having pencil tray. Lock on knee space (center) drawer controls all drawers. All pedestal drawers shall have chrome-plated bar pull. Desk to have four round cast aluminum legs, 5-11/16" high, fitted with 2" diameter protectile adjustable glides.

NO.

S286 Executive Conference Desk - - - Shall be 72" long x 36" wide x 29" high. Same as No. S284 Office Desk except for conference overhang at back and both ends.

SUPPLY COUNTER...Basement

Counter 9'-0" long x 24" deep x 7'-0" high. Lower section of counter to be 36" high with formica top with self edgeing edge construction. Base units to consist of 3 open shelving units, each 35" x 22" x 34-3/4" high with 2 adjustable shelves. Upper section to have two open book shelving units, each 35" x 12" x 48" high with 3 adjustable shelves each. Between upper shelf units provide cork board framed in unit 35" long x 48" high of tan cork. Provide recessed shelf strips and clips for adjustable shelves. Interior areas of open face shelving to be finished to match exterior surfaces.

WORK TABLE....First Floor

Work table to be 6'-0" long x 36" wide x 30" high with formica top, self-edged construction with square leg and apron design with wood corner block fastenings.

SPECIAL MAGAZINE DISPLAY RACK.... First Floor

Rack to be 36" diameter x 7'-0" high with closed base. Curved surface to be compressed fibre or approved equal with painted finish as selected. Top to be of same material. Magazine display support curb stips to be positioned on surface of rack so as to provide 5 magazine spaces high. Rack to be regidly constructed and crossed braced on approximately 16" centers.

EQUIPMENT SCHEDULE

ITEM	QUANTITY	DESCRIPTION
1	1...	"U" Shape charge desk 39" high with formica top and closed base. Desk to consist of 2 #C451 end panels, 2 #C450 corner units, 1 #C452B station unit, 1 #C454 cabinet unit, 1 #C452DT typewriter unit, 2 #C455 open shelving unit, 1 #C456C card file unit, no rods in trays, 1 #C458 station charge unit and 1 #C459 station charge machine unit with electrical receptacle.
2	1...	High swivel chair #264B with circular foot rest, glides on legs.
3	3...	Wood stool #167, 2-27" high and 1- 18" high with glides on legs.
4	1...	Charge desk 31" high with closed base. Desk to consist of 2 C251L end panels, 1 #C252LM with closed bottom, 1 #C256LM with 16 trays without rods, 1 #C258L station charge unit and 1 #C259B station charge machine unit with electrical receptacle. Top to be formica self-edged.
5	2...	Low swivel chair #264C on casters
6	3...	Book truck #173
7	2...	#291-30 card catalog file units.
8	2...	#181 revolving dictionary stands
9	1...	#275 Dictionary Stand
10	2...	#276 Atlas Case
11	2...	#277 New Book display rack with tan cork
12	2...	Step stools #179A
13	1...	Arm Chair #360A
14	1...	Round Magazine Rack 36" diameter x 7'0" high per detailed specification under equipment specifications.
15	1...	Work table 6'-0" x 36" x 30" high with formica top self-edged per equipment specification. Wood legs and apron construction.
16	1...	Chair with arms #264D with swivel base and on casters.
17	14..	Round reading table #C214 with formica top, 8-29" high, 5-27" high and 1-25" high.
18	10..	Rectangular reading table #C-210 with formica top, 6-29" high, 3-27" high and 1 -25" high.
19	1...	Double slope top table #C217A with formica top.
20	2...	Bench #218 for slope top table.

ITEM	QUANTITY	DESCRIPTION
21	1...	C212 Rectangular reading table with formica top
22	64..	Reading chair #360 with 4 legs turned and with stainless steel ferrules and metal rubber cushiond glides on legs.
23	1...	Book storage and supply cabinet 9'-0" long x 24" deep x 7'-0" high overall. Work top of formica self-edged per descriptive specification under equipment specification.
24	42	Reading chairs #33s with two front legs turned fitted with stainless steel ferrules. Metal cushioned glides on legs. 2-18" high, 32-16" high and 8-14" high.
25	11..	Lounge Chair #3071 wallsaver, loose zippered cushions with foam rubber filling over heavy grade elastic fabric base. Rubber cushion glides on legs. Naugahyde grade 12 in color as selected by owner. Chair 27" x 30" x 31" high with wood arms. seat 22" x 20".
26	1...	Low magazine table #C9620, 30" diameter x 16" high with formica top. Rubber cushion glides on legs.
27	1...	Low magazine table #C9620, 18" x 36" x 16" high with formica top and rubber cushion glides on legs.
28	1...	Range "Serpentine" shelving, double face with back of painted masonite. Range 3 sections long, one straight and 2 curved sections. Each section 36" long x 20" deep x 42" high with formica top and closed base.
29	1...	Range double face shelving 9'-1" long x 24" deep x 42" high with formica top and slope magazine shelves each side.
30	1...	Range single face shelving 15'-1" x 10" x 42" high with formica top.
31	1...	Range single face shelving on window wall, 21'-1" long x 10" x 42" high with formica top, insulated masonite back, openings at floor and 4" wide metal grilles at sill line.

ADMINISTRATIVE EQUIPMENT...

32	1...	S284 office desk, 60 x 30 with finish to harmonize with color of wood finish.
33	3...	S285 secretarial desk, 60" x 30" with typewriter platform on right hand end.
34	1...	S286 Executive Conference desk 72" x 36".
35	3...	#M20 steel secretarial swivel chair on casters with upholstered seat and back in elastic naugahyde, color as selected.
36	4...	#192 steel four drawer legal size files, two with locks.
37	1...	#196 two drawer legal size steel file, finish to harmonize with color of wood finish.

All equipment to be delivered and installed in place ready for use, as directed by owner. Finish on wood parts to match SJOSTROM Finish #1220 with Formica #532-Fruitwood.

AN ORDINANCE AUTHORIZING THE CONSTRUCTION AND ACQUISITION OF A NEW MUNICIPAL LIBRARY BUILDING IN AND FOR THE TOWNSHIP OF EDISON AND AUTHORIZING THE ISSUANCE OF $190,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF.

BE IT ORDAINED BY THE MUNICIPAL COUNCIL OF THE TOWNSHIP OF EDISON, IN THE COUNTY OF MIDDLESEX, NEW JERSEY:

Section 1. That pursuant to the applicable statutes of the State of New Jersey there is hereby authorized the construction of a new Municipal Library Building in and for the Township of Edison, substantially in accordance with the plans and specifications therefor heretofore prepared by John MacWilliam, Architect, of Metuchen, New Jersey, and approved by this Municipal Council, together with any other purposes necessary, incidental or appurtenant thereto.

Section 2. It is hereby found, determined and declared by this Council as follows:

(a) That the estimated maximum amount to be raised from all sources for the purpose described in Section 1 hereof is $200,000.

(b) That the estimated maximum amount of bonds to be issued by the Township of Edison for the purpose described in Section 1 hereof is $190,000.

(c) That pursuant to the applicable statutes an appropriation was contained in a budget or budgets of the Township heretofore adopted under the caption "Down Payment Fund" or "Capital Improvement Fund" and there is now available in said appropriation the sum of $10,000, which said sum is hereby appropriated as a down payment for the purposes stated in Section 1 hereof.

Section 3. That said sum of $200,000, including said down payment, be and the same is hereby appropriated for the purposes stated in Section 1 hereof.

Section 4. That there is hereby authorized the issuance of negotiable serial bonds of the Township of Edison, in the County of Middlesex, New Jersey, in the aggregate principal amount of not exceeding one hundred ninety thousand dollars ($190,000) pursuant to the Local Bond Law, constituting Chapter 2 of Title 40A of the Revised Statutes of New Jersey, for the purpose of financing the cost of the improvements described in Section 1 hereof. The form, rate or rates of interest and all other details of said bonds not prescribed herein shall be determined by subsequent resolution or resolutions adopted pursuant to law.

Section 5. That pending the issuance of the permanent bonds authorized in Section 4 hereof there is hereby authorized the issuance of bond anticipation notes of the Township of Edison in an aggregate principal amount of not exceeding one hundred ninety thousand dollars ($190,000), pursuant to the Local Bond Law, constituting Chapter 2 of Title 40A of the Revised Statutes of New Jersey. The form, method of sale, maturities and other details of said notes shall be determined by subsequent resolutions adopted pursuant to law.

Section 6. It is hereby found, determined and declared by this Council as follows:

(a) That the bonds issued pursuant to this ordinance shall bear interest at not exceeding six per centum per nnum, payable semi-annually.

(b) That the period of usefulness of the improvements or property described in Section 1 hereof, for which the obligations authorized by this ordinance are to be issued, within the limitations of said Local Bond Law is forty years.

(c) That the supplemental debt statement required by Section 40A:-2-10 of the Revised Statutes was, prior to the passage of this ordinance on first reading, duly made and filed in the office of the Township Clerk, and said supplemental debt statement shows that the gross debt of said Township, as defined in Section 40A:2-43 of the Revised Statutes, is increased by this ordinance in the amount of $190,000, and that the issuance of the obligations authorized by this ordinance is permitted by the exception to the debt limitations contained in Section 40A:2-7 (d) of the Local Bond Law.

Section 7. That the amount of the proceeds of the bonds or notes authorized by this ordinance which may be expended for interest on the obligations to finance such improvements, engineering or inspection costs and legal expenses, the cost of the issuance of such obligations and other matters specified in Section 40A:2-20 of the Revised Statutes is not exceeding $15,000.

Section 8. As long as any of the bonds authorized herein are outstanding the full faith and credit of the Township of Edison, in the County of Middlesex, New Jersey, shall be pledged for the payment of the principal of and interest on all of the bonds issued pursuant to this ordinance, and appropriations shall be annually contained in the budget and taxes shall be levied annually for such principal and interest on all of the taxable property within said Township without limit as to rate or amount.

Section 9. That prior to the passage of this ordinance on final reading there was endorsed upon a certified copy hereof, as passed on first reading, the consent of the Local Government Board in the Division of Local Government in the Department of the Treasury of the State of New Jersey to the issuance of the obligations authorized by this ordinance.

Section 10. This ordinance shall take effect twenty (20) days after the first publication hereof after final passage in the manner provided by law.

NEIL A. McDONALD,
President of the Council.

Attest:
OSCAR KAUS,
Township Clerk.

PUBLIC NOTICE IS HEREBY GIVEN, that the above ordinance was duly passed on first reading by the Municipal Council of the Township of Edison, County of Middlesex, N. J. on the 9th day of May, 1962 and that said ordinance will be considered for final adoption at a meeting of the said Municipal Council to be held in the Council Chambers of the Municipal Building on the 13th day of June, 1962 at 8 o'clock P.M., at which time and place a public hearing will be held prior to final passage of said ordinance and all interested persons will be given an opportunity to be heard concerning the same.

OSCAR KAUS,
Township Clerk.

5/14 $37.80

A.I.A. DOCUMENT NO. B-121
(Formerly Form B102) 1958 Edition

COPY FOR: EDISON TOWNSHIP LIBRARY BOARD OF TRUSTEES

THE STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ARCHITECT



Issued by The American Institute of Architects for use when a percentage of the cost of the work forms the basis of payment, and engineers' fees are included in the architect's compensation.

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THIS AGREEMENT made as of the 24th day of APRIL in the year Nineteen Hundred and SIXTY-TWO by and between EDISON TOWNSHIP LIBRARY BOARD OF TRUSTEES, EDISON TOWNSHIP, NEW JERSEY hereinafter called the Owner, and JOHN MacWILLIAM, 495 MAIN STREET, METUCHEN, NEW JERSEY hereinafter called the Architect,

WITNESSETH, that whereas the Owner intends to erect LIBRARY BUILDING LOCATED ON DIVISION STREET AND PLAINFIELD AVENUE, EDISON TOWNSHIP, NEW JERSEY hereinafter called the Project.

NOW, THEREFORE, the Owner and the Architect for the considerations hereinafter named, agree as follows:

A The Architect agrees to perform, for the above-named Project, professional services as hereinafter set forth.

B The Owner agrees to pay the Architect for such services a fee of 7% per cent of the construction cost of the Project, with other payments and reimbursements as hereinafter provided, the said percentage being hereinafter called the Basic Rate. IT IS AGREED AND UNDERSTOOD THAT THE COST OF THE WORK REFERRED TO ABOVE IS MADE UP OF THE BASE BID PLUS ADDITIVE ALTERNATES, WORK DESIGNED AND/OR ENGINEERED, AND ADDITIVE CHANGE AND WORK ORDERS.

A.I.A. DOCUMENT NO. B-121
(Formerly Form B102) 1958 Edition

C The parties hereto further agree to the following conditions:

1 THE ARCHITECT'S SERVICES

The Architect's professional services consist of the necessary conferences, the preparation of preliminary studies, working drawings, specifications, large scale and full size detail drawings, for architectural, structural, plumbing, heating, electrical, and other mechanical work; assistance in the drafting of forms of proposals and contracts; the issuance of Certificates for Payment; the keeping of accounts and the general administration of the construction contracts.

2 REIMBURSEMENTS

The Owner is to reimburse the Architect the costs of transportation and living incurred by him and his assistants while traveling in discharge of duties connected with the Project, the cost of all reproductions of drawings, the cost of any special consultants other than for normal plumbing, heating, electrical, and other mechanical work, and other disbursements on his account approved by the Owner.

3 SEPARATE CONTRACTS

The Basic Rate applies to work let under a single contract. For any portions of the Project let under separate contracts, on account of extra service thereby required, the rate shall be four per cent greater, and if substantially all the Project is so let the higher rate shall apply to the entire Project; but there shall be no such increase on the plumbing, heating, electrical and other mechanical work or on any contracts in connection with which the Owner reimburses special consultants' fees to the Architect, or for articles not designed by the Architect but purchased under his direction.

4 EXTRA SERVICES AND SPECIAL CASES

If the Architect is caused extra drafting or other expense due to changes ordered by the Owner, or due to the delinquency or insolvency of the Owner or Contractor, or as a result of damage by fire, he shall be equitably paid for such extra expense and the service involved.

Work let on any cost-plus basis shall be the subject of a special charge in accord with the special service required.

If any work designed or specified by the Architect is abandoned or suspended, in whole or in part, the Architect is to be paid for the service rendered on account of it.

5 PAYMENTS

Payments to the Architect on account of his fee shall be made as follows, subject to the provisions of Article 4:

Upon completion of the preliminary studies, a sum equal to 25% of the basic rate computed upon a reasonable estimated cost.

During the period of preparation of specifications and general working drawings, monthly payments aggregating at the completion thereof, a sum sufficient to increase payments to 75% of the rate or rates of commission arising from this Agreement, computed upon a reasonable cost estimated on such completed specifications and drawings, or if bids have been received, then computed upon the lowest bona fide bid or bids.

From time to time during the execution of work and in proportion to the amount of service rendered by the Architect, payments shall be made until the aggregate of all payments made on account of the Architect's compensation under this Article, but not including any covered by the provisions of Article 4, shall be a sum equal to the rate or rates of commission arising from this Agreement, computed upon the final cost of the Project.

Payments to the Architect, other than those on his compensation, fall due from time to time as his work is done or as costs are incurred.

No deductions shall be made from the Architect's compensation on account of penalty, liquidated damages, or other sums withheld from payments to contractors.

6 INFORMATION FURNISHED BY OWNER

The Owner shall, so far as the work under this Agreement may require, furnish the Architect with the following information: A complete and accurate survey of the building site, giving the grades and lines of streets, pavements, and adjoining properties; the rights, restrictions, easements, boundaries, and contours of the building site, and full information as to sewer, water, gas and electrical service. The Owner is to pay for borings or test pits and for chemical, mechanical, or other tests when required.

The Owner shall provide all legal advice and services required for the operation.

7 GENERAL ADMINISTRATION

The Architect will endeavor by general administration of the construction contracts to guard the Owner against defects and deficiencies in the work of contractors, but he does not guarantee the performance of their contracts. The general administration of the Architect is to be distinguished from the continuous on-site inspection of a Project Inspector.

When authorized by the Owner, a Project Inspector acceptable to both Owner and Architect shall be engaged by the Architect at a salary satisfactory to the Owner and paid by the Owner, upon presentation of the Architect's monthly statements.

8 PRELIMINARY ESTIMATES

When requested to do so the Architect will furnish preliminary estimates on the cost of the Project, but he does not guarantee such estimates.

9 CONSTRUCTION COST OF THE PROJECT

The construction cost of the Project, as herein referred to, means the cost to the Owner, but such cost shall not include any Architect's or special consultants' fees or reimbursements or the cost of a Project Inspector.

When labor or material is furnished by the Owner below its market cost, the cost of the work shall be computed upon such market cost.

10 OWNERSHIP OF DOCUMENTS

Drawings and specifications as instruments of service are the property of the Architect whether the work for which they are made be executed or not, and are not to be used on other work except by agreement with the Architect.

11 SUCCESSORS AND ASSIGNMENTS

The Owner and the Architect, each binds himself, his partners, successors, legal representatives, and assigns to the other party to this Agreement, and to the partners, successors, legal representatives and assigns of such other party in respect to all covenants of this Agreement.

Except as above, neither the Owner nor the Architect shall assign, sublet or transfer his interest in this Agreement without written consent of the other.

12 ARBITRATION

Arbitration of all questions in dispute under this Agreement shall be at the choice of either party and shall be in accordance with the provisions, then obtaining, of the Standard Form of Arbitration Procedure of The American Institute of Architects. This Agreement shall be specifically enforceable under the prevailing arbitration law and judgment upon the award rendered may be entered in the court of the forum, state or federal, having jurisdiction. The decision of the arbitrators shall be a condition precedent to the right of any legal action.

13. PRINTED ARTICLE NO. 2 "REIMBURSEMENTS" IS HEREBY DELETED FROM THIS CONTRACT.

14. PRINTED ARTICLE NO. 3 "SEPARATE CONTRACTS" IS HEREBY DELETED FROM THIS CONTRACT.

IN WITNESS WHEREOF the parties hereto have made and executed this Agreement, the day and year first above written.

EDISON TOWNSHIP LIBRARY BOARD OF TRUSTEES

Owner Leavenworth H. Tyler L.S.

LEAVENWORTH H. TYLER, PRES.

L.S.

ISABELLE W. CROOKER, SECTY

Isabelle W. Crooker

Architect John MacWilliam L.S.

JOHN MacWILLIAM

WITNESS: Herbert C. Oehlers L.S.

HERBERT C. OEHLERS

DATE OF SIGNING OF CONTRACT Sept. 7, 1962

Rec'd Aug. 15 '62

Office of the DIRECTOR OF FINANCE
MUNICIPAL BUILDING, EDISON, NEW JERSEY

EDISON
New Jersey

COUNTY OF MIDDLESEX
CHarter 9-4100

To: Mrs. E. Crooker, Librarian

From: Mr. Andrew Muller, Director of Finance. AJM

In reply to your inquiry of Aug. 9, 1962 please be advised that the Municipal Council adopted an ordinance on June 13th, 1962 to provide the necessary funds for the construction of the Library Building, in the amount of $200,000.00 of which $190,000.00 will be raised by issuing Bonds and $10,000.00 will be allocated from Capital Improvement Funds.

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY
LIBERTY 8-3131

April 24, 1962

Edison Township Library Board of Trustees

RE: NEW LIBRARY LOCATED AT DIVISION STREET & PLAINFIELD AVENUE
EDISON TOWNSHIP, NEW JERSEY - ORDER NO. 1476

Attention: Mrs. Isabelle Crooker, Secretary

COPIES OF CONTRACT FOR SIGNATURES.

JOHN MacWILLIAM

ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY. LIBERTY 8-3131

DATE: 5-1-1961

TO: Free Public Library
238 Plainfield Avenue
Edison, New Jersey

Attention: Isabelle W. Crooker, Librarian

RE: PROPOSED PUBLIC LIBRARY
EDISON TOWNSHIP, NEW JERSEY

ORDER No. 1476

WE ARE:

SENDING HEREWITH	.....	PRINTS	X	BOND	.....	APPROVED	.....
HANDING	X	SUMMARY	.....	DEPOSIT	.....	RESUBMIT	.....
CONFIRMING	.....	BROCHURES	.....	CONTRACT	.....	FOR FILE	.....
UNDER SEPARATE COVER	.....	SCHEDULES	.....	CHANGE ORDER	.....	FOR SIGNATURE	.....

No. of PRINTS	DRAWING No.	DATE	DESCRIPTION
12			Photostats of Proposed Library

COMMENTS: AS REQUESTED 4-24-1961

Very truly yours,

JOHN MacWILLIAM

BY: rm

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

Telephone : LIBERTY 8 - 3131

CHANGE ORDER

No. 1

DATE 3-22-1965

JOB FREE PUBLIC LIBRARY, EDISON, N.J. - ORDER NO. 1476 P

FROM THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J., OWNER

TO HALECREST COMPANY, NEW DURHAM ROAD, METUCHEN, N.J., CONTRACTOR

You are hereby authorized to furnish and install 4" porous wall pipe, imbedded in 5/8" stone from the existing 4" farm tile drain in bank near rear concrete steps to the existing concrete pipe drain line under the parking area.

ADD TO CONTRACT THE SUM OF $200.00

John Mac William, Architect

By John MacWilliam

Previous Amount	$	8,510.00
This Change [ADD]	$	200.00
Amount to Date	$	8,710.00

COPY FOR OWNER

THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

[Owner]

By Isabelle W. Crooker, Secy

HALECREST COMPANY

[Contractor]

By

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET. METUCHEN. NEW JERSEY. LIBERTY 8-3131

DATE: 3-29-1965

TO: The Board of Trustees of the Free Public Library
Edison, N.J.

Attention: Mrs. Isabelle W. Crooker, Secretary

RE: FREE PUBLIC LIBRARY, EDISON, N.J. ORDER No. 1476
PAVING

ENCLOSED ARE: 3 copies

CHANGE ORDER No.1(3-22-1965)Paving WORK ORDER No.....

IN THE AMOUNT OF $...200.00.....

ADDED TO CONTRACT.....X..... DEDUCTED FROM CONTRACT.....

NEW CONTRACT .....

SIGN AND RETURN green & buff COPIES TO THIS OFFICE.

RETAIN WHITE COPY.....X.....FOR YOUR FILES.

Very truly yours,

JOHN MacWILLIAM

BY: rm/

RESOLUTION

Whereas: The Board of Trustees of the Free Public Library have received a change order for the paving Order #1476 in the amount of $200.00 for tile drain in bank near rear concrete steps to the existing concrete pipe drain line under the parking area.

Now be it resolved by the Board of Trustees of the Free Public Library of Edison that a duly signed Township of Edison Voucher in the sum of $200.00 be transmitted to the Director of Finance of the Township of Edison and -

Be it further resolved that the Director of Finance be and is hereby instructed to pay said amount of $200.00 to the Halecrest Company, Talmadge Road and New Durham Road, Metuchen, New Jersey.

Leavenworth H. Tyler, President
Board of Trustees

Isabelle W. Crooker, Director

November 4, 1964

Mr. Bernard J. Dwyer, Pres.
Township Council of Edison
Municipal Building
Nixon, New Jersey

Dear Mr. Dwyer:

The Board of Trustees of the Library, request that you appoint one of the councilmen to act as a laision between the Council, the Board of Trustees and the Friends of the Library.

Thank you for your cooperation.

Yours truly,

Leavenworth H. Tyler, Pres.
Board of Trustees

COPY

OCTOBER 14, 1964

Mr. Leavenworth H. Tyler, Pres.
Board of Trustees of the Library
238 Plainfield Avenue
Edison, New Jersey

Dear Mr. Tyler:

The "Friends of the Library of Edison" requests that the Board of Trustees write a letter to the president of the Township Council asking them to appoint a member of the council to act as a liaison between the Library, the Friends of the Library and the Council.

Thank you, I am -

Sincerely,

Dorothy Drwal, Pres.
Friends of the Library

COPY

Motion made by Karen Lee Dale
Peg read letter

October 14, 1964

Mr. Leavenworth H. Tyler, Pres.
Board of Trustees of the Library
238 Plainfield Avenue
Edison, New Jersey

Dear Mr. Tyler:

The "Friends of the Library of Edison" would like the Board's approval to have a rotating art collection under the supervision of a qualified art committee.

Thank you for your cooperation.

Sincerely,

Dorothy Drwal, Pres.
Friends of the Library

COPY

Motion + 2nd Engel
approved

November 4, 1964

Mrs. Dorothy Drwal, Pres.
Friends of the Library
14 Overbrook Avenue
Edison, New Jersey

Dear Mrs. Drwal:

The Board of Trustees of the Library give their permission to the Friends of the Library to have a rotating art collection under the supervision of a qualified art committee.

Thank you for your interest.

Yours truly,

Leavenworth H. Tyler, Pres.
Board of Trustees

COPY

State of New Jersey
DEPARTMENT OF EDUCATION
DIVISION OF THE STATE LIBRARY
ARCHIVES AND HISTORY

PUBLIC AND SCHOOL LIBRARY
SERVICES BUREAU

LALOR AND JERSEY STREETS
TRENTON 10, NEW JERSEY

M E M O R A N D U M

TO: Library Directors, Presidents, Board of Trustees

FROM: Janet Z. McKinlay, Head

DATE: May 14, 1964

SUBJECT: Accelerated Public Works Program

We would like to draw your attention to the possibility of receiving Federal funds for the construction of public library buildings under the Accelerated Public Works Program (Public Law 87-658). This Federal grant program is not to be confused with Title II of the Library Services and Construction Act (Public Law 88-269).

Established in September, 1962, the Accelerated Public Works Program authorizes the Federal Government to speed up the construction of public works in areas of substantial unemployment. Construction projects in areas so designated by the U. S. Secretary of Labor may be assisted by a Federal grant up to 50% of the cost of construction. Since the intent of the program is to reduce unemployment, priority is given to those projects which can be initiated or accelerated within a reasonably short period of time.

Areas deemed to have substantial unemployment at this date and thus eligible to receive assistance under this program include: Atlantic County, Burlington County, Camden County, Cape May County, Cumberland County, Gloucester County, Hudson County, Monmouth County, Ocean County and Passaic County. The City of Newark is also eligible. The eligibility of an area changes in relation to its unemployment pattern.

The following libraries have received matching grants under this program:

Asbury Park	$ 30,500
Wayne Township	129,000
North Haledon	25,000
Total	$184,500

There is one other library application pending action.

Money appropriated for the current fiscal year has been exhausted. However, there is hope that additional monies will be appropriated in the next fiscal year in support of the Accelerated Public Works Program. Public libraries interested in obtaining these matching funds will do well to make applications as soon as possible.

Detailed information may be obtained from:

Regional Office, Housing and Home Finance Agency
1004 Widener Building
Chestnut and Juniper Streets
Philadelphia 7, Pennsylvania

For further information one may consult:

Mr. Timothy Burke, Field Representative
Housing and Home Finance Agency
402 East State Street
Trenton, New Jersey

1964/37

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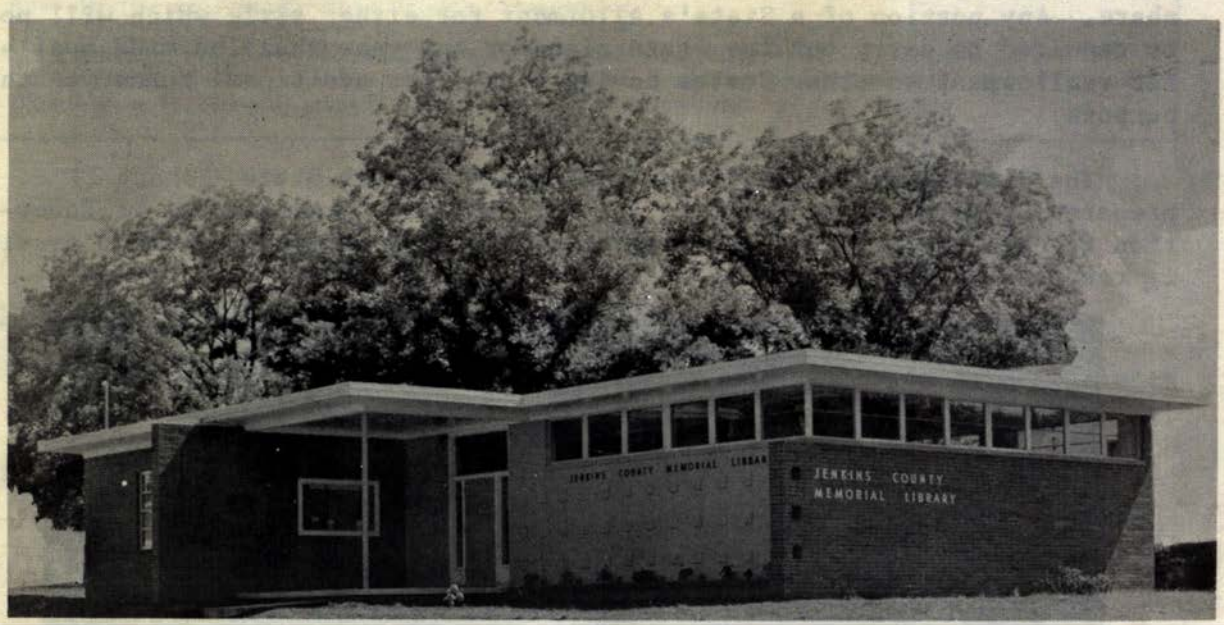
HEALTH
EDUCATION
AND WELFARE

Indicators

March 1964

Library Services and Construction Act of 1964 (P.L. 88-269)



U. S. DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
Office of the Secretary

LIBRARY SERVICES AND CONSTRUCTION ACT OF 1964 (P.L. 88-269)

Emphasizing that "good public libraries must be placed within the reach of all of our people," President Johnson on February 11, 1964 signed the Library Services and Construction Act (P.L. 88-269).

Public Law 88-269 amends the Library Services Act of 1956 in two important respects:

(1) By increasing Federal financial assistance to promote the development of public library service (Title I) to all areas--urban as well as rural--without public library services or with inadequate services.

(2) By adding a new provision for Federal assistance for the construction of public library buildings (Title II) in areas lacking the facilities necessary for the development of library services.

Funds are allotted to the States in proportion to their population and are matched by the States in proportion to their per capita income with two-thirds as the maximum Federal share and one-third as the minimum Federal share. Any portion of a State's allotment for either title which will not be required to carry out the State plan for any year shall be made available for reallotment to other States having a need for additional funds for that purpose.

The State library administrative agency in each State (Chart 1) prepares State plans and submits these to the U.S. Commissioner of Education for approval. The determination of the best uses of the funds provided is reserved to the States and their local subdivisions.



President Johnson signed the Library Services and Construction Act, February 11, 1964.

This legislative summary and background paper was prepared by John C. Frantz, Library Extension Specialist, Library Services Branch, Office of Education, and Earl E. Huyck, Program Analysis Officer, Office of the Assistant Secretary (for Legislation), U. S. Department of Health, Education, and Welfare.

STATEMENT BY PRESIDENT JOHNSON ON SIGNING THE LIBRARY SERVICES AND CONSTRUCTION ACT (P.L. 88-269)

There are few Acts of Congress which I sign with more pleasure, and certainly none with more hope than this new Library Services and Construction Act.

"A true university," observed Carlyle, "is a collection of books." Anything that we can do to enlarge the number and the quality of libraries is an act of national achievement.

Good public libraries must be placed within the reach of all of our people. Libraries are not just for the young and the curious about an exciting world. They are not just for our youth preparing for their careers. They are not just for busy people looking for information to do their jobs. Libraries are for everyone and therein lies their real value.

This Act importantly expands a program which helps make library services available to 38 million Americans in rural areas--38 million. It authorizes efforts to strengthen inadequate urban libraries. This Act authorizes for the first time grants for the construction and renovation of library buildings.

Chances are that the public libraries are among the oldest buildings in any community. Only four percent of our public libraries have been built since 1940. Many of them were built through the wise generosity of Andrew Carnegie 40 years ago.

This Nation needs a larger and more diversified collection of books. We need better housing for these books. We sorely need libraries closer to the people, whether through more centrally located libraries or through bookmobiles and branch locations. The central fact of our times is this: books and ideas are the most effective weapons against intolerance and ignorance.

A sensitive Frenchman once said that mediocre minds generally condemn anything that passes their understanding. Mediocre minds cannot survive in a modern world, but enlightened minds can survive. The library is the best training ground for enlightenment that rational man has ever received.

MAJOR PROVISIONS OF THE LEGISLATION

Services (Title I)

Title I effective during Fiscal Year 1964 only for rural areas (places of less than 10,000 population), after July 1, 1964 becomes effective in urban areas as well.
Authorizes $25 million for Fiscal 1964 and such sums as Congress may determine for Fiscal Years 1965 and 1966. The minimum allotment which must be matched is $100,000 for each of the States, Puerto Rico, and the District of Columbia; and $25,000 each for American Samoa, Guam, and the Virgin Islands (Table 1).

To remain eligible for a Federal grant, a State must maintain its expenditures for all public library service at least at the same level as in Fiscal 1963; and State and local expenditures for public library service must not fall below the 1963 level. State allotments for Fiscal 1964 will remain available in Fiscal 1965.

Funds may be used for salaries, books and other library materials, library equipment and other operating expenses, including costs of administering the State plan for construction. Information on State plans for public library services and construction may be obtained from the State library extension agencies listed in Chart 1.

PUBLIC LIBRARIES: OPEN DOORS TO PAST KNOWLEDGE AND CONTINUING EDUCATION

STATEMENT BY ANTHONY J. CELEBREZZE, SECRETARY OF HEALTH, EDUCATION, AND WELFARE ON THE LIBRARY SERVICES AND CONSTRUCTION ACT

Education is the key to a successful and productive life in the world today. The economic and social well-being of the individual and of our democratic society depends directly on our ability to produce well-informed citizens capable of making complex and thoughtful decisions.

To achieve this goal, we must provide not only a sound system of basic formal education, but we must also assure opportunities for the continued self-education of each individual. No educational institution has a greater potential to provide maximum opportunity for lifelong self-education than the American public library. It is the purpose of the Library Services and Construction Act to fully realize that potential.

The cultural, social, and economic forces now affecting our daily lives have thrust the public library into a position of central importance in the pursuit of educational excellence. Today we have more Americans who are more highly educated than ever before. They are also more highly dependent upon the information recorded in books, periodicals, films, and other communications media.

At the same time, we have millions of Americans whose education was inadequate or whose training is now obsolete. If these people are to cope productively with the problems they face, they must have access to books and other library materials and assistance in their use. I believe that good public libraries can and should meet both these needs.

I am proud of the impressive progress made under the Library Services Act of 1956. The success of that program in bringing better libraries to our rural residents has helped show us the way to even greater achievement. The Library Services and Construction Act, which has been approved by President Johnson, will help all our libraries take a giant step toward providing good public library service to all the people throughout our country.

One of the most significant features of the new Act is that the expenditure of all funds under the program is the responsibility of each of the States. These expenditures will be made in accordance with State plans for public library development submitted by the States and approved by the U.S. Commissioner of Education. As a result, this is truly a partnership program in which all levels of government join forces to build better libraries and better library services across the Nation. I am confident that such teamwork will assure the best possible use of funds expended under State plans, the most efficient use of library resources and services, and will yield the greatest return on our investment.

No man is so rich that he cannot profit by the knowledge and experience offered by our libraries; no man is so poor that he cannot afford to enter, to read, and to acquire information and understanding.

Construction (Title II)

Title II includes, for both urban and rural areas, the construction of new public library buildings and the expansion, remodeling, and alteration of existing buildings for public libraries and the initial equipment of such buildings. Architect's fees and the cost of the acquisition of land are also included.

Authorizes $20 million for FY 1964 and such sums as the Congress may determine for Fiscal Years 1965 and 1966. State allotments for FY 1964 would remain available in FY 1965. Unlike Title I, States are not required under Title II to match a minimum basic allotment (Table 1).

State plans will describe criteria used for insuring that construction projects are for facilities to serve areas, as determined by the State library administrative agency, which are without library facilities necessary to develop library services.

Table 1

LIBRARY SERVICES AND CONSTRUCTION ACT (P.L. 88-269)
AUTHORIZED FEDERAL ALLOTMENTS AND REQUIRED MATCHING FUNDS, FY 1964

(Dollar amounts are in thousands)

State or other areas	Title I: Services				Title II: Construction		Federal percent
	Basic allotment		Additional allotment available		Allotment		
	Federal	Matching 1/	Federal	Matching 2/	Federal	Matching	
TOTAL	5,275	5,057	19,725	21,229	20,000	21,028	
Alabama	100	52	354	183	364	187	66.0
Alaska	100	151	25	37	100	151	39.8
Arizona	100	83	141	118	193	161	54.5
Arkansas	100	52	194	100	235	121	66.0
California	100	161	1705	2739	1444	2320	38.4
Colorado	100	109	190	206	232	252	48.0
Connecticut	100	178	275	491	300	535	35.9
Delaware	100	203	48	98	119	241	33.0
District of Columbia	100	203	83	168	146	297	33.0
Florida	100	80	537	429	510	407	55.6
Georgia	100	57	428	244	422	241	63.7
Hawaii	100	106	69	73	135	144	48.5
Idaho	100	68	72	49	138	94	59.6
Illinois	100	146	1094	1598	955	1396	40.6
Indiana	100	96	506	487	485	467	51.0
Iowa	100	86	299	256	319	273	53.9
Kansas	100	87	236	207	269	235	53.4
Kentucky	100	54	330	179	344	187	64.8
Louisiana	100	57	353	203	363	208	63.5
Maine	100	71	105	75	164	117	58.5
Maryland	100	119	336	400	349	415	45.7
Massachusetts	100	132	559	736	527	694	43.1
Michigan	100	106	849	904	759	808	48.4
Minnesota	100	88	370	325	376	331	53.2
Mississippi	100	52	236	122	269	139	66.0
Missouri	100	99	469	466	455	452	50.2
Montana	100	82	73	60	139	113	55.0
Nebraska	100	90	153	138	203	183	52.5
Nevada	100	182	31	56	105	190	35.5
New Hampshire	100	88	66	58	133	117	53.2
New Jersey	100	150	658	990	607	913	39.9
New Mexico	100	69	103	72	163	113	59.0
New York	100	170	1821	3095	1537	2612	37.0
North Carolina	100	55	494	271	475	261	64.6
North Dakota	100	58	69	40	135	79	63.2
Ohio	100	110	1053	1159	923	1016	47.6
Oklahoma	100	71	253	179	282	200	58.5
Oregon	100	102	192	196	234	238	49.5
Pennsylvania	100	103	1228	1260	1063	1090	49.4
Rhode Island	100	99	93	92	155	152	50.4
South Carolina	100	52	259	133	287	148	66.0
South Dakota	100	65	74	48	139	91	60.5
Tennessee	100	54	387	209	390	210	65.0
Texas	100	79	1039	816	912	716	56.0
Utah	100	77	97	74	157	121	56.5
Vermont	100	73	42	31	114	83	57.9
Virginia	100	72	430	310	424	306	58.1
Washington	100	110	310	340	328	360	47.7
West Virginia	100	60	202	122	241	146	62.4
Wisconsin	100	95	429	409	423	404	51.2
Wyoming	100	105	36	37	109	114	48.9
American Samoa	25	13	2	1	26	13	66.0
Guam	25	13	7	4	22	11	66.0
Puerto Rico	100	52	255	131	284	146	48.5
Virgin Islands	25	13	3	2	23	12	66.0

Source: U.S. Department of Health, Education, and Welfare; Office of Education, Library Services Branch. 1/ Minimum expenditure from State and local funds if State is to receive the basic Federal allotment. 2/ Additional required expenditure from State and local funds if the State is to receive the full additional Federal funds.

Chart 1

STATE LIBRARY EXTENSION AGENCIES TO CONTACT FOR INFORMATION ON STATE PLANS FOR PUBLIC LIBRARY SERVICES AND CONSTRUCTION

STATE	STATE LIBRARY EXTENSION AGENCY
ALABAMA	Public Library Service, State of Alabama, Montgomery 36105
ALASKA	State Library, Juneau 99801
ARIZONA	Department of Library and Archives, Phoenix 85007
ARKANSAS	Arkansas Library Commission, Little Rock 72201
CALIFORNIA	State Library, Sacramento 95809
COLORADO	State Library, Denver 80203
CONNECTICUT	Bureau of Library Services, State Department of Education, Hartford, 06115
DELAWARE	Library Commission for the State of Delaware, Dover 19901
DIST. OF COL.	Public Library, Washington, D. C. 20001
FLORIDA	State Library, Tallahassee 32301
GEORGIA	Division of Instructional Materials and Library Service, State Department of Education, Atlanta 30303
HAWAII	State Library Services, Honolulu 96813
IDAHO	State Library, Boise 83700
ILLINOIS	State Library, Springfield 62706
INDIANA	State Library, Indianapolis 46204
IOWA	State Traveling Library, Des Moines 50319
KANSAS	State Library, Public Library Extension, Topeka 66612
KENTUCKY	Kentucky Department of Libraries, Frankfort 40601
LOUISIANA	State Library, Baton Rouge 70800
MAINE	State Library, Augusta 04301
MARYLAND	Division of Library Extension, State Department of Education, Baltimore 21201
MASSACHUSETTS	Division of Library Extension, State Department of Education, Boston 02116
MICHIGAN	State Library, Lansing 48913
MINNESOTA	Library Division, State Department of Education, St. Paul 55101
MISSISSIPPI	Mississippi Library Commission, Jackson 39201
MISSOURI	State Library, Jefferson City 65102
MONTANA	State Library Commission, Missoula 59801
NEBRASKA	Public Library Commission, Lincoln 68509
NEVADA	State Library, Carson City 89701
NEW HAMPSHIRE	State Library, Concord 03302
NEW JERSEY	Division of the State Library, Archives and History, State Department of Education, Trenton 08625
NEW MEXICO	State Library, Santa Fe 87501
NEW YORK	State Library, Department of Education, Albany 12201
NORTH CAROLINA	State Library, Raleigh 27602
NORTH DAKOTA	State Library Commission, Bismarck 58501
OHIO	State Library, Columbus 43215
OKLAHOMA	State Library, Oklahoma City 73105
OREGON	State Library, Salem 97301
PENNSYLVANIA	State Library, Department of Public Instruction, Harrisburg 17101
RHODE ISLAND	Secretary of State, State House, Providence 02902
SOUTH CAROLINA	State Library Board, Columbia 29201
SOUTH DAKOTA	State Library Commission, Pierre 57501
TENNESSEE	Public Libraries Division, State Library and Archives, Nashville 37203
TEXAS	State Library, Austin 78711
UTAH	State Library, Salt Lake City 84102
VERMONT	Free Public Library Service, State Library Building, Montpelier 05601
VIRGINIA	State Library, Richmond 23219
WASHINGTON	State Library, Olympia 98501
WEST VIRGINIA	Library Commission, Charleston 25300
WISCONSIN	Free Library Commission, Madison 53702
WYOMING	State Library, Cheyenne 82001
AMERICAN SAMOA	Territorial Library, Department of Education, Pago Pago 96920
GUAM	Nieves M. Flores Memorial Library, Agana 96910
PUERTO RICO	Services to Libraries Division, Department of Education, Carnegie Library Building, San Juan 00900
VIRGIN ISLANDS	Division of Libraries and Museums, Department of Education, Charlotte Amalie, St. Thomas 00801

BACKGROUND OF THE LEGISLATION

The American public library is a basic educational resource. Education in this rapidly changing world must be a lifelong process. It is essential, therefore, that good public library service be readily available to every citizen.

As a step toward helping to provide this necessary public library service for the Nation, Congress passed in 1956 the Library Services Act (P.L. 84-597), authorizing a maximum of $7.5 million a year for five years to assist the States and Territories in extending and developing public library services to places with less than 10,000 population. In 1960, Congress extended the Act (P. L. 86-679) for an additional five years.

The program has had real success in extending and improving our rural public library services. Of special significance is the fact that State appropriations for rural public library services by mid-1964 will have increased 180 percent from $5.5 million to $15.4 million (Chart 2 and Table 2). Funds from local governments for the same purpose will have risen by 185 percent since the Act was passed.

Chart 2

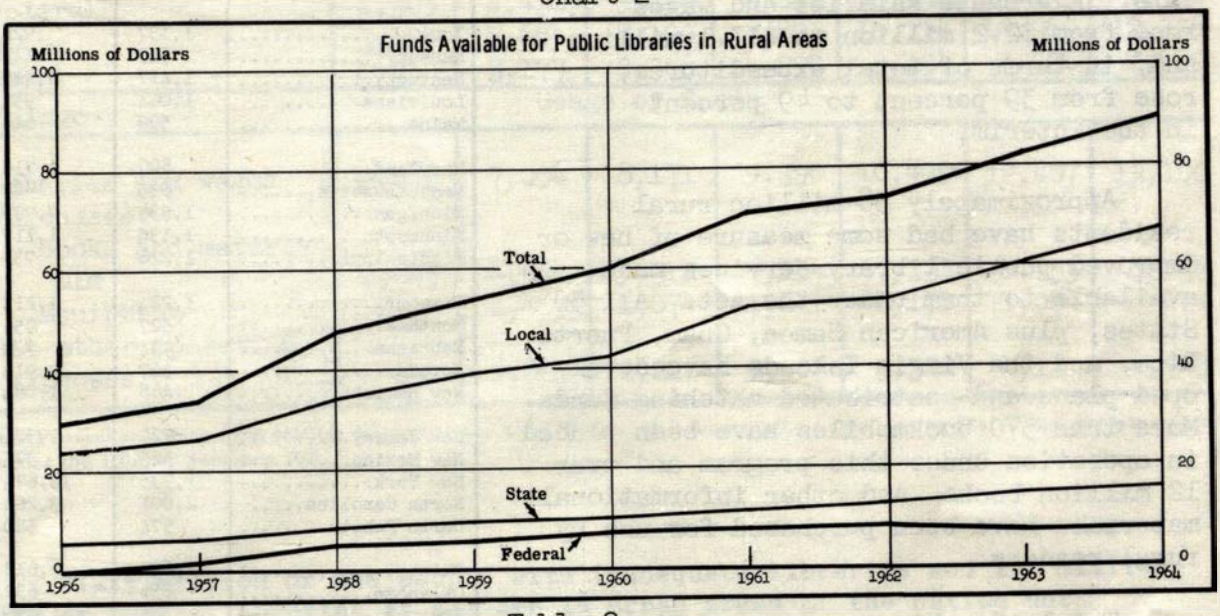


Table 2
Funds Available for Public Libraries in Rural Areas
(Fiscal year data)

Government	1956	1957	1958	1959	1960	1961	1962	1963	1964
	Millions of dollars								
Total	29.4	34.0	47.7	54.1	60.1	71.2	74.6	82.7	90.7
Federal	---	1.4	4.9	5.4	7.1	7.4	8.3	7.4	7.4
State	5.5	6.2	8.6	9.5	10.1	11.5	12.8	14.4	15.4
Local	23.8	26.4	34.2	39.2	42.8	52.3	53.6	60.9	67.9
	Percent								
Total	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Federal	---	4.2	10.3	9.9	11.8	10.4	11.1	8.9	8.2
State	18.9	18.2	18.0	17.6	16.9	16.2	17.1	17.4	16.9
Local	81.1	77.6	71.8	72.5	71.3	73.4	71.8	73.7	74.9

Joint Governmental Effort in Improving Rural Library Services

Governmental expenditures--Federal State and local--under the Library Services Act will have totaled $165 million by mid-1964 (Table 3). Federal payments of $49.1 million will have been matched by State and local government expenditures of $115.8 million. In other words, State and local governments are expending $2.36 for every $1.00 of Federal money.

Under State plans related to the Library Services Act (Table 4) funds for books and materials quadrupled from $2.0 million to $8.4 million between FY 1957 and 1963--a rise that reflects the increased demand for books and periodicals. Aggregate salaries and wages rose from $2.2 million to $13.1 million and, in terms of total expenditures, rose from 39 percent to 49 percent in the interim.

Approximately 38 million rural residents have had some measure of new or improved public library services made available to them under the Act. All 50 States, plus American Samoa, Guam, Puerto Rico, and the Virgin Islands have developed plans and contributed matching funds. More than 370 bookmobiles have been placed in operation under this program and over 12 million books and other informational materials have been purchased for use by rural readers.

The leadership capacity of State library agencies has been increased. More than 140 professional public library field consultants have been employed by the States to carry out State plan projects. Seven States have begun or greatly expanded programs of grants-in-aid to local libraries.

Continuing Inadequacies of Public Library Services

However, the job of getting good library service and the materials needed to all the people has not yet been accomplished. Millions still have no public

Table 3

LIBRARY SERVICES ACT: FEDERAL PAYMENTS AND STATE AND LOCAL MATCHING EXPENDITURES, FISCAL YEARS 1957-1964

State or other area	Federal payments (000's)	Matching[1] expenditures (000's)
TOTAL	$49,127	$115,752
Alabama	1,310	1,463
Alaska	296	266
Arizona	525	522
Arkansas	1,034	1,668
California	1,612	33,008
Colorado	615	791
Connecticut	607	1,226
Delaware	289	700
District of Columbia	--	--
Florida	1,004	1,384
Georgia	1,411	4,205
Hawaii	414	3,398
Idaho	529	502
Illinois	1,513	3,062
Indiana	873	1,781
Iowa	1,137	928
Kansas	519	448
Kentucky	1,417	2,488
Louisiana	1,064	953
Maine	599	643
Maryland	800	1,716
Massachusetts	680	980
Michigan	1,535	2,793
Minnesota	1,138	1,117
Mississippi	1,226	731
Missouri	1,224	1,218
Montana	527	956
Nebraska	734	723
Nevada	367	913
New Hampshire	468	1,084
New Jersey	720	1,324
New Mexico	525	391
New York	1,735	13,674
North Carolina	2,001	3,266
North Dakota	574	580
Ohio	1,847	2,613
Oklahoma	856	632
Oregon	744	1,666
Pennsylvania	2,251	4,355
Rhode Island	391	442
South Carolina	1,156	1,522
South Dakota	583	483
Tennessee	1,415	2,148
Texas	1,773	1,720
Utah	462	470
Vermont	467	1,115
Virginia	1,407	1,623
Washington	870	1,704
West Virginia	1,082	771
Wisconsin	1,195	1,571
Wyoming	319	541
American Samoa	12	35
Guam	104	205
Puerto Rico	1,088	918
Virgin Islands	88	315

1/ Data for FY 1963 and 1964 are budgeted funds rather than expenditures.

library service available at all. Much of the existing library service is woefully inadequate to meet the demands made upon it.

In 1960 there were still 18 million persons (Table 5) who had no readily accessible public library service and 110 million more with access only to libraries which are inadequate according to minimum State standards. Such libraries frequently have only limited and outdated book collections, are ill housed and so understaffed that they can remain open for use only a few hours a week.

Table 4

Expenditures under State Plans for Library Services[1/]

(Fiscal year data in thousands of dollars)

	1957	1958	1959	1960	1961	1962	1963
Total	5,679	15,290	16,783	19,757	22,266	26,362	26,779
Level of government	Source of funds						
Federal	1,305	4,430	5,218	6,646	6,998	7,838	6,954
State	3,124	7,684	8,199	8,821	10,114	10,969	12,356
Local	1,250	3,177	3,366	4,290	5,154	7,556	7,469
Category	Usage of funds						
Salaries and wages	2,241	7,054	8,171	9,390	10,439	12,407	13,100
Purchases							
Books and materials	2,045	4,924	5,312	6,254	7,335	8,755	8,434
Equipment	739	1,455	1,074	1,211	1,171	1,084	677
All other operating expenses	654	1,857	2,226	2,903	3,322	4,117	4,568

1/ Provisional data from reports filed with the U. S. Office of Education by participating States and outlying parts under the Library Services Act.

Sixty million of the people with inadequate libraries and 1.5 million with no public libraries at all are in urban areas of the Nation not previously eligible for benefits. The proportion of our total population in urban centers is continuing to grow rapidly and many social and economic problems are accompanying this growth: illiteracy, unemployment, delinquency, cultural deprivation. These are problems which good library service can help to solve.

By including urban libraries in State plans for library development, the Library Services and Construction Act will enable these libraries not only to improve the quality of their own library services but also to extend these services more effectively and efficiently into rural areas. This organization of systems of library service makes possible larger collections and more varied services to all residents of a region and permits more effective use of tax resources.

Table 5

PUBLIC LIBRARY DEVELOPMENT

Year	Persons served		Books				Operating Expenditures			
			Available		Circulated		Total		Books	
	Number (Millions)	Percent of total population	Number (Millions)	Per capita	Number (Millions)	Per capita	(Millions of dollars)	Per capita (dollars)	(Millions of dollars)	Percent of operating funds
1940	79.0	64.4	104.7	1.3	415.9	5.2	48.8	.62	8.7	18.0
1950	115.0	77.7	142.9	1.2	384.6	3.4	109.7	.96	17.1	15.6
1956 1/	117.6	78.0	173.0	1.5	489.5	4.1	170.2	1.45	24.2	14.2
1960 2/	162.0	89.7	189.5	1.17	740.0	4.6	260.0	1.60	33.4	12.8
Minimum 3/ Standards	180.0	100.0	270.0	1.5			540.0	3.0	108.0	20.0
Gap 4/	18.0	10.3	80.5	.33			280.0	1.40	74.6	7.2

Source: *Hearings Before the Select Subcommittee on Education of the Committee on Education and Labor, House of Representatives, 88th Congress, 1st Session, on H.R. 4879. . . to amend the Library Services Act. . .*, April 9-10, 1963. 1/ Per capita figures based on 1950 census. 2/ 1960 figures are projections based on partial data with the exception of total operating expenditures and population served. 3/ Derived from American Library Association, *Public Library Service: A Guide to Evaluation, With Minimum Standards* (Chicago 1958) and *Costs of Public Library Service in 1959* (a supplement to *Public Library Service, A Guide to Evaluation, With Minimum Standards*). 4/ Amount of 1960 services falling below minimum standards.

Rising Demands for Library Service

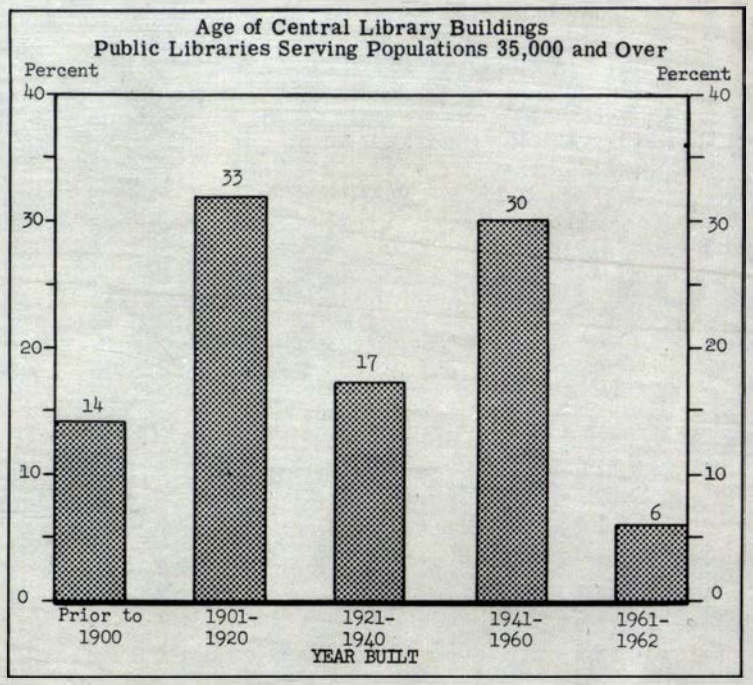
The demands for good library service are increasing rapidly in all areas but particularly in large population centers. These demands come from a wide variety of people--students, technologists, businessmen, government officials, scientists, housewives, and the average citizen seeking information or cultural and intellectual stimulation.

An additional 5 million more public library users can be expected by 1970. At the same time, the number of book titles being published on all subjects continues to skyrocket. Between 1953 and 1963, there was a 114 percent increase from 12,050 to 25,784 in the number of book titles published. To add to the library problem of providing a wide selection of current materials, retail prices of library books increased 82.4 percent from an average of $3.59 in the 1947-49 period to $6.55 in 1963. Similarly the retail prices of periodicals moved upwardly 74.3 percent in the same period. In other words, libraries have more users needing a greater variety of books and periodicals which are steadily increasing in costs.

Growing Lack of Adequate Public Library Buildings

During the administration of the original Library Services Act, it became increasingly clear that the lack of adequate public library buildings had a seriously hampering influence on the development of good public library service. Under that program the use of funds for the purchase or construction of library buildings was prohibited. The great majority of public library buildings today are characterized by advanced age, lack of usable space, inefficient design, and expensive maintenance.

Chart 3



In 1963 nearly one-half of the public libraries serving more than 35,000 population occupied buildings which were constructed before 1921 (Chart 3). Of the 350 structures that were erected before that date more than 50 percent were built a decade earlier from 1901 to 1910 and another 25 percent were built between 1865 and 1900.

In many regions in which a large central resource library is needed, there is no existing library building which has the space to acquire the added materials, staff and equipment to provide the improved service. In other communities, old library buildings are now poorly located because of population shifts. More modern public library buildings will accelerate the development of public library service to the Nation. Based on the experience of the present Library Services Act in stimulating increased State and local appropriations for library service, Federal funds for public library construction will likewise stimulate more State and local expenditures for library buildings.

As a first step in the implementation of the provisions of the Library Services and Construction Act of 1964, the Library Services Branch of the Office of Education conducted a series of five regional meetings during March and April in Atlanta, San Francisco, Chicago, New York, and Austin, Texas. These meetings were designed to assist State library representatives in the preparation of State plans.

SELECTED REFERENCES

House of Representatives, Committee on Education and Labor

Library Services Act. Hearings before the General Subcommittee on Education (87th Congress, 2nd Session), June 26, 27, and 29, 1962. 247 p.

Library Services Act. Hearings before the Select Subcommittee on Education (88th Congress, 1st Session), April 9 and 10, 1963. 127 p.

U. S. Department of Health, Education, and Welfare

Cohen, Wilbur J. and John G. Lorenz. Library Services. *Health, Education, and Welfare Indicators,* December 1962.

Office of Education

State Plans Under the Library Services Act, Supplement 3. Reviews the first five years of the program. (OE-15012-61). 186 p.

General

Strout, Donald E., ed. *The Impact of the Library Services Act: Progress and Potential.* Ann Arbor, Michigan: Edwards Brothers, 1962. 120 p. (Allerton Park Series, No. 8. Distributed by the Illini Union Bookstore, Champaign, Illinois, $2). Papers presented at an institute conducted jointly by the University of Illinois Graduate School of Library Science and the Library Services Branch, U. S. Office of Education, November 5-8, 1961.

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WORK TO BE FINISHED

OUTSIDE WORK

1. Connect catch basin on rear of property to catch basin in storm sewer on school property. (Approximately 160 feet of 10" pipe)

2. Blacktop driveways and parking area.

3. Seed lawn around building.

INTERIOR WORK - BASEMENT

CHILDRENS ROOM & VESTBULE No. 4

General Construction —

1. Ceiling - acoustic tile (HET system) 2477 sq. ft.
2. Floor - vinyl asbestos tile - 2477 sq. ft.
   4" vinyl base - 266 lineal ft.
3. Walls - paint
4. Doors - 1 3/4" thick with 1½ pair butts and lockset
   A1 - three (3) 2'-8" x 6'-8"
   B1 - three (3) 2'-8" x 6'-8" undercut
   C1 - three (3) 2'-8" x 6'-8" upper portion glazed
   B1 - one (1) 2'-8" x 6'-8" glazed and undercut
5. Dumbwaiter

CHILDRENS ROOM & VESTIBULE NO.4 (CON'T.)

Plumbing -

1- Drinking fountain in Vestibule No.4
(If installed sewage ejector must be installed)

Heating and Air Conditioning

1. Air conditioning unit
One (1) A.C. Unit No.2- Carrier Model No. 40RR16
2. Condensing unit
One (1) Condensing Unit - Carrier Model No. 38AB016
3. Sheetmetal ductwork and dampers
4. Insulation of all duct work
5. Anemostats (in ceiling)
Six (6) AR-3 - 900 cfm
6. Temperature Control work (thermostats, controls, etc.)
7. Extruded aluminum return air louver.
8. All piping and hookup of equipment.

Electric Work

1. Lighting Fixtures
Thirty-nine (39) 2'x4' recessed fluorescent
Six (6) 2'x2' recessed fluorescent

CHILDRENS ROOM & VESTIBULE NO. 4 (CONT.)

2. Electric Outlets
   Eight (8) duplex
   Twelve (12) switches
3. Wiring for all outlets, switches and fixtures
4. Wiring for all air conditioning equipment.

FACULTY ROOM AND TOILET

General Construction

1. Ceiling - acoustic tile (HET system) 262 sq. ft.
2. Floor - vinyl asbestos tile - 188 sq ft.
   4" vinyl base - 61 lineal ft.
   Ceramic tile - 45 sq. ft.
3. Walls - paint
   ceramic tile - 173 sq. ft.
4. Doors - 1 3/4" thick with 1 1/2 pair butts and lockset
   A2 - one (1) 2'-0" x 6'-8"
   B2 - one (1) 2'-0" x 6'-8"
5. Metal toilet partition
   5'-8" long with door.

FACULTY ROOM AND TOILET (CONT.)

Plumbing

1. Fixtures
   - One (1) lavatory
   - One (1) water closet
2. Kitchen Unit
   - One (1) Dwyer kitchen unit Model No. 69

Heating and Air Conditioning

1. Sheetmetal ductwork and dampers
2. Insulation of ductwork
3. Anemostal (in ceiling)
   - One (1) AR-3-400 CFM
   - One (1) Ceiling register 10"x10"
4. Ductwork for toilet exhaust fan
5. Toilet exhaust fan
   - One (1) Champion Model No. 2¼ U.

Electric Work

1. Lighting fixtures
   - Four (4) incandescent fixtures (ceiling)
   - One (1) fluorscent (wall mounted - toilet)
2. Electric Outlets
   - Four (4) duplex outlets
   - Two (2) switches

FACULTY ROOM AND TOILET (CON'T)

3. Wiring for all outlets, switches and fixtures
4. Wiring for toilet exhaust fan.
5. Wiring for Dwyer kitchen unit.

GIRLS AND BOYS TOILET

General Construction

1. Ceiling - acoustic tile (HET system) 80 sq.ft.
2. Floor - ceramic tile 80 sq ft.
3 Walls - ceramic tile 360 sq ft.

Plumbing -

1. Fixtures
   Two (2) lavatories
   Two (2) lavatories

Heating Ventilating and Air Conditioning

1. Sheetmetal ductwork for exhaust
2. Ceiling registers
   Two (2) 12"x14"

BOYS AND GIRLS TOILET (CON'T.)

Electric

1. Electric fixtures
   Two (2) fluorscent fixtures (wall hung)
2. Electric outlets
   Two (2) switches
3. Wiring for all switches and fixtures.

MEETING Room

General Construction

1. Ceiling - acoustic tile (HET system) 537 sq. ft.
2. Floor - vinyl asbestos tile . 537 sq. ft.
   4" vinyl base - 102 lineal ft.
3. walls - paint
4. Doors
   One (1) Moderntold 4'-8" wide x 6'-8" high

Heating, Ventilating and AIR CONDITIONING

1. Air Conditioning unit
   One (1) A.C. unit Carrier Model No. 39AC4
2. Condensing unit Carrier Model No. 38BA006
   One (1)

MEETING ROOM (CON'T)

3. Sheetmetal ductwork and dampers
4. Insulation of all ductwork
5. Anemostats (in ceiling)
   Two (2) AR-3- 485 CFM.
6. Temperature Control work (thermostat, controls, etc.)
7. All piping and hookup of equipment.

Electric Work

1. Lighting Fixtures
   Twelve (12) 1'x4' fluorescent fixtures
2. Electric Outlets
   Four (4) duplex
   Two (2) switches
3. Wiring for all outlets, switches and fixtures
4. Wiring for all Air conditioning equipment

WORK ROOM

General Construction

1. Ceiling - acoustic tile (H&T system) 221 sq. ft

WORK ROOM (CON'T.)

2. Floor - vinyl asbestos tile - 197 sq. ft.
   - 4" vinyl base - 57 lineal ft.
3. Walls - paint
4. Doors - 1 3/4" thick with 1 1/2 pair butts and lockset
   A1 - 2'-8" x 6'-8" (one hour rated door)
5. Work Counter - formica top.

Plumbing

1. Fixtures
   One (1) Countertop sink

Heating, Ventilating and Air Conditioning

1. Sheetmetal duct work and dampers
2. Insulation of duct work
3. Anemostat (in ceiling)
   One (1) AR-3 - 370 cfm.

Electric Work

1. Lighting Fixtures
   Four (4) 2' x 4' recessed fluorscent
2. Electric Outlets
   Five (5) duplex
   One (1) switch

WORK ROOM (CON'T.)

3. Wiring for all outlets, switches and fixtures.

STORAGE NO. 4

General Construction

1. Ceiling - acoustic tile (H&T system) 420 sq.ft
2. Floor - vinyl asbestos tile - 420 sq ft.
   4" vinyl base - 94 lineal ft.
3. Walls - paint.
4. Doors - 1¾" thick with 1½ pair butts and lockset
   A1 - 2'-8" x 6'-8" louvered

Heating and Air Conditioning

1. Sheetmetal ductwork and dampers
2. Insulation of ductwork.
3. Anemostats (in ceiling)
   Three (3) 4 cm-1 - 100 cfm

Electric Work

1. Lighting Fixtures
   Fourteen (14) strip fluorscent
2. Electric outlets
   One (1) duplex outlet
   Two (2) switches
3. Wiring for all outlets, switches and fixtures.

ADVERTISEMENT

Separate sealed bids for FURNITURE and DRAPES for the New Library Building located on the corner of Plainfield Avenue and Division Street in Edison, New Jersey will be received by the Board of Trustees of the Free Public Library of Edison Township, Edison, Middlesex County, until 3 P.M. on the afternoon of Friday, May 29, 1964, in the Council Room of the Edison Municipal Building, corner of Plainfield Avenue and Woodbridge Avenue, Edison, New Jersey and then at said place publicly opened and read aloud.

Contract Documents may be examined at the office of John MacWilliam, Architect, 495 Main Street, Metuchen, New Jersey. Copies of bidding documents may be obtained from the Architect on and after Monday, May 18, 1964, upon payment of $25 for each set, which payment will be returned to all bonafide bidders upon the return of the contract documents. Non bidders will be refunded $10. It is a mandatory requirement that contract documents be returned on or before the date of the bid opening.

Each bidder must deposit with his bid, security in the amount of not less than ten (10) per cent of the base bid in the form of cash, certified check or bid bond, and subject to the conditions provided in the Instructions to Bidders. No bidder may withdraw his bid for a period of thirty (30) days after the actual date of the opening thereof.

The successful bidder will be required to furnish a Surety Company Bond in the full amount of the contract price in accordance with the requirements of the statutes of the State of New Jersey in respect to bonds of contractors on public work, NJSA 2A: 44-143 to 147 liability thereunder being limited as in said statutes provided.

BY ORDER OF: THE BOARD OF TRUSTEES
FREE PUBLIC LIBRARY OF EDISON TOWNSHIP
EDISON, NEW JERSEY

BY: ISABELLE W. CROOKER, SECRETARY

COPY FOR: BOARD OF TRUSTEES

The American
INSURANCE COMPANIES
1846

THE AMERICAN INSURANCE COMPANY
NEWARK, NEW JERSEY

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, NEAL B. HANSEN OF 55 JONESDALE AVENUE, METUCHEN, NEW JERSEY as Principal, and THE AMERICAN INSURANCE COMPANY, a New Jersey corporation, #15 Washington Street, P.O. Box #977, Newark, New Jersey, as Surety, are hereby held and firmly bound unto THE BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON, NEW JERSEY in the penal sum of SEVENTEEN THOUSAND NINE HUNDRED NINETY-SIX AND 00/100 ($17,996.00) Dollars, for the payment of which well and truly to be made, we do hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns,

Signed this 17TH day of MAY A.D. Nineteen hundred and SIXTY-THREE

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH That whereas, the above-named principal did on the 17TH day of MAY 1963, enter into a contract with THE BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON, NEW JERSEY FOR ELECTRIC WORK, EDISON TOWNSHIP, FREE PUBLIC LIBRARY

which said contract is made a part of this the bond the same as though set forth herein.

Now, if the said NEAL B. HANSEN shall well and faithfully do and perform the things agreed by HIM, to be done and performed according to the terms of said contract, and shall pay all lawful claims of subcontractors, materialmen, laborers, persons, firms or corporations, for labor performed or materials, provisions, provender or other supplies, or teams, fuels, oils, implements or machinery furnished, used or consumed in the carrying forward, performing or completing of said contract; we agreeing and assenting that this undertaking shall be for the benefit of any subcontractor, materialman, laborer, person, firm or corporation having a just claim, as well as for the obligee herein; then this obligation shall be void, otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

The said surety hereby stipulates and agrees that no modifications, omissions, or additions in or to the terms of the said contract or in or to the plans or specifications therefore shall in anywise affect the obligations of said surety on its bond.

This bond is given in compliance with the requirements of the statutes of the State of New Jersey in respect to bonds of contractors on public works. Revised Statutes of New Jersey, 1937, Sections 2A:44-143-147, and amendments thereof, and liability hereunder is limited as in said statutes provided.

Signed, Sealed and Delivered
in the presence of

Walter C Letson

Neal B. Hansen
NEAL B. HANSEN Principal

THE AMERICAN INSURANCE COMPANY

By: George H. Faha
GEORGE H. FAHA Attorney-in-Fact
and Resident Agent, State of New Jersey

Countersigned:

By: Alfred E. Bowman
New Jersey Resident Agent

(Construction Contract Bond, New Jersey)

The American
INSURANCE COMPANIES
1846

THE AMERICAN INSURANCE COMPANY
NEWARK, NEW JERSEY

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, NEAL B. HANSEN OF 55 JONESDALE AVENUE, METUCHEN, NEW JERSEY as Principal, and THE AMERICAN INSURANCE COMPANY, a New Jersey corporation, #15 Washington Street, P.O. Box #977, Newark, New Jersey, as Surety, are hereby held and firmly bound unto THE BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON, NEW JERSEY in the penal sum of SEVENTEEN THOUSAND NINE HUNDRED NINETY-SIX AND 00/100 ($17,996.00) Dollars, for the payment of which well and truly to be made, we do hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns,

Signed this 17TH day of MAY A.D. Nineteen hundred and SIXTY-THREE

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH That whereas, the above-named principal did on the 17TH day of MAY 1963, enter into a contract with THE BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON, NEW JERSEY FOR ELECTRIC WORK, EDISON TOWNSHIP, FREE PUBLIC LIBRARY

which said contract is made a part of this the bond the same as though set forth herein.

Now, if the said NEAL B. HANSEN shall well and faithfully do and perform the things agreed by HIM, to be done and performed according to the terms of said contract, and shall pay all lawful claims of subcontractors, materialmen, laborers, persons, firms or corporations, for labor performed or materials, provisions, provender or other supplies, or teams, fuels, oils, implements or machinery furnished, used or consumed in the carrying forward, performing or completing of said contract; we agreeing and assenting that this undertaking shall be for the benefit of any subcontractor, materialman, laborer, person, firm or corporation having a just claim, as well as for the obligee herein; then this obligation shall be void, otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

The said surety hereby stipulates and agrees that no modifications, omissions, or additions in or to the terms of the said contract or in or to the plans or specifications therefore shall in anywise affect the obligations of said surety on its bond.

This bond is given in compliance with the requirements of the statutes of the State of New Jersey in respect to bonds of contractors on public works. Revised Statutes of New Jersey, 1937, Sections 2A:44-143-147, and amendments thereof, and liability hereunder is limited as in said statutes provided.

Signed, Sealed and Delivered
in the presence of

Walter A Letson

Neal B. Hansen
NEAL B. HANSEN Principal

THE AMERICAN INSURANCE COMPANY

By: George H. Faha
GEORGE H. FAHA Attorney-in-Fact
and Resident Agent, State of New Jersey

Countersigned:

By: Alfred E. Bowman
New Jersey Resident Agent

THE AMERICAN INSURANCE COMPANY NEWARK, N.J.

(Construction Contract Bond, New Jersey)

THE AMERICAN INSURANCE COMPANY

NEWARK, NEW JERSEY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That THE AMERICAN INSURANCE COMPANY, a corporation of New Jersey, does hereby make, constitute and appoint

George H. Faha of Newark, New Jersey

its true and lawful Attorney(s)-in-Fact, with full power and authority, for and on behalf of the Company as surety, to execute and affix the seal of the Company thereto, if a seal is required, and deliver bonds, undertakings, recognizances or other written obligations in the nature thereof as follows:

Any and all bonds, undertakings, recognizances or other written obligations in the nature thereof

and the execution of such bonds or undertakings in pursuance of these presents shall be as binding upon said Company, as fully and amply; to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its office in Newark, New Jersey, in their own proper persons.

This appointment is made under and by authority of Sections 26 and 28 of the By-Laws of the Company, shown on the reverse side hereof, which by-laws are now in full force and effect.

IN WITNESS WHEREOF, THE AMERICAN INSURANCE COMPANY has caused these presents to be signed and its corporate seal to be hereunto affixed on December 1, 1961

THE AMERICAN INSURANCE COMPANY

(SIGNED)
(SEAL)

BY WILLIAM W. LAUBER
Assistant Secretary

BY FRANCIS L. MADDEN
Vice President

State of New Jersey, County of Essex } ss:

On December 1, 1961, before me appeared the above-named officers of THE AMERICAN INSURANCE COMPANY, to me personally known, who, being by me duly sworn, did say that they are the individuals and officers described in and who executed the preceding instrument, and that the seal affixed to said instrument is the corporate seal of said Company, and that said instrument was signed and sealed on behalf of said Company by authority and direction of said Company, and the said officers acknowledged said instrument to be the free act and deed of said Company.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year first above written.

(SIGNED)
(SEAL)

My Commission Expires May 20, 1962

WARREN J. STANGLEIN
Notary Public of New Jersey

CERTIFICATE

State of New Jersey, County of Essex } ss:

I, WILLIAM W. LAUBER, Assistant Secretary of THE AMERICAN INSURANCE COMPANY, a corporation of New Jersey, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by a Vice President of the said Company, which is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company on 5/17/63

William W. Lauber
Assistant Secretary

92137 (HO)—TA—7-57



(Sections 26 and 28 of the By-Laws of THE AMERICAN INSURANCE COMPANY)

Section 26. The President, an Executive Vice President, or a Vice President shall have power, by and with the concurrence of the Secretary or any one of the Assistant Secretaries, to appoint and to revoke the appointment of attorneys-in-fact or agents with power and authority, as defined or limited in their respective powers of attorney, for and on behalf of the Company to execute and affix the seal of the Company thereto and deliver bonds, undertakings, recognizances or other written obligations in the nature thereof.

Section 28. Any bond, undertaking, recognizance or other written obligation in the nature thereof shall be valid and binding upon the Company when signed by the President, an Executive Vice President, or a Vice President and duly attested and sealed, if a seal is required, by the Secretary or any Assistant Secretary, or when signed by the President, an Executive Vice President, or a Vice President and countersigned and sealed, if a seal is required, by a duly authorized attorney-in-fact or agent, and any bond, undertaking, recognizance or other written obligation in the nature thereof shall be valid and binding upon the Company when duly executed and sealed, if a seal is required, by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority granted by his or their power or powers of attorney.

THE AMERICAN INSURANCE COMPANY
NEWARK, NEW JERSEY

(A Stock Insurance Company herein called Surety)

Financial Statement as of December 31, 1962

ASSETS

Cash in Banks and Offices	$ 9,118,504
U. S. Government Securities	45,041,930
U. S. Government Agency Bonds	1,000,000
Canadian Government Bonds	4,801,699
State and Municipal Bonds	16,694,155
Corporate Bonds	5,715,810
Preferred Stocks	16,194,546
Common Stocks, except Subsidiaries	72,190,138
Stock of Subsidiaries	57,386,165
Real Estate	5,532,744
(Valuations on basis prescribed by National Association of Insurance Commissioners)	
Agents' Balances (Less than 90 days old)	16,805,037
Accrued Interest and Miscellaneous Assets	6,128,552
Total Admitted Assets	$256,609,280

LIABILITIES

Reserve for Unearned Premiums		$ 68,850,439
Reserve for Losses and Loss Adjustment Expenses		51,181,027
Reserve for Taxes		2,864,420
Reserve for Expenses and Other Liabilities		10,542,259
Total Liabilities, except Capital		$133,438,145
Capital Stock	$ 10,397,645	
Surplus	$112,773,490	
Surplus as regards Policyholders		123,171,135
Total		$256,609,280

Securities carried at $8,399,221 in the above statement are deposited for purposes required by law.

State of New Jersey
County of Essex } SS.

J. Paul Rutter, Secretary of The American Insurance Company, being duly sworn, says that he is the above described officer of the said Company, which Company is a Corporation duly organized, existing and engaged in business as a Surety by virtue of the Laws of the State of New Jersey, and has duly complied with all requirements of the said State applicable to the said Company and is duly qualified to act as Surety under such laws, and the said Company has also complied with and is duly qualified to act as Surety under the Act of Congress, August 13, 1894, 28 Stat. 279-80, as amended March 23, 1910, 36 Stat. 241, and that the foregoing is a full, true and correct statement of the financial condition of the said Company on the 31st day of December, 1962

Corporate Seal

(Signed) J. Paul Rutter
Secretary

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, this 28th day of February, 1963

My commission expires March 14, 1963

(Signed) Gerdis A. Greuter
Notary Public

Seal of Notary

33004 (HO)—3-63



92106–11-57

COPY FOR: BOARD OF TRUSTEES

America Fore Loyalty Group

Bond No. S 1443618

Know All Men by These Presents,

That we, the undersigned, N. MALTESE & SONS, INC. of 12TH Street, and Joyce Kilmer Avenue, North Brunswick, New Jersey as principal, and THE FIDELITY AND CASUALTY COMPANY OF NEW YORK, a corporation organized and existing under the laws of the State of NEW YORK and duly authorized to do business in the State of New Jersey, as surety, are hereby held and firmly bound unto BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON, NEW JERSEY in the penal sum of TWENTY ONE THOUSAND, FIVE HUNDRED FORTY SEVEN AND 00/100 - - - - - - - -($21,547.00) - - - - - - dollars, for the payment of which well and truly to be made, we do hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns,

Signed this 17th day of May A.D. nineteen hundred and 63.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH That whereas, the above-named principal did on the 17th day of May 19 63 enter into a contract with BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON, NEW JERSEY for Division # 2, Steel and Iron work

which said contract is made a part of this bond the same as though set forth herein.

Now, if the above named principal shall well and faithfully do and perform the things agreed by said principal to be done and performed according to the terms of said contract, and shall pay all lawful claims of subcontractors, materialmen, laborers, persons, firms or corporations, for labor performed or materials, provisions, provender or other supplies, or teams, fuels, oils, implements or machinery furnished, used or consumed in the carrying forward, performing or completing of said contract; we agreeing and assenting that this undertaking shall be for the benefit of any subcontractor, materialman, laborer, person, firm or corporation having a just claim, as well as for the obligee herein; then this obligation shall be void, otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

The said surety hereby stipulates and agrees that no modifications, omissions, or additions in or to the terms of the said contract or in or to the plans or specifications therefor shall in anywise affect the obligations of said surety on its bond.

Signed, sealed and delivered in the presence of

Philip Maltese

N. MALTESE & SONS, INC.

D. P. Maltese

Principal.

THE FIDELITY AND CASUALTY COMPANY OF NEW YORK

Surety.

By Muriel A. Goulet

MURIEL A. GOULET Attorney

Countersigned:

By Irwin Edelstein

New Jersey Resident Agent.

IRWIN EDELSTEIN
INSURANCE ADVISOR
47 BAYARD ST.
NEW BRUNSWICK, N. J.

CONSTRUCTION CONTRACT BOND
GIVEN PURSUANT TO REVISED STATUTES
2A:44-143 TO 147 OF NEW JERSEY

Bond. 1697A

The Fidelity and Casualty Company of New York

GENERAL POWER OF ATTORNEY

Know all men by these Presents, That THE FIDELITY AND CASUALTY COMPANY OF NEW YORK has made, constituted and appointed, and by these presents does make, constitute, and appoint

Muriel A. Goulet of Newark, New Jersey

its true and lawful attorney for it and in its name, place and stead to execute on behalf of the said Company, as surety, bonds, undertakings and contracts of suretyship to be given to

all obligees

provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of ONE HUNDRED THOUSAND ($100,000) DOLLARS.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of THE FIDELITY AND CASUALTY COMPANY OF NEW YORK at a meeting duly called and held on the 16th day of October, 1957:

"RESOLVED, that the Chairman of the Board, the President, an Executive Vice President or any Vice President of the Company, be, and that each or any of them hereby is, authorized to execute Powers of Attorney qualifying the attorney named in the given Power of Attorney to execute in behalf of THE FIDELITY AND CASUALTY COMPANY OF NEW YORK, bonds, undertakings and all contracts of suretyship; and that any Secretary or any Assistant Secretary be, and that each or any of them hereby is, authorized to attest the execution of any such Power of Attorney, and to attach thereto the seal of the Company.

FURTHER RESOLVED, that the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company when so affixed and in the future with respect to any bond, undertaking or contract of suretyship to which it is attached."

In Witness Whereof THE FIDELITY AND CASUALTY COMPANY OF NEW YORK has caused its official seal to be hereunto affixed, and these presents to be signed by one of its Vice Presidents and attested by one of its Secretaries this 31st day of March, 1961.

THE FIDELITY AND CASUALTY COMPANY OF NEW YORK

Attest: By

F. J. Miller
Secretary

Carroll R. Young
Vice-President

STATE OF NEW YORK, }
COUNTY OF NEW YORK, } ss.:

On this 31st day of March, 1961, before me personally came Carroll R. Young, to me known, who being by me duly sworn, did depose and say: that he resides in Berkeley Heights in the County of Union, State of New Jersey, at 23 Ridge Drive East; that he is a Vice-President of THE FIDELITY AND CASUALTY COMPANY OF NEW YORK, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

GREGORY J. FALJEAN
NOTARY PUBLIC
STATE OF NEW YORK

Gregory J. Faljean
GREGORY J. FALJEAN
Notary Public - State of New York
No. 43-1154750
Qualified in Richmond County
Certificate Filed in New York County
Commission Expires March 30, 1963

CERTIFICATE

STATE OF NEW YORK, }
COUNTY OF NEW YORK, } ss.:

I, the undersigned, a Secretary of THE FIDELITY AND CASUALTY COMPANY OF NEW YORK, a New York corporation, DO HEREBY CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney, is now in force.

Signed and sealed at the City of New York. Dated the 16th day of May, 19 63.

F. J. Miller
Secretary

15 Bond 4315B

STATEMENT

THE FIDELITY AND CASUALTY COMPANY
OF NEW YORK

DECEMBER 31, 1962

ASSETS

Cash	$ 3,043,435	
*Bonds and Stocks	210,262,724	
Interest, Dividends and Rents Acrued	588,930	
Agents' Balances Receivable	13,872,752	
Real Estate	7,183,000	
Other Assets	13,032,736	
Total Admitted Assets		$247,983,577

LIABILITIES, CAPITAL & SURPLUS

Reserve for Unearned Premiums	$ 70,104,144	
Reserve for Losses	61,728,715	
Reserve for Taxes and Expenses	2,991,515	
Reserve for Other Liabilities	3,699,769	
Total Liabilities	138,524,143	
Capital	10,000,000	
Contingency Reserve	16,500,000	
Surplus	82,959,434	
Policyholders' Surplus	109,459,434	
Total Liabilities, Capital & Surplus		$247,983,577

**Includes Securities Deposited as Required by Law* *$5,562,709*
Policyholders' Surplus—Market Basis *$110,344,621*

STATE OF New Jersey
COUNTY OF Essex } ss.:

Muriel A. Goulet, being duly sworn, deposes and says that he resides in Newark, New Jersey, that he is the attorney of The Fidelity and Casualty Company of New York, the Corporation which is described in and which executed the annexed instrument; that he knows the corporate seal of said corporation; that the seal affixed to the annexed instrument is the corporate seal of The Fidelity and Casualty Company of New York, and was thereto affixed by order and authority of the Board of Directors of the said Company; that he signed his name as attorney of the said Company by like order and authority conferred upon him by a resolution of the Board of Directors of said Company, and that the said resolution is now in full force and effect.

He further deposes and says that the said Company was duly and legally incorporated under the laws of the State of New York; that the said Company has complied with, and is now complying with, the provisions of the Act of Congress approved July 30, 1947, allowing certain corporations to be accepted as surety on bonds; that the said Company is duly licensed to transact business in the State of New Jersey.

He further deposes and says that the foregoing financial statement of The Fidelity and Casualty Company of New York to the best of his knowledge and belief is a full, true and correct statement of the financial condition of the said Company on the 31st day of December, 1962.

Subscribed and sworn to before me
this 16th day of May, 1963

Muriel A. Goulet
Attorney

Charles A. Kent
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires Feb. 2, 1964

15 Bond. 716

Printed in U.S.A.



John Mac William, Architect

RECEIVED
MAY 28 1963

LIBRARY SITE & BUILDING
REQUIREMENT STUDY

Prepared by:

James E. Bryan
Library Consultant

September 23, 1960

LIBRARY SITE AND BUILDING REQUIREMENTS STUDY

for the

BOARD OF TRUSTEES

FREE PUBLIC LIBRARY

EDISON, NEW JERSEY

I. PURPOSE AND BACKGROUND OF THE STUDY

This study, commissioned by the board of trustees of the library, is intended to weigh the merits of two possible sites for a new main library building, to consider the services and functions to be performed by the new building and to outline and describe them in such a way as to serve as a program for the architects, and to consider any other problems as appear related to these main parts of the study. Incidental to the study of a new main library building, a building requirements table indicating a list of functions, the number of readers' seats, book capacities, and tentative square foot allocations for each is to be provided.

It was not intended by either the trustees of the library nor the writer that this study be exhaustive, and involve a full community survey. The main findings were to be presented with brief supporting explanation as required.

II. THE OBJECTIVES OF THE PUBLIC LIBRARY IN THE AMERICAN COMMUNITY

Study of a building and site program for a public library must be considered in context with the general objectives of American life and with the general purposes of

public libraries in American society.

Briefly, and as well stated as the writer has been able to find, two of the objectives of American life are found in a report by the National Resources Planning Board on National Resources Planning, 1942. They are repeated here:

> "The right to education, for work, for citizenship and for personal growth and happiness; and
>
> "The right to rest, recreation and adventure; the opportunity to enjoy life and take part in an advancing civilization."[1]

With these two general aims as a frame of reference, the following more specific statement of the public library's place in the picture of community usefulness in American life is in order:

> "The achievement of the goals of a democratic society depends in large measure on the enlightenment of the people and on the vitality of their social and cultural ideals. The complexity and rapid tempo of the modern world put a responsibility on the citizen to educate himself continuously, and on the government to provide the means for the citizen's self-education.
>
> The public library is an agency evolved by America to meet this need.
>
> Every American resident should, therefore, have access to a public library capable of providing him with the materials by means of which ideas are communicated.
>
> These include books, periodicals, pamphlets, newspapers, maps, pictures, films and recordings. Guidance in the choice and use of these materials should also be provided.
>
> The objectives of the public library should be to assemble and preserve books and materials in organized collections, and through stimulation and guidance to

---

[1] The National Resources Planning Board, National Resources Development Report for 1942 (Washington: Government Printing Office, 1942), P. 122

promote their use, to the end that children, young people, men and women may have the opportunity and encouragement:

To educate themselves continuously

To keep abreast of progress in the sciences and other fields of knowledge

To maintain the precious heritage of freedom of expression and a constructively critical attitude toward all public issues

To improve their ability to participate usefully in activities in which they are involved as citizens of the United States and of the world.

To equip themselves, and to keep themselves equipped, for efficient activity in useful occupations and practical affairs

To improve their capacity for appreciation and production in cultural fields

To make such use of leisure time as will promote general happiness and social well-being."[2]

More concisely stated:

"The modern public library collects the printed and audio-visual materials needed to conduct the individual and group life of its constituency. Further, organizes and makes available these resources so that they are convenient and easy to use. Still further, it interprets and guides the use of materials to enable as many people as possible to apply in their daily lives the record of what is known. Lack of any one of these - collection, organization and distribution, interpretation and guidance - results in substandard library service."[3]

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[2] American Library Association. Post-War Standards for Public Libraries. 1943, p. 21

[3] Public Library Service. A Guide to Evaluation with Minimum Standards. Chicago, American Library Association, 1956, p. 3

In addition, it is well to bear the following in mind concerning the public library program:

A. The public library is an educational institution with an informal program. Unlike the schools, attendance at or use of the library is not compulsory. People come to the library if they choose; they do not come when they do not wish to.

B. While the library is a monument to the idea of freedom of inquiry and the right reserved to each person to study, learn and find out for himself, the library building is not in itself a monument. The tools of learning belong in a framework which indicates that they are for everyday use in connection with everyday problems. They should not be institutionalized in a mausoleum-type building which, while in itself may be a tribute to the ideal, repels society from using the very tools of learning that will keep this great freedom alive. The library for a community such as Edison must be primarily for the dissemination of knowledge, rather than for the preservation of knowledge. The library is an outgoing institution which must operate in a friendly, attractive and open atmosphere.

C. Tax dollars spent for library use bring the greatest return when they result in ··

1. Maximum reading room attendance indicating a steady and fruitful use of the library's reference resources.
2. A large volume of books taken for home use by children, young people and adults.
3. A considerable number of telephone calls for information.

4. Attendance at informal meetings of an educational, cultural or civic nature, library-sponsored or co-sponsored with other local groups, which aid in bringing the resources of the library to those who do not use them now or those who do not use them to the fullest extent. Discussion of books with others makes them of greater value and usefulness to the readers. Such programs as The Great Books, The American Heritage and others have done much to breathe real life into what may have seemed to be abstract and inanimate in text form. Educational growth comes not from ideas gained or facts learned from books, but from putting such ideas and facts to work for individual and community good.

It must be seen then that there are certain activities of libraries which must be considered in terms of function and cost.

III WHAT IS THE PUBLIC LIBRARY?

The public library is a free educational service offering the use of books and other related materials for in-building and home use, to advance the development of each individual man, woman and child, toward business, personal, educational and cultural goals, and hence to promote a mature and cultivated citizenry. The following are descriptive of public library services:

A. It is for everybody, young and old of both sexes, all races and creeds, and nationality backgrounds.

B. It is the community's information center for business, school or personal use.

C. It is primarily for individuals and is one of the few remaining services still directed to the individual in a time of increasing group approaches.

D. It is used for informational, recreational and school related work for children and young people.

E. It is the chief source of continuing education for adults. More adults are registered in the public libraries of the nation than in all other media of adult education.

F. It is informal as compared with the formal group-education of the schools. Anyone may use it, but no one has to use it.

G. It is based on the idea that each person has the right, under our American form of government, to read, study, understand and make up his own mind.

IV. SITE CRITERIA

There is a definite relationship between location and use. Libraries placed in well travelled locations where there is a good pedestrian and vehicle count achieve a greater attendance and turn over of books per tax dollar expended than those libraries less fortunately located. Conversely, the community gets less return for money expended when the library is not suitably located and there is a resultant diminution of use.

There are, however, very few ideal library sites, and very few existing libraries are actually in the best sites, either in a theoretical or practical sense.

The best site for a public library will fit as many of these basic requirements as possible.

1. It attracts people and serves the greatest number.
2. It is located where people go not necessarily where they live.
3. There are good pedestrian and vehicle counts. (There is little pedestrian activity in Edison.)
4. The site permits street level entrance and "see in".
5. It provides adequate parking. This is most important in a "car riding" community like Edison.
6. Its location is where all types of people, including young and old and persons of different religious, racial and nationality backgrounds, will go. The public library is "common ground" for persons of various views and backgrounds. It should be in a location where all are free to come.
7. The location is where many people, adults primarily, go for many purposes as for shopping, the movies, the bank, the post office, etc.
8. Proximity to schools is not necessarily a location criterion for adults but it is for young adults of school age and for children because it can fit into their school program and permits class visits to the library.
9. It is not off the beaten path since such a location would discourage attendance by women and children, especially at night.

10. It should be near business and industry, since the library is a business and economic asset to the community, and enables local business and industry to compete.
11. The site should be large enough to contain an adequate and suitable building with room for fitting the building to the plot. It should be in keeping with the surrounding area. There should be room for future growth and off-the-street parking, room for a driveway and truck turn-around.
12. It should be located so that the library building which is a symbol of freedom to read and learn is not "lost", but plainly seen.

In summary, the library should be located in terms of people's activity patterns; of stopping on the way to and from work, of using the library in conjunction with shopping, errands and the school. The library is not an ivory tower but a regular adjunct to everyday living. It should be placed where the largest number have easiest access to it.

B. Two sites have been suggested for the purposes of a new library building in Edison. They are identified and described as follows:

Site A.

This site is on Plainfield Avenue at Woodbridge Avenue opposite the Municipal Building or City Hall. This site is presently on an "L" shaped plot with approximately 200 feet on Plainfield Ave. and 50 feet on Woodbridge, and about 150 feet

deep for half its length on Plainfield Ave. It totals about 20,000 sq. ft. or less than ½ acre. It is generally level and bounded by streets on three sides.

Site B.

This site is on Plainfield Ave. and Division St. opposite the intersection of Chestnut St. and Plainfield Ave. It is in the general area of the Junior High School and the Elementary School. The Plot is slightly irregular measuring approximately 145 feet on Plainfield Ave. Its depth is 240 feet on one side and 230 feet on the other side. It is about 225 feet across the rear, and comprises roughly 42,000 sq. ft. or about one acre. It slopes away from the street to a sufficient degree to permit much of the basement of any building erected on the plot to be out of the ground. (in the rear)

Of these two available sites, "B" is recommended for these reasons:

1. It meets more of the site criteria than "A", and the most important criteria are met better by site "B" than by "A".
2. It is large enough for an adequate building, parking, truck turn-around and for future additions. Site "A" is too small unless additional land and buildings were purchased.
3. The possible construction of an overpass in conjunction with the rerouting of Woodbridge Ave. at Plainfield was not settled at the writing of this report. It is doubtful that this prospect would improve site "A" for library purposes.

4. Because the land slopes away from the street at site "B" it probably would offer more present building, and greater possibilities for future expansion than site "A". It would probably offer more building for the money expended also.
5. Site "B" is much preferable for children and young people than site "A" since it is in the area of the Junior High School which draws from much of the community and would also be available to the elementary school for the area. It is about equidistant from the St. Matthew's Parochial School as site "A".
6. It is felt that more adults also would use site "B".

For the above reasons, then, site "B" is preferred and recommended.

V. POPULATION TO BE SERVED

Edison is one of the fastest growing communities in New Jersey and the 1960 Decennial Census has indicated that the community has exceeded 40,000 population. It is also competently predicted that the population will increase to the 65,000 to 70,000 range in the next 15 to 20 year period which is the normal period for which a capital improvement program such as a new public library building should be built.

VI. STANDARDS FOR PUBLIC LIBRARY BUILDINGS

Standards are general yardsticks to insure adequate space in public library buildings. It is the thought of the writer, however, that such standards as advanced in Wheeler and Githens,

The American Public Library Building and the American Library Association's Post-War Standards for Public Libraries are not suited to the particular situation which exists in Edison. More recently the American Library Association has developed standards of service for systems of libraries, but such standards are qualitative rather than quantitave and pertain more to services and collections than to the size of building needed to house them.

For reasons of information and comparison, however, the American Library Association Standards and those of Wheeler and Githens follow:

TABLE I. American Library Association Standards (Wheeler and Githens)

for populations of 35,000-75,000

Population	Volumes 2 per cap.	Readers' seats 3 per M	Sq. Ft. .55 per cap.	Circ. 9 per cap.	Staff 20 M circ. per Asst.
35,000	70,000	105	19,250	315,000	15.5
40,000	80,000	120	22,000	360,000	18.0
50,000	100,000	150	27,500	450,000	22.5
60,000	120,000	180	33,000	540,000	27.0
65,000	130,000	195	35,750	585,000	29.5
70,000	140,000	210	38,500	630,000	31.5
75,000	150,000	225	41,250	675,000	33.5

VII. APPLICATION OF LIBRARY STANDARDS TO EDISON

Presently Edison has a library consisting of a main library function occupying approximately 1500 sq. ft. on Plainfield Avenue near the intersection of Route 27, housed in a store type structure. In addition, there are several small deposit collections in the schools as follows:

School	Size and type of collection
Clara Barton	2000 Juvenile and adult
Oak Tree	1000 Juvenile and adult
Sand Hills	500 Juvenile
Bonhamtown	300 Juvenile
Lincoln School	150 Juvenile
North Edison	400 Juvenile and adult
	4350

These, then, with a main library collection numbering about 12,000 volumes make up the public library facilities of Edison, or .4 volumes per capita as compared with standards of 2 volumes per capita.

The periodical collection is inadequate for either current reading or for reference use with such indexes as the Readers' Guide or Industrial Arts Index.

Many libraries for a population of this size also have collections of phonograph recordings, illustrations, maps, pamphlets and related materials.

These facilities are grossly inadequate and are probably the poorest for a population of 40,000 in the State of New Jersey and possibly on the Eastern Seaboard.

The library is also inadequate as far as personnel and financial support are concerned. A community of this size should have a main library with a minimum of professional librarians for work with children, young adults, reference and advisory work, technical processes, and a professional director and administrator. In addition, this staff would be supplemented with additional professional staff so that competent professional personnel would be in the library during the 63 to 68 hours per week that it should be open. The professional staff must, of course, be supported by adequate clerical assistance, with a clear separation of duties between the two types of employment.

The Bureau of Public and School services of the New Jersey State Library in Trenton suggests one employee for each 2500 inhabitants adequately balanced between professional and clerical personnel to meet the needs of the community. Normally this would vary from a ratio of one professional to one clerical to one professional to two clericals, although certain specific reasons at given times may dictate otherwise.

The present staff at Edison numbers 3.6 employees, only one of which, the librarian, is certified as a professional librarian. (In terms of full time, 40 hour week.)

In 1948 financial support for a public library according to American Library Association Standards was as follows:

For Minimum Service	$1.50 per capita
For Good Service	2.25 per capita
For Superior Service	3.00 per capita

Since the cost index has risen so much since 1948, a mark of at least 33 1/3 % is indicated in these figures.

The state aid formula for public library assistance in New Jersey is based on $1.50 per capita minimum support.

At the present time support of public library service in Edison is at an approximate level of 49.2 cents per capita.

VIII. RECOMMENDED PUBLIC LIBRARY BUILDING FOR EDISON

Normally a public library building, being a major capital expenditure for a community, would be planned to meet the needs of that community for a foreseeable twenty to twenty-five year period. For Edison, such a projection would require the erection of a building to meet the needs of a population of 65,000 to 70,000. Such a building for a well used library facility providing the necessary and accustomed services would no doubt require a minimum of 25,000 square feet, possibly as much as 30,000 square feet.

This is so far from the 1500 square feet available in the present rented quarters, and because the community is so new and the library service so meagerly developed, that it appeared impractical for the consultant to prepare a program based on a 65,000 to 70,000 population at this time.

Then too, the community is so large in area, and diffused in its developement, having no one big natural center, and presently no extension function (branch libraries or bookmobile service) except for the very modest school service, that it appears certain to the writer that the development of a high per capita use library facility will take some years of hard work, better budgets, and substantially augmented collections and s

larger library staff some of whom will have professional training.

It makes more sense to the writer, then, to recommend a building that is reasonable and smaller, but nevertheless adequate for 40,000 to 45,000 population in a spread out and diffused community with library patterns that are not yet clearly and extensively developed, and is within the means of the community, with all of its other problems of newness and rapid expansion not yet completely solved.

The writer is suggesting a building that gives certain specific services which will be a considereble advance over that presently available and which, more importantly, probably can be enlarged as needs dictate.

The site recommended is especially advantageous for this purpose as it will permit a building of two floors, one of which will be at sidewalk level, the other basement floor, however, being mostly out of the ground because of the slope of the land away from the street. The building recommended here can be operated as a one-floor library at the outset, with one point of control and easy supervision requiring a minimum of people. The basement area would be unfinished, except for certain essential services such as heating and mechanical plants, etc. An air conditioned building is recommended.

It is expected that the library and its use will develop rapidly and increase as soon as the services are placed in a new building. The basement area then can be developed as needs require.

The following is an analysis of the library's needs listed by function and service and including the number of readers' seats and book capacities for each.

TABLE II. BUILDING REQUIREMENTS TABLE - EDISON TOWNSHIP PUBLIC LIBRARY

Function	Readers' Seats	Book Capacity	Square Feet
Children	32-36	9,000-10,000	1800-2000
Toilets for boys & girls			75-100
Office			100-125
Adults			
Young Adults	12-16	4000-4500	800-900
Reference	44-48	1500-2000	2200-2400
Unbound periodicals (storage)			100
Microfilm and typing booth	4		75-100
Quiet Study	6		150-200
Music	4	1000 records	200-250
Films (Kept in work space supporting control point)			
General Adult Reading	16-20 (½ informal)	7500-9000	1000-1200
Current Periodicals including newspapers	8	150	300-350
Bookstack		40,000-45,000	2500-3000
Public Catalog			100-125
Lobby & Control (does not include vestibule and varies on design of building)			400-500

TABLE II. BUILDING REQUIREMENTS TABLE (continued)

Function	Readers' Seats	Book capacity	Square Feet
Total public reading-connected services	112-128	62,000-71,000	9800-11,350
Averages (estimated)	120	66,500	10,500 I.D.
Public Meeting			
One large area seating at least 150, divided into two smaller areas			1400
Projector & chair storage			100
Total for Public Meeting Area			1500
Office & Work Space			
To support control point		600	300-400
To support adult services		300	200
Librarian & Board		300	300
Toilet & Coat Room			50
Technical Processes		900	300-400
Extension function		1200	250-300
Shipping & Receiving		600	125-150
Total for Office & Work Sp.		3900	1525-1800
Average (estimated		3900	1663
Staff			
Lockers & Toilets (women)			150
Cot Room (women)			50
Toilets & Lockers (men)			100
Staff lunch & recreation			200
Total for staff			500
Storage for equipment, less used books, etc. (minimum desirable)			500

TABLE II. BUILDING REQUIREMENTS TABLE (concluded)

	Square Feet
Public toilets, slop sinks, janitor's closets (one on each floor	200-250
Average	225
Boilers, air conditioning equipment, mechanicals, fans, etc. and janitor's workspace	1000-1200
Average	1100
Bookmobile garage[1]	500
Sum of averages for all functions (estimated)	16,500[2]

[1] Separate garage type structure contiguous to rear of building.

[2] Includes bookmobile garage

To the above 10% to 15% must be added for walls, corridors, vestibules, etc. as required by the architect's design. A maximum and minimum are used in a number of areas to permit the architect to have "room to move around" in the design of the building. The amount of space specified, however, is indicative of that required to perform the function in a reasonably satisfactory manner. When buildings to together well there is some savings in space and cost.

The library building recommended for Edison would, at the outset, be a one story and basement building, the basement being mostly out of the ground as the land on the site recommended

slopes away from the street. Each floor would contain approximately half of the total number of 16,500 square feet required or about 8,250 square feet. The upper floor would be finished to operate as a complete unit; the lower floor would be left unfinished except for the meeting room, staff lunch room, locker and toilet facilities, the public toilets, janitorial work space and the area for heating and mechanical facilities.

The upper floor would, then, serve as the complete library until outgrown, which in the opinion of the writer should be in about five years, if any real program to improve library service is undertaken.

In this one floor operation there would be a common control point for children and adults, as presently exists, where both adult and juvenile borrowers are registered and where all books are charged and returned, etc. The book related services such as the children's reading service, the adult home reading and reference services would be in alcoves or areas for these purposes. A bookstack in the adult area would house the greater part of the expanding public collection.

It is hoped that the meeting room in the basement could be put into use with the opening of the new structure as there is great need for such a facility in the community and it would serve to help acquaint the people of Edison with the resources and services of the library.

The use of space on the main floor of the building would be approximately and generally as follows:

TABLE III. BUILDING REQUIREMENTS TABLE FOR FIRST PERIOD OF OPERATION.

Function	Readers' Seats	Book Capacity	Square Feet
Children	32-36	9000-10,000	1800-2000
Adults (including all facilities and services	60-72 (some informal)	24,000-27,000	4700-5100
Office & Work space (one large area to include all office functions)		1500-1800	700-800
Lobby & Control			400-500
Totals of min-max.	92-108	33,000-37,000	7600-8400
Average	100	35,000	8000

Such a plan as outlined in Table III would include the meeting room, staff facilities, public toilets, and janitorial and heating and mechanical space in the basement. These would probably comprise approximately 3300 square feet of the basement leaving about 4700 square feet left for future development as needed, but using Table II as a general guide.

The beginning plan as indicated in Table III envisions the time when either the adult reference function or the children's function would move to a lower floor. If the children's function were to be moved, provision may need to be made for separate charging and discharging of children's books and registration of the children which would add approximately 200 square feet to the size of the children's room.

Thought also will need to be given to access between

floors for both public and staff, and the availability of either a small elevator or lift adequate to hold a small book truck.

Appended hereto are lists of furniture and equipment to go into the respective areas under Table II. As much of this as can be fitted in should be planned for the period envisioned by Table III. Generally speaking, the children's service will be about the same for both periods as it is needed the most, needed immediately and will be the quickest developed.

The adult services will develop rather more slowly, and it is suggested that little or no effort be put into developing film or music collections until the second stage of the program.

As the library moves into the second stage of development, it must be borne in mind that staffing will need to be increased as service will be needed on a second level of the building with the necessary supervision incident thereto.

X. OTHER CONSIDERATIONS

During and as part of his studies, the writer has come across certain information or arrived at certain conclusions concerning the library's program that, while not a direct part of his study, impinge upon it and should be made known. This is especially true of financial support, staffing, and book funds of the library.

It must be evident to all that a long range program for the improvement of library service must be undertaken. A public library, however, cannot spring full grown for a community the

size of Edison overnight. The following recommendations are made in anticipation of the new building, some to begin with the 1961 budget year:

A. The Book Collection

This must be improved and increased immediately, with emphasis given to the good standard titles for children, young people and adults and improvement of the reference collection. One reason that circulation of only 1½ volumes per capita is achieved is because the collections are so poor. It is recommended that the book fund be increased to $5000.00 per year in 1961, not including binding and periodicals for which an allowance of $1000.00 should be requested. The periodical order should be increased using the Reader's Guide to Periodical Literature as a buying Guide. An increase of $2000 per year should be considered until the budget for books reaches $15,000.

B. The Staff

Needed immediately is a full time professionally trained children's librarian. Such a position should be budgeted for 1961 in the amount of $5000.00 and plans should be made to send a suitable young woman, a college graduate, from the community to the Graduate Library School at Rutgers to secure the training or to engage a qualified person elsewhere. It is quite possible that a work-study arrangement could be worked out with the Library School. If this were done, this sum might not be required in full the first year. In any case, the children's program should be well advanced by the time the

library is moved into its new building.

In succeeding years, an additional clerical and professional staff member should be budgeted for one per year until the staff, service and hours of being open rise to reasonable standards. By the time the proposed building is opened for public use the library should be staffed to be open 9-9 Mondays through Fridays and 9-6 on Saturdays with at least one professional person on duty whenever the building is open. By that time also the staff should be augmented to have a full time professional children's librarian and a second professional adult librarian to work with young adults and to assist Mrs. Crooker, the present librarian, with the general adult advisory services and with reference work. With the new building and expanded service more and more of the time of Mrs. Crooker will be taken with book ordering, general administration and work with the board.

Additional clerical assistance to achieve a total of three full time clerical persons should be planned for in anticipation of the opening of the new building.

C. The Budget

Plans should be made to get the budget on a basis that is much more nearly sufficient and adequate. Even a basis of financial support on a minimum yardstick of 1948 at $1.50 per capita yielding a total budget of approximately $60,000 is certainly far from the 1959 budget of $17,222 or 49.2 cents per capita. Actually, the library budget presently is not increasing adequately to meet the rising cost of salaries, books, and other needed materials, let alone bring

bring about advances in the service.

. Service to Schools

Earlier in this report reference was made to the provision of book collections to six schools in the community. These small libraries vary in size and scope from 2000 volumes of children's and adult books at the Clara Barton School to 150 volumes for children only at the Lincoln School. The purpose of these collections is to provide books for those people, mostly children but some adults, who find difficulty in coming to the main library or who are unable to do so at all.

It is the feeling of the writer that this service should in no case be increased and should as soon as feasible be discontinued for these reasons:

1. None of the collections is adequate for the purpose, being insufficient in size, scope and content to be any more than a gesture of library service.
2. Until the main library reaches a point that it is satisfactorily developed, no funds or books should be diverted to other purposes. There should be one really good library in Edison before there are any outlets or extensions.
3. Generally speaking, the schools should and will be developing their own collections. These will be primarily curriculum-related libraries and bear on the work of the schools. The deposit collections of the public library should not be standing in the way of the schools developing their own libraries to meet their special needs. The

development of school libraries under boards of education is both a national and state trend and recommended by the American Library Association. In some cases, however, school collections are supplemented with books from the public library.

It is true that some form of extension service to reach the various neighborhoods of Edison should be contemplated for future development and this problem is treated in the next section.

E. The Extension Function

This function, referred to briefly above in conjunction with the Service to the Schools, is that service which brings the library into the neighborhoods and to individuals in a community. Broadly speaking, it is usually accomplished in one or more of the following ways:

1. Branch libraries of varying sizes in community owned or rented buildings in the various neighborhoods.
2. Bookmobile, or mobile library service in which a book van goes to the various communities of the library on a regularly scheduled basis, making stops at convenient places such as shopping centers, schools, etc. serving people from the collections of the bookmobile and bringing books requested from the main library.
3. Deposit collections in stores, churches, schools and homes somewhat similar to the present collections in the schools.
4. By mail to individuals on their written or phone order. Such a service is mostly for very rural areas and for

shut-ins, the blind, and persons with handicaps.

Since Edison is large geographically, has no one large natural business center at this time, and it is difficult, especially for children, to get to the main library, a long range program for providing service to the various neighborhoods should be considered. Until the main library itself is adequate, however, any form of library extension activity that saps strength from the main library should be avoided.

Of the various forms of extension service, however, the bookmobile is recommended for Edison in the next stage of library development for several reasons:

1. It gets the greatest use of an investment in mobile equipment, books and staff.
2. It does not require capital expenditures for buildings or long term leases for rented properties and does not tie up funds in duplicate materials and collections -- the same instrument of service going into all neighborhoods.
3. It is useful to develop areas and locations where branches might eventually be provided.
4. It provides service equally in all neighborhoods at the same time.

So that there is no misunderstanding, it should be stated clearly that the bookmobile is not a substitute for branch libraries as no in-building reading or reference work is feasible. Also, the collection is normally not so large or as varied as that of a branch but it does offer good reading service to both children and adults, can bring any

A federation with Metuchen in which that library would specialize in such subjects as art, music and literary subjects while Edison would specialize in science, technology and practical subjects would not only have the advantage of securing greater state aid, but would offer to both communities good collections in subject fields that neither could afford independently.

X. Summary

In summary it is recommended that:

A. The site, consisting of a plot about one acre in size, on Plainfield Avenue and Division Street, near the junior high school and elementary schools, be used.

B. A new building be built on this site that will require two floors of approximately 8000 square feet each, and a bookmobile garage of 500 square feet. Such a building would be so designed that it could be added to later.

C. Services in the new building be developed in a two stage operation, the second to be completed within five years of the first or sooner, and namely:

Stage I.

Main floor of building and public meeting rooms, toilets and mechanical and staff areas in basement completed, occupied and operated.

Stage II.

Balance of building and services developed, completed and operated.

D. Immediate steps be taken to improve the book collections. A budget of $5000 for books alone is recommended for 1961 with subsequent increases until the minimum standard is reached or exceeded.

E. The staff be improved and increased beginning with a professionally trained children's librarian.

F. The budget be improved on a practical basis.

G. Service to the schools be discontinued as soon as feasible.

H. Bookmobile service be studied as a possibility of extension of library facilities to the neighborhoods as soon as the main library is sufficiently developed to back up such a function.

I. Federation (within the meaning of the State Library Law) be considered as soon as the new main library building is erected, staffed, collections developed, etc. with Metuchen and/or other neighboring communities, so that the greatest aid is received and the greatest service made available to the community.

XI. Appreciation

The writer is much indebted to the board of trustees of the library with the special help of Mr. Ruggieri, Superintendent of Schools, and Mr. Tyler, president of the board, gratefully acknowledged. For the very real help of Mrs. Crooker, Librarian, who administers the library and who has provided much useful information, the writer expresses his sincere thanks.

Respectfully submitted,

James E. Bryan

Library Consultant

ADDENDA

A. Comparative table showing population, equalized valuations and library budgets among New Jersey communities in 35,000-40,000 (est.) population range in 1959.

B. List of furniture and equipment for various services and functions, and comments on relationships, one to another.

A. Comparative table showing population, equalized valuation, and library budgets among New Jersey communities in the 35,000-40,000 (est.) population range in 1959.

Township	Population	Equalized Valuation	Library Budget
Edison	35,000	$223,440,000	$ 17,222
Fairlawn	40,000	196,991,000	51,434
Linden	40,565	390,319,000	152,000
Middleton (Monmouth Co.)	38,000	164,790,000	43,477
Orange	40,550	112,050,000	101,000
Teaneck	40,000	257,215,000	149,855

EDISON, N.J. PUBLIC LIBRARY

8. Suggested list of furniture and equipment by service or function and comments on relationships, one to another.

Children

1 double pedestal desk for librarian, swivel chair & arm chair

45 tray catalog case with low leg base and sliding shelf unit

4 sloping top tables with accompanying benches, tables to be paired back to back (for small children to use picture books). Each bench seats two.

2 25" tables with 8-14" chairs

2 27½" tables with 8 16" chairs

3 29½" tables with 12 18" chairs

2 legal size vertical files with dividers, no locks, 16 drawers

2 jumbo files with dividers, no locks, 6 drawers

1 standing bulletin board

1 revolving dictionary stand to go on table

1 magazine rack, small

2 book trucks

2 exhibit cases

1 globe, free standing

Several sections of shelving backed with cork board for exhibits

Wide shelving with dividers for little children's books

Shelving for 9,000-10,000 volumes

Place for hats and coats. Suggest double faced shelving sections with rod for hangers, or single faced shelving with coat hooks, in several areas of room.

8-10 hand hole stools (portable)

Reading rug for small children to sit on floor

Office for Children's Librarian (Must have view of Children's Room)

1 double pedestal desk

1 swivel chair

1 arm chair

1 4 drawer legal size vertical file with dividers

shelving for 300 volumes (2-3 sections)

1 work counter behind desk

Toilets for children (Entrance in view of Children's Libn's desk)

Girls

1 W.C. and 1 sink. Do not put mirror over sink.

Boys

1 urinal, 1 W.C. and 1 sink.

Adults

The Adult Area is one large area with alcoves or sections separated by low shelving, clear glass partitions, or see-through baffles.

Young Adults ('Teen Agers) This area is to serve children above 8th grade or age 13, but would also be used by more able 7th and 8th graders and is the introduction to the adult collection. (Reference work for this age group will be done in the reference area for adults.)

2 29½" 4-place tables with 4 chairs each

8 informal seats

bulletin board

free standing globe

Some sections of shelving to receive exhibits

Young Adults (continued)

1 small book truck

1 double faced display case

1 dictionary stand

Shelving for 4000-4500 volumes

Reference

1 Librarian's desk with swivel chair and arm chair

10 29½" reading tables with 4 chairs each

1 Index table, either standing height with shelving below, or sitting height with shelving above. (If sitting, 4 stools are needed.)

1 Tool book table similar to index table with 4 stools.

6 units 4-drawer legal size vertical files with dividers, no locks, 24 drawers

1 atlas case

1 map case (plan file or flat type)

1 dictionary stand

1 cabinet for microfilm

1 microfilm reader on counter

1 book truck

Shelving for 1500-2000 volumes

Unbound Periodical Storage

This area is for unbound periodicals which are indexed and are used for reference purposes. Should be adjacent to reference area but not visible. May be part of bookstack.

Quiet Study

Alcove of reference area separated by glass partition 7' high

6 individual study tables with chairs

Music

An alcove of general adult area, but does not need to be adjacent to reference area.

1 phonograph table with 2 turn tables set up for earphones.

Shelving with dividers for 1000 records and for music books.

Films

One section of shelving suitable for storage of films should be located in area supporting control point. It is possible that Edison would belong to a film circuit or borrow films for patrons and local groups. Would not be likely to have a film collection of its own for some years.

General Adult Reading

This area serves the browsing function and seating for casual in-building for adults.

3 29½" reading tables with 4 chairs each

8 informal chairs

Shelving on walls or occasional groupings of low and high shelving to accomodate 7500-9000 volumes.

Current Periodicals

1 29½" reading table with 4 chairs

4 informal chairs

Shelving for current issue and one volume of back issues of periodicals (8-10 sections) and one section of newspaper shelving.

Bookstack

Eventually room to accomodate 40,000 to 45,000 volumes is contemplated in a two deck or two floor bookstack.

Bookstack (continued)

In the first part of the program, if the two part schedule is followed, only one deck or section of the stack may be erected with one half of the eventual capacity. Small elevator or book lift should connect all levels of bookstack with all levels of building.

Public Catalog

2 60-tray catalog cases with sliding shelf units

2 high tables used to examine catalog drawers

Lobby and Control

This area is to serve as main point of entrance and control of circulation procedures for whole library. Should lead, if possible, into adult area, children's area, and meeting room area. Should contain charging desk with 24' to 30' exposed surface, some standing height for adults, some sitting height for children. Charging desk to be supported by enclosed office and work space to support this function. Should provide access to adult public toilets, if possible, and serve as waiting space. Can be used for exhibit purposes. Should be able to be kept open for meetings when adult and children's reading areas are closed.

Should have pay telephone.

Public Meeting Area

This area should be able to operate independently when reading-connected library facilities are closed. Will need access to toilet facilities and will occasionally make use of staff lunch room for preparation of refreshments.

Public Meeting Area (continued)

To seat up to 150 persons in area that can be subdivided for satisfactory use by smaller groups.

Walls should be treated to receive exhibits and displays. Electrical installation to permit showing of 16 mm. films, have night lighting circuit, and rheostat dimmed house lighting. Lighting should be so arranged as to permit control by staff projectionist. Some exhibit or cove lighting desirable, including movable spots for floor exhibits. Desirable to have built-in sound system.

150 padded seat and back folding chairs on movable racks
2 90° tables for conference type discussion and head table use.
1 lectern, free standing, separately lighted
1 table-top lectern
1 16 mm. sound film projector on movable stand
3 movable coat racks

Projector and chair storage

Small room adjacent to meeting room will serve this purpose.

Office and Work Areas

The office and work area, except for those supporting children's service, adult reading service and control point are envisioned as one large area with partitions as required. It is helpful to have it adjacent to staff facilities. In two floor buildings it is possible to have two office and work areas, the

first on the main floor consisting of that to support control point, children's services and adult services, and on the second level to group all other functions including librarian and board, technical processes, extension, and shipping and receiving.

1. To support control point.

   Should be adjacent to control desk and should have adequate free space for storing of book trucks, either loaded or unloaded.

   Long work counter 10'-12' with sink and 3 swivel chairs

   1 double pedestal desk with swivel chair

   1 single pedestal desk with swivel chair

   1 4 drawer legal size vertical file unit without locks

   1 30 drawer catalog case

   1 small safe (either floor or wall safe)

   Shelving for books, films, phonograph records (6-8 sections of shelving minimum)

2. To support adult services.

   2 double pedestal desks with swivel chairs

   2 arm chairs

   2 units 4 drawer legal size vertical files

   1 work counter

   Shelving for 300 volumes (3 sections)

   1 typing table (movable)

3. Librarian and board

   1 double pedestal desk

   1 swivel chair

3. Librarian and board (continued)

1 90° board and conference table

8 arm chairs

2 4 drawer legal size vertical files with dividers and locks

1 work counter behind desk

Shelving for 300 volumes (about 3 sections)

A small toilet (1 W.C. and 1 sink) and small coat closet should be adjacent to board and director's office.

4. Technical processes

This is an area where books are ordered, classified, catalogued and processed. It can be combined with the Extension Function office and the Shipping and Receiving work area to form one large work area if other relationships work out satisfactorily.

2 double pedestal desks with swivel chairs

2 typewriter stands

1 mimeograph or dictating machine

1 15' work counter with sink at the end and cupboards above

2 swivel chairs for counter

1 60 tray catalog case with sliding shelf units

2 book trucks

1 5'x6' stock closet or equal space in stock cabinets

1 4 drawer legal size vertical file with dividers

Shelving for 900 volumes (6-7 sections)

5. Extension function

1 double pedestal desk with swivel chair

1 arm chair

1 6'-9' work counter

Shelving for 1200 volumes (about 10 sections)

6. Shipping and Receiving

1 6'-9' work counter

6 foot section of bins 8' high, each bin approximately 3' wide, 24" high, 18" deep

1 swivel chair

Shelving for 600 volumes (4-5 sections)

If Technical Processes, Extension, and Shipping and receiving cannot be grouped together, effort should be made to group latter two which should be located conveneintly to bookmobile garage.

Staff

Lockers and toilets (women)

Locker room leading into toilets

Lockers (18"x18") for 10 staff members

Toilet area with 2 W.C.s, 2 sinks, 1 large mirror away from sinks with counter below and stools or bench

Lockers and toilets (men)

One area with space for 4 18"x18" lockers, 1 urinal, 1 W.C., 1 sink

Cot room

Small area holding one cot and one bed table

Lunch and recreation room

1 dinette table with folding leaves

6 chairs for table

2 easy chairs

1 studio couch with end tables

dish lockers or cupboards

1 kitchenette unit with sink, 4 burner stove & refrigerator

Storage for less used equipment, books, etc.

This area can be the least valuable from a location point of view, does not need to be finished off, should have cement floor and some general illumination.

Public Toilets, slop sinks, janitor's closets, etc.

Public toilets to meet local code requirements for persons in library and meeting room. Suggest following as minimum:

Women

3 W.C.s, 3 sinks, mirrors away from sinks with shelf underneath. Drinking fountain or paper cups.

Men

2 urinals, 2 W.C.s, 2 sinks, mirrors away from sinks with shelf underneath. Drinking fountain or paper cups.

There should be one slop sink or janitor's closet on each floor of the building.

Boilers, air conditioning equipment, mechanicals, fans, etc. and janitor's work space.

The Actual size of this area must be determined by architects and engineers.

The janitor's work space can be fitted into this general area but provision should be made for a good work bench with electrical outlets for power tools, storage for mops, brushes, buffers, waxers, etc. and a locked closet for supplies.

Bookmobile

Because of its special requirements the bookmobile garage and loading and unloading area should be a separate wing of the building. It should be approximately 35'x13' with a loading dock on one side 3' to 4' wide at height of main floor of bookmobile. Bookmobiles are side loaders and dock should be so located that right hand side of bookmobile meets dock. Tunnel type garage is desirable so that backing is unnecessary.

The bookmobile garage should be planned to be adjacent to the extension office.

RESOLUTION

Whereas: The Board of Trustees of the Free Public Library have received Architect's Certificate of Payment and Statement of Account from John MacWilliam, Architect, Certificate #4 in the amount of $1,350.00 for services rendered by the Neal B. Hansen, 55 Jonesdale Avenue, Metuchen, New Jersey and -

Whereas: The said Neal B. Hansen are in receipt of signed contract for the construction of the Free Public Library Building on Plainfield Avenue, Edison, New Jersey and -

Whereas said Certificate #4 is in order for the sum of $1,350.00

Now be it resolved by the Board of Trustees of the Free Public Library of Edison that this certificate with a duly signed Township of Edison voucher in the sum of $1,350.00 be transmitted to the Director of Finance of the Township of Edison and -

Be it further resolved that the Director of Finance be and is hereby instructed to pay said Certificate #4 in the amount of $1,350.00 to Neal B. Hansen, 55 Jonesdale Avenue, Metuchen, New Jersey from funds authorized and raised by ordinance dated June 13, 1962.

JOHN MacWILLIAM

ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY, LIBERTY 8-3131

ARCHITECT'S CERTIFICATE OF PAYMENT AND STATEMENT OF ACCOUNT

Date of Issuance FEBRUARY 4, 1964 **Certificate No.** 4

THIS IS TO CERTIFY THAT in accordance with the terms of a contract executed the 17 day of MAY 19 63

NEAL B. HANSEN, 55 JONESDALE AVE., METUCHEN, N.J. CONTRACTOR

THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J. OWNER for

ELECTRIC WORK for the FREE PUBLIC LIBRARY OF EDISON

Located at EDISON TOWNSHIP, N.J.

There will be due and payable from the OWNER to the CONTRACTOR upon the presentation of this certificate the sum of

ONE THOUSAND THREE HUNDRED FIFTY AND 00/100 DOLLARS ($ 1,350.00)

The Status of Account under the above contract is as follows:

Original Contract Sum	$ 17,996.00
Additions to Date hereof	$ none
Original Sum plus Additions	$ 17,996.00
Deductions to Date hereof	$ none
CONTRACT SUM AT DATE HEREOF	$ 17,996.00
Amount of this Requisition $ 1,350.00	
Previously Certified $ 12,755.70	
Total Certified to Date	$ 14,105.70
Leaving not yet Certified	$ 3,890.30

JOHN MacWILLIAM, ARCHITECT

BY John MacWilliam

2-4-1964

The Contractor having examined the above statement of account finds it correct and acknowledges receipt upon the ..... day of ..... 19..... of amount certified. This certificate is not negotiable. It is payable only to payee named in it. Its issuance, payment and acceptance are without prejudice to any rights of the OWNER or CONTRACTOR under their contract.

COPY FOR ~~[illegible]~~ Owner

SIGNATURE OF CONTRACTOR

JOHN MacWILLIAM

ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY. LIBERTY 8-3131

Application for payment
(Submit 3 Copies)

SCHEDULE OF VALUES AND MONTHLY REQUISITION

Date Submitted February 1, 1964

JOB Free Public Library of Edison Township

LOCATION Plainfield Ave. & Division St.

REQUEST FOR PAYMENT No. 4 IN THE AMOUNT OF $ 1,350.00

FOR PERIOD FROM Jan. 1, 1964 TO Jan. 31, 1964

SUBMITTED BY Neal B. Hansen, Electrical Contractor

CONTRACTOR under contract with Edison Township

OWNER in the amount of $ 17,996.00

NO. AND NAME OF ITEM FROM APPROVED SCHEDULE OF VALUES	ORIGINAL CONTRACT SUM	PREVIOUS AMOUNT APPROVED	PRESENT AMOUNT REQUIS.	TOTAL ALLOWED TO DATE	BALANCE TO FINISH	% COMPLTD TO DATE
Temp Service	100.	100.	-	100.	-	100%
Main Elec. Service	2000.	2000.	-	2000.	-	100%
Telephone Service	250.	250.	-	250.	-	100%
Power&Light panels	3000.	3000.	-	3000.	-	100%
Rough wire, 1st fl.	3000.	3000.	-	3000.	-	100%
Rough wire, basement	2000.	2000.	-	2000.	-	100%
Clock wiring	250.	125.	-	125.	125.	50%
Burner & Air Cond.	1000.	500.	500.	1000.	-	100%
Final wire, 1st fl.	1000.	500.	500.	1000.	-	100%
Final wire, basement	1000.	500.	500.	1000.	-	100%
Lighting fixtures	4396.	2198.	-	2198.	2198.	50%

JOHN MacWILLIAM

ARCHITECT

495 MAIN STREET METUCHEN, NEW JERSEY. LIBERTY 8-3131

Application for payment

NO. AND NAME OF ITEM FROM APPROVED SCHEDULE OF VALUES	ORIGINAL CONTRACT SUM	PREVIOUS AMOUNT APPROVED	PRESENT AMOUNT REQUIS.	TOTAL ALLOWED TO DATE	BALANCE TO FINISH	% COMPLTD TO DATE
Totals	17,996.	14,173.	1,500.	15,673.	2,323.	
Less 10% Reserve		[illegible]	150.	1,567.30	1,567.30	
Balance		[illegible]	1,350.	14,105.70	3,890.30	
Less Previous Payments		12,755.70		12,755.70		
Amount Due this Requisition			1,350.	1,350.		

RESOLUTION

Whereas: The Board of Trustees of the Free Public Library have received Architect's Certificate of Payment and Statement of Account from John MacWilliam, Architect, Certificate # 9 in the amount of $12,391.30 for services rendered by the Lanfrit Construction Co., P.O.B. 750, New Brunswick, N.J. and -

Whereas: The said Lanfrit Construction Co., Inc. are in receipt of signed contract for the construction of the Free Public Library Building on Plainfield Avenue, Edison, New Jersey and -

Whereas: said Certificate #9 is in order for the sum of $12,391.30.

Now be it resolved by the Board of Trustees of the Free Public Library of Edison that this certificate with a duly signed Township of Edison voucher in the sum of $12,391.30 be transmitted to the Director of Finance of the Township of Edison and -

Be it further resolved that the Director of Finance be and is hereby instructed to pay said Certificate #9 in the amount of $12,391.30 to Lanfrit Construction Co., Inc., P.O.B. 750, New Brunswick, New Jersey from funds authorized and raised by ordinance dated June 13, 1962.

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY, LIBERTY 8-3131

ARCHITECT'S CERTIFICATE OF PAYMENT AND STATEMENT OF ACCOUNT

Date of Issuance APRIL 21, 1964 **Certificate No.** 9

THIS IS TO CERTIFY THAT in accordance with the terms of a contract executed the 17

day of MAY 19 63

THE LANFRIT CONSTRUCTION CO., INC., P.O.B. 750, NEW BRUNSWICK, N.J. CONTRACTOR

THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J. OWNER for

GENERAL WORK for the FREE PUBLIC LIBRARY OF EDISON

Located at EDISON TOWNSHIP, N.J.

There will be due and payable from the OWNER to the CONTRACTOR upon the presentation of this certificate the sum of

TWELVE THOUSAND THREE HUNDRED NINETY ONE AND 30/100 DOLLARS ($ 12,391.30)

The Status of Account under the above contract is as follows:

Original Contract Sum		$ 105,293.00
Additions to Date hereof	CHANGE ORDER #1	$ 431.00
Original Sum plus Additions		$ 105,724.00
Deductions to Date hereof		$ none
CONTRACT SUM AT DATE HEREOF		$ 105,724.00
Amount of this Requisition	$ 12,391.30	
Previously Certified	$ 93,332.70	
Total Certified to Date		$ 105,724.00
Leaving not yet Certified		$ none

JOHN MacWILLIAM, ARCHITECT

BY John MacWilliam

4-21-1964

The Contractor having examined the above statement of account finds it correct and acknowledges receipt upon the ..... day of ..... 19..... of amount certified. This certificate is not negotiable. It is payable only to payee named in it. Its issuance, payment and acceptance are without prejudice to any rights of the OWNER or CONTRACTOR under their contract.

COPY FOR OWNER

SIGNATURE OF CONTRACTOR

JOHN MacWILLIAM

ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY. LIBERTY 8-3131

Application for payment
(Submit 3 Copies)

SCHEDULE OF VALUES AND MONTHLY REQUISITION

Date Submitted **March 31, 1964**

JOB **Free Public Library of Edison Township**

LOCATION **Edison, New Jersey**

REQUEST FOR PAYMENT No. **9** IN THE AMOUNT OF **$12,391.30**

FOR PERIOD FROM **March 1, 1964** TO **March 31, 1964**

SUBMITTED BY **The Lanfrit Construction Co., Inc., P.O.Box 750, New Brunswick, N. J.**

General CONTRACTOR under contract with **Board of Trustees of the Free Public Library in Edison, New Jersey** OWNER in the amount of **$105,724.00**

NO. AND NAME OF ITEM FROM APPROVED SCHEDULE OF VALUES	ORIGINAL CONTRACT SUM	PREVIOUS AMOUNT APPROVED	PRESENT AMOUNT REQUIS.	TOTAL ALLOWED TO DATE	BALANCE TO FINISH	% COMPLTD TO DATE
1. Site Preparation-Excavation-Grading	$ 5,500.00	$ 4,750.00	$ 750.00	$ 5,500.00	$ None	100%
2. Roadways and Paving Areas	Omitted					
3. Concrete Work and Cement Finishes	24,000.00	24,000.00	None	24,000.00	"	100%
4. Masonry	16,500.00	16,500.00	"	16,500.00	"	100%
5. Stone Work	11,500.00	11,500.00	"	11,500.00	"	100%
6. Caulking	275.00	275.00	"	275.00	"	100%
7. Dampproofing	300.00	300.00	"	300.00	"	100%
8. Waterproofing	1,000.00	1,000.00	"	1,000.00	"	100%
9. Roofing and Sheet Metal Work	4,000.00	4,000.00	"	4,000.00	"	100%
10. Hollow Metal Work	1,225.00	1,225.00	"	1,225.00	"	100%
11. Carpentry,Rough, Finish	4,100.00	4,100.00	"	4,100.00	"	100%
12. Finish Hardware	1,500.00	660.00	840.00	1,500.00	"	100%
13. Aluminum Entrances and Windows	5,500.00	5,500.00	"	5,500.00	"	100%

JOHN MacWILLIAM

ARCHITECT

495 MAIN STREET METUCHEN, NEW JERSEY. LIBERTY 8-3131

Application for payment

NO. AND NAME OF ITEM FROM APPROVED SCHEDULE OF VALUES	ORIGINAL CONTRACT SUM	PREVIOUS AMOUNT APPROVED	PRESENT AMOUNT REQUIS.	TOTAL ALLOWED TO DATE	BALANCE TO FINISH	% COMPLTD TO DATE
14. Ceramic Tile	$ 550.00	$ 550.00	$ None	$ 550.00	None	100%
15. Terrazzo	1,250.00	1,250.00	"	1,250.00	"	100%
16. Lathing & Plastering	1,950.00	1,950.00	"	1,950.00	"	100%
17. Glass and Glazing	6,500.00	6,500.00	"	6,500.00	"	100%
18. Resilient Floors, Base	2,250.00	2,250.00	"	2,250.00	"	100%
19. Accoustical Ceilings	4,250.00	4,250.00	"	4,250.00	"	100%
20. Toilet Compt. - Screens	Omitted					
21. Toilet Accessories	125.00	125.00	"	125.00	"	100%
22. Painting and Finishing	3,250.00	3,250.00	"	3,250.00	"	100%
23. Miscellaneous Specialties:						
a.Fire Extinguishers	125.00	125.00	"	125.00	"	100%
b.Aluminum Overhead Dr.	350.00	350.00	"	350.00	"	100%
c.Construction sign	150.00	150.00	"	150.00	"	100%
d.Aluminum Letters	500.00	500.00	"	500.00	"	100%
e.Steel Forms Concrete Floor	3,600.00	3,600.00	"	3,600.00	"	100%
f.Steel Roof Deck	3,268.00	3,268.00	"	3,268.00	"	100%
g.Dumbwaiter (Prep. for future install.)	1,775.00	1,775.00	"	1,775.00	"	100%
Change Order No. 1	431.00	None	431.00	431.00	"	100%
Totals	$105,724.00	$103,703.00	$ 2,021.00	$105,724.00	None	100%
Less 10% Reserve			10,370.30			
Balance			12,391.30	$105,724.00		
Less Previous Payments				93,332.70		
Amount Due this Requisition			$12,391.30	$ 12,391.30		

RESOLUTION

Whereas: The Board of Trustees of the Free Public Library have received Architect's Certificate of Payment and Statement of Account from John MacWilliam, Architect, Certificate #7 in the amount of $3,960.00 for services rendered by the Lanfrit Construction Co., Inc., P.O.B. 750, New Brunswick, New Jersey and -

Whereas: The said Lanfrit Construction Co., Inc. are in receipt of signed contract for the construction of the Free Public Library Building on Plainfield Avenue, Edison, New Jersey and -

Whereas said Certificate #7 is in order for the sum of $3,960.00.

Now be it resolved by the Board of Trustees of the Free Public Library of Edison that this certificate with a duly signed Township of Edison voucher in the sum of $3,960.00 be transmitted to the Director of Finance of the Township of Edison and -

Be it further resolved that the Director of Finance be and is hereby instructed to pay said Certificate #7 in the amount of $3,960.00 to Lanfrit Construction Co., Inc., P.O.B. 750, New Brunswick, New Jersey from funds authorized and raised by ordinance dated June 13, 1962.

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY, LIBERTY 8-3131

ARCHITECT'S CERTIFICATE OF PAYMENT AND STATEMENT OF ACCOUNT

Date of Issuance FEBRUARY 4, 1964 **Certificate No.** 7

THIS IS TO CERTIFY THAT in accordance with the terms of a contract executed the 17 day of MAY 19 63

THE LANFRIT CONSTRUCTION CO., INC., P.O.B. 750, NEW BRUNSWICK, N.J. CONTRACTOR

THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J. OWNER for

GENERAL WORK for the FREE PUBLIC LIBRARY OF EDISON

Located at EDISON TOWNSHIP, N.J.

There will be due and payable from the OWNER to the CONTRACTOR upon the presentation of this certificate the sum of

THREE THOUSAND NINE HUNDRED SIXTY AND 00/100 DOLLARS ($ 3,960.00)

The Status of Account under the above contract is as follows:

Original Contract Sum	$ 105,293.00
Additions to Date hereof	$ none
Original Sum plus Additions	$ 105,293.00
Deductions to Date hereof	$ none
CONTRACT SUM AT DATE HEREOF	$ 105,293.00
Amount of this Requisition $ 3,960.00	
Previously Certified $ 83,297.70	
Total Certified to Date	$ 87,257.70
Leaving not yet Certified	$ 18,035.30

JOHN MacWILLIAM, ARCHITECT

BY John MacWilliam
2-4-1964

The Contractor having examined the above statement of account finds it correct and acknowledges receipt upon the ..... day of ..... 19..... of amount certified. This certificate is not negotiable. It is payable only to payee named in it. Its issuance, payment and acceptance are without prejudice to any rights of the OWNER or CONTRACTOR under their contract.

COPY FOR OWNER

SIGNATURE OF CONTRACTOR

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET, METUCHEN, NEW JERSEY. LIBERTY 6-3131

Application for payment
(Submit 3 Copies)

SCHEDULE OF VALUES AND MONTHLY REQUISITION

Date Submitted **January 31, 1964**

JOB **Free Public Library of Edison Township**

LOCATION **Edison, New Jersey**

REQUEST FOR PAYMENT No. **7** IN THE AMOUNT OF $ **3,960.00**

FOR PERIOD FROM **January 1, 1964** TO **January 31, 1964**

SUBMITTED BY **The Lanfrit Construction Co., Inc., P. O. Box 750, New Brunswick, N. J.**

General CONTRACTOR under contract with **Board of Trustees of the Free Public Library in Edison, N. J.** OWNER in the amount of $ **105,293.00**

	NO. AND NAME OF ITEM FROM APPROVED SCHEDULE OF VALUES	ORIGINAL CONTRACT SUM	PREVIOUS AMOUNT APPROVED	PRESENT AMOUNT REQUIS.	TOTAL ALLOWED TO DATE	BALANCE TO FINISH	% COMPLTD TO DATE
1.	Site Preparation-Excavation-Grading	5,500.00	4,750.00	None	4,750.00	750.00	86.5%
2.	Roadways and Paving Areas	Omitted					
3.	Concrete Work and Cement Finishes	24,000.00	24,000.00	None	24,000.00	None	100%
4.	Masonry	16,500.00	16,500.00	None	16,500.00	"	100%
5.	Stone Work	11,500.00	11,500.00	None	11,500.00	"	100%
6.	Caulking	275.00	275.00	"	275.00	"	100%
7.	Dampproofing	300.00	300.00	"	300.00	"	100%
8.	Waterproofing	1,000.00	1,000.00	"	1,000.00	"	100%
9.	Roofing and Sheet Metal Work	4,000.00	4,000.00	"	4,000.00	"	100%
10.	Hollow Metal Work	1,225.00	1,225.00	"	1,225.00	"	100%
11.	Carpentry - Rough, Finish	4,100.00	3,600.00	500.00	4,100.00	"	100%
12.	Finish Hardware	1,500.00	660.00	None	660.00	840.00	44%
13.	Aluminum Entrances and windows	5,500.00	5,500.00	"	5,500.00	None	100%

JOHN MacWILLIAM

ARCHITECT

495 MAIN STREET METUCHEN, NEW JERSEY. LIBERTY 6-3131

Application for payment

NO. AND NAME OF ITEM FROM APPROVED SCHEDULE OF VALUES	ORIGINAL CONTRACT SUM	PREVIOUS AMOUNT APPROVED	PRESENT AMOUNT REQUIS.	TOTAL ALLOWED TO DATE	BALANCE TO FINISH	% COMPLTD TO DATE
14. Ceramic Tile	$ 550.00	None	550.00	550.00	None	100%
15. Terrazzo	1,250.00	750.00	500.00	1,250.00	"	100%
16. Lathing and Plastering	1,950.00	1,500.00	450.00	1,950.00	"	100%
17. Glass and Glazing	6,500.00	6,000.00	500.00	6,500.00	"	100%
18. Resilient Floors, Base	2,250.00	None	None	None	2,250.00	-
19. Acoustical Ceilings	4,250.00	2,000.00	1,000.00	3,000.00	1,250.00	71%
20. Toilet Compt. - Screens	Omitted					
21. Toilet Accessories	125.00	100.00	25.00	125.00	None	100%
22. Painting and Finishing	3,250.00	None	None	None	3,250.00	-
23. Miscellaneous Specialties:						
a. Fire Extinguishers	125.00	100.00	25.00	125.00	None	100%
b. Aluminum Overhead Dr.	350.00	None	350.00	350.00	"	100%
c. Construction Sign	150.00	150.00	None	150.00	"	100%
d. Aluminum Letters	500.00	None	500.00	500.00	"	100%
e. Steel Forms Concrete Floor	3,600.00	3,600.00	None	3,600.00	"	100%
f. Steel Roof Deck	3,268.00	3,268.00	"	3,268.00	"	100%
g. Dumbwaiter (Prep. for future install.)	1,775.00	1,775.00	"	1,775.00	"	100%
Totals	$105,293.00	$92,553.00	$4,400.00	$96,953.00	$ 8,340.00	
Less 10% Reserve			440.00	9,695.30	9,695.30	
Balance			3,960.00	87,257.70	18,035.30	
Less Previous Payments				83,297.70		
Amount Due this Requisition			$3,960.00	$3,960.00		

RESOLUTION

Whereas: the Board of Trustees of the Free Public Library have received Architect's Certificate of Payment and Statement of Account from John MacWilliam, Architect, Order No. 1476 in the amount of $10,246.22 for services rendered by the John MacWilliam, Architect, 495 Main Street, Metuchen, New Jersey and -

Whereas; The said John MacWilliam, Architect, are in receipt of signed contract for the construction of the Free Public Library Building on Plainfield Avenue, Edison, New Jersey and -

Whereas said Order No. 1476 is in order for the sum of $10,246.22.

Now be it resolved by the Board of Trustees of the Free Public Library of Edison that this certificate with a duly signed Township of Edison voucher in the sum of $10,246.22 be transmitted to the Director of Finance of the Township of Edison and -

Be it further resolved that the Director of Finance be is hereby instructed to pay said Certificate #1, Order No. 1476 in the amount of $10,246.22 to John MacWilliam, Architect, 495 Main Street, Metuchen, New Jersey from funds authorized and raised by ordinance dated June 13, 1962.

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET METUCHEN, NEW JERSEY LIBERTY 8-3131

January 29, 1964

The Board of Trustees
Free Public Library
Edison Township, New Jersey

RE: FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J. - ORDER NO. 1476

For Architectural Services Rendered

3/4 of 7% (Basic Rate) computed upon the
lowest bona fide bids received for all
work designed, engineered and specified.

$195,166.00 @ 5.25% $10,246.22

January 29, 1964 Detail sheet 1

RE: FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J. - ORDER NO. 1476

BASE BIDS - 3/4 of 7%

GENERAL CONSTRUCTION: THE LANFRIT CONSTRUCTION CO., INC.
Base Bid 114,418.00

STEEL & IRON: N. MALTESE & SONS, INC.
Base Bid 21,547.00

PLUMBING: DON PIZZOLATO, INC.
Base Bid 11,638.00

HEAT & VENT: DUTCHER HEATING LTD.
Base Bid 29,567.00

ELECTRIC: NEAL B. HANSEN
Base Bid 17,996.00

$195,166.00 @ 5.25% = $10,246.22

RESOLUTION

Whereas: The Board of Trustees of the Free Public Library have received Architect's Certificate of Payment and Statement of Account from John MacWilliam, Architect, Certificate #5 in the amount of $2,854.80 for services rendered by the Dutcher Heating Ltd., 26 Greenbrook Rd., North Plainfield, New Jersey and -

Whereas: the Said Dutcher Heating Ltd. are in receipt of signed contract for the construction of the Free Public Library Building on Plainfield Avenue, Edison, New Jersey and -

Whereas said Certificate #5 is in order for the sum of $2,854.80.

Now be it resolved by the Board of Trustees of the Free Public Library of Edison that this Certificate with a duly signed Township of Edison voucher in the sum of $2,854.80 be transmitted to the Director of Finance of the Township of Edison and -

Be it further resolved that the Director of Finance be and is hereby instructed to pay said Certificate #5 in the amount of $2,854.80 to Dutcher Heating Ltd., 26 Greenbrook Road, North Plainfield, New Jersey from funds authorized and raised by ordinance dated June 13, 1962.

JOHN MacWILLIAM

ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY. LIBERTY 8-3131

ARCHITECT'S CERTIFICATE OF PAYMENT AND STATEMENT OF ACCOUNT

Date of Issuance FEBRUARY 4, 1964 **Certificate No.** 5

THIS IS TO CERTIFY THAT in accordance with the terms of a contract executed the 17

day of MAY 19 63

DUTCHER HEATING LTD., 26 GREENBROOK RD., NORTH PLAINFIELD, N.J. CONTRACTOR

THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J. OWNER for

HEAT & VENT WORK for the FREE PUBLIC LIBRARY OF EDISON

Located at EDISON TOWNSHIP, N.J.

There will be due and payable from the OWNER to the CONTRACTOR upon the presentation of this certificate the sum of

TWO THOUSAND EIGHT HUNDRED FIFTY FOUR AND 80/100 DOLLARS ($ 2,854.80

The Status of Account under the above contract is as follows:

Original Contract Sum	$ 28,486.00
Additions to Date hereof	$ none
Original Sum plus Additions	$ 28,486.00
Deductions to Date hereof	$ none
CONTRACT SUM AT DATE HEREOF	$ 28,486.00
Amount of this Requisition $ 2,854.80	
Previously Certified $ 20,006.10	
Total Certified to Date	$ 22,860.90
Leaving not yet Certified	$ 5,625.10

JOHN MacWILLIAM, ARCHITECT

BY [signature]

2-4-1964

The Contractor having examined the above statement of account finds it correct and acknowledges receipt upon the ..... day of ..... 19..... of amount certified. This certificate is not negotiable. It is payable only to payee named in it. Its issuance, payment and acceptance are without prejudice to any rights of the OWNER or CONTRACTOR under their contract.

COPY FOR OWNER

SIGNATURE OF CONTRACTOR

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET, METUCHEN, NEW JERSEY. LIBERTY 8-3131

JAN 27 1964

Application for payment
(Submit 3 Copies)

SCHEDULE OF VALUES AND MONTHLY REQUISITION

Date Submitted JANUARY 24, 1964

JOB Free Public Library

LOCATION Edison Township, New Jersey

REQUEST FOR PAYMENT No. 5 IN THE AMOUNT OF $ $2,854.80

FOR PERIOD FROM ..... TO .....

SUBMITTED BY Dutcher Heating Limited, 26 Greenbrook Rd., N.Plainfield, NJ

..... CONTRACTOR under contract with .....

..... OWNER in the amount of $ 28,486.00

NO. AND NAME OF ITEM FROM APPROVED SCHEDULE OF VALUES	ORIGINAL CONTRACT SUM	PREVIOUS AMOUNT APPROVED	PRESENT AMOUNT REQUIS.	TOTAL ALLOWED TO DATE	BALANCE TO FINISH	% COMPLTD TO DATE
1 Boiler,LWCO, CP Electronic Panel, Aquastats, Etc.	1,394.00	1394.00	-0-	1394.00	-0-	
2 B & G Specialties, Thermometer	948.00	790.00	158.00	948.00	-0-	
3 Controls,Starters, Control Boards, Fire Ext., Etc.	1,692.00	1580.00	112.00	1692.00	-0-	
4 Radiation, Expans. Joints, Cabinet Unit Heaters	1,707.00	1707.00	-0-	1707.00	-0-	
5 Blk Steel Pipe, Type "L" Copper, Blk CI Fittings, Copper Fittings, Hangers, Nipples Etc.	1,339.00	1339.00	-0-	1339.00	-0-	
6 Gate Valves, Check Valves, Bal Cocks, Globe Valves, Etc.	612.00	612.00	-0-	612.00	-0-	

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET METUCHEN, NEW JERSEY. LIBERTY 8-3131

Application for payment

NO. AND NAME OF ITEM FROM APPROVED SCHEDULE OF VALUES	ORIGINAL CONTRACT SUM	PREVIOUS AMOUNT APPROVED	PRESENT AMOUNT REQUIS.	TOTAL ALLOWED TO DATE	BALANCE TO FINISH	% COMPLTD TO DATE
7 Duct Work, Louvers Registers, Grilles, Diffusers, Exhaust Fans, Access Doors	6,038.00	4448.00	580.00	5028.00	1010.00	
8 Insulation	2,245.00	-0-	1510.00	1510.00	735.00	
9 AC Unit, Condensing Unit, Creosote Beams, Ref. Gas, Vib Isolators, Etc	5,760.00	5520.00	-0-	5520.00	240.00=	
10 Ref Piping, Ref Fittings, Hangers, Gas, Solder, Etc.	600.00	490.00	110.00	600.00	-0-	
11 Labor, Insurance, Welfare, Taxes, Etc	6,151.00	4349.00	702.00	5051.00	1100.00	
Totals	28,486.00	22229.00	3172.00	25401.00	3085.00	
Less 10% Reserve			317.20	2540.10	2540.10	
Balance				22860.90	5625.10	
Less Previous Payments				20006.10		
Amount Due this Requisition			2854.80	2854.80		

APPROVED

DATED: 2/1/64 BY: Borton

MORRISON, ZIMMER & BORTON
CONSULTING ENGINEERS
2165 MORRIS AVE., UNION, N. J.

RESOLUTION

Whereas: The Board of Trustees of the Free Public Library opened the bids for Blacktop Paving on October 23, 1964 and are awarding the contract to Halecrest Company, Talmadge Road and New Durham Road, Metuchen, New Jersey, the lowest bidder in the amount of $8,510.00 -

Now be it resolved by the Board of Trustees of the Free Public Library of Edison that a duly signed Township of Edison voucher in the sum of $8,510.00 be transmitted to the Director of Finance of the Township of Edison and -

Be it further resolved that the Director of Finance be, and is hereby instructed to pay said amount of $8,510.00 to the Halecrest Company, Talmadge Road and New Durham Road, Metuchen, New Jersey.

Leavenworth H. Tyler, President
Board of Trustees.

Isabelle W. Crooker, Librarian

COPY FOR: BOARD OF TRUSTEES

CERTIFICATE OF INSURANCE

This is to Certify that the following policies have been issued by the Continental Casualty Company and are in force at the date indicated below.

Name of Insured N. Maltese & Sons
P. O. Address of Insured Post Office Box No. 63 - North Brunswick - New Jersey

In the event of any material change in or cancellation of said policies the Continental Casualty Company will make all reasonable effort to send notice of such change or cancellation to the certificate holder at the address shown herein, but the Continental Casualty Company assumes no responsibility for any mistake or for failure to give such notice. Nothing herein contained shall be considered as in any wise modifying any provision of said policies.

Dated at Summit - New Jersey this 24th day of May 1963

To

BOARD OF TRUSTEES
FREE PUBLIC LIBRARY
EDISON - NEW JERSEY

CONTINENTAL CASUALTY COMPANY,

SHORT HILLS AGENCY, INC.

By

Authorized Agent

WORKMEN'S COMPENSATION

Policy No._____; Effective Date_____ Expiration Date_____

Limits: Workmen's Compensation $ Statutory; Occupational Disease $_____; Employer's Liability $_____

Description and Location of Operations or Work Covered

Comprehensive PUBLIC LIABILITY (Other than Automobile)

Policy No. ARL-5980353 ; Effective Date October 15th, 1962 Expiration Date October 15th, 1963

Limits of Liability B.I. $ 100,000 each person; $300,000 each accident; $ 300,000 aggregate
P.D. $100,000 each accident; $ 300,000 aggregate

Description and Location of Operations or Work Covered

AUTOMOBILE LIABILITY

Policy No._____; Effective Date_____ Expiration Date_____

Limits of Liability B.I. $ each person; $ each accident
P.D. $ each accident; Medical Payments $ each person

Description of Automobiles Covered

FIDELITY, BURGLARY, PLATE GLASS, INLAND MARINE

Policy No._____; Effective Date_____ Expiration Date_____

Limits

Special conditions, if any

John Mac Willi[illegible]

RECEIVED
MAY 28 1963

Certificate of Insurance
M-2343 D Printed in U.S.A. 5/2/58

COPY FOR: BOARD OF TRUSTEES

CERTIFICATE OF INSURANCE

NEW JERSEY MANUFACTURERS CASUALTY INSURANCE COMPANY

363 West State Street, Trenton 8, New Jersey

Hereby certifies that it has issued its standard policies of insurance as described below, to

Insured

N Maltese & Sons Inc (X)
12th St & Codwise Ave
North Brunswick
New Jersey

applicable to the following operations of the Insured Iron or Steel Erection-Iron Works-shop-Concrete Construction-Masonry

and all other operations performed by the Insured in connection with the following described

Project Work performed in connection with steel and iron work at Free Public Library Edison Township New Jersey

WORKMEN'S COMPENSATION

Policy No. W/292506 Effective: 9/1/62 Expiring: 9/1/63

This policy insures the obligations imposed upon the Insured by the provisions of the Workmen's Compensation Laws of New Jersey.

BODILY INJURY LIABILITY and/or PROPERTY DAMAGE LIABILITY

Policy No. _____ Expiring: _____

TYPE OF COVERAGE		LIMITS	EFFECTIVE
Liability of Insured for his own operations	Bodily Injury	$ one person $ one accident	
	Property Damage	$ one accident $ aggregate	
Liability of Insured for operations of independent contractors (Protective)	Bodily Injury	$ one person $ one accident	
	Property Damage	$ one accident $ aggregate	

The Company agrees that if the said policies are cancelled or changed in such manner as to affect this certificate, the Company will notify that party named below to whom this certificate is addressed of any such change or cancellation ten (10) days in ADVANCE of date of such cancellation or material change becomes effective.

The issuance of this Certificate imposes no liability on the Company beyond that provided by the terms, conditions and exclusions of such policies as are described above by policy number, effective and expiration dates, and, with respect to liability policies, by specific limits for each coverage provided.

Board of Trustees
Free Public Library
Edison Township
New Jersey

John C. Williams, Architect
RECEIVED
MAY 28 1963

NEW JERSEY MANUFACTURERS CASUALTY INSURANCE COMPANY

Dated: 5/20/63
hks

E H Lake
Underwriter

WC-22--11-62

COPY FOR: BOARD OF TRUSTEES

THE AMERICAN INSURANCE COMPANY • AMERICAN AUTOMOBILE INSURANCE COMPANY • ASSOCIATED INDEMNITY CORPORATION

CERTIFICATE OF INSURANCE

CERTIFICATE ISSUED TO: **Board of Trustees of the Free Public Library, Edison, N.J.**

ADDRESS: **Division St. & Plainfield Ave., Edison, N.J.**

THIS IS TO CERTIFY THAT THE FOLLOWING POLICY, SUBJECT TO ITS TERMS, CONDITIONS AND EXCLUSIONS, HAS BEEN ISSUED BY THE COMPANY INDICATED BELOW.

NAME AND ADDRESS OF INSURED: **Neal B. Hansen**
55 Jonesdale Ave., Metuchen, N.J.

INSURANCE IN FORCE

TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	COMPANY	LIMITS OF LIABILITY	
WORKMEN'S COMPENSATION AND EMPLOYERS' LIABILITY	C-293 3333	6/1/62	6/1/63	American Ins. Co.	STATUTORY	
						EACH PERSON
						EACH ACCIDENT
MANUFACTURERS' AND CONTRACTORS' (BODILY INJURY)						EACH PERSON
						EACH ACCIDENT
MANUFACTURERS' AND CONTRACTORS' (PROPERTY DAMAGE)						EACH ACCIDENT
						AGGREGATE
OWNERS' AND CONTRACTORS' PROTECTIVE (BODILY INJURY)						EACH PERSON
						EACH ACCIDENT
OWNERS' AND CONTRACTORS' PROTECTIVE (PROPERTY DAMAGE)						EACH ACCIDENT
						AGGREGATE
COMPREHENSIVE GENERAL (BODILY INJURY)	K-225 0142	6/1/62	6/1/63	American	25,000	EACH PERSON
					100,000	EACH ACCIDENT
						AGGREGATE PRODUCTS
COMPREHENSIVE GENERAL (PROPERTY DAMAGE)					25,000	EACH ACCIDENT
					50,000	AGGREGATE OPERATIONS
					50,000	AGGREGATE PROTECTIVE
						AGGREGATE PRODUCTS
					50,000	AGGREGATE CONTRACTUAL
AUTOMOBILE (BODILY INJURY)						EACH PERSON
						EACH ACCIDENT
AUTOMOBILE (PROPERTY DAMAGE)						EACH ACCIDENT

John Mac William, Architect

RECEIVED MAY 24 1963

DESCRIPTION AND LOCATION OF OPERATIONS AND AUTOMOBILES COVERED

IN THE EVENT OF CANCELLATION OF OR ANY REDUCTION OF LIMITS IN THE INSURANCE AS SHOWN HEREIN THE ISSUING COMPANY WILL GIVE TEN DAYS ADVANCE NOTICE BY MAIL TO THE PARTY TO WHOM THIS CERTIFICATE IS ISSUED AND AT THE ADDRESS STATED HEREIN. THE MAILING OF SUCH NOTICE AS AFORESAID SHALL BE SUFFICIENT PROOF OF NOTICE.

DATE: **May 24, 1963**

BY: **Walter C. Letson** Walter C Letson

99051—7-57

COPY FOR: BOARD OF TRUSTEES

CERTIFICATE OF INSURANCE

NEW JERSEY MANUFACTURERS CASUALTY INSURANCE COMPANY

363 West State Street, Trenton 8, New Jersey

Hereby certifies that it has issued its standard policies of insurance as described below, to

Insured The Lanfrit Construction Co Inc
Talmadge & Commercial Aves
P O Box 750
New Brunswick New Jersey

applicable to the following operations of the Insured Masonry-Carpentry-Iron or Steel Erection-Concrete Construction-Concrete Work-Lathing-Plastering

and all other operations performed by the Insured in connection with the following described

Project Work performed: Division No 1 - General Construction work Free Public Library of Edison Township Corner Plainfield Ave and Division St Edison New Jersey

WORKMEN'S COMPENSATION

Policy No. W/296680 Effective: 1/1/63 Expiring: 1/1/64

This policy insures the obligations imposed upon the Insured by the provisions of the Workmen's Compensation Laws of New Jersey.

BODILY INJURY LIABILITY and/or PROPERTY DAMAGE LIABILITY

Policy No. CP/32320 Expiring: 1/1/64

TYPE OF COVERAGE		LIMITS		EFFECTIVE
Liability of Insured for his own operations	Bodily Injury	$ 100,000	one person	
		$ 300,000	one accident	1/1/63
	Property Damage	$ 50,000	one accident	
		$ 100,000	aggregate	1/1/63
Liability of Insured for operations of independent contractors (Protective)	Bodily Injury	$ 100,000	one person	
		$ 300,000	one accident	1/1/63
	Property Damage	$ 50,000	one accident	
		$ 100,000	aggregate	1/1/63

The Company agrees that if the said policies are cancelled or changed in such manner as to affect this certificate, the Company will notify that party named below to whom this certificate is addressed of any such change or cancellation ten (10) days in ADVANCE of date of such cancellation or material change becomes effective.

The issuance of this Certificate imposes no liability on the Company beyond that provided by the terms, conditions and exclusions of such policies as are described above by policy number, effective and expiration dates, and, with respect to liability policies, by specific limits for each coverage provided.

The Board of Trustees of the
Free Public Library
Edison
New Jersey

John Mac William Architect
MAY 24 1963

NEW JERSEY MANUFACTURERS CASUALTY INSURANCE COMPANY

Dated: 5/16/63
hks

E H Lake
Underwriter

WC-22-11-62

CERTIFICATE OF INSURANCE

COPY FOR: BOARD OF TRUSTEES

Certificate issued to Board of Trustees, Free Public Library

Address Edison, New Jersey

This is to certify that the following policies, subject to their terms, conditions and exclusions, have been issued by this Company:

Name of Insured Don Pizzolato, Inc.

Address 425 Bound Brook Rd., Middlesex, N. J.

Type of Insurance	Policy Number	Effective Date	Expiration Date	Limits of Liability
Manufacturers' or Contractors' Bodily Injury	LP 36835	1/10/63	1/10/64	$100,000 Each Person
				$300,000 Each Accident
Manufacturers' or Contractors' Property Damage	LP 36835	1/10/63	1/10/64	$ 25,000 Each Accident
				$ 50,000 Aggregate
Owners' or Contractors' Protective Bodily Injury				$ Each Person
				$ Each Accident
Owners' or Contractors' Protective Property Damage				$ Each Accident
				$ Aggregate
Comprehensive General Bodily Injury				$ Each Person
				$ Each Accident
				$ Aggregate Products
Comprehensive General Property Damage				$ Each Accident
				$ Aggregate Operations
				$ Aggregate Protective
				$ Aggregate Products
				$ Aggregate Contractual
Automobile Bodily Injury				$ Each Person
				$ Each Accident
Automobile Property Damage				$ Each Accident
				$
Workmen's Comp.	C 36321	1/10/63	1/10/64	Statutory

Description and location of operations and automobiles covered:

SMC Plumbing N.O.C. Code 3434

WC Plumbing N.O.C. Code 5183

John Mac William, Architect

RECEIVED MAY 24 1963

It is the intent of the Company to notify the party to whom this certificate is addressed in the event of any material change in or cancellation of said insurance, but the Company assumes no responsibility to do so.

Firemen's Insurance Company of Newark, N. J.
(Name of Company)

MARGOLIN AGENCY

Date 5/22/63

By Sharon Margolin
(Authorized Representative)

GL 10378

Printed in U.S.A.

INA

Insurance Company of North America

COPY FOR: BOARD OF TRUSTEES

CERTIFICATE OF INSURANCE

This is to Certify to Board of Trustees
Free Public Library
Edison Township, New Jersey

that the following described policy or policies have been issued to

Name and Address of Insured— Dutcher Heating, Ltd.
26 Greenbrook Road
North Plainfield, N.J

covering in accordance with the conditions thereof, at the following location(s): Free Public Library, Edison Township, N.J.

TYPE OF POLICY	X*	POLICY NUMBER	POLICY PERIOD	LIMITS OF LIABILITY
(a) Standard Workmen's Compensation & Employers' Liability				$ Statutory W. C. One Accident and Aggregate Disease
(b) General Liability				
Bodily Injury				
Premises-Operations	x			$ 300,000. Each Person
Elevators	x	CGL	11/1/62	
Independent Contractors	x			$ 500,000. Each Accident
~~Products~~		202234	to	
~~Contractual~~				$ Nil Aggregate-Products
Property Damage			11/1/63	
Premises-Operations	x			$ 100,000. Each Accident
Elevators	x			$ 100,000. Aggregate-Prem. Oper.
Independent Contractors	x			$ 100,000. Aggregate-Protective
~~Products~~				$ Nil Aggregate-Products
~~Contractual~~				$ Nil Aggregate-Contractual
(c) Automobile Liability				
Bodily Injury				
Owned Automobiles				$ Each Person
Hired Automobiles				
Non-owned Automobiles				$ Each Accident
Property Damage				
Owned Automobiles				
Hired Automobiles				$ Each Accident
Non-owned Automobiles				
(d)				

John Mac William,

RECEIVED
MAY 24 1963

*Insurance afforded only for hazards indicated by X.

It is the intention of the company that in the event of cancelation of the policy or policies by the company, ten (10) days' written notice of such cancelation will be sent to you at the address stated above.

INSURANCE COMPANY OF NORTH AMERICA

May 15, 1963

THE ROHRABAUGH COMPANY

Authorized Representative

BY Dorothy Bushby
ATTORNEY

LC-354a 100M (SETS) 1-10-62 PRINTED IN U.S.A.

1. ORIGINAL

COPY FOR: BOARD OF TRUSTEES

Insurance Company of North America

CERTIFICATE OF INSURANCE

This is to Certify to Board of Trustees
Free Public Library
Edison Township, New Jersey

that the following described policy or policies have been issued to

Name and Address of Insured— Dutcher Heating, Ltd.
26 Greenbrook Road
North Plainfield, N.J

covering in accordance with the conditions thereof, at the following location(s): Free Public Library, Edison Township, N.J.

TYPE OF POLICY	X*	POLICY NUMBER	POLICY PERIOD	LIMITS OF LIABILITY	
(a) Standard Workmen's Compensation & Employers' Liability				$	Statutory W. C. One Accident and Aggregate Disease
(b) General Liability					
Bodily Injury					
Premises-Operations	x			$ 300,000.	Each Person
Elevators	x	CGL	11/1/62		
Independent Contractors	x			$ 500,000.	Each Accident
~~Products~~		202234	to		
~~Contractual~~				$ Nil	Aggregate-Products
Property Damage			11/1/63		
Premises-Operations	x			$ 100,000.	Each Accident
Elevators	x			$ 100,000.	Aggregate-Prem. Oper.
Independent Contractors	x			$ 100,000.	Aggregate-Protective
~~Products~~				$ Nil	Aggregate-Products
~~Contractual~~				$ Nil	Aggregate-Contractual
(c) Automobile Liability					
Bodily Injury					
Owned Automobiles				$	Each Person
Hired Automobiles					
Non-owned Automobiles				$	Each Accident
Property Damage					
Owned Automobiles					
Hired Automobiles				$	Each Accident
Non-owned Automobiles					
(d)					

John Mac William,

RECEIVED
MAY 24 1963
[illegible]

*Insurance afforded only for hazards indicated by X.

It is the intention of the company that in the event of cancelation of the policy or policies by the company, ten (10) days' written notice of such cancelation will be sent to you at the address stated above.

INSURANCE COMPANY OF NORTH AMERICA

May 15, 1963

THE ROHRABAUGH COMPANY

Authorized Representative

BY Dorothy Buckley
ATTORNEY

LC-354a 100M (SETS) 1-10-62 PRINTED IN U.S.A.

1. ORIGINAL

CERTIFICATE OF INSURANCE

NEW JERSEY MANUFACTURERS CASUALTY INSURANCE COMPANY

363 West State Street, Trenton 8, New Jersey

Hereby certifies that it has issued its standard policies of insurance as described below, to

Insured: Dutcher Heating, Ltd.
26 Greenbrook Road
North Plainfield, N.J.

COPY FOR: BOARD OF TRUSTEES

applicable to the following operations of the Insured Plumbing, Sheet Metal Work, Oil Burner Installation or Service

and all other operations performed by the Insured in connection with the following described

Project At Premises of Free Public Library, Edison Township, New Jersey

WORKMEN'S COMPENSATION

Policy No. W/289390 Effective: 6/26/62 Expiring: 6/26/63

This policy insures the obligations imposed upon the Insured by the provisions of the Workmen's Compensation Laws of New Jersey.

BODILY INJURY LIABILITY and/or PROPERTY DAMAGE LIABILITY

Policy No. _____ Expiring: _____

TYPE OF COVERAGE		LIMITS	EFFECTIVE
Liability of Insured for his own operations	Bodily Injury	$ one person $ one accident	
	Property Damage	$ one accident $ aggregate	
Liability of Insured for operations of independent contractors (Protective)	Bodily Injury	$ one person $ one accident	
	Property Damage	$ one accident $ aggregate	

The Company agrees that if the said policies are cancelled or changed in such manner as to affect this certificate, the Company will notify that party named below to whom this certificate is addressed of any such change or cancellation ten (10) days in ADVANCE of date of such cancellation or material change becomes effective.

The issuance of this Certificate imposes no liability on the Company beyond that provided by the terms, conditions and exclusions of such policies as are described above by policy number, effective and expiration dates, and, with respect to liability policies, by specific limits for each coverage provided.

Board of Trustees
Free Public Library
Edison Township, N.J.

John Mac William, Architect

REC MAY 24 1963

NEW JERSEY MANUFACTURERS CASUALTY INSURANCE COMPANY

Dated: May 15, 1963

E H Lake
Underwriter

WC-22--11-62

FEDERAL INSURANCE COMPANY

CHUBB & SON INC., *Manager* 90 John Street, New York 38, N. Y.

COPY FOR: BOARD OF TRUSTEES

PERFORMANCE BOND

Bond No. 8014-49-31 **Amount $** 105,293.00

Know all Men by these Presents,

That we, The Lanfrit Construction Company Inc.

(hereinafter called the "Principal"), as Principal, and the FEDERAL INSURANCE COMPANY, of the City of New York, New York, a corporation duly organized under the laws of the State of New Jersey, (hereinafter called the "Surety"), as Surety, are held and firmly bound unto Board of Trustees of the Free Public Library in Edison, N. J.

(hereinafter called the "Obligee"),

in the sum of One Hundred Five Thousand Two Hundred Ninety Three and ----No/100 Dollars ($105,293.00), for the payment of which sum well and truly to be made, we, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal entered into a certain Contract with the Obligee, dated May 17th, , 19 63 for

Division #1- General construction work, Free Public Library of Edison Twp. Corner Plainfield Avenue, and Division Street, Edison, New Jersey.

in accordance with the terms and conditions of said contract, which is hereby referred to and made a part hereof as if fully set forth herein;

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above bounden Principal shall well and truly keep, do and perform each and every, all and singular, the matters and things in said contract set forth and specified to be by said Principal kept, done and performed, at the times and in the manner in said contract specified, or shall pay over, make good and reimburse to the above named Obligee, all loss and damage which said Obligee may sustain by reason of failure or default on the part of said Principal so to do, then this obligation shall be null and void; otherwise shall remain in full force and effect.

Sealed with our seals and dated this 14th day of May, A. D. nineteen hundred and Sixty-Three

THE LANFRIT CONSTRUCTION COMPANY INC. CORPORATE SEAL 1954 NEW JERSEY

THE LANFRIT CONSTRUCTION COMPANY INC.
Principal

ATTEST: Mary C. Lanfrit
Mary C. Lanfrit, Secretary

By John Lanfrit
John Lanfrit, President

This Bond is given in compliance with the requirements ofthe statutes of the State of New Jersey in respects to Bonds of contractors on Public Works, NJSA-2A: 44-143 to 147 and liability hereunder is limited as in said statutes provided.

FEDERAL INSURANCE COMPANY

By Wm. C. Dykeman
Wm. C. Dykeman-Attorney-in-fact

And W. Burton Salisbury
W. Burton Salisbury, Jr. Attorney-in-fact

FEDERAL INSURANCE COMPANY

ANNUAL STATEMENT - December 31, 1962

ASSETS

United States Government Bonds	$ 64,460,679
State and Municipal Bonds	37,187,739
Other Bonds	8,112,661
Preferred and Guaranteed Stocks	5,178,306
Common Stocks	81,545,743
Capital Stock of Vigilant Insurance Company	17,117,237
Capital Stock of Great Northern Insurance Company	5,662,937
Capital Stock (97%) of The Colonial Life Insurance Company of America	7,004,020
TOTAL INVESTMENTS	226,269,322
Cash	8,871,816
Premiums not over 90 days due	5,704,181
Other Assets	5,847,451
TOTAL ADMITTED ASSETS	$246,692,770

LIABILITIES AND SURPLUS TO POLICYHOLDERS

Unearned Premiums	$ 50,978,576
Dividends Payable to Policyholders	119,679
Outstanding Losses and Claims	42,283,220
Dividends Payable to Stockholders	1,398,683
Taxes, Expenses and Other Liabilities	8,085,253
Funds Held under Reinsurance Treaties	5,525,369
Non-Admitted Reinsurance	7,215,476
TOTAL LIABILITIES	115,606,256
Capital Stock	13,986,828
Surplus	65,036,549
Unrealized Appreciation of Investments	52,063,137
SURPLUS TO POLICYHOLDERS	131,086,514
TOTAL	$246,692,770

Investments are valued in accordance with requirements of the National Association of Insurance Commissioners.

Investments valued at $8,701,887 are deposited with government authorities and trustee as required by law.

A CORRECT STATEMENT:

.....

Assistant Secretary or Attorney-in-fact

Certified Copy of

POWER OF ATTORNEY

Know all Men by these Presents. That the FEDERAL INSURANCE COMPANY, 90 John Street, New York, New York, a New Jersey Corporation, has constituted and appointed, and does hereby constitute and appoint

W. B. Salisbury
W. Burton Salisbury, Jr.
Wm. C. Dykeman
of
New Brunswick, New Jersey

each its true and lawful Attorney-in-Fact to execute under such designation in its name and to affix its corporate seal to and deliver for and on its behalf as surety thereon or otherwise, bonds of either of the following classes, to-wit:

1. Bonds on behalf of contractors in connection with bids, proposals or contracts to or with the United States of America, any State or political subdivision thereof or any person, firm or corporation.
2. Surety Bonds to the United States of America or any agency thereof, including those required or permitted under the laws or regulations relating to Customs or Internal Revenue; License and Permit bonds or other indemnity bonds under the laws, ordinances or regulations of any State, City, Town, Village, Board or other body or organization, public or private; bonds to Transportation Companies, Lost Instrument bonds, Lease bonds, Workmen's Compensation bonds, Miscellaneous Surety bonds and bonds on behalf of Notaries Public, Sheriffs, Deputy Sheriffs and similar public officials.
3. Bonds and Undertakings (other than Fiduciary Bonds) filed in any suit, matter or proceeding in any Court, or filed with any Sheriff or Magistrate, for the doing or not doing of anything specified in such Bond or Undertaking, in which the penalty of the bond or undertaking does not exceed the sum of Fifty Thousand Dollars ($50,000.00).

In Witness Whereof, the said FEDERAL INSURANCE COMPANY has, pursuant to its By-Laws, caused these presents to be signed by its Assistant Vice President and Assistant Secretary and its corporate seal to be hereto affixed this 1st day of January 19 62.

FEDERAL INSURANCE COMPANY
By

Frederick C. Gardner
Assistant Vice-President

Daniel F. Randolph
Assistant Secretary

STATE OF NEW YORK }
County of New York } ss.:

On this 1st day of January 19 62, before me personally came Daniel F. Randolph, to me known and by me known to be Assistant Secretary of the FEDERAL INSURANCE COMPANY, the corporation described in and which executed the foregoing Power of Attorney and the said Daniel F. Randolph being by me duly sworn, did depose and say that he resides in the City of New York, in the State of New York; that he is Assistant Secretary of the FEDERAL INSURANCE COMPANY and knows the corporate seal thereof; that the seal affixed to the foregoing Power of Attorney is such corporate seal and was thereto affixed by authority of the By-Laws of said Company and that he signed said Power of Attorney as Assistant Secretary of said Company by like authority; that he is acquainted with Frederick C. Gardner and knows him to be Assistant Vice President of said Company, and that the signature of said Frederick C. Gardner subscribed to said Power of Attorney is in the genuine handwriting of said Frederick C. Gardner and was thereto subscribed by authority of said By-Laws and in deponent's presence.

Acknowledged and Sworn to before me on the date above written.

Notary Public

MARION J. McGRATH
NOTARY PUBLIC, State of New York
No. 24-7837850
Qualified in Kings County
Certificate filed in New York County
Commission Expires March 30, 1962

Form 12202F (Rev. 12-61)

G7673 (15M)

CITY AND COUNTY OF NEW YORK: ss

I, the undersigned, Assistant Secretary of the FEDERAL INSURANCE COMPANY, do hereby certify that the following is a true excerpt from the By-Laws of the said Company as adopted by its Board of Directors on March 11, 1953 and amended September 14, 1959 and that this By-Law is in full force and effect.

"ARTICLE XIX. EXECUTION OF POLICIES, BONDS, ETC.

Section 2. All bonds, undertakings, contracts, powers of attorney and other instruments other than as above for and on behalf of the Company which it is authorized by law or its charter to execute, may and shall be executed in the name and on behalf of the Company either (1) by its President, or a Vice President, or an Assistant Vice President, jointly with its Secretary, or an Assistant Secretary, under their respective designations—except that:

(a) any officer or officers, agent or agents, attorney-in-fact or attorneys-in-fact, designated in any resolution of the Board of Directors or Executive Committee adopted either before or after the making of this By-Law, or in any power of attorney executed as provided for in this section, may execute in the manner prescribed in such resolution or power of attorney or authority any such bond, undertaking or other obligation which he or they shall be empowered to execute by such resolution or power of attorney or authorization;"

And I further certify that I have compared the foregoing copy of the POWER OF ATTORNEY with the original thereof and the same is a correct and true copy of the whole of said original Power of Attorney and that said Power of Attorney has not been revoked.

And I further certify that said FEDERAL INSURANCE COMPANY is duly licensed to transact fidelity and surety business in each of the States of the United States of America, Puerto Rico, and each of the Provinces of the Dominion of Canada with the exception of Prince Edward Island; and is also duly licensed to become sole surety on bonds, undertakings, etc., permitted or required by the laws of the United States.

Given under my hand and seal of said Company at New York, N. Y., this 14th day of May, 1963

George C. Johnson

Assistant Secretary

COPY FOR: BOARD OF TRUSTEES

BOND NO. 46109

America Fore Loyalty Group

Know All Men by These Presents,

That we, the undersigned, DON PIZZOLATO, INC., 425 Bound Brook Road, Middlesex, New Jersey as principal, and FIREMEN'S INSURANCE COMPANY OF NEWARK, NEW JERSEY, a corporation organized and existing under the laws of the State of New Jersey and duly authorized to do business in the State of New Jersey, as surety, are hereby held and firmly bound unto THE BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON, NEW JERSEY in the penal sum of ELEVEN THOUSAND, SIX HUNDRED THIRTY-EIGHT AND 00/100 - - - - - - - - - - - - - ($11,638.00) - - - - - - - - - - dollars, for the payment of which well and truly to be made, we do hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns,

Signed this 17th day of May A.D. nineteen hundred and sixty-three.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH That whereas, the above-named principal did on the 17th day of May 19 63 enter into a contract with THE BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON, NEW JERSEY - Plumbing Work - New Library Building - Order No. 1476.

which said contract is made a part of this bond the same as though set forth herein.

Now, if the above named principal shall well and faithfully do and perform the things agreed by said principal to be done and performed according to the terms of said contract, and shall pay all lawful claims of subcontractors, materialmen, laborers, persons, firms or corporations, for labor performed or materials, provisions, provender or other supplies, or teams, fuels, oils, implements or machinery furnished, used or consumed in the carrying forward, performing or completing of said contract; we agreeing and assenting that this undertaking shall be for the benefit of any subcontractor, materialman, laborer, person, firm or corporation having a just claim, as well as for the obligee herein; then this obligation shall be void, otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

The said surety hereby stipulates and agrees that no modifications, omissions, or additions in or to the terms of the said contract or in or to the plans or specifications therefor shall in anywise affect the obligations of said surety on its bond.

Signed, sealed and delivered in the presence of

DON PIZZOLATO, INC.
Principal.

By: Donald Pizzolato PRES.

FIREMEN'S INSURANCE COMPANY OF NEWARK, NEW JERSEY
Surety.

By Regina C. Sweeney
Regina C. Sweeney - Attorney

Countersigned:

By Aaron Margolin
New Jersey Resident Agent.

CONSTRUCTION CONTRACT BOND
GIVEN PURSUANT TO REVISED STATUTES
2A:44-143 TO 147 OF NEW JERSEY

Bond. 1697A

BOND NO. 46109

America Fore Loyalty Group

Know All Men by These Presents,

That we, the undersigned, DON PIZZOLATO, INC., 425 Bound Brook Road, Middlesex, New Jersey as principal, and FIREMEN'S INSURANCE COMPANY OF NEWARK, NEW JERSEY, a corporation organized and existing under the laws of the State of New Jersey and duly authorized to do business in the State of New Jersey, as surety, are hereby held and firmly bound unto THE BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON, NEW JERSEY in the penal sum of ELEVEN THOUSAND, SIX HUNDRED THIRTY-EIGHT AND 00/100 - - - - - - - - - - - - ($11,638.00) - - - - - - - - - - dollars, for the payment of which well and truly to be made, we do hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns,

Signed this 17th day of May A.D. nineteen hundred and sixty-three.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH That whereas, the above-named principal did on the 17th day of May 19 63 enter into a contract with THE BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON, NEW JERSEY - Plumbing Work - New Library Building - Order No. 1476,

which said contract is made a part of this bond the same as though set forth herein.

Now, if the above named principal shall well and faithfully do and perform the things agreed by said principal to be done and performed according to the terms of said contract, and shall pay all lawful claims of subcontractors, materialmen, laborers, persons, firms or corporations, for labor performed or materials, provisions, provender or other supplies, or teams, fuels, oils, implements or machinery furnished, used or consumed in the carrying forward, performing or completing of said contract; we agreeing and assenting that this undertaking shall be for the benefit of any subcontractor, materialman, laborer, person, firm or corporation having a just claim, as well as for the obligee herein; then this obligation shall be void, otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

The said surety hereby stipulates and agrees that no modifications, omissions, or additions in or to the terms of the said contract or in or to the plans or specifications therefor shall in anywise affect the obligations of said surety on its bond.

Signed, sealed and delivered
in the presence of

DON PIZZOLATO, INC.
Principal.

By: Donald Pizzolato PRES.

FIREMEN'S INSURANCE COMPANY OF NEWARK, NEW JERSEY
Surety.

By Regina C. Sweeney
Regina C. Sweeney - Attorney

Countersigned:

By Aaron Wasserman
New Jersey Resident Agent.

CONSTRUCTION CONTRACT BOND
GIVEN PURSUANT TO REVISED STATUTES
2A:44-143 TO 147 OF NEW JERSEY

Bond. 1697A

STATEMENT

FIREMEN'S INSURANCE COMPANY

OF NEWARK, NEW JERSEY

DECEMBER 31, 1962

ASSETS

Cash	$ 3,459,876	
*Bonds and Stocks	207,493,661	
Interest, Dividends and Rents Accrued	559,177	
Agents' Balances Receivable	12,832,295	
Real Estate	9,396,000	
Mortgage Loans on Real Estate	495,025	
Other Assets	2,777,670	
Total Admitted Assets		$237,013,704

LIABILITIES, CAPITAL & SURPLUS

Reserve for Unearned Premiums	$ 65,168,838	
Reserve for Losses	57,099,061	
Reserve for Taxes and Expenses	2,984,119	
Reserve for Other Liabilities	3,357,045	
Total Liabilities	128,609,063	
Capital	15,000,000	
Contingency Reserve	15,000,000	
Surplus	78,404,641	
Policyholders' Surplus	108,404,641	
Total Liabilities, Capital & Surplus		$237,013,704

*Includes Securities Deposited as Required by Law $9,868,583
Policyholders' Surplus—Market Basis $105,566,692

STATE OF New Jersey }
COUNTY OF Essex } ss.:

Regina C. Sweeney, being duly sworn, deposes and says that he resides in Newark, New Jersey, that he is the attorney of the Firemen's Insurance Company of Newark, New Jersey, the Corporation which is described in and which executed the annexed instrument; that he knows the corporate seal of said corporation, that the seal affixed to the annexed instrument is the corporate seal of the Firemen's Insurance Company of Newark, New Jersey, and was thereto affixed by order and authority of the Board of Directors of the said Company; that he signed his name as attorney of the said Company by like order and authority conferred upon him by a resolution of the Board of Directors of said Company, and that the said resolution is now in full force and effect.

He further deposes and says that the said Company was duly and legally incorporated under the laws of the State of New Jersey; that the said Company has complied with, and is now complying with, the provisions of the Act of Congress approved July 30, 1947, allowing certain corporations to be accepted as surety on bonds; that the said Company is duly licensed to transact business in the State of New Jersey

He further deposes and says that the foregoing financial statement of the Firemen's Insurance Company of Newark, New Jersey to the best of his knowledge and belief is a full, true and correct statement of the financial condition of the said company on the 31st day of December, 1962.

Subscribed and sworn to before me
this 17th day of May, 1963

Regina C. Sweeney — Attorney

NOTARY PUBLIC OF NEW JERSEY
My Commission Expires Mar. 12, 1968

Printed in U.S.A.

Firemen's Insurance Company of Newark, New Jersey

POWER OF ATTORNEY

Know All Men by These Presents, that FIREMEN'S INSURANCE COMPANY OF NEWARK, NEW JERSEY (hereinafter called the Company), a corporation duly organized and existing under the laws of the State of New Jersey, has made, constituted and appointed, and does by these presents make, constitute and appoint Regina C. Sweeney

of Newark and State of New Jersey

its true and lawful Attorney -in-Fact, with full power and authority hereby conferred in its name, place and stead, to sign, execute, acknowledge and deliver any and all bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, provided that this authority shall apply only to the writing of forgery, fidelity or surety bonds and undertakings or other instruments in connection therewith as set forth in the resolution of the Executive Committee hereafter recited, a copy of which is made part hereof, and provided further that the penalty of no one bond shall be in excess of the sum of One Hundred Thousand and no/100 - Dollars ($100,000.00), and to bind the said Company thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the common seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all the acts of the said Attorney -in-Fact pursuant to the power herein given. This power of attorney is made and executed pursuant to the provision of the By-laws of the Company, which provides that the Executive Committee of the Board of Directors "shall have and may exercise all of the powers of the Directors in the management of the business, affairs and property of the Company during intervals between the meetings of Directors"; and pursuant to the following resolution adopted by the said Executive Committee on the 17th day of April, 1959; both said By-law provision and said resolution being now in full force and effect:

"RESOLVED, that the Chairman of the Board of Directors, or the President, or the Executive Vice-President, or any Vice-President, may from time to time appoint Attorneys-in-Fact to represent and act for and on behalf of the Company and execute in the Company's name written Powers of Attorney to such appointees and each may at any time remove any such Attorney-in-Fact and revoke the Power and authority given him; and any Secretary, or any Assistant Secretary, may attest the execution of any such Power of Attorney or the revocation thereof and may attach the seal of the Company to any such Power of Attorney or any such revocation.

Attorneys-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company, any and all bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the Chairman of the Board or by the President, or the Executive Vice-President, or any Vice-President, and sealed and attested by a Secretary or any Assistant Secretary.

Attorneys-in-Fact are hereby authorized to verify any affidavit required to be attached to bonds, recognizances or contracts of indemnity, policies of insurance and all other writings obligatory in the nature thereof, and are also authorized and empowered to certify to a copy of any By-law of the Company, or any resolution of the Board of Directors or of the Executive Committee.

The Powers conferred upon such Attorneys-in-Fact shall apply only to the writing of Forgery, Fidelity or Surety Bonds and undertakings or other instruments in connection therewith.

It is further RESOLVED, that the signatures of such officers and the seal of the Company which may be affixed to any Power of Attorney or any Certificate relating thereto may be facsimile signatures, and any such Power of Attorney or Certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company, and any such Power of Attorney so executed, certified by its facsimile signatures and facsimile seal, shall be valid and binding upon the Company in the future in respect to any bond or undertaking to which it is attached."

IN WITNESS WHEREOF, FIREMEN'S INSURANCE COMPANY OF NEWARK, NEW JERSEY, has caused these presents to be signed by its Vice-President and its corporate seal to be hereto affixed, duly attested by its Secretary, on November 15, 1960.

FIREMEN'S INSURANCE COMPANY OF NEWARK, NEW JERSEY

By Carroll R. Young
Vice-President

Attest John Neuschaefer
Secretary

CITY OF NEW YORK
COUNTY OF NEW YORK } ss:
STATE OF NEW YORK

On November 15, 1960, before me, the undersigned authority personally came John Neuschaefer to me known, who, being by me duly sworn, did depose and say, that he resides in Middletown, New Jersey; that he is the Secretary of FIREMEN'S INSURANCE COMPANY OF NEWARK, NEW JERSEY, the Corporation described in and which executed the above instrument; that he knows the corporate seal of said Corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority given in and by the By-laws of said Corporation, and that he signed his name thereto by like authority; that he is acquainted with Carroll R. Young and knows him to be the Vice-President of the said Corporation; that the signature of the said Carroll R. Young subscribed to the said instrument is in the genuine handwriting of the said Carroll R. Young and was thereto subscribed by authority given in and by the By-laws of said Corporation.

Helen Paliotto
Notary Public

CERTIFICATE

I, A. J. Miller, Secretary of Firemen's Insurance Company of Newark, New Jersey, have compared the foregoing Resolution with the original thereof as recorded in the Minute Book of the said Company, and have compared the foregoing Power of Attorney with the original thereof, and do hereby declare the same are true and correct transcripts therefrom and of the whole of said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the said Company in the City of New York, New York, on May 17, 1963.

A. J. Miller
Secretary

OFFICERS

J. VICTOR HERD.....Chairman of the Board

NICHOLAS DEKKER.....Vice Chairman of the Board

NATHAN H. WENTWORTH.....President

GEOFFREY DAVEY.....Vice President and Secretary

•

OFFICES

HOME OFFICE
80 MAIDEN LANE, NEW YORK 38

WESTERN DEPARTMENT
360 WEST JACKSON BLVD., CHICAGO 6

PACIFIC DEPARTMENT
160 PINE ST., SAN FRANCISCO 11

SOUTHEASTERN DEPARTMENT
161 PEACHTREE ST., N. E., ATLANTA 3

SOUTHWESTERN DEPARTMENT
1810 COMMERCE ST., DALLAS 1

CANADIAN DEPARTMENT
3600 VAN HORNE AVE., MONTREAL 26

BRANCH OFFICES OR AGENCIES IN
ALL PRINCIPAL CITIES

America Fore Loyalty Group

Bond No. 46109

Obligee: The Board of Trustees, Free Public Library, Edison, New Jersey

Principal: Don Pizzolato, Inc.

Amount of Bond: $ 11,638.00

Premium: $ 116.38

Date of Bond: May 17, 19 63

FIREMEN'S INSURANCE COMPANY
OF NEWARK, NEW JERSEY
Issuing Company

America Fore Loyalty Group

Bond. 602A

COPY FOR: BOARD OF TRUSTEES

THE HANOVER INSURANCE COMPANY
NEW YORK, N. Y.

955871

NEW JERSEY STATUTORY PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned DUTCHER HEATING LIMITED as Principal(s) and THE HANOVER INSURANCE COMPANY, a corporation organized and existing under the laws of the State of New York, and duly authorized to do business in the State of New Jersey, as Surety, are held and firmly bound unto BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON TOWNSHIP, NEW JERSEY in the penal sum of TWENTY EIGHT THOUSAND, FOUR HUNDRED EIGHTY SIX AND NO/100 ($ 28,486.00) DOLLARS for the payment of which well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

Signed this 17th day of May, 1963.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above-named Principal did on the 17th day of May, 1963, enter into a contract with THE BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON TOWNSHIP, NEW JERSEY which said contract is made a part of this bond the same as though set forth herein;

NOW, if the said DUTCHER HEATING LIMITED shall well and faithfully do and perform the things agreed by THEM to be done and performed according to the terms of said contract, and shall pay all lawful claims of subcontractors, materialmen, laborers, persons, firms or corporations for labor performed or materials, provisions, provender or other supplies or teams, fuels, oils, implements or machinery furnished, used or consumed in the carrying forward, performing or completing of said contract, we agreeing and assenting that this undertaking shall be for the benefit of any subcontractor, materialman, laborer, person, firm or corporation having a just claim, as well as for the Obligee herein; then this obligation shall be void, otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

The said Surety hereby stipulates and agrees that no modification, omissions or additions in or to the terms of the said contract or in, or to, the plans or specifications therefore shall in any wise affect the obligation of said Surety on its bond.

This bond is given in compliance with the requirements of the statutes of the State of New Jersey in respect to bonds of contractors on public works. Revised Statutes of New Jersey, 1937, sections 2A:44-143-147, and amendments thereof, and liability hereunder is limited as in said statutes provided.

Witness or Attest:

Ann C Antonacci

DUTCHER HEATING LIMITED
Principal

By Thos W Dutcher Jr

THE HANOVER INSURANCE COMPANY

By John J Carlin Jr.
JOHN J. CARLIN JR., Attorney-in-fact

Form 141-0651-B

THE HANOVER INSURANCE COMPANY
NEW YORK, N. Y.

955871

NEW JERSEY STATUTORY PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned DUTCHER HEATING LIMITED as Principal(s) and THE HANOVER INSURANCE COMPANY, a corporation organized and existing under the laws of the State of New York, and duly authorized to do business in the State of New Jersey, as Surety, are held and firmly bound unto BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON TOWNSHIP, NEW JERSEY in the penal sum of TWENTY EIGHT THOUSAND, FOUR HUNDRED EIGHTY SIX AND NO/100 ($ 28,486.00) DOLLARS for the payment of which well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

Signed this 17th day of May, 1963.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above-named Principal did on the 17th day of May, 1963, enter into a contract with THE BOARD OF TRUSTEES, FREE PUBLIC LIBRARY, EDISON TOWNSHIP, NEW JERSEY which said contract is made a part of this bond the same as though set forth herein;

NOW, if the said DUTCHER HEATING LIMITED shall well and faithfully do and perform the things agreed by THEM to be done and performed according to the terms of said contract, and shall pay all lawful claims of subcontractors, materialmen, laborers, persons, firms or corporations for labor performed or materials, provisions, provender or other supplies or teams, fuels, oils, implements or machinery furnished, used or consumed in the carrying forward, performing or completing of said contract, we agreeing and assenting that this undertaking shall be for the benefit of any subcontractor, materialman, laborer, person, firm or corporation having a just claim, as well as for the Obligee herein; then this obligation shall be void, otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

The said Surety hereby stipulates and agrees that no modification, omissions or additions in or to the terms of the said contract or in, or to, the plans or specifications therefore shall in any wise affect the obligation of said Surety on its bond.

This bond is given in compliance with the requirements of the statutes of the State of New Jersey in respect to bonds of contractors on public works. Revised Statutes of New Jersey, 1937, sections 2A:44-143-147, and amendments thereof, and liability hereunder is limited as in said statutes provided.

Witness or Attest:
Ann C Antonacci

DUTCHER HEATING LIMITED
Principal
By Thos. W. Dutcher Jr.

THE HANOVER INSURANCE COMPANY
By John J. Carlin Jr.
JOHN J. CARLIN JR., Attorney-in-fact

Form 141-0651-B

THE HANOVER INSURANCE COMPANY

NEW YORK 38, NEW YORK

FINANCIAL STATEMENT AS OF DECEMBER 31, 1962

ASSETS

Cash in banks and in offices	$ 4,587,792
Bonds and Stocks	130,673,654
Real Estate	2,435,481
Agency balances not over 90 days due	8,092,555
Other Admitted Assets	14,318,967
Total Admitted Assets	$160,108,449

LIABILITIES

Reserve for Unearned Premiums		$ 45,168,182
Reserve for Loss and Loss Expense		53,288,569
Reserve for Taxes		1,745,077
Funds held under reinsurance treaties		4,760,094
Reserve for all other liabilities		4,182,675
Voluntary Reserve	$ 500,000	
Capital Stock $10 par	10,108,300	
Net Surplus	40,355,552	
Policyholders' Surplus		50,963,852
Total		$160,108,449

STATE OF NEW YORK }
COUNTY OF NEW YORK } ss.:

Nelson R. Lyon, Treasurer of The Hanover Insurance Company, being duly sworn, deposes and says that he is the above-described officer of said Company, and certifies that the foregoing statement is a true statement of the condition and affairs of the said Company on December 31, 1962.

NELSON R. LYON
Treasurer

Form 111-0193

Form 111-0127

THE HANOVER INSURANCE COMPANY

New York, New York

POWER OF ATTORNEY

CERTIFIED COPY

KNOW ALL MEN BY THESE PRESENTS: That THE HANOVER INSURANCE COMPANY, a corporation organized and existing under the laws of the State of New York, does hereby constitute and appoint - - -

- - JOHN J. CARLIN, JR. and J. A. LEMMON, JR. - -

of **Newark, New Jersey, and each is** its true and lawful Attorney(s)-in-fact to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed, at any place within the United States, or, if the following line be filled in, only within the area therein designated

any and all bonds, recognizances, undertakings, contracts of indemnity or other writings obligatory in the nature thereof, as follows:

Any such obligations in the United States, in any amount. - - -

- - -
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And said Company hereby ratifies and confirms all and whatsoever said Attorney(s)-in-fact may lawfully do in the premises by virtue of these presents.

This appointment is made under and by authority of the following Resolution passed by the Board of Directors of said Company at a meeting held at the principal office of said Company, a quorum being present and voting, on the Eighth day of June, 1955, which resolution is still in effect:

> **"Resolved, that the President or any Vice President, in conjunction with the Secretary or any Assistant Secretary, be and they are hereby authorized and empowered to appoint Attorneys-in-fact of the Company, in its name and as its acts, to execute and acknowledge for and on its behalf as Surety any and all bonds, recognizances, contracts of indemnity and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected Officers of the Company in their own proper persons."**

IN WITNESS WHEREOF, THE HANOVER INSURANCE COMPANY has caused these presents to be sealed with its corporate seal, duly attested by its Vice President and its Assistant Secretary, this **1st** day of **July** 19 **61.**

THE HANOVER INSURANCE COMPANY

E. J. Cavan
Vice President

J. B. Williams
Assistant Secretary

(SEAL)

THE COMMONWEALTH OF MASSACHUSETTS }
COUNTY OF SUFFOLK } ss.

On this **1st** day of **July** 19 **61**, before me came the above named Vice President and Assistant Secretary of The Hanover Insurance Company, to me personally known to be the individuals and officers described herein, and acknowledged that the seal affixed to the preceding instrument is the corporate seal of The Hanover Insurance Company and that the said corporate seal and their signatures as officers were duly affixed and subscribed to said instrument by the authority and direction of said Corporation.

(SEAL)

Mary E. Browne
Notary Public

My Commission Expires March 12, 1966

I, the undersigned Assistant Secretary of The Hanover Insurance Company, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Company, and do hereby further certify that the said Power of Attorney is still in force and effect.

GIVEN under my hand and the seal of said Company, at New York, New York, this **17th** day of **May** 19 **63.**

Thomas E. Conlon, Jr.
Assistant Secretary

Form 271-1198

BOND

AMOUNT, $.....

TO

.....

DATED **19**



THE HANOVER
INSURANCE COMPANY
HOME OFFICE: 111 JOHN ST., NEW YORK 38

RESOLUTION

Whereas: The Board of Trustees of the Free Public Library of Edison have received the Architect's plans and specifications on the furniture and drapes for the new Edison Library located on Plainfield Avenue and Division Street, Edison, New Jersey, April 17, 1964.

Now be it resolved by the Board of Trustees of the Edison Township Free Public Library of Edison that these plans and specifications be put out to bid.

RESOLUTION

Whereas: The Board of Trustees of the Free Public Library of Edison have inspected and approved the Library Building located on Plainfield Avenue and Division Street, Edison, New Jersey.

Now be it resolved by the Board of Trustees of the Free Public Library of Edison that they accept the Library Building located on Plainfield Avenue and Division Street, Edison, New Jersey from the contractors within the limits of their contracts except the plumbing work in connection with the township well and water system.

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY
LIBERTY 8-3131

MEMORANDUM

DATE: 7-1-1963

TO: Mrs. Isabelle W. Crooker
238 Plainfield Avenue
Edison, N.J.

RE: EDISON LIBRARY ORDER No. 1476

FOR OWNERS FILE

COPY OF LETTER RECEIVED FROM THE LANFRIT CONSTRUCTION CO., INC. DATED 6-24-1963 REGARDING JOB SCHEDULE.

JM/rm

DUTCHER HEATING LIMITED

26 GREENBROOK ROAD
NORTH PLAINFIELD, N. J.
PLainfield 6-8636

Contractors for PLUMBING — STEAM, WATER and POWER PIPING — AIR CONDITIONING

April 2, 1964

Board of Trustees
Edison Public Library
Edison Township, New Jersey

Subject: GUARANTEE

Gentlemen:

All HEATING, VENTILATING and AIR CONDITIONING installed at the above-mentioned Library complies with provisions of codes listed in specifications, and the local enforcing authorities. We guarantee it to be free from defects of materials and workmanship for one (1) year from the above date.

Should any defects occur within the guarantee period, same will be repaired or replaced; together with other work damaged as a consequence of such defects.

We will furnish service work for the Heating, Ventilating and Air Conditioning systems; including adjustments as the installations require, free of charge, for the guarantee period.

Very truly yours,

DUTCHER HEATING LIMITED

Chas. H. Dutcher, Jr.

CHD:aca

BARBER-COLMAN COMPANY

ROCKFORD, ILLINOIS, U. S. A.

AIRCRAFT AND MISSILE PRODUCTS
AIR DISTRIBUTION PRODUCTS
AUTOMATIC CONTROLS
CUTTING TOOLS
ELECTRICAL COMPONENTS

INDUSTRIAL INSTRUMENTS
MACHINE TOOLS
MOLDED PRODUCTS
OVERDOORS AND OPERATORS
SMALL MOTORS
TEXTILE MACHINERY

PHILIP H. WERNER
SALES REPRESENTATIVE
AUTOMATIC CONTROLS
AIR DISTRIBUTION PRODUCTS
SMALL MOTORS
ELECTRICAL COMPONENTS

ADDRESS REPLY TO
359 CLINTON PLACE
NEWARK 12, N. J.
PHONE: WAVERLY 3-9232

April 7, 1964

Dutcher Heating, Limited
26 Greenbrook Road
North Plainfield, New Jersey

Attention: Mr. Charles Dutcher

Subject: Edison Public Library
Electric-Electronic Temperature Controls
Your Order No. 667
Our Record No. 9972

Gentlemen:

We are pleased to notify you that the electric-electronic temperature control system at the above listed building has been checked and calibrated by our service department and left in good working order.

Therefore, we are placing the Barber-Colman electric-electronic temperature control system on a one year free service and equipment guarantee as of April 2, 1964, in accordance with the original job specifications.

Very truly yours,

PHILIP H. WERNER
Sales Representative

Niel Fishman

NF'KKG

John Mac William Architect
APR 9 1964

RESOLUTION

Whereas: Bids were received by the Board of Trustees of the Free Public Library of the Township of Edison on May 29, 1964 for the Draperies for the new Library and -

Whereas: Marshall Murray Interiors, Edison, New Jersey was the lowest of (4) Bids received and -

Now: Therefore be it resolved by the Board of Trustees of the Free Public Library of the Township of Edison that the contract for Draperies be awarded to Marshall Murray Interiors, Edison, New Jersey on their low bid of $1,864.00 of which will be contracted out of the 1964 Budget appropriation.

Leavenworth H. Tyler

Mr. Leavenworth H. Tyler, President
Board of Trustees

Isabelle W. Crooker

Isabelle W. Crooker, Librarian

CARAVAN-BOND
REPRODUCTION

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET. METUCHEN. NEW JERSEY. LIBERTY 8-3131

May 18, 1964

Home News Publishing Company
How Lane
New Brunswick, New Jersey

Gentlemen:

Please insert the enclosed notice to Bidders in your paper on Tuesday, May 19, 1964.

Proof of publication and bill are to be sent to Mrs. Isabelle W. Crooker, Secretary, at 238 Plainfield Avenue, Edison, New Jersey

Very truly yours,

JOHN MacWILLIAM

JM/rm

Enc. 1

c.c. Mrs. Isabelle W. Crooker, Secretary

COPY

ADVERTISEMENT

Separate sealed bids for FURNITURE and DRAPES for the New Library Building located on the corner of Plainfield Avenue and Division Street in Edison, New Jersey will be received by the Board of Trustees of the Free Public Library of Edison Township, Edison, Middlesex County, until 3 P.M. on the afternoon of Friday, May 29, 1964, in the Council Room of the Edison Municipal Building, corner of Plainfield Avenue and Woodbridge Avenue, Edison, New Jersey and then at said place publicly opened and read aloud.

Contract Documents may be examined at the office of John MacWilliam, Architect, 495 Main Street, Metuchen, New Jersey. Copies of bidding documents may be obtained from the Architect on and after Monday, May 18, 1964, upon payment of $25 for each set, which payment will be returned to all bonafide bidders upon the return of the contract documents. Non bidders will be refunded $10. It is a mandatory requirement that contract documents be returned on or before the date of the bid opening.

Each bidder must deposit with his bid, security in the amount of not less than ten (10) per cent of the base bid in the form of cash, certified check or bid bond, and subject to the conditions provided in the Instructions to Bidders. No bidder may withdraw his bid for a period of thirty (30) days after the actual date of the opening thereof.

The successful bidder will be required to furnish a Surety Company Bond in the full amount of the contract price in accordance with the requirements of the statutes of the State of New Jersey in respect to bonds of contractors on public work, NJSA 2A: 44-143 to 147 liability thereunder being limited as in said statutes provided.

BY ORDER OF: THE BOARD OF TRUSTEES
FREE PUBLIC LIBRARY OF EDISON TOWNSHIP
EDISON, NEW JERSEY

BY: ISABELLE W. CROOKER, SECRETARY

January 8, 1964

FURNITURE SPECIFICATIONS

NEW PUBLIC LIBRARY

EDISON, N.J.

LIBRARY FURNITURE
SPECIFICATIONS
CATALOG ALPHA III

SJOSTROM USA

John E. Sjostrom Company, Inc., 1717 North Tenth Street,
Philadelphia-22, Pa.

October 1, 1963

SPECIFICATIONS: "New Life" Library Furniture and Equipment

GENERAL SPECIFICATIONS

BIDDERS QUALIFICATIONS

General . . . bidder shall be or represent a long established, thoroughly experienced, financially responsible concern, regularly engaged in the manufacture of specialized library furniture.

Manufacturer shall stock and maintain a constant inventory of specialized library furniture units and intermembering parts.

Plant Facilities . . . shall be equipped with modern woodworking machinery to insure precision in mass production, operated by thoroughly trained and experienced personnel under qualified supervision.

To insure proper control of lumber, the manufacturer shall have at his plant modern kilns of forced circulation type.

Materials and Methods . . . all material and hardware shall be the best of their kind, as hereinafter described. All construction and fitting shall utilize the best and latest proven cabinet making practices known to the specialized library furniture industry.

BIDDERS RESPONSIBILITY

Product Design . . . since this equipment is to be an integral part of a new and modern library installation, where design and decorative aspects are as important as the quality of materials and construction, the design and styling must be modern and equal esthetically to that specified. The owner reserves the right to reject equipment if the design and styling is not deemed suitable for the purpose for which it is intended.

Each bidder must submit with his bid: cuts, photographs or sketches for each item of furniture listed in these specifications under the "Schedule of Equipment," stating the name and location of factory or factories wherein the furniture will be manufactured and years they have been manufacturing equipment of this character.

DESIGN OF CHAIR OFFERED MUST BE APPROVED BEFORE BID WILL BE ACCEPTED.

It is understood that the illustrations are the property of the bidder, and are loaned only for the purpose of showing that the design, function and construction details of the equipment to be furnished by the bidder are in accordance with this specification.

Construction Samples . . . each bidder shall submit construction samples consisting of card tray, chair, shelving unit, full-size table corner showing top, method of leg attachment, leg ferrule and leveler. Samples to be submitted at time and place requested by owner.

Deviations from Specifications . . . (other than those listed as unacceptable below) shall be indicated by the submission of detailed drawings, together with complete specifications, showing exactly what substitutions the bidder proposes to make. Any intent to substitute shall be clearly called to the owner's attention at the time the bid is submitted, to facilitate comparison with original specifications.

Unacceptable Deviations:

Due to the special purpose and long years of continual hard use to which the equipment will be subjected, the following furniture types are unacceptable under these specifications:

1. Furniture of commercial quality, using ordinary materials, adhesives, construction methods and finishes.

2. A miscellaneous assortment of equipment assembled by dealers and agents will not be considered as meeting requirements of these specifications, as it is mandatory that furniture maintain harmony in design, materials, construction and finish.

3. Chairs not manufactured with steam bent back posts and without leg shoes, when specified, or 1-1/8" diameter cushioned glides on all legs.

4. Free-standing furniture units (tables, magazine racks, atlas cases, etc.) without leg shoes 4" or 5", as specified, and 2" diameter swivel and adjustable glides.

It is of prime importance that equipment be stable in design, and there is complete interchangeability of a maximum number of parts and pieces in the event the library will undergo changes or expansion.

Installations . . . each bidder shall submit with his bid a list of at least ten libraries where he has supplied similar equipment within the last five years.

Warning of Disqualification . . . this specification represents minimum standard to which bidder is required to adhere. Since the manufacture of quality furniture depends to a large extent on the experience, reliability, skill and construction methods of the manufacturer, the owner reserves the right to accept or reject in whole, or in part, any or all bids, and to award the contract to other than the lowest bidder, if, in his opinion, his interest will be better served. The owner reserves the right to be the judge as to the competency of the bidders as defined above. The failure to comply with any of these instructions on the bidder's part shall be sufficient to disqualify his bid.

To Insure Truly Comparative Bidding . . . each bidder must base his proposal on the specifications, without deviation, unless such deviations comply with "Deviations from Specifications," under "Bidder's Responsibility."

SUCCESSFUL BIDDER'S RESPONSIBILITY

Shop Drawings . . . the successful bidder shall furnish to the owner, for correction and approval, shop drawings in duplicate as may be necessary to the proper conduct of the work. The bidder shall then make such corrections as are necessary and resubmit revised prints until a final approval is obtained from the owner.

Guarantee . . . each bidder shall guarantee the entire installation, as represented in his bid, against defect in material or workmanship for a period of one year. The successful bidder further guarantees to replace, without cost to the owner, any and all items that shall become defective within the above time, where the defect is clearly a fault of manufacture, and not of misuse.

Service . . . manufacturer must maintain a service department in the area where installation is located. Name and address of factory-trained representative must be given, to insure immediate service, should this be needed.

MATERIAL

LUMBER . . . All wood to be selected from thoroughly air seasoned stock, having a moisture content of 17 to 20%, then kiln-dried to a moisture content of 5 to 6%, and allowed to cool and temper approximately 30 days before being milled.

Kiln drying to be done at the plant of manufacturer to insure proper moisture control. Lumber grading to be in accordance with grading rules of the National Hardwood Lumber Association.

Exterior surfaces shall be selected Northern Hard Rock Maple, free of imperfections, carefully matched for harmonious color.

When called for on "Equipment Schedule," the finest American Black Walnut, especially selected for its dark even shade, shall be used.

Interiors shall be hardwood; sound throughout, but unselected as to color.

PLYWOOD . . . shall be of water-resisting glue construction, and shall be of thickness and number of plies specified.

Exterior panels shall have face veneers to match adjacent woodwork. To be good one or two sides, as design of specific unit requires.

Face veneers shall be not less than 1/28" in thickness and carefully selected and matched.

Interior panels where used for divisions, inside ends and backs shall be clear and sound.

LINOLEUM . . . Shall have a smooth surface, exceptional flexibility and be of a standard of hardness or resistance to indentation consistent with a satisfactory writing surface. The material shall comprise fine granulated cork, thoroughly mixed with oxidized linseed oil, resins and pigments, pressed on a flexible cloth backing and shall have a thickness of .119, with tolerance plus or minus .005.

FORMICA . . . A high pressure plastic laminate, 1/16" thick, which will not craze or crack and is not harmed by alcohol, fruit acids, boiling water or temperatures up to 275° F. Top layer of this laminate is saturated with Melamine Resin, the bottom layer impregnated with Phenol-Formaldehyde Resin, producing a tough and dimensionally stable covering. A backing sheet of this same material is always to be applied, to prevent the surface covered from warping.

VIDECOR . . . Shall have a smooth surface, exceptional flexibility, be resistant to indentation and provide a resilient writing surface. Composed of polyvinyl chloride resins, alkaline-resisting pigments and with a fiber back. Material shall be dimensionally stable, and have a minimum thickness of .050" gauge. Surface shall be resistant to scratching, fading and staining.

STANDARD COMPRESSED FIBRE . . . Shall be a composition of compressed wood fibres, pressed by a hydraulic pressure into homogeneous sheets. It shall have a tensile strength of 3500 lbs. per square inch, a shearing strength of 4500 lbs. per square inch, a specific gravity of 0.91 and a Rockwell Test of 40-45 using 1/2" ball.

GLASS . . . D.S.A. Glass shall be of the best grade and used for glazing in bookcase doors where called for. Polished plate glass 1/4" thick shall be used in display cases and sliding glass doors in bookcases.

HARDWARE . . . Shall be of a matched modern design, constructed to meet the specialized requirements of functional library equipment. Material to be brass or bronze with a satin chrome finish.

a. Drawer and Cupboard Pulls shall be a rounded bar type design. Pulls shall be secured to drawer head, etc., with machine screws.

b. Hinges shall be 2-1/2 bullet tip tight pin, with wings not less than 1/16" thick. Doors under 4' in height to be fitted with one pair of hinges, over 4' with 1-1/2 pair of hinges.

c. Locks shall be of the heavy-duty cylinder type with 14 tumblers, consisting of two sets of five primary tumblers and one set of four secondary tumblers. Noses of locks to be finished satin chrome to match other hardware. Keys are of non-duplicable style, double bitted with three serratures. Locks for sliding doors to have similar mechanism. Locks for die stock sliding doors to have self-locking hook bolt with strike. Locks for wood sliding doors to have a throw bolt to lock into strike on other door.

d. Leg Ferrules, where shown, shall be of stainless steel, 5" high, except the 264 and 360 style chairs which shall have satin chrome finish ferrules, 3-1/2" high.

When called for on "Equipment Schedule" for items with strate tapered legs, ferrules shall be of cast bronze, 3" high, tapered and shaped to suit legs.

All types to permit use of leg glides.

e. Leg Glides shall be furnished on all tables, leg bases and chairs. For tables and leg bases the glide shall be of brown Bakelite, 2" diameter, with swivel-type stem, having a knurled knob permanently fastened to the stem for ease in adjustment. 1/2" adjustment shall be provided.

All chairs shall have 1-1/8" diameter cushion glides, except the low swivel chairs which have casters.

f. Levelers shall be adjustable, and shall be provided on all desk legs.

g. Elbow Catches shall be of a heavy cast metal design with cast strike plate. Catches shall be provided in convenient position on left hand door of all double-hung doors. Doors 6'6" high on bookcase units shall be equipped with 4" surface bolts with keeper plates at top and bottom.

h. Friction Catches shall be provided on all swinging doors and shall be of rubber roller spring-type.

i. Drawer Stops shall be provided on drawers not equipped with extension slides to prevent accidental removal, and shall be semi-automatic type, cadmium plated, securely fastened to drawer back. Stops to have convenient finger lever for voluntary removal of drawer. No stops required on card trays.

j. Drawer Extension Slides shall be heavy-duty type, furnished where called for, on legal and letter file drawers and drawers equipped with removable card trays.

k. Shelf Standards for adjustable shelves. Shall be aluminum flush recessed type 3/4" wide and shall provide adjustment on 1/2" centers by use of metal clips. The clip slots shall be numbered for ease in aligning clips.

CONSTRUCTION

In general, all technical library equipment must utilize the best cabinet making practices and constructions. Dimensions of stock to be maintained accurately and 3/4" work shall be a minimum thickness, unless otherwise specified. All joints shall be mortised and tenoned, all work securely glued and blocked. Exposed surfaces shall be entirely free from machine marks and evenly sanded for finish. All glue used shall be the best quality water-resistant glue, having the greatest possible resistance to moisture. All table tops, shelving parts, and parts of free-standing items shall be of selected hardwood construction, thickness as specified, assembled into component units by the electronic high frequency edge bonding process.

Cold Soak Test

A section of table top (12" x 12" x 1-1/4" thick) utilizing the electronic edge bonding process, as specified above, and having not less than two joints, shall be submerged in water at room temperature for five hours, dried at 70° to 100° for 20 hours and this procedure repeated. After such test there shall be no signs of the lumber checking or opening of glue joints.

FINISH

All exposed wood surfaces shall be thoroughly hand sanded to remove traces of machine or mill marks before finishing. A transparent wiping stain shall be applied, and when penetration is complete shall be rubbed clean, so that no film of excess stain remains to destroy the adherence of the finish coats. All surfaces shall receive a coat of sealer and exposed surfaces to be sanded before first coat of water white catalytic finishing material is applied. After proper drying time, this coat shall be sanded and recoated. The final coat is left to cure 16 hours, then working surfaces are hand rubbed to a satin smooth finish.

All unexposed surfaces shall receive one seal coat and one final coat.

The resulting finish to have sufficient elasticity to resist atmospheric changes and shall successfully withstand the following tests:

Testing of Finishes

1. Resistance to Moisture
   Pads of ozite saturated with water (at approximately 72°F.) shall be applied for a period of 24 hours and shall cause no permanent discoloration or checking of the film.

2. Resistance to Cleaning Compounds
   A 5% solution of trisodium phosphate shall remain in contact with the finished surface for a period of 12 hours and shall cause no permanent discoloration or softening of the film.

3. Hot and Cold Check Test
   The finish shall be subjected to temperature cycles each of which consists of one hour at 125°F., one hour at room temperature, one hour at 5°F., one hour at room temperature. The minimum is to be 8 cycles without any change in the varnish film.

4. Print Test

Two pieces of cheesecloth shall be laid on the finish and over these is placed a thin felt pad. A five pound weight covering an area of one square inch applied to the pad for three hours shall leave no distortion of the finish.

5. Resistance to Hot Water

Boiling water trickling over the surface at the rate of 250 cc per minute, for a period of 20 minutes, shall leave no permanent discoloration, softening or checking of film surface.

6. Scratch Test

A 1/4" steel ball shall be attached to the end of a steel rod that sets at a 45° angle. A five pound weight is then to be applied to the rod, 2" back of the ball. The ball, with the weight applied, drawn over the surface of the finish, shall cause no peeling or chipping of the film.

7. Humidity Test

The finish shall stand 110° F. and 100% humidity for a period of 72 hours, without any permanent discoloration or softening.

8. Ink Test

A pool of ink, about an inch in diameter, shall be allowed to stand for two hours and then washed off with water. There shall be no discoloration remaining.

9. Alcohol Test

A pool of alcohol (100% proof), about one inch in diameter, shall be allowed to stand until it evaporates. This shall not discolor or soften the surface.

10. Wear Test

A small amount of standard household cleanser shall be applied to a moistened canvas-covered wooden block (4" x 6"), and the block shall be mechanically drawn back and forth over the surface of the finish for 25 strokes. The canvas shall be moistened again and cleanser re-applied, and this procedure repeated for 25 additional strokes, at which time the rubbed area shall not be worn through the finish to the wood.

11. Lipstick Test

After 15 minutes contact, standard lipstick shall be removed by use of commercial furniture cleaner.

12. Cigarette Test

Finish shall not be damaged, nor shall wood be charred, when lit cigarette is snuffed out on it.

SHELVING

Shelving shall be of the concealed bolt type construction, readily assembled without the use of special tools. All intermediate ends, shelves and bottoms shall be of selected hardwood, assembled into component units by the electronic high-frequency edge bonding process, as described in these specifications under "Construction." Tops and finished ends to be of plywood construction, as called for under "Material."

SHELVING PARTS SPECIFICATIONS

Finished End - - - Height and depth as required by 1" thick, with all edges rounded to 1/8" radius. Inside face fitted with recessed aluminum clip strips, permitting shelf adjustment on 1/2" centers. Clip strip shall have alternate slots numbered for aligning clips.

Intermediate Ends - - - Must be minimum 1" thick. To be same as finished end, except to be fitted on both faces with aluminum clip strips, and 1/8" radius on all exposed edges.

Cornice Unit - - - Shall be 35" long x 2-1/2" high with depth as required. Unit to consist of cornice rail assembled into top and two bolting ribs tongued into rail. Joint at cornice rail and top to be flush with exposed edges rounded to 1/8" radius. Cornice unit to be provided with four connector bolts and 1-1/2" angle wall fasteners as required.

Base Unit, Sloped, (Standard) - - - Shall be 35" long by depth as required by 4-3/4" high. Unit shall consist of a removable bottom shelf, sloped 10° to back and mounted on base frame 4" high at front. Shelf shall overhang base frame approximately 2" at front and have exposed edges rounded to an 1/8" radius and corners rounded to 1" radius. Shelf shall have a full length cork-retaining strip 2" wide, partially inlaid in top face. Base unit to be provided with four connector bolts.

Base Unit, Flat - - - (Furnished where specified, and with glazed or sliding glass doors.) Shall be 35" long by depth as required by 4-3/4" high. Unit shall consist of a removable bottom shelf, mounted on base frame 4" high. Shelf shall overhang base frame 1/8" at front and have exposed edges rounded to 1/8" radius. Base unit to be provided with four connector bolts.

Regular Adjustable Shelf - - - Shall be 34-15/16" long by depth as required by 3/4" thick, with lipping on front edge not less than 1" wide matching exterior of shelving and exposed edges rounded to 1/8" radius. Underside to have groove along front edge for standard label holders and two grooves for shelf clips. Each shelf shall be furnished with four cadmium-plated shelf clips. Plywood shelves will not be acceptable.

Sloped Adjustable Shelf - - - (For magazines) Shall be 34-15/16" long by 13-3/8" deep x 3/4" thick, with 1-1/2" raised lip on front edge. When used with 12" deep shelving, shelf should be installed at a 35° angle; for 10" deep shelving, a 51° angle. Entire shelf shall match exterior of shelving.

Backs - - - When specified, shall be flush masonite panels 1/4" thick, size as required, unless other material is called for on "Equipment Schedule." Backs will be painted Fiesta Red on one side, unless otherwise indicated.

FREELINE CHARGING DESK UNITS

All units shall be 26" wide x 26" deep x 39" high overall, and shall be designed for ease of assembly and to permit additions and rearrangements at any time. Fronts and ends of units shall be of flush panel construction. The fronts of all units, including door of corner compartments, shall be horizon lined. Tops of all units shall be constructed of plywood, covered with gray desk top linoleum, securely cemented under pressure with edge banding of solid wood and shaped to match other furniture. Edge band shall not be less than 1-7/8" wide and glued to top with tongue and groove construction. Note: When called for on "Equipment Schedule", tops of units shall be MICOLOR ("C" Series) or VIDECOR ("300" Series) as called for under table tops on pages 14 or 15 of this specification. All units shall be mounted on round cast aluminum legs, 5-11/16" high, fitted with 2" adjustable glide.

Sitting height unit, when specified, shall be 29" high, with legs 5" high. With this height desk, slight modifications are necessary, as indicated in the following unit specifications.

When called for on "Equipment Schedule", units shall be furnished with a closed black linoleum covered base, 6-1/2" high for 39" units and 5" high for sitting height units, providing desk with a continuous flush base, recessed 3" from face of desk.

C 251L Finished Ends - - - To be 25-3/4" wide x 32-5/8" high x 3/4" thick, of contrasting vertical grain with edge bandings. Ends applied to exposed side of the last units of chosen assemblies, using concealed fastenings. Ends demountable in field for future expansion.

C 252LM Station Unit - - - Working side of unit to have locked cash drawer with four coin cups and two-compartment bill tray, one general drawer 15" wide x 17-3/8" deep by 3-1/2" deep inside with pencil tray, a 9-1/2" deep fixed shelf, 8-3/4" below drawers, and a CLOSED BOTTOM.

C 256L Card File Unit - - - Working side to have SIXTEEN card trays for cards 3" high x 5" wide. Each tray shall be fitted with a combination label holder and pull and follower with track. One adjustable shelf to be provided in open area below. OMIT RODS.

C258L Station Charge Unit (Well Type) - - - Working side to have tray compartment at top 22-7/8" wide x 19-3/8" deep x 6" high, with trays as required and drop hinged front. Top of unit to be fitted with removable cover. Guide cleats to be furnished below compartment to receive the removable cover. Base of the unit to have open knee space with a 12" deep fixed shelf 7-3/4" below tray compartment and sloped footrest. Outside face to be built flush with the other units.

Note: For number and size trays, follow unit number with an "A" or "B" on "Equipment Schedule" (258A or 258B)

A - 6 trays for book cards 3" wide x 5" high with follower and track.

C259BL Charging Machine Unit - - - Working side to have drawer 9-3/8" wide by 16-1/2" deep x 6-1/8" high inside, fitted with center partition running from front to back and one cross partition. Open compartment, for housing charging machine, shall be 13" wide x 18-5/8" deep by 8-7/8" high inside.

Four card slots to be furnished in top over storage drawer. One adjustable shelf provided in open area below.

"CENTURA 400" CHARGING DESK UNITS

All units shall be 36" wide x 26" deep x 39" high overall, and shall be designed for ease of assembly and to permit additions and rearrangements at any time. All desk inserts are removable to facilitate rearrangement of desk without the necessity of dismantling desk. Front and ends of units shall be of flush panel construction. Front and rear of desk shall have a 3/4" shadow wall at each leg position between units, individual tops are continuous. VIDECOR tops of neutral beige vinyl are standard. Note: When called for on "Equipment Schedule", tops of units shall be MICOLOR ("C" series) or Plywood ("P" series). All units shall be mounted on satin aluminum legs 1" square fitted with 2" diameter protectile adjustable glides.

Sitting height unit, when specified, shall be 29" high. Footrest and one adjustable shelf are omitted on sitting height units.

NO.

C 450 Corner Unit - - - Available in a variety of angles (anywhere from 15° to 90°). 45° angle with clipped corner is standard, however, a variety of angles can be furnished to accomplish a "custom" arrangement.

C 451 Finished End - - - (specify either right or left). Ends applied to exposed side of the last units of chosen assemblies, using concealed fastenings. Ends demountable in field for future expansion.

452A Station Unit - - - Has tiered pencil and locked cash drawer, and a sloped footrest above floor.

C 452B Station Unit - - - Same as 452A with addition of general drawer.

452D Desk Unit - - - Provides 29" high desk top without destroying continuity of standing height desk assembly.

C 452DT Typewriter Unit - - - Same as 452D except top is set at 26" height.

C 454 Cabinet Unit - - - Working side to have two adjustable shelves behind pair of side-sliding panel doors.

C 455 Open Shelving Unit - - - Working side of unit to have two open full depth shelves adjustable on recessed clip strips.

C 456C Card File Unit - - - Working side to have fifteen card trays for cards 3" high x 5" wide. Each tray shall be fitted with a combination label holder and pull and follower with track. One adjustable shelf to be provided in open area below. No Rods.

C 458 Station/Charge Unit (well type) - - - Working side to have tray compartment at top with eight trays for 3" wide cards and drop hinged front. Top of unit to be fitted with removable cover. Guide cleats to be furnished below compartment to receive the removable cover. A sloped footrest shall be provided above floor.

C 459 Station/Charge Machine Unit - - - Working side to have drawer fitted with center partition running from front to back and one cross partition. Open compartment, for housing charging machine shall be provided. Four card slots to be furnished in top over storage drawer. A sloped footrest shall be provided above floor.

CHAIRS

DESIGN - - - All chairs shall be made in strict accordance with the designs as indicated, and exactly the same dimensions. Bidders shall state the name of the manufacturer whose product they propose to furnish.

MATERIALS - - - All lumber for chairs shall be clear, sound stock, and shall be carefully selected for color and texture of grain.

All glue used for joints shall be animal hide, equal to the standard set by the National Association of Glue Manufacturers of No. 16 grade or higher.

CONSTRUCTION - - - Framing shall be accomplished by a method which will insure all joints being absolutely tight. In addition to being glued, joints must be doweled, mortised and tenoned, chucked or held with concealed screws, whichever is found to be most practical for securing the greatest strength. Chuck joining shall be used only where expressly specified, and all chuck joints must be further secured by metal brads.

All exposed screw heads shall be countersunk and plugged flush, the grain of the plug aligned to the grain of the surrounding wood, so that the plug will be inconspicuous after finishing. Button plugs will not be acceptable.

No nails shall be used, nor will wood pins be acceptable. Brads shall be used to reinforce dowel or other joints, where specified. Heavy wood screws shall be used to reinforce glue joints, where practical, or to hold joints where neither dowel nor tenon contacts are possible.

Dowels shall be compressed spiral groove Birch, Maple or Hickory, dried to a moisture content of not over 3% before use.

BENT PARTS - - - All curved parts, including back posts, centers and tops, shall be steamed and bent to shape. Sawed parts for the above members will not be acceptable.

HAND SANDING - - - After chairs are assembled and before finishing operations start, all chairs are to be carefully hand sanded all over, to eliminate all surface marks caused by machine or prior sanding, with final overall sanding operation using 6/0 paper for final high polish. All glue shall be cut from surfaces with sharp knives, and carefully sanded over to eliminate any knife marks or scratches.

HARDWARE - - - All leg chairs shall be equipped with Bassick CG-90 rubber cushion glides or equal. Base of glides shall be case-hardened steel, with rounded edges to prevent marring of floor covering. Size of glides shall conform to size of chair legs. Front legs on No. 264 style, and all legs on No. 360 to have satin chrome finish ferrules, 3-1/2" high.

Swiveling and tilting mechanism for revolving chairs shall be of approved half-threaded stem type, which provides for fixed height adjustment, by means of a self-locking, knurled hand wheel. The metal hub in the base must be accurately machined, to accommodate the stem of the swivel mechanism, to prevent wobbling of the chair top.

The tilting action shall be controlled by two compression springs, the tension of which can be evenly regulated by one hand wheel.

Revolving stool tops shall be equipped with a swiveling mechanism, without the tilting feature.

Stools shall be equipped with Bassick CG-90, or equal, rubber cushion glides.

Swivel chairs shall be equipped with Bassick Diamond Arrow Ball Bearing Casters, or equal, 1-5/8" wheels.

EQUIPMENT - - - All revolving chairs and stools shall be equipped with a tongued rubber bumper, fitted into a groove extending along the front edge of the seat, and well around the front corners, to a distance of at least halfway to the back of the swivel chairs without arms, and back to the arm pillars of arm swivel chairs. Arm pillars shall also be equipped with rubber strip bumpers on the front and side faces to prevent damage from contact between chair arms and other objects. Ends of bumpers shall be bradded to prevent possible loosening.

Base feet of swivel chairs shall be equipped with non-breakable, molded plastic scuff plates or base foot protectors. These shall be of streamlined design, with all edges well rounded. Scuff plates shall be at least 6" in length. They shall not be exactly flush with the base feet, but shall be set back not more than 1-1/16" at the sides. Maximum thickness of scuff plates shall be not less than 3/8"

Detailed Construction for 360 Line - - - Seat of chairs shall be 1-1/16" thick, comfortably scooped and secured to skirting with screws. Front of seat shall have an extreme roll edge, and all other edges shall be well rounded. Front skirting shall be 4" wide, 1" thick, 17-3/4" long. Side skirting shall be 7/8" finished thickness, approximately 2-1/2" wide, shaped to conform to design. Back legs shall be chamfered out to depth of 1/8" to accommodate side skirting. Side skirting shall be fastened to back legs by means of heavy wood dowel penetrating into front of back leg, and just above the dowel point, a heavy wood screw penetrating from rear to back leg into side skirting. Side skirting shall be gained at front 1" deep to accommodate front skirting. Side skirting shall have wood dowel penetrating into front leg. Backs shall be 13/16" finished thickness 9-1/4" x 16-1/2" steam bent to a 42" radius. Back posts shall be made from 2" lumber, selected for straight grain, and shall be turned, tapering from 1-3/4" thick at center to 1-1/4" at top and 1" at bottom (including thickness of 3-1/2" high satin chrome ferrule.) Post at top shall be gained on the inside to accommodate the curved back. Side stretchers are turned from lumber of adequate thickness to give 13/16" finished thickness at the center, and 5/8" thickness at ends.

Front legs shall be similar stock, 1-3/4" thick at top, and tapered to 1" at bottom (including chrome ferrules.) Back of front legs, shall be chamfered off flat to provide point of juncture for side skirting, and side skirting shall rest on "ledge" of legs not less than 1/8" deep.

Book rack under seat shall consist of two center stretchers which are straight turnings, 5/8" thick.

Arm rests shall be 1-1/4" thick maximum, tapering to 1-1/8" at front; 2-1/4" wide maximum tapering to 1-3/8" at front. Rear arm rail shall be 1-3/4" wide, and 1-1/4" thick.

Chair Dimensions of No. 360

	360	360A
Height of back from seat	16"	16-1/4"
Sitting depth of seat	16"	18"
Maximum width of seat at front	18-1/4"	19-1/4"
Width between arms	-	19"

Arm chair is designated as	No. 360A
Low swivel arm chair, designated	No. 360D
Upholstered back indicated by	adding "X" to catalog number
Upholstered seat and back indicated by	adding "XX" to catalog number

Detailed Construction for No. 264 Line - - - Seat of chairs shall be 1" thick, comfortably scooped, with slope on front edge, and secured to skirting and back posts with screws. Skirting shall be assembled flush with seat edge and divided by "V" cut. Skirting and seat shall be slightly gained into back posts. Gaining of rear post is essential to give support to seat, and no construction at this point will be acceptable without this feature. Side and cross stretchers shall not be less than 1-1/4" x 3/4" finished thickness. Top and center rails of chair back shall be not less than 13/16" thick, steamed and bent to allow comfortable correct posture, and doweled into back posts. Top rail to be not less than 4" wide at center, shaped to 3-3/8" at post junctures, and the two intermediate rails not less than 1-1/8" wide. Back posts shall be tapered at top and bottom, as selected design requires.

Front legs shall be 1-7/8" diameter at top, turned, splayed and tapered to 1-1/8" diameter at floor, fitted with 3-1/2" high satin chrome ferrule. These front legs shall be chuck jointed (1" dia. x 1" long) into skirting, and reinforced with heavy screw from inside of skirting into leg.

Book rack under seats shall consist of three cross stretchers, not less than 1-1/4" x 3/4" finished thickness.

Arm rests shall be not less than 1-1/16" finished thickness, joined to back posts. Arm pillars shall be joined to rest with heavy dowel, and to seat and skirting with heavy screws.

Chair Dimensions of No. 264

	17 - 18" Seat Height	15 - 16" Seat Height
Width of seat	18-1/8"	16-5/8"
Depth of seat	17-1/8"	15-7/8"
Height of back	16-7/8"	15-1/2"
Overall height	33-1/2"	30-5/8"
Overall depth	20-3/4"	18-5/8"

Arm chair designated as	No. 264A
High swivel chair designated as	No. 264B
Low swivel chair designated as	No. 264C
Low swivel arm chair designated as	No. 264D
Upholstered back indicated by	adding "X" to catalog number
Upholstered seat and back indicated by	adding "XX" to catalog number

FREELINE MICOLOR TABLES

Tables shall have top 1-3/8" thick, constructed with a 1-1/4" 5-ply lumber core panel, having mahogany or equal face veneers, and long edges banded with maple. Panel shall have genuine Formica facing and backing. Edges of table top shall be beveled back 1/2" with top edge rounded to 3/16" radius, bottom edge 1/8" radius, and all corners rounded to 3/4" radius. **Table legs to be splayed as specified below.**
Other plastic laminates will not be accepted.

Balance of construction to be same as for "Freeline" tables, except that only the 90" and 120" table tops will have reinforcing center keels.

NO.	
C-210	60" long x 36" wide x 29" high
C-212	90" long x 36" wide x 29" high (1 center keel)
C-214	48" diameter x 29" high

SLOPED TOP TABLES AND BENCHES

C-217A Double Sloped Top Table - 6'7" long x 34" wide X 26" high at front, 31" high at center. Similar in construction to No. 217, except top to have double slope, and end rails supporting top above frame to be 5" wide.

218 Bench - 67" long x 14" wide x 15" high, construction similar to No. 210 table, having shaped keel only on underside of seat 2-3/4" wide at center. Splayed turned legs shall be 2" diameter.

Splayed turned legs (4 per table), diameter indicated, tapered to 1-1/4" diameter at floor shall be fitted with steel mounting plate at top, permanently fastened to leg with 1/2" diameter machine bolt engaging concealed steel bushing. Steel bushing anchored in leg not less than 3" from top. Mounting plate drilled for four machine screws. Leg to be attached to top with four machine screws, engaging expansion anchors in table top. Shakeproof washers shall be used under heads of machine screws. Bottom of leg to be fitted with stainless steel ferrule 5" high and adjustable glide 2" in diameter.

MISCELLANEOUS DISPLAY UNITS & ACCESSORIES

All free-standing items to have 4" high, unless otherwise specified, stainless steel ferrules and 2" diameter swivel and adjustable Bakelite glides.

275 Dictionary Stand - - - Shall be 22" wide x 16" deep x 44" high overall. Top to be 42" high at front and to have retaining strip at this edge. Body to have bottom, one adjustable shelf and flush ends. Stand to have turned splayed leg base 16" high.

NO.

276 Atlas Case - - - Shall be 30" wide x 27" deep x 44-1/2" high overall. Top to be 40-1/2" high at front with retaining strip at front edge. Body to have five pull-out shelves with stops to prevent accidental removal, flush ends and panel back. Each shelf shall have a clear area 25-1/2" wide x 24" deep x 3-1/4" high. Shelves to be of open slat construction with four slats running from front to back. Case to have turned, splayed leg base, 16" high.

277 Double-Face Book Display - - - Shall be 42" wide x 29" deep by 49-1/2" high overall, arranged with tilted book display trough on each side and a double faced cork display panel at center, mounted above the display troughs. Display panel shall be 41-3/4" long by 16" high with posting surface 39" x 11-1/4". Unit to have 27-3/4" high turned splayed legs 2-5/8" diameter, fitted with 5" high stainless steel ferrules and 2" diameter adjustable glides.

181 Revolving Dictionary Stand - - - Shall be 21" wide x 14" deep by 5" high. Top to be sloped to 1-3/4" in height at the front. The edges of the top are to be molded and have the corners rounded to 3/4" radius. Retaining strip, to hold the dictionary from sliding, shall be furnished at front. Stand shall revolve on a circular base 11-1/2" in diameter. Base shall have a felt covered bottom.

No. 167 Stool - - - shall be 18" or 27" high with scooped hardwood seat 14" in diameter x 1" thick, rounded on top edge to 3/4" radius and securely screwed to skirt. Skirt shall be rounded on bottom edge and joined to legs with dowels and screws. Legs shall be splayed, tapered and reinforced with stretchers having mortise and tenon joints. Glides shall be provided on all legs.

173 Book Truck, Small - - - Shall be 30" long x 14-1/8" wide by 35" high overall, with bottom and two shelves grooved and securely fastened into flush ends, which shall be 13/16" thick. Truck to be equipped with two swivel ball bearing casters and two stationary casters. Casters to be of wrought steel, and to have semi-soft durable rubber treads 5" in diameter, with ball bearing axles to permit quiet operation.

179A Step Stool - - - Shall be 15" wide x 16-1/2" deep x 15" high overall, with two steps. Steps shall be securely fastened to flush ends with metal fasteners. All edges and corners shall be rounded.

CARD CATALOG FILES

In general, ends and exposed tops shall be flush, of solid or panel construction, as required by size and conditions. Backs of all units to be flush panel construction, with face veneers matching adjacent woodwork. All exposed edges to be rounded to a 1/8" radius. All reference shelves shall be equipped with stop pins to prevent accidental removal. Leg base units, when called for, shall have turned splayed legs equipped with 4" high stainless steel ferrules and 2" diameter adjustable glides.

Vertical Divisions - - - Front edge of vertical divisions between trays shall be hardened to resist splintering or crushing. The method of hardening shall produce stable, extremely hard, dense wood.

Catalog Trays - - - Trays shall have 3/4" solid front of selected hardwood, with inside face shaped to provide easy access to, and better vision of first cards. Tray front must be dovetailed to side rails with a continuous glue joint (joints with glue voids will not be accepted.) Trays shall be made by use of steel template to insure uniformity of size and be interchangeable in all cabinets. Tray sides, back and bottom shall be of selected hardwood. Sides and back shall have rounded top edges with sides dovetailed into front and lock cornered to back. Bottom shall be tongued and glued into grooves in sides, front and back, making entire bottom surface flush. Each tray shall be equipped with adjustable self-locking type metal follower, which shall be easy to operate and positive in action. Slope on follower shall not be less than 10°. Follower to operate in metal track which is so designed to support housing for the lock rod mechanism, and a wedge block effect at front of tray. Track and follower must have a vinyl surface coating, to serve as silencer, and minimize the metallic noise, when follower is in use. Each tray front shall have a combined chrome-plated label holder and ring pull No. 191-A. Card opening in label holder shall be not less than 2" long x 3/4" high. Tray shall be further equipped with round rod to pass through lower margin of cards. Rod shall be fitted with a chrome-plated knob and with concealed automatic latch, allowing for the removal or replacement of the rod, without screwing or unscrewing.

291-30 30-Tray Card Catalog Unit - - - Shall be 33" wide x 17" deep by 47" high overall, with two reference shelves placed between two sections of 15-tray units. Trays shall be arranged five rows wide by six rows high.

STEEL FILES

Files to be constructed of furniture steel with a neutral gray, baked enamel finish. Letter size files to be 14-3/4" wide and clear file space in each drawer shall be 12-1/4" wide x 10-1/2" high x 27" deep. Legal size files to be 17-5/8" wide and clear file space in each drawer shall be 15-1/4" wide x 10-1/2" high x 27" deep. Drawers to be equipped with chrome pull, label holder, lock rod; also, track and follower. Drawer suspensions to be of steel, full extension type with ball bearing rollers. All steel file cabinets specified must equal or surpass the intent of Federal Specifications AA-F-791b.

NO.		
192	4-Drawer Legal File	- 52" high x 17-5/8" wide x 28" deep
196	2-Drawer Legal File	- 29" high x 17-5/8" wide x 28" deep

METAL ADMINISTRATIVE DESKS

NO.

S284 Office Desk - - - Shall be 60" long x 30" wide x 29" high with 1-1/4" thick Maple veneer top, banded on four sides. Body of desk to be metal consisting of two pedestals. Left pedestal to have reference shelf at top, one storage drawer, 12" wide x 5-11/16" high x 25-1/8" deep i.d., with adjustable partitions and file drawer below, 12-1/4" wide x 11-1/8" high x 26-1/4" deep i.d., with follower block. Right pedestal to have reference shelf at top and three storage drawers, 12" wide x 5-11/16" high x 25-1/8" deep i.d., with adjustable partitions. All pedestal drawers shall have chrome-plated bar pull. The knee space between the pedestals to be 24-1/2" wide equipped with center drawer, 23" wide x 2-5/8" high x 20-3/8" deep i.d., having pencil tray. Lock on knee space (center) drawer controls all drawers. Desk to have four round cast aluminum legs, 5-11/16" high, fitted with 2" diameter protectile adjustable glides.

S285 Secretarial Desk - - - Shall be 60" long x 30" wide x 29" high with 1-1/4" thick Maple veneer top, banded on four sides. Body of desk to be metal, double pedestal. Left pedestal to consist of a typewriter cabinet with a typewriter shelf attachment. (Typewriter pedestal can also be furnished on right.) Opposite pedestal to have three storage drawers, 12" wide x 5-11/16" high x 25-1/8" deep i.d., with reference shelf at top. Two of the three drawers to have partitions, same as office desk, remaining drawer to have sloped partitions for storage of stationery. Cabinet door to be designed to match drawers on the right pedestal. The knee space between pedestals to be 19-1/4" wide equipped with center drawer, 18" wide x 2-5/8" high x 20-3/8" deep i.d., having pencil tray. Lock on knee space (center) drawer controls all drawers. All pedestal drawers shall have chrome-plated bar pull. Desk to have four round cast aluminum legs, 5-11/16" high, fitted with 2" diameter protectile adjustable glides.

NO.

S286 Executive Conference Desk - - - Shall be 72" long x 36" wide x 29" high. Same as No. S284 Office Desk except for conference overhang at back and both ends.

SUPPLY COUNTER...Basement

Counter 9'-0" long x 24" deep x 7'-0" high. Lower section of counter to be 36" high with formica top with self edgeing edge construction. Base units to consist of 3 open shelving units, each 35" x 22" x 34-3/4" high with 2 adjustable shelves. Upper section to have two open book shelving units, each 35" x 12" x 48" high with 3 adjustable shelves each. Between upper shelf units provide cork board framed in unit 35" long x 48" high of tan cork. Provide recessed shelf strips and clips for adjustable shelves. Interior areas of open face shelving to be finished to match exterior surfaces.

WORK TABLE....First Floor

Work table to be 6'-0" long x 36" wide x 30" high with formica top, self-edged construction with square leg and apron design with wood corner block fastenings.

SPECIAL MAGAZINE DISPLAY RACK.... First Floor

Rack to be 36" diameter x 7'-0" high with closed base. Curved surface to be compressed fibre or approved equal with painted finish as selected. Top to be of same material. Magazine display support curb stips to be positioned on surface of rack so as to provide 5 magazine spaces high. Rack to be regidly constructed and crossed braced on approximately 16" centers.

EQUIPMENT SCHEDULE

ITEM	QUANTITY	DESCRIPTION
1	1...	"U" Shape charge desk 39" high with formica top and closed base. Desk to consist of 2 #C451 end panels, 2 #C450 corner units, 1 #C452B station unit, 1 #C454 cabinet unit, 1 #C452DT typewriter unit, 2 #C455 open shelving unit, 1 #C456C card file unit, no rods in trays, 1 #C458 station charge unit and 1 #C459 station charge machine unit with electrical receptacle.
2	1...	High swivel chair #264B with circular foot rest, glides on legs.
3	3...	Wood stool #167, 2-27" high and 1- 18" high with glides on legs.
4	1...	Charge desk 31" high with closed base. Desk to consist of 2 C251L end panels, 1 #C252LM with closed bottom, 1 #C256LM with 16 trays without rods, 1 #C258L station charge unit and 1 #C259B station charge machine unit with electrical receptacle. Top to be formica self-edged.
5	2...	Low swivel chair #264C on casters
6	3...	Book truck #173
7	2...	#291-30 card catalog file units.
8	2...	#181 revolving dictionary stands
9	1...	#275 Dictionary Stand
10	2...	#276 Atlas Case
11	2...	#277 New Book display rack with tan cork
12	2...	Step stools #179A
13	1...	Arm Chair #360A
14	1...	Round Magazine Rack 36" diameter x 7'0" high per detailed specification under equipment specifications.
15	1...	Work table 6'-0" x 36" x 30" high with formica top self-edged per equipment specification. Wood legs and apron construction.
16	1...	Chair with arms #264D with swivel base and on casters.
17	14..	Round reading table #C214 with formica top, 8-29" high, 5-27" high and 1-25" high.
18	10..	Rectangular reading table #C-210 with formica top, 6-29" high, 3-27" high and 1 -25" high.
19	1...	Double slope top table #C217A with formica top.
20	2...	Bench #218 for slope top table.

ITEM	QUANTITY	DESCRIPTION
21	1...	C212 Rectangular reading table with formica top
22	64..	Reading chair #360 with 4 legs turned and with stainless steel ferrules and metal rubber cushiond glides on legs.
23	1...	Book storage and supply cabinet 9'-0" long x 24" deep x 7'-0" high overall. Work top of formica self-edged per descriptive specification under equipment specification.
24	42	Reading chairs #33s with two front legs turned fitted with stainless steel ferrules. Metal cushioned glides on legs. 2-18" high, 32-16" high and 8-14" high.
25	11..	Lounge Chair #3071 wallsaver, loose zippered cushions with foam rubber filling over heavy grade elastic fabric base. Rubber cushion glides on legs. Naugahyde grade 12 in color as selected by owner. Chair 27" x 30" x 31" high with wood arms. seat 22" x 20".
26	1...	Low magazine table #C9620, 30" diameter x 16" high with formica top. Rubber cushion glides on legs.
27	1...	Low magazine table #C9620, 18" x 36" x 16" high with formica top and rubber cushion glides on legs.
28	1...	Range "Serpentine" shelving, double face with back of painted masonite. Range 3 sections long, one straight and 2 curved sections. Each section 36" long x 20" deep x 42" high with formica top and closed base.
29	1...	Range double face shelving 9'-1" long x 24" deep x 42" high with formica top and slope magazine shelves each side.
30	1...	Range single face shelving 15'-1" x 10" x 42" high with formica top.
31	1...	Range single face shelving on window wall, 21'-1" long x 10" x 42" high with formica top, insulated masonite back, openings at floor and 4" wide metal grilles at sill line.

ADMINISTRATIVE EQUIPMENT...

32	1...	S284 office desk, 60 x 30 with finish to harmonize with color of wood finish.
33	3...	S285 secretarial desk, 60" x 30" with typewriter platform on right hand end.
34	1...	S286 Executive Conference desk 72" x 36".
35	3...	#M20 steel secretarial swivel chair on casters with upholstered seat and back in elastic naugahyde, color as selected.
36	4...	#192 steel four drawer legal size files, two with locks.
37	1...	#196 two drawer legal size steel file, finish to harmonize with color of wood finish.

All equipment to be delivered and installed in place ready for use, as directed by owner. Finish on wood parts to match SJOSTROM Finish #1220 with Formica #532-Fruitwood.

January 8, 1964

FURNITURE SPECIFICATIONS

NEW PUBLIC LIBRARY

EDISON, N.J.

LIBRARY FURNITURE
SPECIFICATIONS
CATALOG ALPHA III

SJOSTROM USA

John E. Sjostrom Company, Inc., 1717 North Tenth Street,

Philadelphia, 22, Pa.

October 1, 1963

SPECIFICATIONS: "New Life" Library Furniture and Equipment

GENERAL SPECIFICATIONS

BIDDERS QUALIFICATIONS

General . . . bidder shall be or represent a long established, thoroughly experienced, financially responsible concern, regularly engaged in the manufacture of specialized library furniture.

Manufacturer shall stock and maintain a constant inventory of specialized library furniture units and intermembering parts.

Plant Facilities . . . shall be equipped with modern woodworking machinery to insure precision in mass production, operated by thoroughly trained and experienced personnel under qualified supervision.

To insure proper control of lumber, the manufacturer shall have at his plant modern kilns of forced circulation type.

Materials and Methods . . . all material and hardware shall be the best of their kind, as hereinafter described. All construction and fitting shall utilize the best and latest proven cabinet making practices known to the specialized library furniture industry.

BIDDERS RESPONSIBILITY

Product Design . . . since this equipment is to be an integral part of a new and modern library installation, where design and decorative aspects are as important as the quality of materials and construction, the design and styling must be modern and equal esthetically to that specified. The owner reserves the right to reject equipment if the design and styling is not deemed suitable for the purpose for which it is intended.

Each bidder must submit with his bid: cuts, photographs or sketches for each item of furniture listed in these specifications under the "Schedule of Equipment," stating the name and location of factory or factories wherein the furniture will be manufactured and years they have been manufacturing equipment of this character.

DESIGN OF CHAIR OFFERED MUST BE APPROVED BEFORE BID WILL BE ACCEPTED.

It is understood that the illustrations are the property of the bidder, and are loaned only for the purpose of showing that the design, function and construction details of the equipment to be furnished by the bidder are in accordance with this specification.

Construction Samples . . . each bidder shall submit construction samples consisting of card tray, chair, shelving unit, full-size table corner showing top, method of leg attachment, leg ferrule and leveler. Samples to be submitted at time and place requested by owner.

Deviations from Specifications . . . (other than those listed as unacceptable below) shall be indicated by the submission of detailed drawings, together with complete specifications, showing exactly what substitutions the bidder proposes to make. Any intent to substitute shall be clearly called to the owner's attention at the time the bid is submitted, to facilitate comparison with original specifications.

Unacceptable Deviations:

Due to the special purpose and long years of continual hard use to which the equipment will be subjected, the following furniture types are unacceptable under these specifications:

1. Furniture of commercial quality, using ordinary materials, adhesives, construction methods and finishes.

2. A miscellaneous assortment of equipment assembled by dealers and agents will not be considered as meeting requirements of these specifications, as it is mandatory that furniture maintain harmony in design, materials, construction and finish.

3. Chairs not manufactured with steam bent back posts and without leg shoes, when specified, or 1-1/8" diameter cushioned glides on all legs.

4. Free-standing furniture units (tables, magazine racks, atlas cases, etc.) without leg shoes 4" or 5", as specified, and 2" diameter swivel and adjustable glides.

It is of prime importance that equipment be stable in design, and there is complete interchangeability of a maximum number of parts and pieces in the event the library will undergo changes or expansion.

Installations . . . each bidder shall submit with his bid a list of at least ten libraries where he has supplied similar equipment within the last five years.

Warning of Disqualification . . . this specification represents minimum standard to which bidder is required to adhere. Since the manufacture of quality furniture depends to a large extent on the experience, reliability, skill and construction methods of the manufacturer, the owner reserves the right to accept or reject in whole, or in part, any or all bids, and to award the contract to other than the lowest bidder, if, in his opinion, his interest will be better served. The owner reserves the right to be the judge as to the competency of the bidders as defined above. The failure to comply with any of these instructions on the bidder's part shall be sufficient to disqualify his bid.

To Insure Truly Comparative Bidding . . . each bidder must base his proposal on the specifications, without deviation, unless such deviations comply with "Deviations from Specifications," under "Bidder's Responsibility."

SUCCESSFUL BIDDER'S RESPONSIBILITY

Shop Drawings . . . the successful bidder shall furnish to the owner, for correction and approval, shop drawings in duplicate as may be necessary to the proper conduct of the work. The bidder shall then make such corrections as are necessary and resubmit revised prints until a final approval is obtained from the owner.

Guarantee . . . each bidder shall guarantee the entire installation, as represented in his bid, against defect in material or workmanship for a period of one year. The successful bidder further guarantees to replace, without cost to the owner, any and all items that shall become defective within the above time, where the defect is clearly a fault of manufacture, and not of misuse.

Service . . . manufacturer must maintain a service department in the area where installation is located. Name and address of factory-trained representative must be given, to insure immediate service, should this be needed.

MATERIAL

LUMBER . . . All wood to be selected from thoroughly air seasoned stock, having a moisture content of 17 to 20%, then kiln-dried to a moisture content of 5 to 6%, and allowed to cool and temper approximately 30 days before being milled.

Kiln drying to be done at the plant of manufacturer to insure proper moisture control. Lumber grading to be in accordance with grading rules of the National Hardwood Lumber Association.

Exterior surfaces shall be selected Northern Hard Rock Maple, free of imperfections, carefully matched for harmonious color.

When called for on "Equipment Schedule," the finest American Black Walnut, especially selected for its dark even shade, shall be used.

Interiors shall be hardwood, sound throughout, but unselected as to color.

PLYWOOD . . . shall be of water-resisting glue construction, and shall be of thickness and number of plies specified.

Exterior panels shall have face veneers to match adjacent woodwork. To be good one or two sides, as design of specific unit requires.

Face veneers shall be not less than 1/28" in thickness and carefully selected and matched.

Interior panels where used for divisions, inside ends and backs shall be clear and sound.

LINOLEUM . . . Shall have a smooth surface, exceptional flexibility and be of a standard of hardness or resistance to indentation consistent with a satisfactory writing surface. The material shall comprise fine granulated cork, thoroughly mixed with oxidized linseed oil, resins and pigments, pressed on a flexible cloth backing and shall have a thickness of .119, with tolerance plus or minus .005.

FORMICA . . . A high pressure plastic laminate, 1/16" thick, which will not craze or crack and is not harmed by alcohol, fruit acids, boiling water or temperatures up to 275° F. Top layer of this laminate is saturated with Melamine Resin, the bottom layer impregnated with Phenol-Formaldehyde Resin, producing a tough and dimensionally stable covering. A backing sheet of this same material is always to be applied, to prevent the surface covered from warping.

VIDECOR . . . Shall have a smooth surface, exceptional flexibility, be resistant to indentation and provide a resilient writing surface. Composed of polyvinyl chloride resins, alkaline-resisting pigments and with a fiber back. Material shall be dimensionally stable, and have a minimum thickness of .050" gauge. Surface shall be resistant to scratching, fading and staining.

STANDARD COMPRESSED FIBRE . . . Shall be a composition of compressed wood fibres, pressed by a hydraulic pressure into homogeneous sheets. It shall have a tensile strength of 3500 lbs. per square inch, a shearing strength of 4500 lbs. per square inch, a specific gravity of 0.91 and a Rockwell Test of 40-45 using 1/2" ball.

GLASS . . . D.S.A. Glass shall be of the best grade and used for glazing in bookcase doors where called for. Polished plate glass 1/4" thick shall be used in display cases and sliding glass doors in bookcases.

HARDWARE . . . Shall be of a matched modern design, constructed to meet the specialized requirements of functional library equipment. Material to be brass or bronze with a satin chrome finish.

a. Drawer and Cupboard Pulls shall be a rounded bar type design. Pulls shall be secured to drawer head, etc., with machine screws.

b. Hinges shall be 2-1/2 bullet tip tight pin, with wings not less than 1/16" thick. Doors under 4' in height to be fitted with one pair of hinges, over 4' with 1-1/2 pair of hinges.

c. Locks shall be of the heavy-duty cylinder type with 14 tumblers, consisting of two sets of five primary tumblers and one set of four secondary tumblers. Noses of locks to be finished satin chrome to match other hardware. Keys are of non-duplicable style, double bitted with three serratures. Locks for sliding doors to have similar mechanism. Locks for die stock sliding doors to have self-locking hook bolt with strike. Locks for wood sliding doors to have a throw bolt to lock into strike on other door.

d. Leg Ferrules, where shown, shall be of stainless steel, 5" high, except the 264 and 360 style chairs which shall have satin chrome finish ferrules, 3-1/2" high.

When called for on "Equipment Schedule" for items with strate tapered legs, ferrules shall be of cast bronze, 3" high, tapered and shaped to suit legs.

All types to permit use of leg glides.

e. Leg Glides shall be furnished on all tables, leg bases and chairs. For tables and leg bases the glide shall be of brown Bakelite, 2" diameter, with swivel-type stem, having a knurled knob permanently fastened to the stem for ease in adjustment. 1/2" adjustment shall be provided.

All chairs shall have 1-1/8" diameter cushion glides, except the low swivel chairs which have casters.

f. Levelers shall be adjustable, and shall be provided on all desk legs.

g. Elbow Catches shall be of a heavy cast metal design with cast strike plate. Catches shall be provided in convenient position on left hand door of all double-hung doors. Doors 6'6" high on bookcase units shall be equipped with 4" surface bolts with keeper plates at top and bottom.

h. Friction Catches shall be provided on all swinging doors and shall be of rubber roller spring-type.

i. Drawer Stops shall be provided on drawers not equipped with extension slides to prevent accidental removal, and shall be semi-automatic type, cadmium plated, securely fastened to drawer back. Stops to have convenient finger lever for voluntary removal of drawer. No stops required on card trays.

j. Drawer Extension Slides shall be heavy-duty type, furnished where called for, on legal and letter file drawers and drawers equipped with removable card trays.

k. Shelf Standards for adjustable shelves. Shall be aluminum flush recessed type 3/4" wide and shall provide adjustment on 1/2" centers by use of metal clips. The clip slots shall be numbered for ease in aligning clips.

CONSTRUCTION

In general, all technical library equipment must utilize the best cabinet making practices and constructions. Dimensions of stock to be maintained accurately and 3/4" work shall be a minimum thickness, unless otherwise specified. All joints shall be mortised and tenoned, all work securely glued and blocked. Exposed surfaces shall be entirely free from machine marks and evenly sanded for finish. All glue used shall be the best quality water-resistant glue, having the greatest possible resistance to moisture. All table tops, shelving parts, and parts of free-standing items shall be of selected hardwood construction, thickness as specified, assembled into component units by the electronic high frequency edge bonding process.

Cold Soak Test

A section of table top (12" x 12" x 1-1/4" thick) utilizing the electronic edge bonding process, as specified above, and having not less than two joints, shall be submerged in water at room temperature for five hours, dried at 70° to 100° for 20 hours and this procedure repeated. After such test there shall be no signs of the lumber checking or opening of glue joints.

FINISH

All exposed wood surfaces shall be thoroughly hand sanded to remove traces of machine or mill marks before finishing. A transparent wiping stain shall be applied, and when penetration is complete shall be rubbed clean, so that no film of excess stain remains to destroy the adherence of the finish coats. All surfaces shall receive a coat of sealer and exposed surfaces to be sanded before first coat of water white catalytic finishing material is applied. After proper drying time, this coat shall be sanded and recoated. The final coat is left to cure 16 hours, then working surfaces are hand rubbed to a satin smooth finish.

All unexposed surfaces shall receive one seal coat and one final coat.

The resulting finish to have sufficient elasticity to resist atmospheric changes and shall successfully withstand the following tests:

Testing of Finishes

1. Resistance to Moisture
   Pads of ozite saturated with water (at approximately 72°F.) shall be applied for a period of 24 hours and shall cause no permanent discoloration or checking of the film.

2. Resistance to Cleaning Compounds
   A 5% solution of trisodium phosphate shall remain in contact with the finished surface for a period of 12 hours and shall cause no permanent discoloration or softening of the film.

3. Hot and Cold Check Test
   The finish shall be subjected to temperature cycles each of which consists of one hour at 125°F., one hour at room temperature, one hour at 5°F., one hour at room temperature. The minimum is to be 8 cycles without any change in the varnish film.

4. Print Test

Two pieces of cheesecloth shall be laid on the finish and over these is placed a thin felt pad. A five pound weight covering an area of one square inch applied to the pad for three hours shall leave no distortion of the finish.

5. Resistance to Hot Water

Boiling water trickling over the surface at the rate of 250 cc per minute, for a period of 20 minutes, shall leave no permanent discoloration, softening or checking of film surface.

6. Scratch Test

A 1/4" steel ball shall be attached to the end of a steel rod that sets at a 45° angle. A five pound weight is then to be applied to the rod, 2" back of the ball. The ball, with the weight applied, drawn over the surface of the finish, shall cause no peeling or chipping of the film.

7. Humidity Test

The finish shall stand 110° F. and 100% humidity for a period of 72 hours, without any permanent discoloration or softening.

8. Ink Test

A pool of ink, about an inch in diameter, shall be allowed to stand for two hours and then washed off with water. There shall be no discoloration remaining.

9. Alcohol Test

A pool of alcohol (100% proof), about one inch in diameter, shall be allowed to stand until it evaporates. This shall not discolor or soften the surface.

10. Wear Test

A small amount of standard household cleanser shall be applied to a moistened canvas-covered wooden block (4" x 6"), and the block shall be mechanically drawn back and forth over the surface of the finish for 25 strokes. The canvas shall be moistened again and cleanser re-applied, and this procedure repeated for 25 additional strokes, at which time the rubbed area shall not be worn through the finish to the wood.

11. Lipstick Test

After 15 minutes contact, standard lipstick shall be removed by use of commercial furniture cleaner.

12. Cigarette Test

Finish shall not be damaged, nor shall wood be charred, when lit cigarette is snuffed out on it.

SHELVING

Shelving shall be of the concealed bolt type construction, readily assembled without the use of special tools. All intermediate ends, shelves and bottoms shall be of selected hardwood, assembled into component units by the electronic high-frequency edge bonding process, as described in these specifications under "Construction." Tops and finished ends to be of plywood construction, as called for under "Material."

SHELVING PARTS SPECIFICATIONS

Finished End - - - Height and depth as required by 1" thick, with all edges rounded to 1/8" radius. Inside face fitted with recessed aluminum clip strips, permitting shelf adjustment on 1/2" centers. Clip strip shall have alternate slots numbered for aligning clips.

Intermediate Ends - - - Must be minimum 1" thick. To be same as finished end, except to be fitted on both faces with aluminum clip strips, and 1/8" radius on all exposed edges.

Cornice Unit - - - Shall be 35" long x 2-1/2" high with depth as required. Unit to consist of cornice rail assembled into top and two bolting ribs tongued into rail. Joint at cornice rail and top to be flush with exposed edges rounded to 1/8" radius. Cornice unit to be provided with four connector bolts and 1-1/2" angle wall fasteners as required.

Base Unit, Sloped, (Standard) - - - Shall be 35" long by depth as required by 4-3/4" high. Unit shall consist of a removable bottom shelf, sloped 10° to back and mounted on base frame 4" high at front. Shelf shall overhang base frame approximately 2" at front and have exposed edges rounded to an 1/8" radius and corners rounded to 1" radius. Shelf shall have a full length cork-retaining strip 2" wide, partially inlaid in top face. Base unit to be provided with four connector bolts.

Base Unit, Flat - - - (Furnished where specified, and with glazed or sliding glass doors.) Shall be 35" long by depth as required by 4-3/4" high. Unit shall consist of a removable bottom shelf, mounted on base frame 4" high. Shelf shall overhang base frame 1/8" at front and have exposed edges rounded to 1/8" radius. Base unit to be provided with four connector bolts.

Regular Adjustable Shelf - - - Shall be 34-15/16" long by depth as required by 3/4" thick, with lipping on front edge not less than 1" wide matching exterior of shelving and exposed edges rounded to 1/8" radius. Underside to have groove along front edge for standard label holders and two grooves for shelf clips. Each shelf shall be furnished with four cadmium-plated shelf clips. Plywood shelves will not be acceptable.

Sloped Adjustable Shelf - - - (For magazines) Shall be 34-15/16" long by 13-3/8" deep x 3/4" thick, with 1-1/2" raised lip on front edge. When used with 12" deep shelving, shelf should be installed at a 35° angle; for 10" deep shelving, a 51° angle. Entire shelf shall match exterior of shelving.

Backs - - - When specified, shall be flush masonite panels 1/4" thick, size as required, unless other material is called for on "Equipment Schedule." Backs will be painted Fiesta Red on one side, unless otherwise indicated.

"CENTURA 400" CHARGING DESK UNITS

All units shall be 36" wide x 26" deep x 39" high overall, and shall be designed for ease of assembly and to permit additions and rearrangements at any time. All desk inserts are removable to facilitate rearrangement of desk without the necessity of dismantling desk. Front and ends of units shall be of flush panel construction. Front and rear of desk shall have a 3/4" shadow wall at each leg position between units, individual tops are continuous. VIDECOR tops of neutral beige vinyl are standard. Note: When called for on "Equipment Schedule", tops of units shall be MICOLOR ("C" series) or Plywood ("P" series). All units shall be mounted on satin aluminum legs 1" square fitted with 2" diameter protectile adjustable glides.

Sitting height unit, when specified, shall be 29" high. Footrest and one adjustable shelf are omitted on sitting height units.

NO.

c 450 Corner Unit - - - Available in a variety of angles (anywhere from 15° to 90°). 45° angle with clipped corner is standard, however, a variety of angles can be furnished to accomplish a "custom" arrangement.

c 451 Finished End - - - (specify either right or left). Ends applied to exposed side of the last units of chosen assemblies, using concealed fastenings. Ends demountable in field for future expansion.

452A Station Unit - - - Has tiered pencil and locked cash drawer, and a sloped footrest above floor.

c 452B Station Unit - - - Same as 452A with addition of general drawer.

452D Desk Unit - - - Provides 29" high desk top without destroying continuity of standing height desk assembly.

c 452DT Typewriter Unit - - - Same as 452D except top is set at 26" height.

c 454 Cabinet Unit - - - Working side to have two adjustable shelves behind pair of side-sliding panel doors.

c 455 Open Shelving Unit - - - Working side of unit to have two open full depth shelves adjustable on recessed clip strips.

c 456C Card File Unit - - - Working side to have fifteen card trays for cards 3" high x 5" wide. Each tray shall be fitted with a combination label holder and pull and follower with track. One adjustable shelf to be provided in open area below. No Rods.

c 458 Station/Charge Unit (well type) - - - Working side to have tray compartment at top with eight trays for 3" wide cards and drop hinged front. Top of unit to be fitted with removable cover. Guide cleats to be furnished below compartment to receive the removable cover. A sloped footrest shall be provided above floor.

c 459 Station/Charge Machine Unit - - - Working side to have drawer fitted with center partition running from front to back and one cross partition. Open compartment, for housing charging machine shall be provided. Four card slots to be furnished in top over storage drawer. A sloped footrest shall be provided above floor.

CHAIRS

DESIGN - - - All chairs shall be made in strict accordance with the designs as indicated, and exactly the same dimensions. Bidders shall state the name of the manufacturer whose product they propose to furnish.

MATERIALS - - - All lumber for chairs shall be clear, sound stock, and shall be carefully selected for color and texture of grain.

All glue used for joints shall be animal hide, equal to the standard set by the National Association of Glue Manufacturers of No. 16 grade or higher.

CONSTRUCTION - - - Framing shall be accomplished by a method which will insure all joints being absolutely tight. In addition to being glued, joints must be doweled, mortised and tenoned, chucked or held with concealed screws, whichever is found to be most practical for securing the greatest strength. Chuck joining shall be used only where expressly specified, and all chuck joints must be further secured by metal brads.

All exposed screw heads shall be countersunk and plugged flush, the grain of the plug aligned to the grain of the surrounding wood, so that the plug will be inconspicuous after finishing. Button plugs will not be acceptable.

No nails shall be used, nor will wood pins be acceptable. Brads shall be used to reinforce dowel or other joints, where specified. Heavy wood screws shall be used to reinforce glue joints, where practical, or to hold joints where neither dowel nor tenon contacts are possible.

Dowels shall be compressed spiral groove Birch, Maple or Hickory, dried to a moisture content of not over 3% before use.

BENT PARTS - - - All curved parts, including back posts, centers and tops, shall be steamed and bent to shape. Sawed parts for the above members will not be acceptable.

HAND SANDING - - - After chairs are assembled and before finishing operations start, all chairs are to be carefully hand sanded all over, to eliminate all surface marks caused by machine or prior sanding, with final overall sanding operation using 6/0 paper for final high polish. All glue shall be cut from surfaces with sharp knives, and carefully sanded over to eliminate any knife marks or scratches.

HARDWARE - - - All leg chairs shall be equipped with Bassick CG-90 rubber cushion glides or equal. Base of glides shall be case-hardened steel, with rounded edges to prevent marring of floor covering. Size of glides shall conform to size of chair legs. Front legs on No. 264 style, and all legs on No. 360 to have satin chrome finish ferrules, 3-1/2" high.

Detailed Construction for 360 Line - - - Seat of chairs shall be 1-1/16" thick, comfortably scooped and secured to skirting with screws. Front of seat shall have an extreme roll edge, and all other edges shall be well rounded. Front skirting shall be 4" wide, 1" thick, 17-3/4" long. Side skirting shall be 7/8" finished thickness, approximately 2-1/2" wide, shaped to conform to design. Back legs shall be chamfered out to depth of 1/8" to accommodate side skirting. Side skirting shall be fastened to back legs by means of heavy wood dowel penetrating into front of back leg, and just above the dowel point, a heavy wood screw penetrating from rear to back leg into side skirting. Side skirting shall be gained at front 1" deep to accommodate front skirting. Side skirting shall have wood dowel penetrating into front leg. Backs shall be 13/16" finished thickness 9-1/4" x 16-1/2" steam bent to a 42" radius. Back posts shall be made from 2" lumber, selected for straight grain, and shall be turned, tapering from 1-3/4" thick at center to 1-1/4" at top and 1" at bottom (including thickness of 3-1/2" high satin chrome ferrule.) Post at top shall be gained on the inside to accommodate the curved back. Side stretchers are turned from lumber of adequate thickness to give 13/16" finished thickness at the center, and 5/8" thickness at ends.

Front legs shall be similar stock, 1-3/4" thick at top, and tapered to 1" at bottom (including chrome ferrules.) Back of front legs, shall be chamfered off flat to provide point of juncture for side skirting, and side skirting shall rest on "ledge" of legs not less than 1/8" deep.

Book rack under seat shall consist of two center stretchers which are straight turnings, 5/8" thick.

Arm rests shall be 1-1/4" thick maximum, tapering to 1-1/8" at front; 2-1/4" wide maximum tapering to 1-3/8" at front. Rear arm rail shall be 1-3/4" wide, and 1-1/4" thick.

Chair Dimensions of No. 360

	360	360A
Height of back from seat	16"	16-1/4"
Sitting depth of seat	16"	18"
Maximum width of seat at front	18-1/4"	19-1/4"
Width between arms	-	19"

Arm chair is designated as	No. 360A
Low swivel arm chair, designated	No. 360D
Upholstered back indicated by	adding "X" to catalog number
Upholstered seat and back indicated by	adding "XX" to catalog number

Detailed Construction for No. 264 Line - - - Seat of chairs shall be 1" thick, comfortably scooped, with slope on front edge, and secured to skirting and back posts with screws. Skirting shall be assembled flush with seat edge and divided by "V" cut. Skirting and seat shall be slightly gained into back posts. Gaining of rear post is essential to give support to seat, and no construction at this point will be acceptable without this feature. Side and cross stretchers shall not be less than 1-1/4" x 3/4" finished thickness. Top and center rails of chair back shall be not less than 13/16" thick, steamed and bent to allow comfortable correct posture, and doweled into back posts. Top rail to be not less than 4" wide at center, shaped to 3-3/8" at post junctures, and the two intermediate rails not less than 1-1/8" wide. Back posts shall be tapered at top and bottom, as selected design requires.

Front legs shall be 1-7/8" diameter at top, turned, splayed and tapered to 1-1/8" diameter at floor, fitted with 3-1/2" high satin chrome ferrule. These front legs shall be chuck jointed (1" dia. x 1" long) into skirting, and reinforced with heavy screw from inside of skirting into leg.

Book rack under seats shall consist of three cross stretchers, not less than 1-1/4" x 3/4" finished thickness.

Arm rests shall be not less than 1-1/16" finished thickness, joined to back posts. Arm pillars shall be joined to rest with heavy dowel, and to seat and skirting with heavy screws.

Chair Dimensions of No. 264

	17 - 18" Seat Height	15 - 16" Seat Height
Width of seat	18-1/8"	16-5/8"
Depth of seat	17-1/8"	15-7/8"
Height of back	16-7/8"	15-1/2"
Overall height	33-1/2"	30-5/8"
Overall depth	20-3/4"	18-5/8"

Arm chair designated as	No. 264A
High swivel chair designated as	No. 264B
Low swivel chair designated as	No. 264C
Low swivel arm chair designated as	No. 264D
Upholstered back indicated by	adding "X" to catalog number
Upholstered seat and back indicated by	adding "XX" to catalog number

FREELINE MICOLOR TABLES

Tables shall have top 1-3/8" thick, constructed with a 1-1/4" 5-ply lumber core panel, having mahogany or equal face veneers, and long edges banded with maple. Panel shall have genuine Formica facing and backing. Edges of table top shall be beveled back 1/2" with top edge rounded to 3/16" radius, bottom edge 1/8" radius, and all corners rounded to 3/4" radius. **Table legs to be splayed as specified below.**
Other plastic laminates will not be accepted.

Balance of construction to be same as for "Freeline" tables, except that only the 90" and 120" table tops will have reinforcing center keels.

NO.	
C-210	60" long x 36" wide x 29" high
C-212	90" long x 36" wide x 29" high (1 center keel)
C-214	48" diameter x 29" high

SLOPED TOP TABLES AND BENCHES

C 217A Double Sloped Top Table - 6'7" long x 34" wide X 26" high at front, 31" high at center. Similar in construction to No. 217, except top to have double slope, and end rails supporting top above frame to be 5" wide.

218 Bench - 67" long x 14" wide x 15" high, construction similar to No. 210 table, having shaped keel only on underside of seat 2-3/4" wide at center. Splayed turned legs shall be 2" diameter.

Splayed turned legs (4 per table), diameter indicated, tapered to 1-1/4" diameter at floor shall be fitted with steel mounting plate at top, permanently fastened to leg with 1/2" diameter machine bolt engaging concealed steel bushing. Steel bushing anchored in leg not less than 3" from top. Mounting plate drilled for four machine screws. Leg to be attached to top with four machine screws, engaging expansion anchors in table top. Shakeproof washers shall be used under heads of machine screws. Bottom of leg to be fitted with stainless steel ferrule 5" high and adjustable glide 2" in diameter.

MISCELLANEOUS DISPLAY UNITS & ACCESSORIES

All free-standing items to have 4" high, unless otherwise specified, stainless steel ferrules and 2" diameter swivel and adjustable Bakelite glides.

275 Dictionary Stand - - - Shall be 22" wide x 16" deep x 44" high overall. Top to be 42" high at front and to have retaining strip at this edge. Body to have bottom, one adjustable shelf and flush ends. Stand to have turned splayed leg base 16" high.

NO.

276 Atlas Case - - - Shall be 30" wide x 27" deep x 44-1/2" high overall. Top to be 40-1/2" high at front with retaining strip at front edge. Body to have five pull-out shelves with stops to prevent accidental removal, flush ends and panel back. Each shelf shall have a clear area 25-1/2" wide x 24" deep x 3-1/4" high. Shelves to be of open slat construction with four slats running from front to back. Case to have turned, splayed leg base, 16" high.

277 Double-Face Book Display - - - Shall be 42" wide x 29" deep by 49-1/2" high overall, arranged with tilted book display trough on each side and a double faced cork display panel at center, mounted above the display troughs. Display panel shall be 41-3/4" long by 16" high with posting surface 39" x 11-1/4". Unit to have 27-3/4" high turned splayed legs 2-5/8" diameter, fitted with 5" high stainless steel ferrules and 2" diameter adjustable glides.

181 Revolving Dictionary Stand - - - Shall be 21" wide x 14" deep by 5" high. Top to be sloped to 1-3/4" in height at the front. The edges of the top are to be molded and have the corners rounded to 3/4" radius. Retaining strip, to hold the dictionary from sliding, shall be furnished at front. Stand shall revolve on a circular base 11-1/2" in diameter. Base shall have a felt covered bottom.

No. 167 Stool - - - shall be 18" or 27" high with scooped hardwood seat 14" in diameter x 1" thick, rounded on top edge to 3/4" radius and securely screwed to skirt. Skirt shall be rounded on bottom edge and joined to legs with dowels and screws. Legs shall be splayed, tapered and reinforced with stretchers having mortise and tenon joints. Glides shall be provided on all legs.

173 Book Truck, Small - - - Shall be 30" long x 14-1/8" wide by 35" high overall, with bottom and two shelves grooved and securely fastened into flush ends, which shall be 13/16" thick. Truck to be equipped with two swivel ball bearing casters and two stationary casters. Casters to be of wrought steel, and to have semi-soft durable rubber treads 5" in diameter, with ball bearing axles to permit quiet operation.

179A Step Stool - - - Shall be 15" wide x 16-1/2" deep x 15" high overall, with two steps. Steps shall be securely fastened to flush ends with metal fasteners. All edges and corners shall be rounded.

CARD CATALOG FILES

In general, ends and exposed tops shall be flush, of solid or panel construction, as required by size and conditions. Backs of all units to be flush panel construction, with face veneers matching adjacent woodwork. All exposed edges to be rounded to a 1/8" radius. All reference shelves shall be equipped with stop pins to prevent accidental removal. Leg base units, when called for, shall have turned splayed legs equipped with 4" high stainless steel ferrules and 2" diameter adjustable glides.

Vertical Divisions - - - Front edge of vertical divisions between trays shall be hardened to resist splintering or crushing. The method of hardening shall produce stable, extremely hard, dense wood.

Catalog Trays - - - Trays shall have 3/4" solid front of selected hardwood, with inside face shaped to provide easy access to, and better vision of first cards. Tray front must be dovetailed to side rails with a continuous glue joint (joints with glue voids will not be accepted.) Trays shall be made by use of steel template to insure uniformity of size and be interchangeable in all cabinets. Tray sides, back and bottom shall be of selected hardwood. Sides and back shall have rounded top edges with sides dovetailed into front and lock cornered to back. Bottom shall be tongued and glued into grooves in sides, front and back, making entire bottom surface flush. Each tray shall be equipped with adjustable self-locking type metal follower, which shall be easy to operate and positive in action. Slope on follower shall not be less than 10°. Follower to operate in metal track which is so designed to support housing for the lock rod mechanism, and a wedge block effect at front of tray. Track and follower must have a vinyl surface coating, to serve as silencer, and minimize the metallic noise, when follower is in use. Each tray front shall have a combined chrome-plated label holder and ring pull No. 191-A. Card opening in label holder shall be not less than 2" long x 3/4" high. Tray shall be further equipped with round rod to pass through lower margin of cards. Rod shall be fitted with a chrome-plated knob and with concealed automatic latch, allowing for the removal or replacement of the rod, without screwing or unscrewing.

291-30 30-Tray Card Catalog Unit - - - Shall be 33" wide x 17" deep by 47" high overall, with two reference shelves placed between two sections of 15-tray units. Trays shall be arranged five rows wide by six rows high.

STEEL FILES

Files to be constructed of furniture steel with a neutral gray, baked enamel finish. Letter size files to be 14-3/4" wide and clear file space in each drawer shall be 12-1/4" wide x 10-1/2" high x 27" deep. Legal size files to be 17-5/8" wide and clear file space in each drawer shall be 15-1/4" wide x 10-1/2" high x 27" deep. Drawers to be equipped with chrome pull, label holder, lock rod; also, track and follower. Drawer suspensions to be of steel, full extension type with ball bearing rollers. All steel file cabinets specified must equal or surpass the intent of Federal Specifications AA-F-791b.

NO.		
192	4-Drawer Legal File	- 52" high x 17-5/8" wide x 28" deep
196	2-Drawer Legal File	- 29" high x 17-5/8" wide x 28" deep

METAL ADMINISTRATIVE DESKS

NO.

S284 Office Desk - - - Shall be 60" long x 30" wide x 29" high with 1-1/4" thick Maple veneer top, banded on four sides. Body of desk to be metal consisting of two pedestals. Left pedestal to have reference shelf at top, one storage drawer, 12" wide x 5-11/16" high x 25-1/8" deep i.d., with adjustable partitions and file drawer below, 12-1/4" wide x 11-1/8" high x 26-1/4" deep i.d., with follower block. Right pedestal to have reference shelf at top and three storage drawers, 12" wide x 5-11/16" high x 25-1/8" deep i.d., with adjustable partitions. All pedestal drawers shall have chrome-plated bar pull. The knee space between the pedestals to be 24-1/2" wide equipped with center drawer, 23" wide x 2-5/8" high x 20-3/8" deep i.d., having pencil tray. Lock on knee space (center) drawer controls all drawers. Desk to have four round cast aluminum legs, 5-11/16" high, fitted with 2" diameter protectile adjustable glides.

S285 Secretarial Desk - - - Shall be 60" long x 30" wide x 29" high with 1-1/4" thick Maple veneer top, banded on four sides. Body of desk to be metal, double pedestal. Left pedestal to consist of a typewriter cabinet with a typewriter shelf attachment. (Typewriter pedestal can also be furnished on right.) Opposite pedestal to have three storage drawers, 12" wide x 5-11/16" high x 25-1/8" deep i.d., with reference shelf at top. Two of the three drawers to have partitions; same as office desk, remaining drawer to have sloped partitions for storage of stationery. Cabinet door to be designed to match drawers on the right pedestal. The knee space between pedestals to be 19-1/4" wide equipped with center drawer, 18" wide x 2-5/8" high x 20-3/8" deep i.d., having pencil tray. Lock on knee space (center) drawer controls all drawers. All pedestal drawers shall have chrome-plated bar pull. Desk to have four round cast aluminum legs, 5-11/16" high, fitted with 2" diameter protectile adjustable glides.

NO.

S286 Executive Conference Desk - - - Shall be 72" long x 36" wide x 29" high. Same as No. S284 Office Desk except for conference overhang at back and both ends.

SUPPLY COUNTER...Basement

Counter 9'-0" long x 24" deep x 7'-0" high. Lower section of counter to be 36" high with formica top with self edgeing edge construction. Base units to consist of 3 open shelving units, each 35" x 22" x 34-3/4" high with 2 adjustable shelves. Upper section to have two open book shelving units, each 35" x 12" x 48" high with 3 adjustable shelves each. Between upper shelf units provide cork board framed in unit 35" long x 48" high of tan cork. Provide recessed shelf strips and clips for adjustable shelves. Interior areas of open face shelving to be finished to match exterior surfaces.

WORK TABLE....First Floor

Work table to be 6'-0" long x 36" wide x 30" high with formica top, self-edged construction with square leg and apron design with wood corner block fastenings.

SPECIAL MAGAZINE DISPLAY RACK.... First Floor

Rack to be 36" diameter x 7'-0" high with closed base. Curved surface to be compressed fibre or approved equal with painted finish as selected. Top to be of same material. Magazine display support curb strips to be positioned on surface of rack so as to provide 5 magazine spaces high. Rack to be rigidly constructed and crossed braced on approximately 16" centers.

EQUIPMENT SCHEDULE

ITEM	QUANTITY	DESCRIPTION
1	1...	"U" Shape charge desk 39" high with formica top and closed base. Desk to consist of 2 #C451 end panels, 2 #C450 corner units, 1 #C452B station unit, 1 #C454 cabinet unit, 1 #C452DT typewriter unit, 2 #C455 open shelving unit, 1 #C456C card file unit, no rods in trays, 1 #C458 station charge unit and 1 #C459 station charge machine unit with electrical receptacle.
2	1...	High swivel chair #264B with circular foot rest, glides on legs.
3	3...	Wood stool #167, 2-27" high and 1- 18" high with glides on legs.
4	1...	Charge desk 31" high with closed base. Desk to consist of 2 C251L end panels, 1 #C252LM with closed bottom, 1 #C256LM with 16 trays without rods, 1 #C258L station charge unit and 1 #C259B station charge machine unit with electrical receptacle. Top to be formica self-edged.
5	2...	Low swivel chair #264C on casters
6	3...	Book truck #173
7	2...	#291-30 card catalog file units.
8	2...	#181 revolving dictionary stands
9	1...	#275 Dictionary Stand
10	2...	#276 Atlas Case
11	2...	#277 New Book display rack with tan cork
12	2...	Step stools #179A
13	1...	Arm Chair #360A
14	1...	Round Magazine Rack 36" diameter x 7'0" high per detailed specification under equipment specifications.
15	1...	Work table 6'-0" x 36" x 30" high with formica top self-edged per equipment specification. Wood legs and apron construction.
16	1...	Chair with arms #264D with swivel base and on casters.
17	14..	Round reading table #C214 with formica top, 8-29" high, 5-27" high and 1-25" high.
18	10..	Rectangular reading table #C-210 with formica top, 6-29" high, 3-27" high and 1 -25" high.
19	1...	Double slope top table #C217A with formica top.
20	2...	Bench #218 for slope top table.

ITEM	QUANTITY	DESCRIPTION
21	1...	C212 Rectangular reading table with formica top
22	64..	Reading chair #360 with 4 legs turned and with stainless steel ferrules and metal rubber cushiond glides on legs.
23	1...	Book storage and supply cabinet 9'-0" long x 24" deep x 7'-0" high overall. Work top of formica self-edged per descriptive specification under equipment specification.
24	42	Reading chairs #33s with two front legs turned fitted with stainless steel ferrules. Metal cushioned glides on legs. 2-18" high, 32-16" high and 8-14" high.
25	11..	Lounge Chair #3071 wallsaver, loose zippered cushions with foam rubber filling over heavy grade elastic fabric base. Rubber cushion glides on legs. Naugahyde grade 12 in color as selected by owner. Chair 27" x 30" x 31" high with wood arms. seat 22" x 20".
26	1...	Low magazine table #C9620, 30" diameter x 16" high with formica top. Rubber cushion glides on legs.
27	1...	Low magazine table #C9620, 18" x 36" x 16" high with formica top and rubber cushion glides on legs.
28	1...	Range "Serpentine" shelving, double face with back of painted masonite. Range 3 sections long, one straight and 2 curved sections. Each section 36" long x 20" deep x 42" high with formica top and closed base.
29	1...	Range double face shelving 9'-1" long x 24" deep x 42" high with formica top and slope magazine shelves each side.
30	1...	Range single face shelving 15'-1" x 10" x 42" high with formica top.
31	1...	Range single face shelving on window wall, 21'-1" long x 10" x 42" high with formica top, insulated masonite back, openings at floor and 4" wide metal grilles at sill line.

ADMINISTRATIVE EQUIPMENT...

32	1...	S284 office desk, 60 x 30 with finish to harmonize with color of wood finish.
33	3...	S285 secretarial desk, 60" x 30" with typewriter platform on right hand end.
34	1...	S286 Executive Conference desk 72" x 36".
35	3...	#M20 steel secretarial swivel chair on casters with upholstered seat and back in elastic naugahyde, color as selected.
36	4...	#192 steel four drawer legal size files, two with locks.
37	1...	#196 two drawer legal size steel file, finish to harmonize with color of wood finish.

All equipment to be delivered and installed in place ready for use, as directed by owner. Finish on wood parts to match SJOSTROM Finish #1220 with Formica #532-Fruitwood.

MURRAY 8-5228 - (215)

ESTEY
CORPORATION

JAMES J. MATHER
SALES REPRESENTATIVE

237 LANCASTER AVE.
DEVON, PA.

WILLIAM H. REEVES CO.

SPECIFICATIONS

FOR

EDISON PUBLIC LIBRARY
Edison, New Jersey

MATERIALS

All sheet steel used in the bookstack construction shall be that particular grade of full-finished, cold rolled sheet known in the trade as "furniture stock," which shall be free from scale or buckle, and rolled flat and true.

All screws used for assembling of bookstacks shall be cadmium plated.

BRACKET TYPE SHELVING

Metal bookstacks shall be of the design known as Freestanding Bracket Type, with the shelf supporting members consisting of central columns only and the adjustable shelves cantilevered therefrom.

UPRIGHT COLUMNS

Gauge: 16 Construction: One-piece welded tube $2\frac{1}{2}$" x 2" rectangular section, without protruding flanges or exposed edges.

ADJUSTABLE SHELVES

Gauge: 18 Construction: Front and back edges formed with three 90 degree bends. Front face to be 13/16" high. Ends of shelf to be turned down at 90 degrees and to have two embosses for positive engagement into slots pierced in shelf bracket.

SHELF BRACKETS

Gauge: 16 Construction: To extend full depth of shelf with bottom edge folded to 180 degree bend providing continuous support for shelf edge and smooth underside to prevent injury to hands when adjusting shelf. Front edge and upper edge of bracket to have full-beaded formation to provide a rounded meeting of edges of adjacent brackets and eliminate all raw edges. Brackets to have two (2) hooks at top and one (1) lug at bottom.

FINISHED END PANELS

Gauge: 18 Construction: Full flush exposed face of sufficient width and height to conceal shelves and upright members. Vertical edges shall have 3/4" radius bend with return of 3" parallel to face of panel. This return must extend beyond the front edge of shelf brackets.

BASE GUSSETS

Gauge: 16 Construction: Channel formation of gussets shall fit snugly around body of stack column on both sides giving full positive support to a height of $10\frac{1}{4}$". Gussets shall be adjustable to floor irregularities so that full bearing is obtained for stability.

BOTTOM SPREADERS

Gauge: 16 Construction: Channel formed, with ends turned down to engage slots for positive positioning and rigidity.

TOP TIE CHANNELS

Gauge: 16 Construction: Channel formed, bolted to tops of stack columns at each 3 foot section.

BASE SHELF & FRONT BASE STRIP

Gauge: 18 Construction: Substantially similar to adjustable shelf. Base strip to close space below base shelf to floor. Base strip to be flanged on bottom edge to provide bearing surface for stability.

STACK BRACING

Stacks shall be longitudinally braced by means of a continuous welded frame occurring in every third section of a range.

Welded frame shall be concealed within the stack members so that the specially braced section shall have the same appearance as the unbraced sections adjacent.

It is the intent of this specification that the non-sway characteristic be more effective than the diagonal rod bracing between stack columns and that the obstruction of these rods be eliminated.

FINISHING

All materials used shall be of oiled stock completely free of rust. After fabrication all parts shall be thoroughly cleaned in a hot, chemical cleaning process to provide a corrosion resistant surface which shall bond the paint. The material shall then be given a coat of the highest quality baking enamel, and baked for a period of time and at temperatures as recommended by their manufacturer to insure a hard, durable finish that will not crack or chip under normal use. Finish must meet normal flexure and hammer tests. Finish shall be electrostaticly applied. The color to be used on the stacks will be a shade of semi-gloss enamel, as approved by the architect.

ACCESSORIES

a. CARD HOLDERS: Formed of cast aluminum with provision for attachment to stack columns or finished end panels, and to receive 3" x 5" cards. Finished color to match stacks for Type One shelving. One per range.

b. BOOK SUPPORTS: (a) Wire Type: Heavy gauge spring wire formed to engage front and back edges of underside of shelf. Adjustable by hand compression to act as support for books below. Finish to be nickel plated. Furnish one for each adjustable shelf in both single-faced and double-faced except the top shelf.

(b) Plastic Type: High-impact polystyrene, molded in one piece with "wedge" back formation for strength and thickness to prevent concealment between books. Height: $6\frac{1}{4}$" Color: Red, Gray of Black. Furnish one for each top shelf both single-faced and double-faced.

WILLIAM H. REEVES CO.

EDISON PUBLIC LIBRARY
Edison, New Jersey

SCHEDULE OF EQUIPMENT
STEEL LIBRARY SHELVING - BRACKET-TYPE

TYPE 1 - Double-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and 10" deep closed base on each face of each section. One wood end panel 20" wide at the end of each range opening into the room.

TYPE 2 - Same as Type 1 only one section of each range to be 24" wide.

TYPE 3 - Single-Faced 84" high wall hung shelving set 6" above the finished floor. Consisting of 36" wide sections having seven 8" deep adjustable shelves. No base or finished ends are included.

TYPE 4 - Same as TYPE 3 only two sections shall be 24" wide.

TYPE 5 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 10" deep adjustable shelves and 10" deep closed base each section. One metal end panel 10" deep at each end of the range.

TYPE 6 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and a 10" deep closed base each section. One wood end panel 10" wide at the end of the range opening into the room and one corner filler at the wall.

TYPE 7 - Single-Faced bookstacks 3'-6" high, consisting of 36" wide sections and one 24" wide section having two 10" deep adjustable shelves and a 10" deep closed base. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged. One metal end panel 10" deep at each end of the range.

TYPE 8 - Single-Faced bookstacks 3'-6" high, consisting of 36" wide sections having two 10" deep adjustable shelves and a 10" deep closed base, and same as TYPE 7.

TYPE 9 - Double-Faced bookstacks 5'-0" high, consisting of 36" wide sections having four 10" deep adjustable shelves and a 10" deep closed base on each face of each section. One metal end panel 20" wide at each end of each range. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged.

EDISON PUBLIC LIBRARY

TYPE 10 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and a 10" deep closed base. One metal end panel 10" deep at the end of the range opening into the room. Metal backs are to be included for each section.

TYPE 11 - Single-Faced 3'-6" high, consisting of 36" wide sections and same as TYPE 7.

TYPE 12 - Single-Faced 84" high wall hung shelving set 6" above floor with seven 10" deep adjustable shelves.

TYPE 13 - Out

TYPE 14 - Double-Faced bookstacks 5'-0" high, freestanding, consisting of 36" wide sections having four 8" deep adjustable shelves and a 10" deep closed base. One metal end panel 10" deep at the end of the range opening into the room.

TYPE 15 - Same as TYPE 14 only metal end panels at each end of the range.

TYPE 16 - Single-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections and one 24" wide section having two 8" deep adjustable shelves and a 10" deep closed base. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops with Formica and self-edged. No end panels required but metal backs for each section are to be included. Also one $1\frac{1}{4}$" Formica covered gate with double acting hinge is to be included.

TYPE 17 - Double-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections having two 10" deep adjustable shelves over a 10" deep closed base each section. One metal end panel 10" deep at each end of each range. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged.

TYPE 18 - Single-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections having two 12" deep adjustable shelves over a 12" deep closed base each section. One metal end panel 12" wide at the end of the range opening into the room.

WILLIAM H. REEVES CO.

EDISON PUBLIC LIBRARY
Edison, New Jersey

SCHEDULE OF EQUIPMENT
STEEL LIBRARY SHELVING - BRACKET-TYPE

TYPE 1 - Double-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and 10" deep closed base on each face of each section. One wood end panel 20" wide at the end of each range opening into the room.

TYPE 2 - Same as Type 1 only one section of each range to be 24" wide.

TYPE 3 - Single-Faced 84" high wall hung shelving set 6" above the finished floor. Consisting of 36" wide sections having seven 8" deep adjustable shelves. No base or finished ends are included.

TYPE 4 - Same as TYPE 3 only two sections shall be 24" wide.

TYPE 5 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 10" deep adjustable shelves and 10" deep closed base each section. One metal end panel 10" deep at each end of the range.

TYPE 6 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and a 10" deep closed base each section. One wood end panel 10" wide at the end of the range opening into the room and one corner filler at the wall.

TYPE 7 - Single-Faced bookstacks 3'-6" high, consisting of 36" wide sections and one 24" wide section having two 10" deep adjustable shelves and a 10" deep closed base. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged. One metal end panel 10" deep at each end of the range.

TYPE 8 - Single-Faced bookstacks 3'-6" high, consisting of 36" wide sections having two 10" deep adjustable shelves and a 10" deep closed base, and same as TYPE 7.

TYPE 9 - Double-Faced bookstacks 5'-0" high, consisting of 36" wide sections having four 10" deep adjustable shelves and a 10" deep closed base on each face of each section. One metal end panel 20" wide at each end of each range. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged.

EDISON PUBLIC LIBRARY

TYPE 10 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and a 10" deep closed base. One metal end panel 10" deep at the end of the range opening into the room. Metal backs are to be included for each section.

TYPE 11 - Single-Faced 3'-6" high, consisting of 36" wide sections and same as TYPE 7.

TYPE 12 - Single-Faced 84" high wall hung shelving set 6" above floor with seven 10" deep adjustable shelves.

TYPE 13 - Out

TYPE 14 - Double-Faced bookstacks 5'-0" high, freestanding, consisting of 36" wide sections having four 8" deep adjustable shelves and a 10" deep closed base. One metal end panel 10" deep at the end of the range opening into the room.

TYPE 15 - Same as TYPE 14 only metal end panels at each end of the range.

TYPE 16 - Single-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections and one 24" wide section having two 8" deep adjustable shelves and a 10" deep closed base. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops with Formica and self-edged. No end panels required but metal backs for each section are to be included. Also one $1\frac{1}{4}$" Formica covered gate with double acting hinge is to be included.

TYPE 17 - Double-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections having two 10" deep adjustable shelves over a 10" deep closed base each section. One metal end panel 10" deep at each end of each range. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged.

TYPE 18 - Single-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections having two 12" deep adjustable shelves over a 12" deep closed base each section. One metal end panel 12" wide at the end of the range opening into the room.

WILLIAM H. REEVES CO.

SPECIFICATIONS

FOR

EDISON PUBLIC LIBRARY
Edison, New Jersey

MATERIALS

All sheet steel used in the bookstack construction shall be that particular grade of full-finished, cold rolled sheet known in the trade as "furniture stock," which shall be free from scale or buckle, and rolled flat and true.

All screws used for assembling of bookstacks shall be cadmium plated.

BRACKET TYPE SHELVING

Metal bookstacks shall be of the design known as Freestanding Bracket Type, with the shelf supporting members consisting of central columns only and the adjustable shelves cantilevered therefrom.

UPRIGHT COLUMNS

Gauge: 16 Construction: One-piece welded tube $2\frac{1}{2}$" x 2" rectangular section, without protruding flanges or exposed edges.

ADJUSTABLE SHELVES

Gauge: 18 Construction: Front and back edges formed with three 90 degree bends. Front face to be 13/16" high. Ends of shelf to be turned down at 90 degrees and to have two embosses for positive engagement into slots pierced in shelf bracket.

SHELF BRACKETS

Gauge: 16 Construction: To extend full depth of shelf with bottom edge folded to 180 degree bend providing continuous support for shelf edge and smooth underside to prevent injury to hands when adjusting shelf. Front edge and upper edge of bracket to have full-beaded formation to provide a rounded meeting of edges of adjacent brackets and eliminate all raw edges. Brackets to have two (2) hooks at top and one (1) lug at bottom.

FINISHED END PANELS

Gauge: 18 Construction: Full flush exposed face of sufficient width and height to conceal shelves and upright members. Vertical edges shall have 3/4" radius bend with return of 3" parallel to face of panel. This return must extend beyond the front edge of shelf brackets.

BASE GUSSETS

Gauge: 16 Construction: Channel formation of gussets shall fit snugly around body of stack column on both sides giving full positive support to a height of $10\frac{1}{4}$". Gussets shall be adjustable to floor irregularities so that full bearing is obtained for stability.

BOTTOM SPREADERS

Gauge: 16 Construction: Channel formed, with ends turned down to engage slots for positive positioning and rigidity.

TOP TIE CHANNELS

Gauge: 16 Construction: Channel formed, bolted to tops of stack columns at each 3 foot section.

BASE SHELF & FRONT BASE STRIP

Gauge: 18 Construction: Substantially similar to adjustable shelf. Base strip to close space below base shelf to floor. Base strip to be flanged on bottom edge to provide bearing surface for stability.

STACK BRACING

Stacks shall be longitudinally braced by means of a continuous welded frame occurring in every third section of a range.

Welded frame shall be concealed within the stack members so that the specially braced section shall have the same appearance as the unbraced sections adjacent.

It is the intent of this specification that the non-sway characteristic be more effective than the diagonal rod bracing between stack columns and that the obstruction of these rods be eliminated.

FINISHING

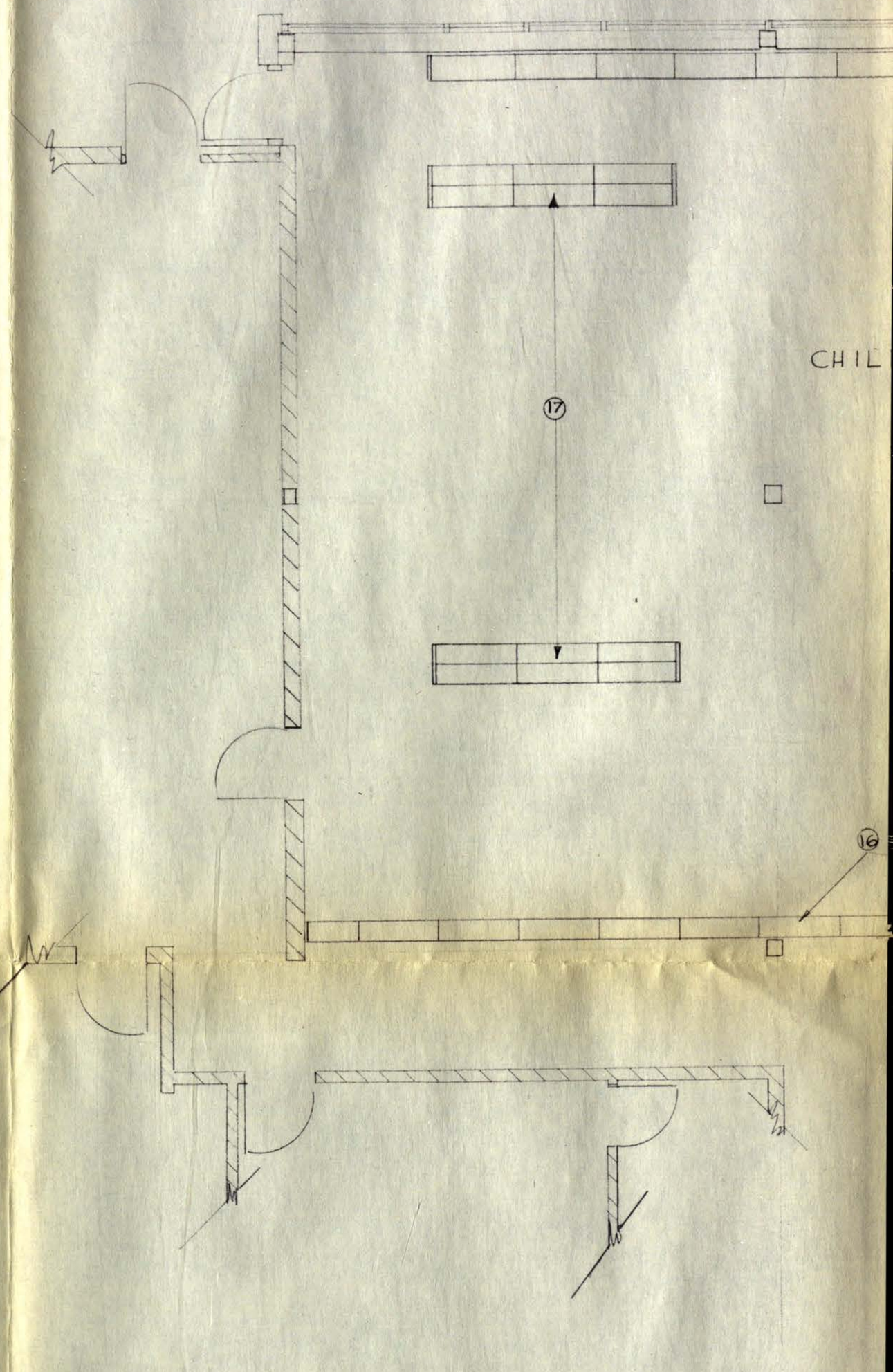
All materials used shall be of oiled stock completely free of rust. After fabrication all parts shall be thoroughly cleaned in a hot, chemical cleaning process to provide a corrosion resistant surface which shall bond the paint. The material shall then be given a coat of the highest quality baking enamel, and baked for a period of time and at temperatures as recommended by their manufacturer to insure a hard, durable finish that will not crack or chip under normal use. Finish must meet normal flexure and hammer tests. Finish shall be electrostaticly applied. The color to be used on the stacks will be a shade of semi-gloss enamel, as approved by the architect.

ACCESSORIES

a. CARD HOLDERS: Formed of cast aluminum with provision for attachment to stack columns or finished end panels, and to receive 3" x 5" cards. Finished color to match stacks for Type One shelving. One per range.

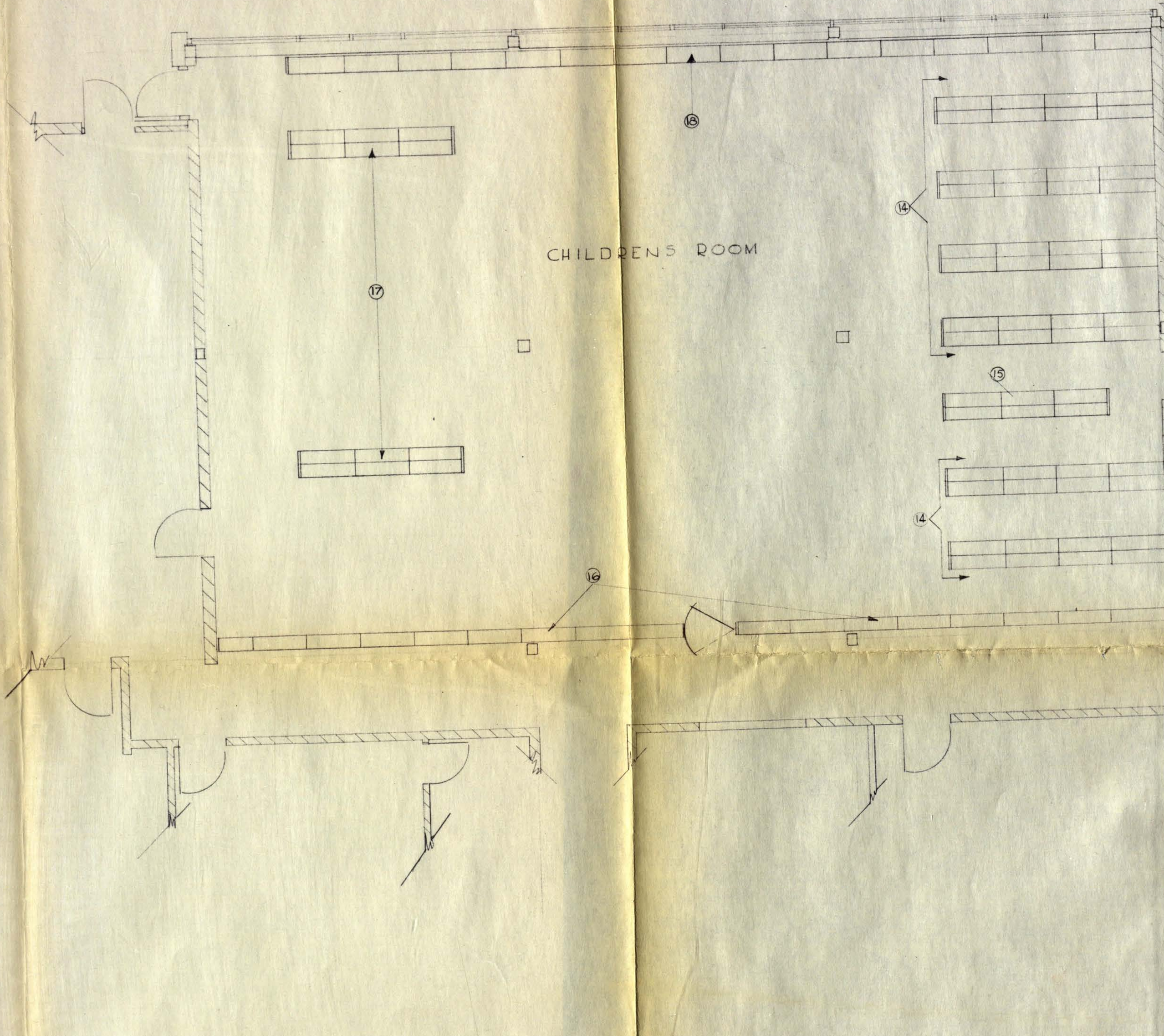
b. BOOK SUPPORTS: (a) Wire Type: Heavy gauge spring wire formed to engage front and back edges of underside of shelf. Adjustable by hand compression to act as support for books below. Finish to be nickel plated. Furnish one for each adjustable shelf in both single-faced and double-faced except the top shelf.

(b) Plastic Type: High-impact polystyrene, molded in one piece with "wedge" back formation for strength and thickness to prevent concealment between books. Height: $6\frac{1}{4}$" Color: Red, Gray of Black. Furnish one for each top shelf both single-faced and double-faced.

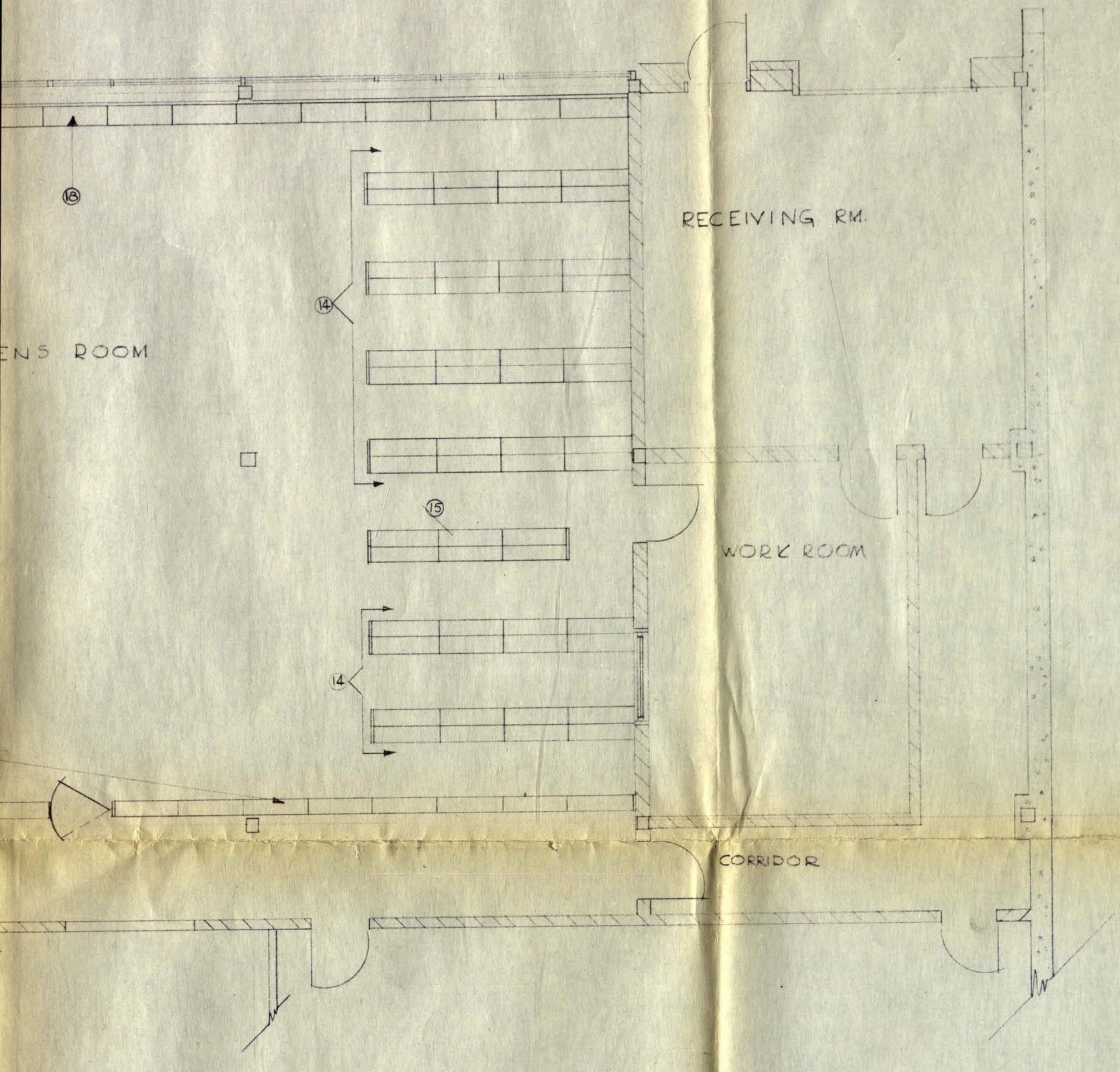


BASEMENT FL

BARCLAY BROTHERS, INC. 20503



BASEMENT FLOOR PLAN



ENS ROOM

OR PLAN

WILLIAM H. REEVES CO.
BUILDING SPECIALTIES
237 LANCASTER AVENUE DEVON, PENNSYLVANIA

FREE PUBLIC LIBRARY
OF EDISON TOWNSHIP

SHELVING LAYOUT

MANUFACTURER
ESTEY CORPORATION RED BANK NEW JERSEY

SCALE: 1/4" - 1'-0"	FINISH:	REVISIONS	DRAWING NO.
DRAWN BY: V.J.M.	F. D. V.		2
CHECKED BY: W.H.R.	APP'D		
DATE: 1-14-63			SH. 2 OF 2

RESOLUTION

Whereas the Board of Trustees of the Free Public Library have received Architect's Certificate of Payment and Statement of account from John MacWilliam, Architect, Certificate #1 in the amount of $1,864.00 for services rendered by the Marshall Murray Interiors, 100 Franklin Street, Morristown, New Jersey and -

Whereas: the said Marshall Murray Interiors are in receipt of signed contract for the Draperies for the Free Public Library Building on Plainfield Avenue, Edison, New Jersey and -

Whereas: said Certificate #1 is in order for the sum of $1,864.00.

Now be it resolved by the Board of Trustees of the Free Public Library of Edison that this Certificate with a duly signed Township of Edison voucher in the sum of $1,864.00 be transmitted to the Director of Finance of the Township of Edison and -

Be it further resolved that the Director of Finance be and is hereby instructed to pay said Certificate #1 in the amount of $1,864.00 to the Marshall Murray Interiors, 100 Franklin Street, Morristown, New Jersey from funds authorized and raised by ordinance dated June 13, 1962.

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY, LIBERTY 8-3131

ARCHITECT'S CERTIFICATE OF PAYMENT AND STATEMENT OF ACCOUNT

Date of Issuance AUGUST 25, 1964 **Certificate No.** 1

THIS IS TO CERTIFY THAT in accordance with the terms of a contract executed the 6

day of JULY 19 64

MARSHALL MURRAY INTERIORS, 100 FRANKLIN STREET, MORRISTOWN, N.J. CONTRACTOR

THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J. OWNER for

DRAPERIES WORK for the FREE PUBLIC LIBRARY OF EDISON

Located at EDISON TOWNSHIP, N.J.

There will be due and payable from the OWNER to the CONTRACTOR upon the presentation of this certificate the sum of

ONE THOUSAND EIGHT HUNDRED SIXTY FOUR AND 00/100 DOLLARS ($ 1,864.00)

The Status of Account under the above contract is as follows:

Original Contract Sum	$ 1,864.00
Additions to Date hereof	$ none
Original Sum plus Additions	$ 1,864.00
Deductions to Date hereof	$ none
CONTRACT SUM AT DATE HEREOF	$ 1,864.00
Amount of this Requisition $ 1,864.00	
Previously Certified $ none	
Total Certified to Date	$ 1,864.00
Leaving not yet Certified	$ none

JOHN MacWILLIAM, ARCHITECT

BY John MacWilliam

8-25-1964

The Contractor having examined the above statement of account finds it correct and acknowledges receipt upon the ..... day of ..... 19..... of amount certified. This certificate is not negotiable. It is payable only to payee named in it. Its issuance, payment and acceptance are without prejudice to any rights of the OWNER or CONTRACTOR under their contract.

.....

SIGNATURE OF CONTRACTOR

COPY FOR OWNER

FREE PUBLIC LIBRARY
MUNICIPAL BUILDING, EDISON, NEW JERSEY

EDISON
New Jersey

COUNTY OF MIDDLESEX
CHarter 6-2032

August 12, 1964

Mr. Charles F. Roberts, President.
Roberts Brothers, Inc.,
5115 Route 38,
Pennsauken, New Jersey.

Dear Mr. Roberts:

This order will confirm my discussion with your saleseman, Mr. Richard Long.

The following units are needed for the charge desk:-

Quanity	Cat. No.		Name of Unit
2	E 84 EN		End Panels
1	E 84 CU		Cupboard Unit
2	E 84 CO		Corner Units
1	E 84 CHM		Machine Charging Unit
2	E 84 OP		Open Shelf Unit
1	E 84 D		Desk Unit (Typewriter Height)
1	E 84 K		Knee Space Unit
1	E 84 CF	15	Card File Unit-15 Drawers
1	E 84 D1		Discharging Unit
2	E 84 G		Double Action Gates
			Total Price ---- $ 2229.35
Also the Following:-			
1	E 978 TDF		Sloping Top Tables
2	E 978 B		Benches
			Total Price ---- $ 266.90
			Total Price of Order $ 2496.25

We would appreciate an early delivery. Bills to be sent to:- Board of Trustees of the Edison Township Free Public Library,
238 Plainfield Avenue, Edison, New Jersey 08817
Attention Mr. Leavenworth H. Tyler, President

Yours very truly,

Isabelle W. Crooker
Secretary

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET METUCHEN NEW JERSEY LIBERTY 8-3131

DATE: 8-18-1964

TO: Mrs. Isabelle N. Crooker
238 Plainfield Avenue
Edison, N.J.

RE: FREE PUBLIC LIBRARY, EDISON TOWNSHIP, N.J. ORDER No. 1476 F
DRAPES & WOOD FURNITURE

WE ARE:

SENDING HEREWITH	X	PRINTS		BOND		APPROVED	
HANDING		SUMMARY		DEPOSIT		RESUBMIT	
CONFIRMING		BROCHURES		CONTRACT		FOR FILE	X
UNDER SEPARATE COVER		SCHEDULES		CHANGE ORDER		FOR SIGNATURE	

No. of PRINTS	DRAWING No.	DATE	DESCRIPTION

COMMENTS: FOR OWNERS FILE
CONTRACT FOR WOOD FURNITURE: ROBERTS BROS., INC.
CONTRACT FOR DRAPES: MARSHALL MURRAY INTERIORS

MAINTENANCE BOND #0430-0166-209-64, NEW AMSTERDAM CASUALTY CO., SUBMITTED BY MARSHALL MURRAY INTERIORS.

INSURANCE CERTIFICATE: TRANSAMERICA INSURANCE CO., SUBMITTED BY ROBERTS BROS., INC.

PERFORMANCE BOND: TRANSAMERICA INSURANCE CO., SUBMITTED BY ROBERTS BROS., INC.

Very truly yours,

JOHN MacWILLIAM

BY:

rm/

CERTIFICATE OF INSURANCE

This is to Certify, that policies in the name of

Roberts Bros., Inc.
(Name of Insured)

N/S Rt. 38 at Sinkinson Ave. (Street and Number) Pennsauken Twp., (City or Town) N.J. (State)

are in force at the date hereof, as follows:

KIND OF POLICY	POLICY NO.	POLICY PERIOD	LIMITS OF LIABILITY	
			Bodily Injury	Property Damage
A—Workmen's Compensation	2WC13442	Eff. 7-18-64 Exp. 7-18-65	Provided by Workmen's Compensation Law State of New Jersey	Nil
B—Manufacturers' or Contractors' Liability		Eff. Exp.	Each person $ Each accident $	Each accident $ Aggregate $
C—Owners', Landlords' and Tenants' Liability		Eff. Exp.	Each person $ Each accident $	Each accident $
D—Owners' or Contractors' Protective Liability		Eff. Exp.	Each person $ Each accident $	Each accident $ Aggregate $
E—Scheduled General Liability		Eff. Exp.	Each person $ Each accident $	Each accident $ Aggregate $
F—Automobile Liability (1) Owned Vehicles (2) Hired Vehicles (3) Other Non-owned Vehicles		Eff. Exp.	Each person $ Each accident $	Each accident $
G—Comprehensive Liability (1) Automobile		Eff. Exp.	Each person $ Each accident $	Each accident $
(2) General	2CGB61297	Eff. 7-18-64 Exp. 7-18-65	Each person $ 300,000 Each accident $ 300,000 Aggregate $	Each accident $ 200,000 Aggregate $ 200,000
(3) General-Automobile		Eff. Exp.	Each person $ Each accident $ Aggregate $	Each accident $ Aggregate $

and cover, in accordance with the policy terms,

Board of Trustees
Free Public Library
Edison Twp., N.J.

Certificate issued to John MacWilliam
at 495 Main St., Metuchen, N.J.

In the event of any material change in or cancelation of said policies the undersigned company will notify the party to whom this certificate is issued of such change or cancelation.

Transamerica Insurance Company

#2 Penn Center Plaza, Phila., Pa.

Dated 8-5-64 lm

GU6469a (Ed. 5-54) UNIFORM PRINTING & SUPPLY DIV.

TRANSAMERICA INSURANCE COMPANY

PERFORMANCE BOND

(Construction, Supply, or Miscellaneous Contract)

KNOW ALL MEN BY THESE PRESENTS, That we, Roberts Brothers Inc. of Pennsauken, New Jersey called the Principal, and **TRANSAMERICA INSURANCE COMPANY,** called the Surety, are held and firmly bound unto The Board of Trustees, Free Public Library, Edison Township, New Jersey called the Obligee, in the sum of Twenty Four Thousand Seven Hundred Fifty and 97/100 Dollars ($24750.97), for the payment whereof said Principal and Surety bind themselves firmly by these presents.

WHEREAS, the Principal has, by written Agreement, dated July 6th, 1964 entered into a contract with the Obligee for Wood Furniture

as is more particularly described in the said contract, a copy of which is by reference made a part hereof;

NOW, THEREFORE, the condition of this obligation is such, that if the Principal shall indemnify the Obligee against any loss or damage directly arising by reason of the failure of the Principal to faithfully perform said contract, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that no suit shall be brought on this bond after the expiration of two (2) years from the date on which final payment under the contract falls due.

Signed and Sealed, this 3rd day of August, 1964

Roberts Bros Inc (Seal)
(Principal)

By: C. F. Roberts Pres

TRANSAMERICA INSURANCE COMPANY

By: Alfred R. Kornberger
Attorney-in-Fact

891

124

CERTIFIED COPY

TRANSAMERICA INSURANCE COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That TRANSAMERICA INSURANCE COMPANY, a corporation of the State of California does hereby make, constitute and appoint

ALFRED R. KORNBERGER of Camden, Camden County, New Jersey

its true and lawful Attorney(s)-in-Fact, with full power and authority, for and on behalf of the Company as surety, to execute and deliver and affix the seal of the Company thereto, if a seal is required, bonds, undertakings, recognizances or other written obligations in the nature thereof, as follows: Any and all bonds and undertakings not exceeding in amount ONE HUNDRED THOUSAND DOLLARS ($100,000.) in any single instance for or on behalf of this Company -

and to bind TRANSAMERICA INSURANCE COMPANY thereby, and all of the acts of said Attorney(s)-in-Fact, pursuant to these presents, are hereby ratified and confirmed.

This appointment is made under and by authority of the following by-laws of the Company which by-laws are now in full force and effect:

ARTICLE VII

SECTION 30. All policies, bonds, undertakings, certificates of insurance, cover notes, recognizances, contracts of indemnity, endorsements, stipulations, waivers, consents of sureties, re-insurance acceptances or agreements, surety and co-surety obligations and agreements, underwriting undertakings, and all other instruments pertaining to the insurance business of the Corporation, shall be validly executed when signed on behalf of the Corporation by the President, any Vice President or by any other officer, employee, agent or Attorney-in-Fact authorized to so sign by (i) the Board of Directors, (ii) the President, (iii) any Vice President, or (iv) any other person empowered by the Board of Directors, the President or any Vice President to give such authorization; provided that all policies of insurance shall also bear the signature of a Secretary, which may be a facsimile, and unless manually signed by the President or a Vice President, a facsimile signature of the President. A facsimile signature of a former officer shall be of the same validity as that of an existing officer.

The affixing of the corporate seal shall not be necessary to the valid execution of any instrument, but any person authorized to execute or attest such instrument may affix the Corporation's seal thereto.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company at a meeting duly called and held on the 17th day of October 1963.

"Resolved, That the signature of any officer authorized by the By-laws and the Company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed".

IN WITNESS WHEREOF, TRANSAMERICA INSURANCE COMPANY has caused these presents to be signed by its proper officer and its corporate seal to be hereunto affixed this 12th day of March 1964

TRANSAMERICA INSURANCE COMPANY

By T. M. Gregory

T. M. Gregory, Vice President

State of California)
County of Los Angeles) ss

On this 12th day of March, 19 64, before me personally came T. M. Gregory to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Pasadena, State of California that he is a Vice-President of Transamerica Insurance Company, the Corporation described in and which executed the above instrument; that he knows the seal of said Corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

P. K. Burkett, Notary Public

My Commission Expires September 15, 1967.

209 64c

Bond No. 0430-0166-0944-62

NEW AMSTERDAM CASUALTY COMPANY

227 St. Paul Street, Baltimore, Md.

MAINTENANCE BOND

Know All Men By These Presents, that we, the undersigned MARSHALL ZUCKER t/a Marshall Murray Interiors, 100 Franklin Street, Morristown, N. J. as Principal, and NEW AMSTERDAM CASUALTY COMPANY, a corporation of the State of New York, duly authorized to do business in the State of New Jersey, having an office at #430 Main Street East Orange, New Jersey, as Surety, are hereby held and firmly bound unto The Township of Edison, New Jersey, hereinafter known as Obligee, in the sum of NINETY FIVE and no/100 ($95.00) Dollars, for the payment of which well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

Signed this 7th day of August, 1964

WHEREAS, the above bounden Marshall Zucker t/a Marshall Murray Interiors did on the 6th day of July, 1964 enter into a contract with The Township of Edison, New Jersey for the installation of draperies

which said contract and related specifications are hereby made a part of this bond the same as though set forth herein.

WHEREAS, the above named Marshall Zucker t/a Marshall Murray Interiors has completed said work and is now required under the aforesaid specifications to furnish a maintenance bond to the Obligee for the term of one year

NOW, THEREFORE, the condition of this obligation is such that if the said Principal shall faithfully carry out and perform said guaranty in accordance with the terms of said specifications and shall, on due notice, repair and make good at its own expense, all defects of material or workmanship in the said work which may develop during the period between July 6, 1964 and July 6, 1965, or shall pay over, make good and reimburse to the said Obligee all loss and damage which the Obligee may sustain by reason of failure or default of said Principal so to do, then this obligation shall be null and void; otherwise to remain in full force and effect.

IN WITNESS WHEREOF, the above-bounden parties have executed this instrument under their several seals on the date indicated above, the name and corporate seal of each corporate party being affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Witness: Jack Tegarello
Attest:
Title

Marshall Zucker t/a
Marshall Murray Interiors
Marshall Zucker
Title Owner

Attest: V. V. Kiehm
Title V. V. Kiehm, as to Surety

NEW AMSTERDAM CASUALTY COMPANY
By R. H. Loesch
Title R. H. Loesch, Attorney-in-fact

Contract Form 1-460 Ed. Date: 11-61

NEW AMSTERDAM CASUALTY COMPANY

227 ST. PAUL STREET
BALTIMORE, MD.

EXECUTIVE OFFICES

100 WILLIAM STREET
NEW YORK

COPY OF RESOLUTION OF BOARD OF DIRECTORS

At a regular meeting of the Board of Directors of the New Amsterdam Casualty Company, duly called and held at the office of the Company, in the Borough of Manhattan, City of New York, on the 27th day of July, 1961, a quorum being present, the following resolution was duly adopted:

"RESOLVED, that effective July 27, 1961, bonds, undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, shall be executed by the Chairman of the Board or the President or any Vice-President, and duly attested by the Secretary or any Assistant Secretary, or shall be signed in the Company's behalf by an attorney-in-fact appointed by a power of attorney executed and attested as above provided, any of said officers or such attorneys-in-fact being authorized to affix the Company's seal to any such instrument; and the Secretary or any Assistant Secretary is hereby authorized and empowered to certify under the company's seal to a copy of any resolution, by-law, written instrument, power of attorney, list of officers, or financial statement of the Company that may be appropriate or required; and

"RESOLVED FURTHER, that any signature of any of said officers to any of the written instruments above referred to, including powers of attorney and certifications, may be by printed facsimile, but the signature of any attorney-in-fact acting under any such power shall be manually signed."

OFFICERS OF NEW AMSTERDAM CASUALTY COMPANY

CHAIRMAN OF THE BOARD
E. CLAYTON GENGRAS

PRESIDENT
CARLOS C. BOAZ

VICE PRESIDENTS

CHARLES W. BOONE
JAMES W. CALLAHAN
WILLIAM EHLI
GEORGE E. SCAFF
CARL W. SCHMIDT

SECRETARY & TREASURER
WILLIAM R. HECKLES

ASSISTANT SECRETARIES

E. DONALD BANGS
JOHN J. COADY
JAMES H. DOYLE
MARTIN W. ELLINGSWORTH
J. O. HONEYWELL
GEORGE J. HRICKO

FINANCIAL STATEMENT DECEMBER 31, 1963

ASSETS

United States Government Bonds	$ 14,755,974.57
State, County & Municipal Bonds	28,357,736.95
All Other Bonds	24,602,749.10
United States Casualty Company Stocks	16,799,644.18
All Other Stocks	33,521,924.00
Real Estate	1,424,059.46
Mortgage Loans	84,000.00
* Premiums Receivable (Less than 90 Days Old)	8,892,014.97
Accrued Interest	684,337.48
Accounts Receivable	523,557.93
Deposits with the Workmen's Compensation Reins. Bureau & Other Trusts	4,496,322.44
Cash in Banks & Offices	4,526,813.59
Total Admitted Assets	$138,669,134.67

LIABILITIES

Reserve for Unearned Premiums		$ 35,367,386.19
Reserve for Undetermined Claims		45,353,144.58
Reserve for Contingent Commissions		230,000.00
Reserve for Taxes		1,503,535.52
Reserve for All Other Liabilities		4,772,242.42
Total Liabilities (Except Capital)		87,226,308.71
Capital	$ 2,000,000.00	
Surplus	10,000,000.00	
Reserve for Contingencies	39,442,825.96	
Surplus to Policyholders		51,442,825.96
Total		$138,669,134.67

* Net as to Commissions

Securities carried at $1,237,255.99 in the above statement are deposited as required by law.

I certify that the foregoing Resolution is a true copy of the Resolution of the Board of Directors of the New Amsterdam Casualty Company relating to the execution of bonds, undertakings, recognizances, contracts of indemnity and all other writings obligatory in the nature thereof, and all of the said Resolution, and that said Resolution is in full force and effect.

I further certify that all of the Officers listed above were duly elected or appointed in accordance with the By-Laws of the said Company, and that said Officers remain in office.

I further certify that the foregoing statement of Assets and Liabilities of said Company is a true statement taken from the books and records of said Company as of December 31, 1963.

IN TESTIMONY WHEREOF, I hereunto subscribe my name and affix the seal of said Company this 2nd day of March, 1964.

NEW AMSTERDAM CASUALTY COMPANY INCORPORATED 1898

Assistant Secretary

Subscribed and sworn to before me this 2nd day of March, 1964.

J. R. HERMAN NOTARY PUBLIC BALTIMORE, MD.

Notary Public

My commission expires May 3, 1965.

Ed. 5-63

POWER OF ATTORNEY

4-502-1

New Amsterdam Casualty Company

Know All Men by These Presents:

That the NEW AMSTERDAM CASUALTY COMPANY, a corporation of the State of New York, by CARL W. SCHMIDT, its Vice-President, and J. O. HONEYWELL its Assistant Secretary, in pursuance of authority granted by a resolution duly passed by the Board of Directors of said Company at a meeting of that body, at which a quorum was present, held on the 27th day of July, 1961, at its office in the City of New York, State of New York, which resolution reads as follows:

"RESOLVED, that effective July 27, 1961, bonds, undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, shall be executed by the Chairman of the Board or the President or any Vice-President, and duly attested by the Secretary or any Assistant Secretary, or shall be signed in the Company's behalf by an attorney-in-fact appointed by a power of attorney executed and attested as above provided, any of said officers or such attorneys-in-fact being authorized to affix the Company's seal to any such instrument; and the Secretary or any Assistant Secretary is hereby authorized and empowered to certify under the company's seal to a copy of any resolution, by-law, written instrument, power of attorney, list of officers, or financial statement of the Company that may be appropriate or required; and

"RESOLVED FURTHER, that any signature of any of said officers to any of the written instruments above referred to, including powers of attorney and certifications, may be by printed facsimile, but the signature of any attorney-in-fact acting under any such power shall be manually signed."

does hereby nominate, constitute and appoint R. H. Loesch and/or V. V. Kiehm of East Orange, New Jersey

its true and lawful agent S and attorney S -in-fact, to make, execute, seal and deliver for and on its behalf, as surety, and as its act and deed any and all bonds or undertakings of suretyship.

And when such bonds or undertakings shall have been duly executed pursuant hereto and the corporate seal affixed, they shall be as binding upon said Company, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the duly elected officers of the Company in their own proper persons. The said Company hereby reserves unto itself, however, the absolute right to revoke this Power of Attorney at any time it may desire so to do.

The said Assistant Secretary does hereby certify that the foregoing copy of resolution is a true copy of the resolution passed by the Board of Directors of said Company at its meeting held on the 27th day of July, 1961, as aforesaid, and that said resolution is still in force.

IN WITNESS WHEREOF, the said Vice-President and the said Assistant Secretary have hereunto subscribed their names and affixed the corporate seal of the said NEW AMSTERDAM CASUALTY COMPANY, this 16th day of August A. D. 1963.

Attest:

NEW AMSTERDAM CASUALTY COMPANY

Assistant Secretary.

By

Vice-President

STATE OF MARYLAND }
CITY OF BALTIMORE } SS.

On this 16th day of August A. D. 1963, before the subscriber, a Notary Public of the State of Maryland, in and for the City of Baltimore, duly commissioned and qualified, came the above named Vice President and Assistant Secretary, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and they acknowledged the execution of the same, and being by me duly sworn, they did depose and say that they know the corporate seal of said Company, that the seal affixed to the preceding instrument is the corporate seal, and that the preceding instrument was executed by them and the corporate seal affixed by the authority of the Board of Directors of said Company.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Notarial Seal, at the City of Baltimore, the day and year first above written.

My commission expires May 3, 1965.

Notary Public

CERTIFICATE

I, J. O. HONEYWELL, Assistant Secretary of the NEW AMSTERDAM CASUALTY COMPANY, do hereby certify that the foregoing Power-of-Attorney is a true and correct copy of Power-of-Attorney issued to the above named agent and attorney -in-fact and that said Power-of-Attorney is still in force.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seal of the said Company this 7th day of August, A. D. 1964

Assistant Secretary

NEW AMSTERDAM CASUALTY COMPANY

227 St. Paul Street, Baltimore, Maryland

AFFIDAVIT

State of New Jersey ....
County of Essex .... } ss.:
City of East Orange ....

On this 7th day of August 19 64, before me, the subscriber, a Notary Public of New Jersey, duly commissioned and sworn, personally came ....
R. H. Loesch ....who, being by me duly sworn, on this oath, saith: that he is the Attorney-in-Fact of the New Amsterdam Casualty Company, a Corporation of the State of New York; that he resides in Sparta, N. J. ; that he knows the corporate seal of said Company; that the seal affixed to the foregoing instrument is such corporate seal; that it was affixed by the said Attorney-in-Fact and the said instrument signed by the said Attorney-in-Fact as Attorney-in-Fact of said Company, by order of the Board of Directors of said Company as the voluntary act and deed of said Company; that said Company has duly complied with all the requirements of Chapter 134 of the Laws of the State of New Jersey of the year 1902, and the amendments thereto and supplements thereto; that the good available assets of the Company exceed its liabilities as such liabilities are ascertained in the manner provided in said Chapter; that the New Amsterdam Casualty Company is duly incorporated under the laws of the State of New York, and is authorized by the laws of that State and under its charter to become surety on bonds and obligations such as are mentioned in said Chapter; that is has on deposit with the Superintendent of Insurance of the State of New York, good securities worth at par and at market value at least Two Hundred Thousand Dollars ($200,000) held as security for all holders of its obligations, and has a fully paid up, safely invested, and unimpaired capital of Two Million Dollars ($2,000,000); that said Company has appointed the Commissioner of Banking and Insurance as its Attorney in the State of New Jersey, upon whom process of law can be served, and has filed in the office of the Commissioner of Banking and Insurance a written instrument duly signed and sealed, certifying such appointment, and that the following is a true copy of a Resolution of the Board of Directors of the said New Amsterdam Casualty Company, passed on the 27th day of July, 1961, to-wit:

"RESOLVED, that effective July 27, 1961, bonds, undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, shall be executed by the Chairman of the Board or the President or any Vice-President, and duly attested by the Secretary or any Assistant Secretary, or shall be signed in the Company's behalf by an attorney-in-fact appointed by a power of attorney executed and attested as above provided, any of said officers or such attorneys-in-fact being authorized to affix the Company's seal to any such instrument; and the Secretary or any Assistant Secretary is hereby authorized and empowered to certify under the company's seal to a copy of any resolution, by-law, written instrument, power of attorney, list of officers, or financial statement of the Company that may be appropriate or required; and

"RESOLVED FURTHER, that any signature of any of said officers to any of the written instruments above referred to, including powers of attorney and certifications, may be by printed facsimile, but the signature of any attorney-in-fact acting under any such power shall be manually signed."

Sworn and Subscribed in the City of East Orange ....in the County of Essex .... and State of New Jersey, this 7th day of August A. D. 19 64, before me, a Notary for the State of New Jersey, duly commissioned and sworn.

Notary Public

NOTARY PUBLIC OF NEW JERSEY
My Commission Expires July 1, 1969

NA 1-517-N. J. Ed. date: 5-63

PROPOSED LIBRARY FOR EDISON TOWNSHIP

COST ANALYSIS

COST OF CONSTRUCTION ----------	$202,000.00
Area 11,500 square feet Cost per sq. ft. $17.75 Volume 147,000 cubic feet Cost per cu. ft. $1.25	
SITE WORK ----------	13,000.00
Paving and sidewalks $5000.00 Grading and seeding 5000.00 Planting 3000.00	
CONTINGENCIES ----------	10,000.00
Miscellaneous Items $10000.00	
TOTAL CONSTRUCTION COSTS	$225,000.00
The above costs are for construction only including air conditioning. No provision for any shelving(stacks) or library equipment is included.	6 13,500.00
COST OF EQUIPMENT ----------	$50,000.00
Include shelving(stacks) and all library equipment.	
FEES ----------	16,000.00
TOTAL OTHER COSTS ----------	$66,000.00
TOTAL COST OF PROJECT ----------	$291,000.00

January 29,1962.

John MacWilliam
Architect

R E S O L U T I O N

IT IS HEREBY RESOLVED THAT THE LOWEST BIDS RECEIVED ON MARCH 28, 1963 FOR THE CONSTRUCTION OF THE NEW LIBRARY BUILDING BE:

1. ACCEPTED IF CHANGES IN THE BASEMENT CAN BE AFFECTED TO REDUCE THE TOTAL COST OF THE PROJECT INCLUDING FEES TO FALL WITHIN THE $200,000.00 APPROPRIATION, OR IF THIS IS NOT LEGALLY POSSIBLE:

2. ACCEPT THE GENERAL CONSTRUCTION CONTRACT WITH REDUCTION OF COST BY ELIMINATING BASEMENT FINISHES AND REBID THE OTHER PRIME CONTRACTS ELIMINATING CERTAIN WORK IN THE BASEMENT TO REDUCE OVERALL COSTS TO FALL WITHIN THE $200,000.00 APPROPRIATION.

ISABELLE W. CROOKER, SECRETARY

MEETING SECOND MONDAY OF EACH MONTH AT 8:00 P. M. AT THE HIGH SCHOOL

SAMUEL D. WHITE, PRESIDENT
29 REED STREET, EDISON, N. J.

STEWART A. SCHODER, JR. VICE PRESIDENT
44 STONY ROAD, NIXON, N. J.

JOHN J. ANDERSON, SECRETARY
95 SOUTH MAIN STREET, METUCHEN, N. J.

BOARD OF EDUCATION
TOWNSHIP OF EDISON
MIDDLESEX COUNTY, N. J.

CHARTER 6-2828

JOHN L. CHIZMADIA
56 WALTUMA AVENUE, FORDS, N. J.

ARTHUR W. PRICE
CALVERT AVENUE, METUCHEN, N. J.

October 3, 1960

Mrs. Isabelle W. Crocker
Secretary and Librarian
Municipal Building
Plainfield Avenue
Edison, N.J.

Dear Mrs. Crocker:

I am sure that if the Township Council requests it, the Board of Education will deed to them a site for a Library Building on the Thomas Jefferson Junior High School site. The plot mentioned faces on both Plainfield Avenue and Division Street and I would say contains about one (1) acre of ground.

Yours sincerely,

John J. Anderson
Secretary.

JJA:ms

February 29th, 1960

Municipal Council
Municipal Building
Township of Edison
Edison, New Jersey

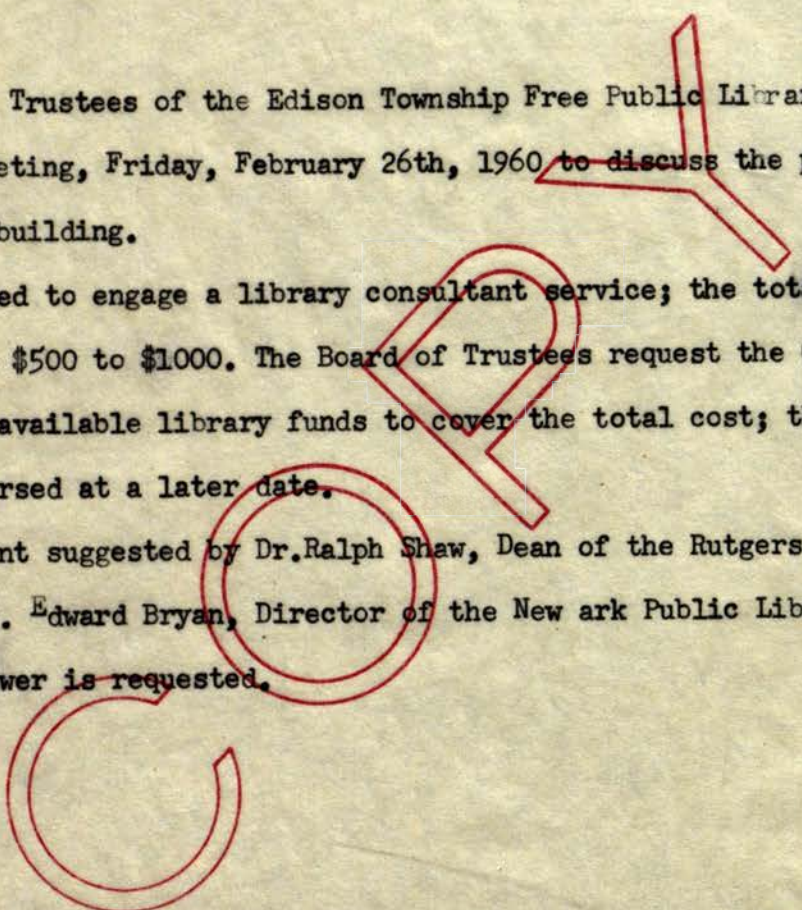
Gentlemen:

The Board of Trustees of the Edison Township Free Public Library held a special meeting, Friday, February 26th, 1960 to discuss the proposed new library building.

It was decided to engage a library consultant service; the total cost estimated at $500 to $1000. The Board of Trustees request the Council to allocate available library funds to cover the total cost; the library to be reimbursed at a later date.

The consultant suggested by Dr. Ralph Shaw, Dean of the Rutgers Library School is Mr. Edward Bryan, Director of the New ark Public Library.

An early answer is requested.



C
O
P
Y

James E. Bryan
666 HIGHLAND AVENUE
NEWARK 4, NEW JERSEY

Mr. Lawrence Levine
Government Service Consultant
Fels Institute of Local and State Government
39th and Walnut Streets
Philadelphia 4, Pennsylvania

Dear Mr. Levine:

Mrs. Crooker, the Librarian at the Edison Township Library, has sent me as consultant to the Edison Township Planning Board a copy of your letter dated September 12, 1960 concerning the work of the Government Consulting Service of the Fels Institute of Local and State Government in connection with their function. You ask in your letter to Mrs. Crooker that the library consultant be in touch with you.

I believe Mrs. Crooker has sent you a draft of my report which, incidentally, will be changed in several respects. You will note from the report that the chief concern and purpose for which I was engaged was to decide between two sites offered for a library and do certain related work. The report needs amendment in two respects and I am presently at work on these. They are -

1. The cost of library service per capita for Edison Township was in error because I was not given certain information concerning either direct or indirect library expenses carried by the Municipal Council and not by the Library Board.

2. Also, I find that there has been provision for "library rooms" in several of the schools to be built under a bond issue recently approved by the electorate. Apparently this was an effort on the part of the Board of Education to make the ~~library~~ buildings available for community use and to aid in the distribution of library books in the community.

My report will need to be revised in the light of this program, of which I have only been recently informed. This new information will probably change somewhat my approach to the section on the extension function of the Library. It would appear to me, however, that the library services in the schools would only be an interim development until a more satisfactory extension service could be set up.

If you have any questions as to the report, I will be happy to answer them.

Very truly yours

JEB

James E. Bryan
Library Consultant

JEB:bls

CC Mrs. Isabelle Crooker, Librarian
Edison Township Library

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

Telephone: LIBERTY 8-3131

BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP

BRANCH OF WORK GENERAL Date: 4/25/63

ORDER NO. 1476

CONTRACTORS	Connolly		Dunham		Indri	
BASE BID						
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
1. OMIT BLACKTOP PAVING						
2. OMIT EXTERIOR STONE WORK						
3. OMIT BRICK VENEER : REAR						
4. OMIT SEEDING						
5. ADD CONNECTION STORM SEWER						
6. CURTAIN WALL						
7. BLOCK FOUNDATION WALLS						
8. OMIT RETAINING WALL - REAR						
9. OMIT BASEMENT PARTITIONS						

CONTRACTORS	Lanfrit		Wester		Windsor	
BASE BID						
ALTERNATE BID	ADD	DED.	ADD	DED.	ADD	DED.
1. OMIT BLACKTOP PAVING						
2. OMIT EXTERIOR STONE WORK						
3. OMIT BRICK VENEER : REAR						
4. OMIT SEEDING						
5. ADD CONNECTION STORM SEWER						
6. CURTAIN WALL						
7. BLOCK FOUNDATION WALLS						
8. OMIT RETAINING WALL - REAR						
9. OMIT BASEMENT PARTITIONS						

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

Telephone: LIBERTY 8-3131

BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP

BRANCH OF WORK STEEL & IRON Date: 4/25/63

CONTRACTORS	Breen		J. Maltese		N. Maltese	
BASE BID						
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
1. EXTEND COLUMNS						
2. OMIT ALUMINUM RAILINGS						
CONTRACTORS	Park Steel					
BASE BID						
ALTERNATE BID	ADD	DED.				
1. EXTEND COLUMNS						
2. OMIT ALUMINUM RAILINGS						

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

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BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP

BRANCH OF WORK PLUMBING Date: 4/25/63

CONTRACTORS	DUTCHER		PIZZALATO		SCHWALJE	
BASE BID						
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
CONTRACTORS	SIG-SHOR					
BASE BID						

JOHN MacWILLIAM
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495 MAIN STREET
METUCHEN, NEW JERSEY

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BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP

BRANCH OF WORK HEATING & VENTILATING Date: 4/25/63

CONTRACTORS	DUTCHER		RAST		SCHWALJE	
BASE BID						
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
1. GAS FIRED BOILER						
2. OTHER AIR COND. UNITS						
3. CONCEALED DUCT INSULATION						
4. MINNEAPOLIS HONEYWELL CONT.						
5. OTHER ROOF FANS						
6. OTHER DIFFUSERS						
7. OTHER REGISTERS						

CONTRACTORS	SIG-SHOR	
BASE BID		
ALTERNATE BID	ADD	DED.
1. GAS FIRED BOILER		
2. OTHER AIR COND. UNITS		
3. CONCEALED DUCT INSULATION		
4. MINNEAPOLIS HONEYWELL CONT.		
5. OTHER ROOF FANS		
6. OTHER DIFFUSERS		
7. OTHER REGISTERS		

JOHN MacWILLIAM
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495 MAIN STREET
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BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP

BRANCH OF WORK ELECTRIC Date: 4/25/63

CONTRACTORS	DELAPLAINE		DORSON		HANSEN	
BASE BID						
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
CONTRACTORS	H-T ELECTRIC		A. PAUL		UNGER	
BASE BID						

September 21, 1964

Myrtle Desk Company
Mid-Century Library Division
High Point, North Carolina

Gentlemen:

In reference to our Purchase Order #1423 dated July 9, 1964 from the Edison Township Free Public Library, 238 Plainfield Avenue, Edison, New Jersey for the furniture and shelving for our new Library Building, I have been in contact with Mr. Dolmetsch of Roberts Bros., Pennsauken, New Jersey regarding a delivery date. To date I have been unable to obtain an answer.

Would it be possible for you to give us a definite delivery date?

Thanking you, I am -

Yours truly,

Isabelle W. Crooker
Librarian

E. Crooker

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

Telephone: LIBERTY 8-3131

BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J.

BRANCH OF WORK WOOD FURNITURE Date: 5-29-1964

ORDER NO. 1476 F

CONTRACTORS	BRO DART IND.		MAX BLAU & SONS		COLONIAL OFFC FURNITURE	
BASE BID	28,893.00		33,370.00		32,518.80	
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.

CONTRACTORS	(COVAIR) H.L. FARKAS CO		N.J. SCIENTIFIC SUPPLY CO		(OMIT) (MYRTLE) ROBERTS BROS INC.	
BASE BID	(OMIT) 26,	538.10			24,	750.97
ALTERNATE BID	ADD	DED	ADD	DED	ADD	DED

CONTRACTORS	J.E. SJOSTROM CO	
BASE BID	30,504.00	
ALTERNATE BID	ADD	DED

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

Telephone: LIBERTY 8-3131

BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J.

BRANCH OF WORK METAL SHELVING Date: 5-29-1964

ORDER NO. 1476 F

CONTRACTORS	BRO DART IND.		COLONIAL OFFC FURNITURE		EDWARDS OFFC FURNITURE	
BASE BID						
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
CONTRACTORS	ESTEY CORP		H.L. FARKAS CO (a ZNA)		N.J. SCIENTIFI SUPPLY CO	
BASE BID	7987—		8426.90			
ALTERNATE BID	ADD	DED	ADD	DED	ADD	DED
CONTRACTORS	ROBERTS BROS		J.E. SJOSTROM CO			
BASE BID						
ALTERNATE BID	ADD	DED	ADD	DED		

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

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BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J.

BRANCH OF WORK DRAPES Date: 5-29-1964

ORDER NO. 1476 F

CONTRACTORS	ART FURNITURE & DECORATE		CAPITOL DECORATE		DAN FERZIGER INC.	
BASE BID	2264.50		1993.18			
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
1. OMIT BASEMENT DRAPES		527.00		365.82		

CONTRACTORS	ROBERTS BROS. INC.	
BASE BID	2611.00	
ALTERNATE BID	ADD	DED
1. OMIT BASEMENT DRAPES		350.00

accepted Marshall Murray Interiors
1864.00 DED
537.00

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

Telephone: LIBERTY 8-3131

BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J.

BRANCH OF WORK WOOD FURNITURE Date: 5-29-1964
ORDER NO. 1476 F

CONTRACTORS	BRO DART IND.		MAX BLAU & SONS		COLONIAL OFFC FURNITURE	
BASE BID	28,893.00		33,320.00		32,518.80	
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.

CONTRACTORS	H.L. FARKAS CO		N.J. SCIENTIFIC SUPPLY CO		ROBERTS BROS INC.	
BASE BID	26,538.10				24,750.97	
ALTERNATE BID	ADD	DED	ADD	DED	ADD	DED

CONTRACTORS	J.E. SJOSTROM CO	
BASE BID	30,504.00	
ALTERNATE BID	ADD	DED

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

Telephone: LIBERTY 8-3131

BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J.

BRANCH OF WORK METAL SHELVING Date: 5-29-1964

ORDER NO. 1476 P

CONTRACTORS	BRO DART IND.		COLONIAL OFFC FURNITURE		EDWARDS OFFC FURNITURE	
BASE BID						
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
CONTRACTORS	ESTEY CORP		H.L. FARKAS CO		N.J. SCIENTIFI SUPPLY CO	
BASE BID	7987.00		8426.90			
ALTERNATE BID	ADD	DED	ADD	DED	ADD	DED
CONTRACTORS	ROBERTS BROS		J.E. SJOSTROM CO			
BASE BID						
ALTERNATE BID	ADD	DED	ADD	DED		

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

Telephone: LIBERTY 8-3131

BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J.

BRANCH OF WORK DRAPES Date: 5-29-1964

ORDER NO. 1476 F

CONTRACTORS	ART FURNITURE & DECORATE		CAPITOL DECORATE		DAN FERZIGER INC.	
BASE BID	2264.50		1993.18			
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
1. OMIT BASEMENT DRAPES		527.00		565.82		

CONTRACTORS	ROBERTS BROS, INC.				Marshall
BASE BID	2611.00				Murray
ALTERNATE BID	ADD	DED			Interiors
1. OMIT BASEMENT DRAPES		350.00			1864.00
					Ded
					537.00

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

Telephone: LIBERTY 8-3131

BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J.

BRANCH OF WORK METAL SHELVING Date: 5-29-1964

ORDER NO. 1476 F

CONTRACTORS	BRO DART IND.		COLONIAL OFFC FURNITURE		EDWARDS OFFC FURNITURE	
BASE BID						
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
CONTRACTORS	ESTEY CORP		H.L. FARKAS CO		N.J. SCIENTIFI SUPPLY CO	
BASE BID	7987.00		8426.90			
ALTERNATE BID	ADD	DED	ADD	DED	ADD	DED
CONTRACTORS	ROBERTS BROS		J.E. SJOSTROM CO			
BASE BID						
ALTERNATE BID	ADD	DED	ADD	DED		

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

Telephone: LIBERTY 8-3131

BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J.

BRANCH OF WORK DRAPES Date: 5-29-1964

ORDER NO. 1476 F

CONTRACTORS	ART FURNITURE & DECORATE		CAPITOL DECORATE		DAN FERZIGER INC.	
BASE BID	2264.50		1993.18			
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.
1. OMIT BASEMENT DRAPES		527.00		565.82		

CONTRACTORS	ROBERTS BROS. INC.			Marshall Murray Interiors	
BASE BID	2611.00				
ALTERNATE BID	ADD	DED			Ded.
1. OMIT BASEMENT DRAPES		350.00		1864.00	537.00

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

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BID OPENING RECORD OF FREE PUBLIC LIBRARY OF EDISON TOWNSHIP, N.J.

BRANCH OF WORK WOOD FURNITURE Date: 5-29-1964

ORDER NO. 1476 F

CONTRACTORS	BRO DART IND.		MAX BLAU & SONS		COLONIAL OFFC FURNITURE	
BASE BID	28,893.00		33,320.00		32,518.80	
ALTERNATE BID	ADD.	DED.	ADD.	DED.	ADD.	DED.

CONTRACTORS	H.L. FARKAS CO		N.J. SCIENTIFIC SUPPLY CO		ROBERTS BROS INC.	
BASE BID	26,538.10				24,750.97	
ALTERNATE BID	ADD	DED	ADD	DED	ADD	DED

CONTRACTORS	J.E. SJOSTROM CO	
BASE BID	30,504.00	
ALTERNATE BID	ADD	DED

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY
LIBERTY 8-3131

MEMORANDUM

DATE: 5-15-1963

TO: Mrs. Isabelle W. Crooker
238 Plainfield Avenue
Edison Township, N.J.

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY ORDER No. 1476
(2nd BID)

FOR OWNERS FILE

Copies of Bid Bond returns on the foregoing named job.

JM/rm

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: J.F. Rast & Co.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	J.F. RAST & CO
BID BOND:	CONTINENTAL CASUALTY CO.
BOND AMOUNT:	$5,500.00 (HV)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: James H. Delaplaine, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	JAMES H. DELAPLAINE, INC.
BID BOND:	PEERLESS INSURANCE CO.
BOND AMOUNT:	$3,000.00 (5)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO:
Dorson Electric & Supply Co., Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	DORSON ELECTRIC & SUPPLY CO., INC.
BID BOND:	GLOBE INDEMNITY CO.
BOND AMOUNT:	$3,000.00 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: H.T. Electric Co., Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	H.T. ELECTRIC CO., INC.
BID BOND:	THE FIDELITY & CASUALTY CO.
BOND AMOUNT:	$2,500.00 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Unger Electric Co., Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	UNGER ELECTRIC CO., INC.
BID BOND:	AMERICAN CASUALTY CO. OF READING, PENN
BOND AMOUNT:	$2,500.00 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Sig Shor, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	SIG SHOR, INC.
BID BOND:	CONTINENTAL CASUALTY CO.
BOND AMOUNT:	$4,000.00 (HV) $1,400.00 (P)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Nicholas Schwalje, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	NICHOLAS SCHWALJE, INC.
BID BOND:	AMERICAN CASUALTY CO. OF READING, PENN.
BOND AMOUNT:	$1,500.00 (P)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Park Steel & Iron Co.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	PARK STEEL & IRON CO.
BID BOND:	FIDELITY & DEPOSIT CO.
BOND AMOUNT:	$6,000.00 (S&I)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: John Maltese Iron Works, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	JOHN MALTESE IRON WORKS, INC.
BID BOND:	THE FIDELITY & CASUALTY CO.
BOND AMOUNT:	$5,000.00 (S&I)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Breen Iron Works, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	BREEN IRON WORKS, INC.
BID BOND:	THE AMERICAN INSURANCE CO.
BOND AMOUNT:	$2,500.00 (S&I)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: John Wester & Son

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	JOHN WESTER & SON
BID BOND:	SEABOARD SURETY CO.
BOND AMOUNT:	$12,500.00 (C)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Windsor Construction Co.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	WINDSOR CONSTRUCTION CO.
BID BOND:	FIREMEN'S INSURANCE CO. OF NEWARK, N.J.
BOND AMOUNT:	$18,000.00 (C)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: L. Indri Construction Co.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	L. INDRI CONSTRUCTION CO.
BID BOND:	NORTHERN INSURANCE CO.
BOND AMOUNT:	$12,000.00 (G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO:
Wm. M. Connolly & Sons

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	WM. M. CONNOLLY & SONS
BID BOND:	MARYLAND CASUALTY CO.
BOND AMOUNT:	$13,000.00 (G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Willard Dunham Construction Co.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	WILLARD DUNHAM CONSTRUCTION CO.
BID BOND:	FIDELITY & DEPOSIT CO.
BOND AMOUNT:	$13,000.00 (G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY. LIBERTY 8-3131

DATE: 5-15-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY (2nd BID)

ORDER No.: 1476

CONTRACT AWARDED TO: THE LANFRIT CONSTRUCTION CO., INC: GENERAL
N. MALTESE & SONS: STEEL & IRON
DON PIZZOLATO, INC: PLUMBING
DUTCHER HEATING LTD: HEAT & VENT
NEAL B. HANSEN: ELECTRIC

TO: (SEE ATTACHED LIST)

Gentlemen,

Thank you for submitting your bid.

JOHN MacWILLIAM

BY:
rm/

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY-ORDER NO. 1476 (2nd BID)

GENERAL CONSTRUCTION
WM. M. CONNOLLY & SONS
WILLARD DUNHAM CONSTRUCTION CO.
L. INDRI CONSTRUCTION CO.
THE LANFRIT CONSTRUCTION CO., INC.
JOHN N. WESTER & SON
WINSDOR CONSTRUCTION CO.

STEEL & IRON
BREEN IRON WORKS, INC.
JOHN MALTESE IRON WORKS, INC.
N. MALTESE & SONS
PARK STEEL & IRON CO.

PLUMBING & HEATING
DUTCHER HEATING LTD.
DON PIZZOLATO, INC.
J.F. RAST & CO.
N. SCHWALJE, INC.
SIG SHOR, INC.

ELECTRIC
J.H. DELAPLAINE, INC.
DORSON ELECTRIC & SUPPLY CO., INC.
H.T. ELECTRIC CO.
UNGER ELECTRIC CO., INC.

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY
LIBERTY 8-3131

MEMORANDUM

DATE: 5-15-1963

TO: Mrs. Isabelle W. Crooker
238 Plainfield Avenue
Edison Township, N.J.

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY ORDER No. 1476
(2nd BID)

FOR OWNERS FILE

Copy of award notice sent to all bidders on the foregoing named job.

JM/rm

PHONE: 968-2080
PHONE: 968-1363

C O P Y

Don Pizzolato, Inc.

PLUMBING AND HYDRONIC HEATING
425 BOUND BROOK ROAD MIDDLESEX, N.J.

August 15, 1963

Plumbers and Steam Fitters Union
P. O. Box 683
New Brunswick, New Jersey

Gentlemen:

We have your letter of August 12, 1963 and must inform you that we disagree with every representation you make therein,

At a conference held on August 5, 1963, it was definitely stated that the picketing occured because of the fact that our men were members of the United Mine Workers Union and not members of the AFL-CIO.

Our employees are paid at the rates prevailing in the New Brunswick area for commercial and industrial work which fact we offered to prove to you by submitting our books for your examination, which offer you refused, although there was no legal duty on our part to do so.

It is apparent that your Union is determined to prevent us from working unless we affiliate with your Union which you indicated in your letter, we cannot legally do.

Unless your representatives immediately discontinue the distribution of circulars and other acts interfering with this job, we will have no alternative but to proceed with the necessary action before the Labor Mation Board and also institute suit against your Union for damages we have sustained because of your acts.

Very truly yours

DON PIZZOLATO, INC.

Donald D. Pizzolato
President

DDP:ce
CC; John MacWilliam
Architect
495 Main Street
Metuchen, N.J.

THE LANFRIT CONSTRUCTION CO., INC.

COMMERCIAL AVENUE AND TALMADGE STREET
P. O. BOX 750 - NEW BRUNSWICK, N. J.
TELEPHONE CHARTER 6-1040

August 28, 1963

TO : Board of Trustees of The Free Public Library
of Edison Township, New Jersey

THROUGH : John MacWilliam, Architect
495 Main Street
Metuchen, New Jersey

RE : CONTRACT NO. 1 - GENERAL CONSTRUCTION WORK
FREE PUBLIC LIBRARY OF EDISON TOWNSHIP
EDISON, NEW JERSEY

Gentlemen :

On August 26, 1963 we resumed work on the above project.

As you were previously informed by us, a strike by Local 432 Plumbers & Steamfitters Union effective July 23, 1963 against Don Pizzolato, Inc., Prime Contractors for Contract No. 3 - Plumbing Work resulted in a work stoppage.

We wish to go on record that - should we require additional time beyond the established completion date of November 1, 1963, we ask to be granted an extension of time commensurate with the delay encountered by us.

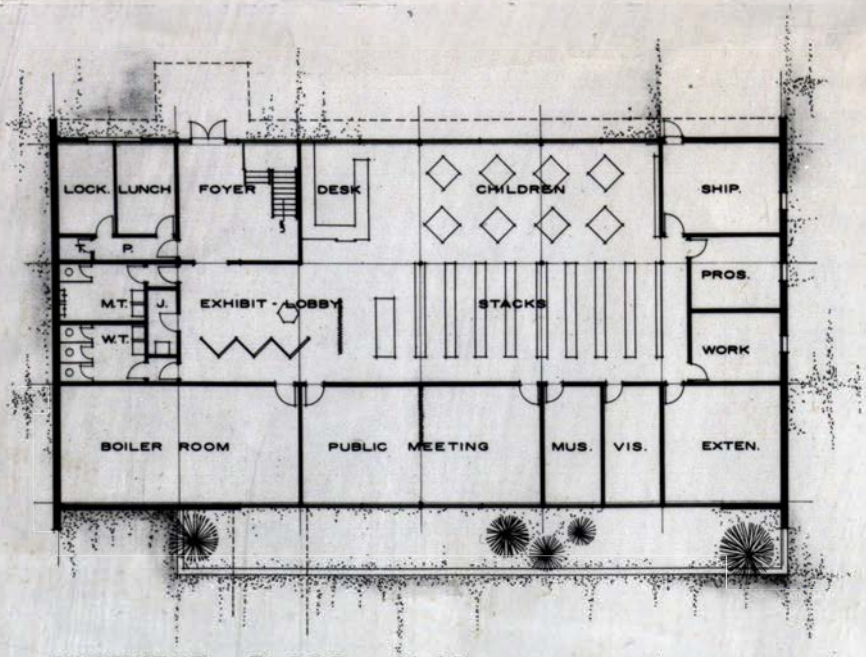
Very truly yours,
THE LANFRIT CONSTRUCTION CO., INC.

John Lanfrit
President

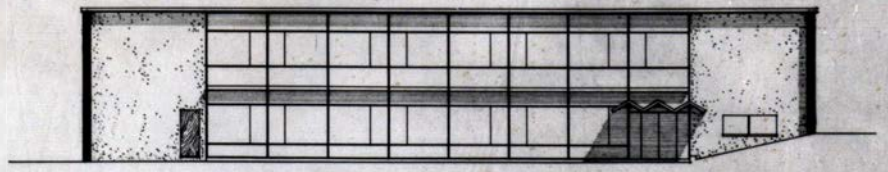
mcg

COPY

John Mac William, Architect
RECEIVED
AUG 29 1963



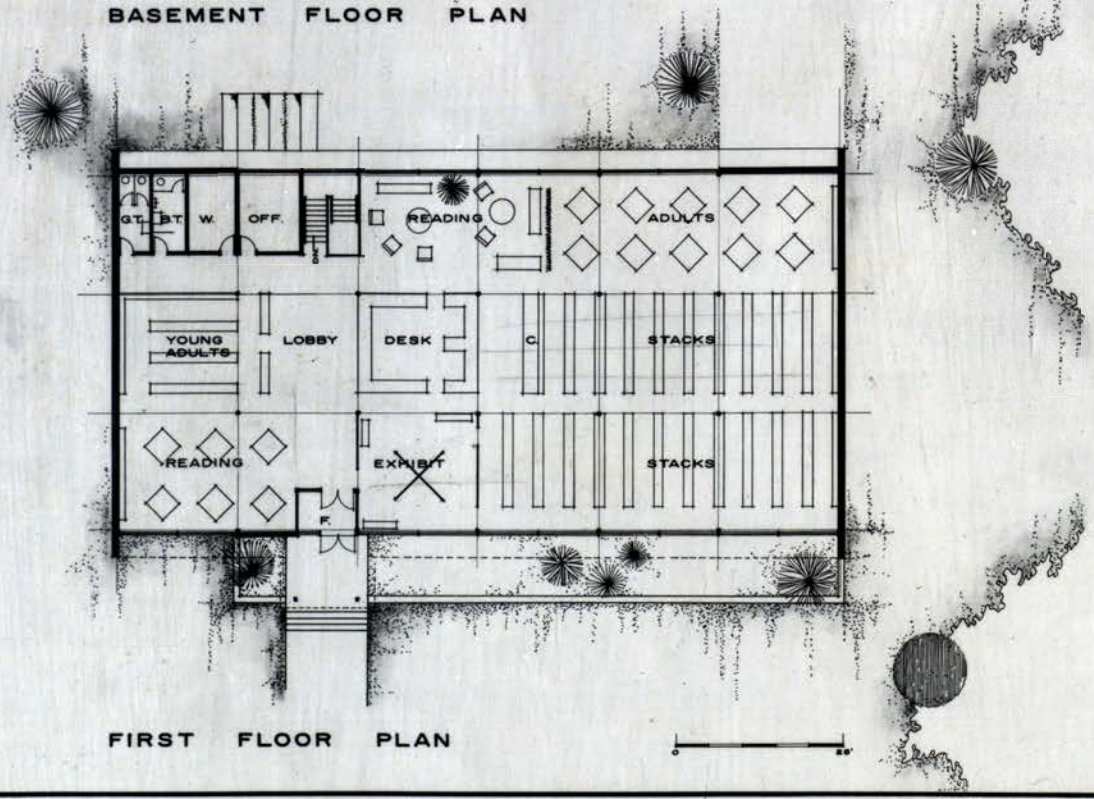
BASEMENT FLOOR PLAN



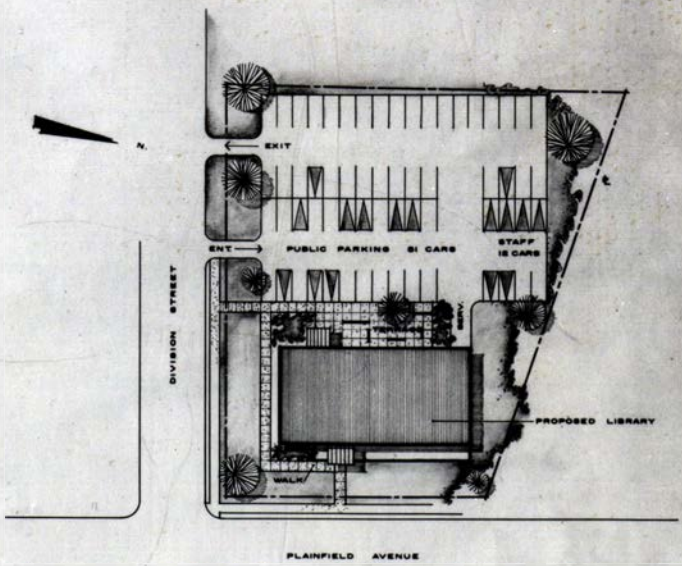
REAR ELEVATION



FRONT ELEVATION



FIRST FLOOR PLAN



SITE PLAN

PROPOSED PUBLIC LIBRARY
FOR
EDISON TOWNSHIP , N. J.

JOHN MAC WILLIAM
ARCHITECT
METUCHEN , N.J.

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY. LIBERTY 8-3131

DATE: 5-5-1964

TO: Mrs. Isabelle W. Crooker

RE: EDISON FREE PUBLIC LIBRARY ORDER No. 1476

WE ARE:

SENDING HEREWITH	x	PRINTS		BOND		APPROVED	
HANDING		SUMMARY		DEPOSIT		RESUBMIT	
CONFIRMING		BROCHURES		CONTRACT		FOR FILE	x
UNDER SEPARATE COVER		SCHEDULES		CHANGE ORDER		FOR SIGNATURE	

No. of PRINTS	DRAWING No.	DATE	DESCRIPTION

COMMENTS: FOR OWNERS FILE
20 YEAR GUARANTEE ROOF BOND: PEERLESS INSURANCE COMPANY
#RNY 10577 RUBEROID BONDED ROOF
DATE OF COMPLETION 2-10-1964

1 YEAR GUARANTEE: THE LANFRIT CONSTRUCTION CO., INC.
DATE 3-6-1964 TO 3-6-1965

Very truly yours,

JOHN MacWILLIAM

BY: rm/

THE LANFRIT CONSTRUCTION CO., INC.

COMMERCIAL AVENUE AND TALMADGE STREET
P. O. BOX 788 - NEW BRUNSWICK, N. J.
TELEPHONE CHARTER 6-1040

THE BOARD OF TRUSTEES OF
THE FREE PUBLIC LIBRARY
EDISON, NEW JERSEY

G U A R A N T E E

WE, THE LANFRIT CONSTRUCTION CO., INC., GENERAL CONTRACTORS IN THE CONSTRUCTION OF THE FREE PUBLIC LIBRARY OF EDISON LOCATED AT PLAINFIELD AVENUE AND DIVISION STREET, EDISON TOWNSHIP, MIDDLESEX COUNTY, NEW JERSEY, HEREBY GUARANTEE ALL MATERIALS AND WORKMANSHIP INCORPORATED IN SAID BUILDING AS PER OUR CONTRACT, CONTRACT NO. 1 - GENERAL CONSTRUCTION WORK - AGAINST ORIGINAL DEFECTS OR INJURY FROM PROPER AND USUAL WEAR, WHEN USED FOR THE PURPOSE INTENDED, FOR ONE YEAR - MARCH 6, 1964 to MARCH 6, 1965 AND SHALL MAINTAIN ALL ITEMS IN GOOD CONDITION DURING THAT PERIOD.

THE LANFRIT CONSTRUCTION CO., INC.

John Lanfrit, President

MARCH 6, 1964

Ref: Bond # RNY-10577

IMPORTANT NOTICE

You have purchased a RUBEROID Built-up Roof applied by a reputable and reliable roofing contractor. The roof on your building is designed to give you many years of trouble-free service.

• • • •

The attached bond is further assurance that you have purchased a quality roof and provides protection for you for a specified number of years should leaks develop due to ordinary wear and tear by the elements.

Read Your Bond Carefully — Know Its Coverage and Limitations!

1. Your bond provides for the repair of leaks due to ordinary wear and tear by the elements. This does not include damage due to unusual causes or Acts of God, such as hurricanes, tornadoes, etc.
2. Your bond covers only the roofing — sheet metal or metal work of any kind is not included.
3. This roof may be repaired only by a roofer approved by The RUBEROID Co. Any unauthorized repairs may void your bond.
4. The bond does not cover the repair of damage resulting from structural defects such as settlement or distortion of the building or cracks in the roof deck that may fracture the roof covering.

Protect Your Investment

1. Keep your roof free of debris or anything that may damage the roof.
2. Make periodic inspections and keep drains free. Overflow from clogged drains can cause serious damage.
3. Prohibit all unnecessary traffic on the roof.
4. Report any leaks to:

The RUBEROID Co.
SOUTH BOUND BROOK
NEW JERSEY

THE [illegible] CONST. CO. INC.

MAR 17 1964

NEW BRUNSWICK, N. J.

RUB. 648 1M 6-62

No. RNY-10577

Peerless Insurance Company

RUBEROID

BONDED ROOF

Know all Men by these presents; That we, The RUBEROID Co., a corporation of the State of New Jersey with Head Offices at 733 Third Ave., New York 17, N. Y. (hereinafter referred to as Principal), and PEERLESS INSURANCE COMPANY, a corporation of the State of New Hampshire with an office and place of business at Keene, New Hampshire (hereinafter referred to as Surety), are held and firmly bound* to the owner named below, successors and assigns, in the sum of not exceeding $310.00, in lawful money of the United States of America, for the payment of which, we, and each of us, hereby bind ourselves, our successors and assigns jointly and severally by these presents.

The conditions of this obligation are such that—

Whereas, the said Principal has manufactured and sold necessary materials for constructing COAL TAR PITCH & TARRED FELT, GRAVEL OR SLAG FINISH ROOF on the building described as follows:

Owner: Township of Edison, Edison, N. J.

TYPE OF BUILDING: One Story Library

Location: Plainfield Avenue, Stelton Section
Edison Township, N. J.

Area of Roof 6200 Sq. Ft. Squares 62

Date of Completion February 10, 1964

Applied by Arco Sheet Metal & Roofing Co., Highland Park, N. J.

Whereas, the Principal guarantees, subject to the conditions herein set forth, that during a period of TWENTY years from the aforesaid date of completion of said roof, it will, at its own cost and expense, within said limit above, make or cause to be made such repairs of injury to said roof resulting solely from ordinary wear and tear by the elements as may be necessary to maintain said roof (exclusive of flashings and metal work and repairs required by reason of defects therein) in watertight condition. The term "ordinary wear and tear by the elements," as used herein, shall not include damage caused by lightning, windstorm, hail or other unusual phenomena of the elements or infiltration or condensation of moisture in, through or around the walls, copings, building structure, or underlying or surrounding materials or war or other causes beyond control of the parties; and

Whereas, said guarantee is made with further conditions as follows:

(a) Said roofing materials shall have been applied on said building in accordance with the Principal's specifications;

(b) The owner of said roof will notify the Principal in 30 days in writing if such repairs are required; in a case of failure by the Principal to make said repairs within a reasonable time, then the owner shall immediately notify the Surety, at its Home Office, of such default by registered letter;

(c) Nothing in this instrument shall render the Principal or said Surety liable in any respect for any damage to said building or any contents thereof;

(d) Neither the Principal nor the Surety shall be liable for any damage to said roof due to settlement, distortion, failure or cracking of the roof deck, walls or foundations of said building, nor for any causes due to improper installation of or defects or failure of any material used in any roof base or insulation over which such bonded roof is applied nor for infiltration or condensation of moisture in, through or around the walls, copings, building structure, or underlying or surrounding materials or any defects in design, material or workmanship nor for damage due to expansion or contraction of any flashing or metal work nor for consequences of use of materials supplied by others, nor for any areas where underlying materials or structures have failed or ceased to conform to Principal's specifications as to roof slopes or other requirements;

(e) After the application of Principal's materials to the roof in accordance with Principal's specifications, no alteration thereof for any purpose, including but without limitation, a sprinkler system, water or air cooling equipment, radio or television aerial, frame work for a sign, water tower or other addition shall be installed thereon unless Principal shall be first notified of such proposed installation and shall be given an opportunity to make the necessary roofing application recommendations with respect thereto, and the materials used to join such proposed installation to the roof are applied in accordance with such roofing application recommendations by roofer approved by Principal. Automatic and effective cancellation of the Bond will result if the surface of the roof or the roof deck itself has been altered in any way without prior approval of the Principal;

(f) The Principal as aforesaid will not be liable for any damage to the roof caused by traffic of any nature over the roof or resulting from the use of the roof as a storage area, walking or recreational surface or for any other similar purpose.

Now, therefore, if the said Principal, its successors and assigns, shall in all things well and truly perform and observe all the covenants, agreements, stipulations and conditions shown above to be performed and observed by it, then this obligation shall be void; otherwise to be in full force and effect. In no event shall the parties hereto be liable for a greater sum than the amount of this Bond in the aggregate nor for more than 5 times the proportional cost paid to Principal for materials installed within any specific area of said roof, and all other warranties of Principal, either express or implied are hereby expressly disclaimed.

In Witness Whereof: the parties hereto have caused this instrument to be executed by duly authorized signature this 16th day of March, 1964.

THE RUBEROID CO., *Principal*

By: Dick F. Freeman

PEERLESS INSURANCE COMPANY, *Surety*

By:

H. R. Heneage

President

Attest:

E. E. Newcombe

Secretary

* NOTE: This Bond becomes effective only when bills for installation and supplies have been paid in full to roofing contractor and material suppliers.

Countersigned At Newark, New Jersey by Matthew J. Farley

Resident Agent

RUB. 200.00 PM 7-63

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Unger Electric Co., Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: UNGER ELECTRIC CO., INC.

BID BOND: AMERICAN CASUALTY CO, OF READING, PENN.

BOND AMOUNT: $4,000.00 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY.

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Charles Tarr, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	CHARLES TARR, INC.
BID BOND:	GLOBE INDEMNITY CO
BOND AMOUNT:	$3,500.00 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Molnar Electrical Contractors, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	MOLNAR ELECTRICAL CONTRACTORS, INC.
BID BOND:	FIDELITY & DEPOSIT CO. OF MARYLAND
BOND AMOUNT:	$3,000.00 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Neal B. Hansen

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: NEAL B. HANSEN

BID BOND: THE AMERICAN INSURANCE CO.

BOND AMOUNT: $2,800.00 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Dorson Electric & Supply Co., Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	DORSON ELECTRIC & SUPPLY CO., INC.
BID BOND:	GLOBE INDEMNITY CO.
BOND AMOUNT:	$3,000.00 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY.

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: James H. De Laplaine, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: JAMES H. DE LAPLAINE, INC.

BID BOND: PEERLESS INSURANCE CO.

BOND AMOUNT: $4,000.00 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Arthur Paul, Jr.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: ARTHUR PAUL, JR.

BID BOND: (CERTIFIED CHECK) COMMONWEALTH BANK OF METUCHEN, N.J.

BOND AMOUNT: $199.88 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Boro Plumbing & Heating Co.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: BORO PLUMBING & HEATING CO.

BID BOND: PEERLESS INSURANCE CO.

BOND AMOUNT: $4,600.00 (HV)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Sarbo, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: SARBO, INC.

BID BOND: GLOBE INDEMNITY CO.

BOND AMOUNT: $6,000.00 (HV)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: J.F. Rast & Co.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	J.F. RAST & CO.
BID BOND:	CONTINENTAL CASUALTY CO
BOND AMOUNT:	$7,500.00 (HV)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Don Pizzolato, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: DON PIZZOLATO, INC.

BID BOND: FIREMEN'S INSURANCE CO. OF NEWARK, N.J.

BOND AMOUNT: $5,000.00 (P)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Dutcher Heating Limited

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: DUTCHER HEATING LIMITED

BID BOND: THE HANOVER INSURANCE CO.

BOND AMOUNT: $1,800.00 (P) $4,500.00 (HV)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Nicholas Schwalje, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	NICHOLAS SCHWALJE, INC.
BID BOND:	AMERICAN CASUALTY CO. OF READING, PENN.
BOND AMOUNT:	$2,000.00 (P) $5,000.00 (HV)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Sig Shor, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	SIG SHOR, INC.
BID BOND:	CONTINENTAL CASUALTY CO.
BOND AMOUNT:	$1,800.00 (P) $5,500.00 (HV)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: John Maltese Iron Works, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: JOHN MALTESE IRON WORKS, INC.

BID BOND: THE FIDELITY & CASUALTY CO OF N.Y.

BOND AMOUNT: $5,000.00 (S&I)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Breen Iron Works, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	BREEN IRON WORKS, INC.
BID BOND:	THE AMERICAN INSURANCE CO.
BOND AMOUNT:	$2,200.00 (S&I)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Golish Iron Works, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	GOLISH IRON WORKS, INC.
BID BOND:	(CERTIFIED CHECK) FIRST NATIONAL BANK, PATERSON, N.J.
BOND AMOUNT:	$2,300.00 (S&I)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: N. Maltese & Sons, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	N. MALTESE & SONS, INC.
BID BOND:	FIDELITY CASUALTY COMPANY OF N.Y.
BOND AMOUNT:	$3,000.00 (S&I)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Park Steel & Iron Co.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: PARK STEEL & IRON CO.

BID BOND: FIDELITY & DEPOSIT CO. OF MARYLAND

BOND AMOUNT: $6,000.00 (S&I)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Willard Dunham Construction Co.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: WILLARD DUNHAM CONSTRUCTION CO.

BID BOND: FIDELITY & DEPOSIT CO. OF MARYLAND

BOND AMOUNT: $15,000.00(G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Ingrassia Construction Co., Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	INGRASSIA CONSTRUCTION CO., INC.
BID BOND:	THE AETNA CASUALTY & SURETY CO.
BOND AMOUNT:	10% OF AMOUNT OF BID (G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Birch Mont, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: BIRCH MONT, INC.

BID BOND: NORTHERN INSURANCE CO. OF N.Y.

BOND AMOUNT: $16,000.00 (G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Windsor Construction Co.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	WINDSOR CONSTRUCTION CO.
BID BOND:	FIREMEN'S INSURANCE CO. OF NEWARK, N.J.
BOND AMOUNT:	$18,000.00 (G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: John N. Wester & Son

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	JOHN N. WESTER & SON
BID BOND:	SEABOARD SURETY CO.
BOND AMOUNT:	$12,700.00 (G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Wm M. Connolly & Sons

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: WM M. CONNOLLY & SONS

BID BOND: MARYLAND CASUALTY CO.

BOND AMOUNT: $13,500.00 (G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: HAHR CONSTRUCTION

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE: MARCH 28, 1963

IN FAVOR OF: TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.

PRINCIPAL: HAHR CONSTRUCTION

BID BOND: STANDARD ACCIDENT INSURANCE CO.

BOND AMOUNT: $14,000.00 (G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: J.T. Houseman, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	J.T. HOUSEMAN, INC.
BID BOND:	AMERICAN CASUALTY CO. OF READING, PENN.
BOND AMOUNT:	$14,000.00 (C)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: The Lanfrit Construction Co., Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	THE LANFRIT CONSTRUCTION CO., INC.
BID BOND:	FEDERAL INSURANCE CO.
BOND AMOUNT:	$17,500.00 (G)

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: **Michael Riesz & Co.**

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	MARCH 28, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	**MICHAEL RIESZ & CO.**
BID BOND:	**FEDERAL INSURANCE CO.**
BOND AMOUNT:	**10% OF AMOUNT OF BID (G)**

Please sign and return one copy of this transmittal for our files.

SIGNED:

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY
LIBERTY 8-3131

MEMORANDUM

DATE: 6-13-1963

TO: Mrs. Isabelle W. Crooker
238 Plainfield Avenue
Edison Township, N.J.

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY ORDER No. 1476

FOR OWNERS FILE

COPIES OF SUCCESSFUL CONTRACTORS BID BOND RETURNS.

COPIES OF PERFORMANCE BONDS AND INSURANCE CERTIFICATES ON THE FOLLOWING:

THE LANFRIT CONSTRUCTION CO., INC.	GENERAL
N. MALTESE & SONS	STEEL & IRON
DON PIZZOLATO INC., ...	PLUMBING
DUTCHER HEATING LTD.	HEAT & VENT
NEAL B. HANSEN	ELECTRIC

JM/rm

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: **The Lanfrit Construction Co., Inc.**

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	**THE LANFRIT CONSTRUCTION CO., INC.**
BID BOND:	**FEDERAL INSURANCE CO.**
BOND AMOUNT:	**$12,500.00 (G)**

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Neal B. Hansen

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	Neal B. Hansen
BID BOND:	THE AMERICAN INSURANCE CO.
BOND AMOUNT:	$2,800.00 (E)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Dutcher Heating Ltd.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	DUTCHER HEATING LTD.
BID BOND:	THE HANOVER INSURANCE CO.
BOND AMOUNT:	$4,500.00 (HV)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: Don Pizzolato, Inc.

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	DON PIZZOLATO, INC.
BID BOND:	FIREMEN'S INSURANCE CO. OF NEWARK, N.J.
BOND AMOUNT:	$5,000.00 (P)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

TO: N. Maltese & Sons

Gentlemen:

This is to acknowledge the return of your Bid Bond on the foregoing named job.

EFFECTIVE DATE:	APRIL 25, 1963
IN FAVOR OF:	TRUSTEES OF THE FREE PUBLIC LIBRARY, EDISON, N.J.
PRINCIPAL:	N. MALTESE & SONS
BID BOND:	FIDELITY CASUALTY CO.
BOND AMOUNT:	$2,500.00 (S&I)

Please sign and return one copy of this transmittal for our files.

SIGNED:

DATE:

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY
LIBERTY 8-3131

MEMORANDUM

DATE: 3-3-1964

TO: Mrs. Isabelle W. Crooker
238 Plainfield Avenue
Edison, N.J.

RE: EDISON LIBRARY ORDER No. 1476

FOR OWNERS FILE

ELECTRICAL CERTIFICATE NO. 463070 A, DATED 2-19-1964

ROUGH WIRING APPROVAL NO. 463071 A, DATED 2-17-1964 (225 Outlets)

ROUGH WIRING APPROVAL NO. 416489 A, DATED 2-17-1964 (500' of conduit (in deck)

JM/rm

ROUGH WIRING APPROVAL

MIDDLE DEPARTMENT ASSOCIATION OF FIRE UNDERWRITERS

PUBLIC LEDGER BUILDING, SIXTH & CHESTNUT STS., PHILADELPHIA 6, PA.

No. 463071A FEB. 17. 1964

Certifies that the rough wiring, stated below, has been examined and is approved as being in accord with the National Electrical Code or the Association's rules under conditions governing issuance as printed below.

Premises of EDISON

Occupant VACANT *Occupancy* LIBRARY

Location PLAINFIELD AVE. & DIVISION ST., EDISON, MIDDLESEX CO., N.J.

Equipment 225 OUTLETS

Installed by:

N. HANSEN
55 JONESDALE AVE.
METUCHEN, N.J.

This approval covers only the electrical equipment and installation as of date. Certificate permitting use of current will not be issued until equipment is completed, inspected and approved.

G. B. Newbold

SUPT. ELEC. DEPT.

FORM NO. 704 P6 2-63

ROUGH WIRING APPROVAL

MIDDLE DEPARTMENT ASSOCIATION OF FIRE UNDERWRITERS

PUBLIC LEDGER BUILDING, SIXTH & CHESTNUT STS., PHILADELPHIA 6, PA.

No. 416489A FEB. 17, 1964

Certifies that the rough wiring, stated below, has been examined and is approved as being in accord with the National Electrical Code or the Association's rules under conditions governing issuance as printed below.

Premises of EDISON

Occupant VACANT *Occupancy* LIBRARY

Location PLAINFIELD AVE. & DIVISION ST., EDISON, MIDDLESEX CO., N.J.

Equipment 500' OF CONDUIT IN DECK

Installed by:

N. HANSEN
55 JONESDALE AVE.
METUCHEN, N.J.

This approval covers only the electrical equipment and installation as of date. Certificate permitting use of current will not be issued until equipment is completed, inspected and approved.

G. B. Newbold

SUPT. ELEC. DEPT.

FORM NO. 704 R6 2-63

ELECTRICAL CERTIFICATE

MIDDLE DEPARTMENT ASSOCIATION OF FIRE UNDERWRITERS

PUBLIC LEDGER BUILDING, SIXTH & CHESTNUT STS., PHILADELPHIA 6, PA.

No. 463070A FEB. 19, 1964

Certifies that the electrical equipment, stated below, has been examined and is approved as being in accord with the National Electrical Code or the Association's rules under conditions governing issuance as printed below.

Premises of EDISON TWP.

Occupant VACANT *Occupancy* LIBRARY

Location PLAINFIELD AVE. & DIVISION ST., EDISON, MIDDLESEX CO., N.J.

Equipment 58 RECPT'S., 33 MEDIUM BASE FIXTURES, 99 FLUORESCENT FIXTURES, WIRING & CONTROLS FOR OIL BURNER, 1-15, 2-20, 6-1/2, 1-5, 2-1/4 H.P. MOTORS

Installed by:

N. HANSEN
55 JONESDALE AVE.
METUCHEN, N.J.

This certificate is not intended as an approval or guarantee of electrical efficiency and covers only the electrical equipment and installation as of date. Upon the introduction of additional equipment or alterations, application shall be promptly made for inspection. Inspectors of this Association shall have the privilege of making inspections at any time, and if its rules are violated, the Association shall have the right to revoke this certificate.

G. B. Newbold

SUPT. ELEC. DEPT.

P5

FORM NO. 703 EL. 2-63

TEL. 356-0032

Tues
Oct. 29

Edwards OFFICE FURNITURE CO.

OFFICE FURNITURE & EQUIPMENT SPECIALISTS

PHILIP R. WISER
SALES MANAGER

7-11 MOUNTAIN AVENUE
BOUND BROOK, N. J.

EDWARDS OFFICE FURNITURE CO.

7-11 Mountain Avenue

Bound Brook, N.J.

Philip R. Wiser
Sales Manager
Tel. 356-0032

MAIN FLOOR----UPPER LEVEL

11 - #AB680 STARTER UNITS LIBRARY SHELVING ----36x18x90
44 - #AB680 ADDER UNITS LIBRARY SHELVING-------36x18x90

3 - #SB692 STARTER UNITS LIBRARY SHELVING-----36x9x42
34 - #AB692 ADDER UNITS LIBRARY SHELVING-------36x9x42

2 - #SB690 STARTER UNITS LIBRARY SHELVING-----36x9x90
20 - #AB690 ADDER UNITS LIBRARY SHELVING-------36x9x90
1 - #AB690 ADDER UNITS LIBRARY SHELVING-------24x9x90

2 - #SB682 STARTER UNITS LIBRARY SHELVING-----36x18x42
6 - #AB682 STARTER UNITS LIBRARY SHELVING-----36x18x42

#879 SELF EDGE FORMICA TOPS ON ALL 42" UNITS
ALL ABOVE AS MFG. BY SUPREME STEEL EQUIP. CO.

OFFICE AREA

1 - 58½ x 30½ DOUBLE PEDESTAL DESK - GENUINE WALNUT WITH PLASTIC TOP
1 - 2 DRAW LETTER FILE - 28½ DEEP - FULL SUSPENSION
3 - STENOGRAPHIC POSTURE CHAIRS - GENUINE WALNUT FRAMES WITH VINYL COVERING
1 - CONFERENCE TABLE - 96 x 43 - GENUINE WALNUT WITH PLASTIC TOP
8 - SIDE CHAIRS - GENUINE WALNUT FRAMES WITH VINYL COVERING
1 - TABLE - GENUINE WALNUT 76x39 - WITH PLASTIC TOP
2 - 58½ x 30½ SECRETARIAL DESKS - GENUINE WALNUT WITH PLASTIC TOPS
3 - 4 DRAW LETTER SIZE FILE CABINETS - FULL SUSPENSION 28½ D.

LOWER LEVEL

2 - #SB692 STARTER UNITS LIBRARY SHELVING-----36x9x42
19 - #AB692 ADDER UNITS LIBRARY SHELVING-------36x9x42

5 - #SB688 STARTER UNITS LIBRARY SHELVING-----78x18x36
14 - #AB688 ADDER UNITS LIBRARY SHELVING-------78x18x36

2 - #SB602 STARTER UNITS LIBRARY SHELVING-----42x10x36
18 - #AB602 ADDER UNITS LIBRARY SHELVING-------42x10x36

2 - #SB622 OF. STARTER UNITS LIBRARY SHELVING-42x20x36
2 - #AB622 OF. ADDER UNITS LIBRARY SHELVING---42x20x36

#879 SELF EDGE FORMICA TOPS ON ALL 42" HIGH UNITS
ALL ABOVE AS MFG. BY SUPREME STEEL EQUIP. COMPANY

A.I.A. No. 35-B-2

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1962 | 36b / Su

there's a reason . . .

library shelving by SUPREME



is specified for so many

important installations

SUPREME STEEL EQUIPMENT CORPORATION • NEW YORK

A.I.A. No. 35-B-2

library shelving by SUPREME is not ordinary shelving—

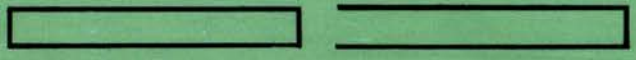


it combines all these advantages:

► **maximum shelf capacity**
clear, unobstructed widths of shelf—full 35¼ inches—available for books . . . end panels smooth, completely free of usual configuration . . . no need to "tuck" books at ends of each shelf . . . lowest guaranteed cost per lineal inch for book space

► **no extra end panel**
ingenious double-wall construction with clean, smooth, unobstructed "aisle" surface . . . no need for separate end panel to conceal holes, slots, bolts, attaching hardware . . . no need of extra time and labor to put in place

► **no extra intermediate panel**
each row beginning with one "starter" unit with *two* end panels . . . continued by adding definite number of "additional" units—each with only *one* end panel . . . consequently, no double end panels to set up, to utilize valuable floor space . . . all the streamlined design, space-saving and rigidity of a single double-wall intermediate panel.

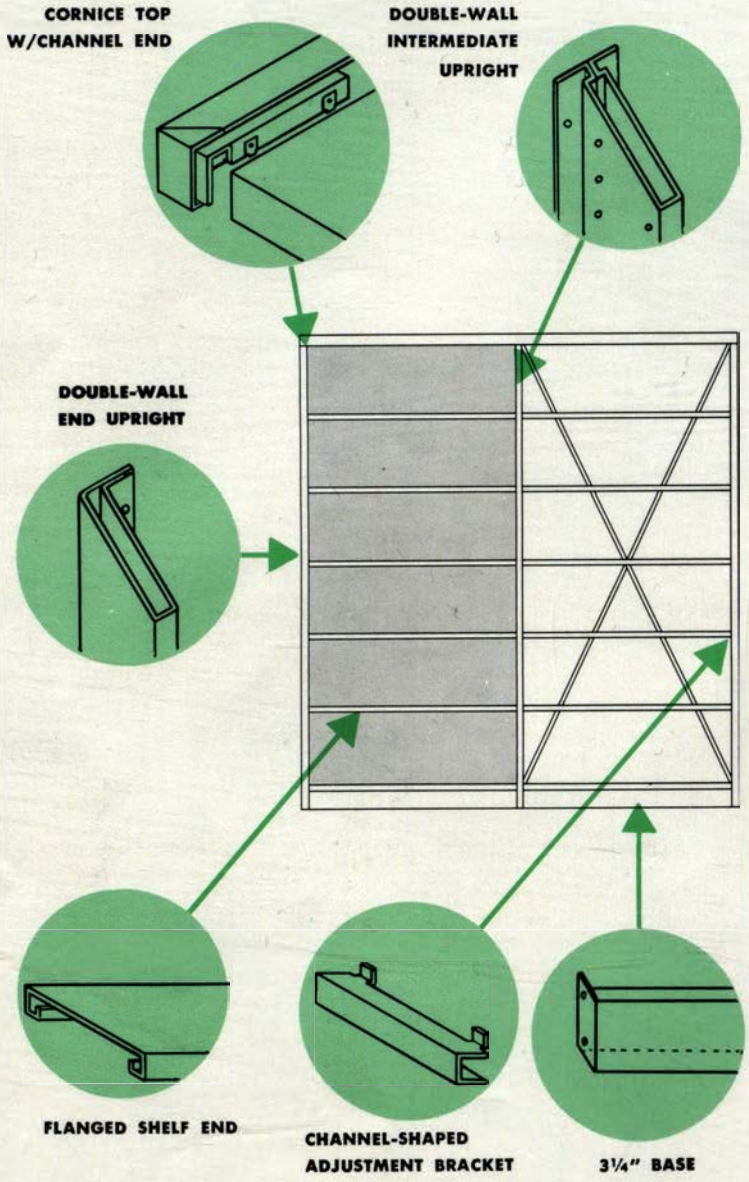


► **high flexibility of arrangement**
quick, easy re-arrangement of shelves to meet changing conditions, books of unusual size . . . interlocking U-channel steel shelf bracket readily moved on 1-inch centers . . . no nuts or bolts . . . no tools necessary

► **trim appearance**
the contour and finish of the finest office furniture—not of ordinary shelving with its usual rough surfaces . . . choice of pleasing, muted colors: desert sage, olive, mist green, grey

► **life-time durability**
end uprights, intermediate uprights, tops 20 gauge cold rolled steel . . . shelves, 18 gauge . . . base, 16 gauge . . . tight, sturdy (patented) construction that can't sag or work loose under hard usage . . . entire structure protected by baked enamel corrosion-resistant finish

it incorporates all these quality improvements:



double-wall end upright: 20-gauge cold rolled steel . . . one-piece double-wall ¾ in. wide . . . inner wall and rear flange pierced for attaching other components . . . outer "aisle" wall free from holes, slots, bolt heads

cornice top: 20-gauge cold rolled steel . . . front and ends flanged down to provide ⅜ in. overhang (no end overhang on 42-in. high units) . . . steel angle welded to underside of ends to provide attachment of uprights and to assure true alignment at top

double-wall intermediate uprights: 20-gauge cold rolled steel . . . one-piece double-wall ¾ in. wide . . . two vertical rows of perforations to receive V-channel shelf brackets

flanged shelves: 18-gauge cold rolled steel . . . front, backs and ends flanged down to increase rigidity . . . end flanges designed to fit snuggly behind shelf brackets and to assure proper spacing of uprights

shelf adjustment bracket: 14-gauge cold rolled steel . . . channel formation with horizontal flange . . . lug on each end to engage perforations in uprights . . . upper flange to support ends of shelf . . . entire bracket concealed by front of shelf

heavy base: 16-gauge cold rolled steel . . . 3¼ in. high . . . flanged both top and bottom . . . flange on each end for securing to uprights

closed or open back

all sizes furnished with either closed back with 22-gauge steel panel . . . or open back with ⅝ x ⅛ in. steel sway braces . . . on double-faced units, back or sway brace common to both faces

STANDARD SIZES, COLORS

STANDARD TYPES

	closed back	open back
single faced		
double faced		

DIMENSIONS, COLORS

stock sizes

width:
starting unit: 36¾ in.
additional units: 36 in.

number openings	height in.	depth in.
single-faced		
7	90	10, 9
6	78	10, 9
3□	42	10, 9
double-faced		
14	90	20, 18
12	78	20, 18
6□	42	20, 18

□ counter height

colors

four pleasing, muted colors:
desert sage, olive, mist green, grey

RELATED PRODUCTS

magazine rack



particularly designed for display of magazine of all sizes . . . five sloping shelves (slope adjustable) . . . four flat intermediate shelves . . . all shelves adjustable on 1-in. centers . . . closed or open back . . . width: starting unit, 36¾ in.; additional units, 36 in. . . . depth, 12 in. . . . height, 90 or 78 in.

newspaper rack



designed with ten hardwood display rods on angle . . . each rod sectionalized to hold three newspapers . . . also one sloping shelf (slope adjustable) and one intermediate flat shelf . . . closed or open back . . . width: starting unit, 36¾ in.; additional units, 36 in. . . . depth, 12 in. . . . height, 90 or 78 in.

book cart

built of finest, heavy-gauge furniture steel . . . round-edged handles . . . composition casters . . . 3" dia. wheels height, 36 in.



bookcase with or without sliding doors



finest, heavy-gauge furniture steel . . . full, flush sanitary base . . . three styles: without doors; with sliding glass doors; with sliding steel doors . . . five muted colors: desert sage, olive, mist green, nut brown, smoke grey

sizes available

width: 36 in.	
depth in.	height in.
12	42, 30
18	42, 30
24	42

utility cabinet

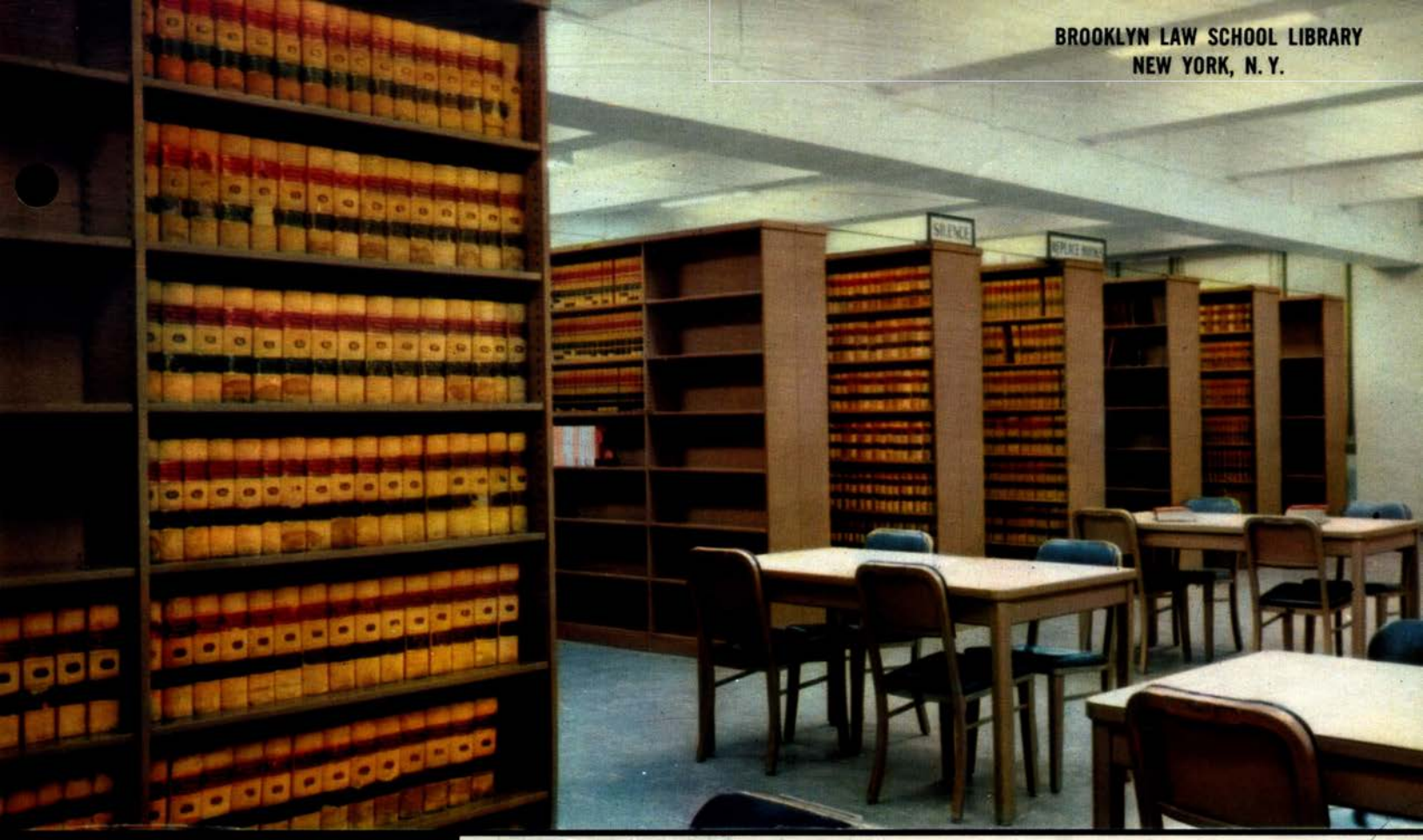
for storage and as partition . . . heavy-gauge furniture steel . . . shelves on 2-in. centers . . . five colors: desert sage, olive, mist green, nut brown, smoke grey



width: 36 in.	
depth in.	height in.
12	42, 30
18	42, 30
24	42

Supreme STEEL EQUIPMENT CORPORATION
50 STREET AND SECOND AVENUE • BROOKLYN 32, NEW YORK

Printed in U.S.A.



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NEW YORK, N. Y.

THE POPULAR FAVORITE EVERYWHERE!

NONE FINER . . .

LIBRARY SHELVING

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Foremost in design, quality and construction, this easily adjustable SUPREME Library Shelving is the choice of hundreds of important library installations including:

Hartford Accident & Indemnity Co.
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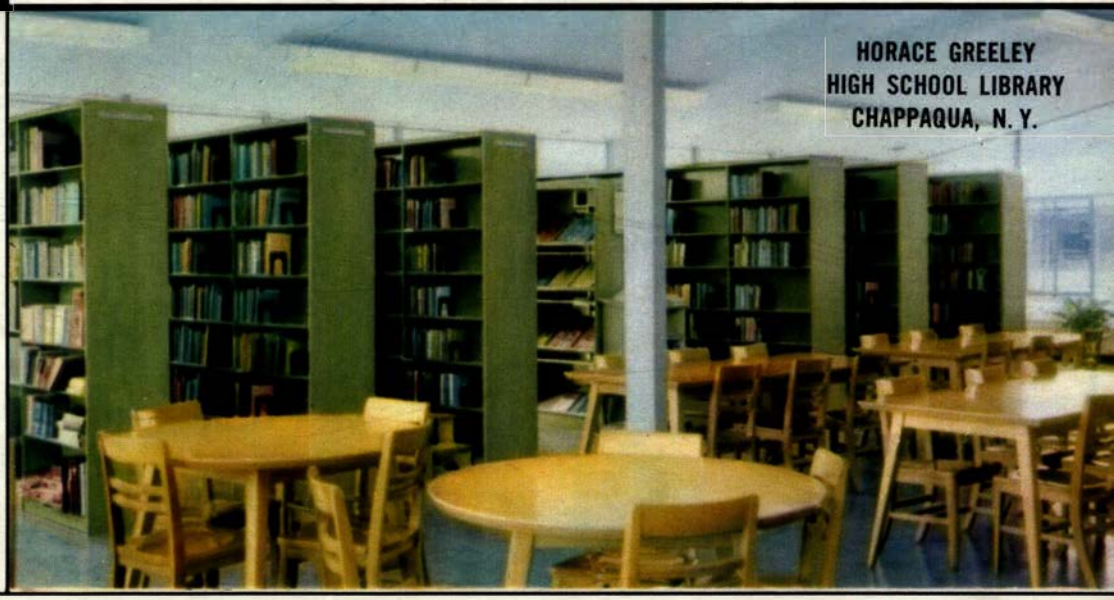
Nuclear Development Corp. of America
Eastview, N.Y.

New Jersey State Judiciary
Newark, N.J.

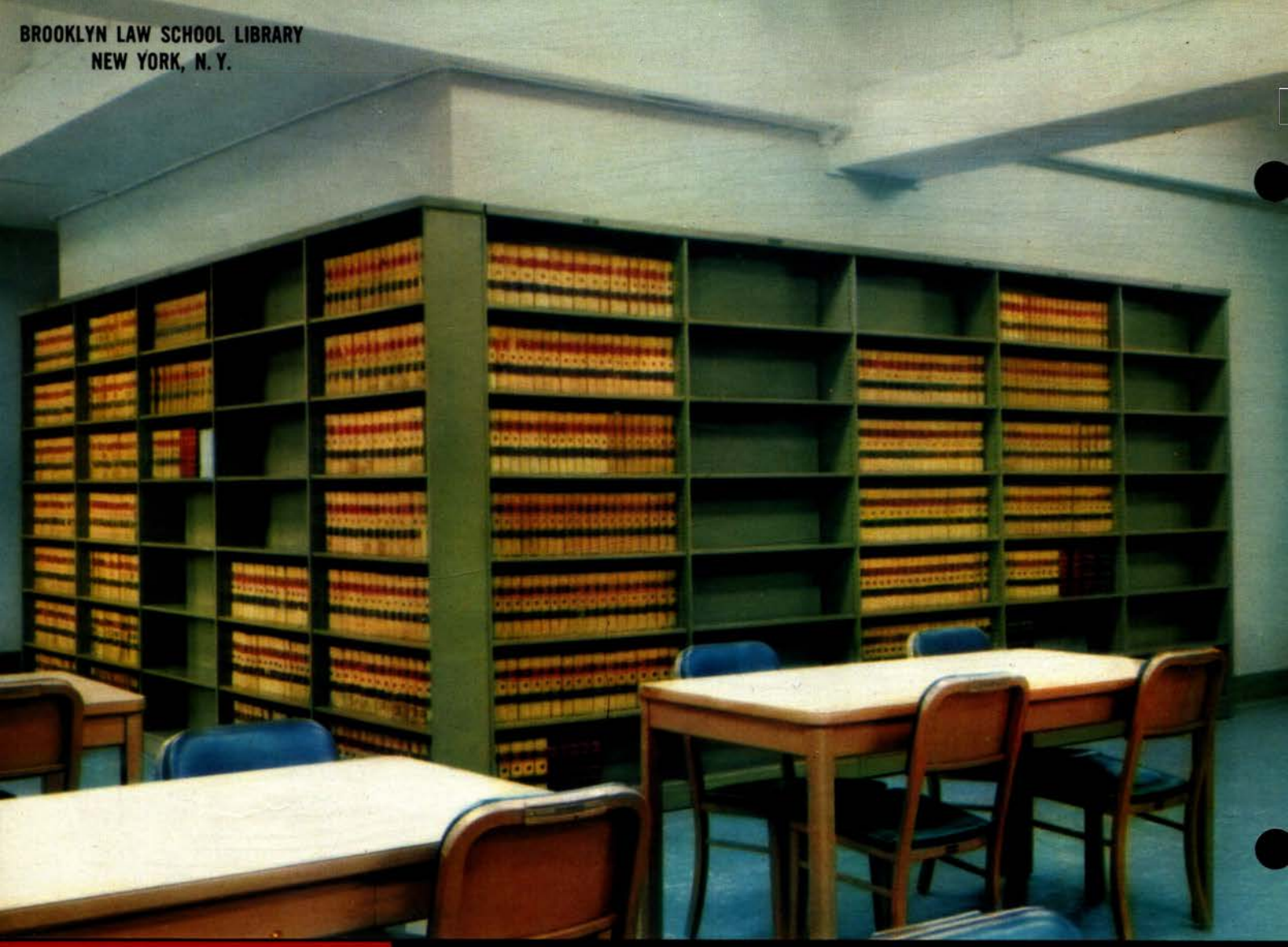
Stevens Institute of Technology
Hoboken, N.J.

Bulova Research & Development Laboratories
Woodside, N.Y.



HORACE GREELEY
HIGH SCHOOL LIBRARY
CHAPPAQUA, N. Y.

SUPREME STEEL EQUIPMENT CORPORATION
BROOKLYN 32, N. Y.



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NEW YORK, N. Y.

SUPREME *THE FINEST LIBRARY*



YESHIVA UNIVERSITY LIBRARY
NEW YORK, N. Y.

COUNTER HEIGHT





CLOSED BACK

OPEN BACK



DIMENSIONS

STARTING UNIT NO.	ADDITIONAL UNIT NO.	WIDTH	DEPTH	HEIGHT	NO. OF OPENINGS
SINGLE FACED, CLOSED BACK					
SB-698	AB-698	36″	9″	78″	6
SB-690	AB-690	36″	9″	90″	7
SB-608	AB-608	36″	10″	78″	6
SB-600	AB-600	36″	10″	90″	7
DOUBLE FACED, CLOSED BACK					
SB-688	AB-688	36″	18″	78″	12
SB-680	AB-680	36″	18″	90″	14
SB-628	AB-628	36″	20″	78″	12
SB-620	AB-620	36″	20″	90″	14
COUNTER HEIGHT, SINGLE FACED, CLOSED BACK					
SB-692	AB-692	36″	9″	42″	3
SB-602	AB-602	36″	10″	42″	3
COUNTER HEIGHT, DOUBLE FACED, CLOSED BACK					
SB-682	AB-682	36″	18″	42″	6
SB-622	AB-622	36″	20″	42″	6

Smartly styled! Functionally designed with simple-to-install bracket type adjustable shelves.

Quality-engineered of finest, heavy-gauge furniture steel. One-piece, double-wall construction on uprights. Cornice top. No finished end panels required.

STARTING UNIT NO.	ADDITIONAL UNIT NO.	WIDTH	DEPTH	HEIGHT	NO. OF OPENINGS
SINGLE FACED, OPEN BACK					
S-698	A-698	36″	9″	78″	6
S-690	A-690	36″	9″	90″	7
S-608	A-608	36″	10″	78″	6
S-600	A-600	36″	10″	90″	7
DOUBLE FACED, OPEN BACK					
S-688	A-688	36″	18″	78″	12
S-680	A-680	36″	18″	90″	14
S-628	A-628	36″	20″	78″	12
S-620	A-620	36″	20″	90″	14
COUNTER HEIGHT, SINGLE FACED, OPEN BACK					
S-692	A-692	36″	9″	42″	3
S-602	A-602	36″	10″	42″	3
COUNTER HEIGHT, DOUBLE FACED, OPEN BACK					
S-682	A-682	36″	18″	42″	6
S-622	A-622	36″	20″	42″	6

NOTE: Open Back Units equipped with rear sway braces.

QUALITY FINISH

Finest baked-on enamel applied over a Bonderite corrosion-resistant base.

COLOR SELECTOR

Choose from these Supreme decorator colors.

(Other colors to your specifications)

OLIVE GREEN

SMOKE GREY

DESERT SAGE

MIST GREEN

NUT BROWN

SHELVING IN AMERICA!



BOOK CART

Of finest, heavy-gauge furniture steel. Three sturdy shelves on 12″ centers. Steel end panels. Round edged end handles. Rubber composition swivel casters. 3″ diameter wheels.



STYLE NO.	WIDTH	DEPTH	HEIGHT
LC-546	15″	24″	36″

Available in starting units and additional units . . . single-faced or double-faced.

SINGLE FACED

ADDITIONAL UNIT

DOUBLE FACED

ADDITIONAL UNIT

In ordering, for each row desired, order one starting unit plus as many additional units as required to fill the row.

MAGAZINE RACK

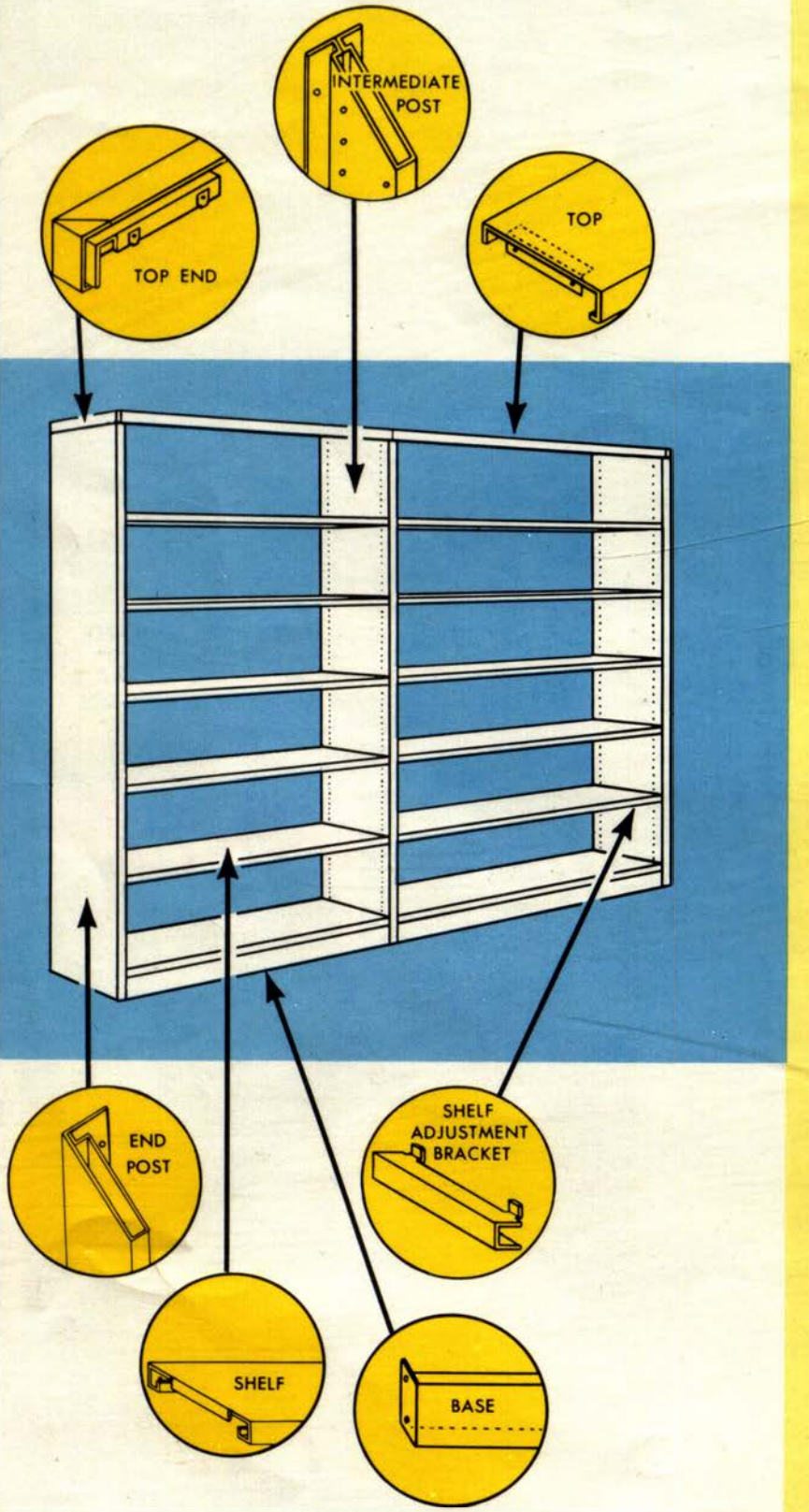
Five sloping (degree of slope adjustable) and four flat intermediate shelves. Side panels punched on 1″ centers for further adjustability.

NEWSPAPER RACK

One sloping (degree of slope adjustable) and one intermediate flat shelf. Each unit equipped with one sloping insert containing ten hardwood newspaper display rods, each rod sectionalized to hold three newspapers.

MAGAZINE RACK		NEWSPAPER RACK				
STARTING UNIT NO.	ADDITIONAL UNIT NO.	STARTING UNIT NO.	ADDITIONAL UNIT NO.	WIDTH	DEPTH	HEIGHT
SINGLE ROW UNITS, CLOSED BACK						
SB-628P	AB-628P	SB-628N	AB-628N	36″	12″	78″
SB-620P	AB-620P	SB-620N	AB-620N	36″	12″	90″
SINGLE ROW UNITS, OPEN BACK						
S-628P	A-628P	S-628N	A-628N	36″	12″	78″
S-620P	A-620P	S-620N	A-620N	36″	12″	90″

Quality ngineered CONSTRUCTION FEATURES OF SUPREME STEEL LIBRARY UNITS



END UPRIGHTS:

End uprights, formed of 20 gauge cold rolled steel, are of one piece double wall construction, ¾" wide on the face, by the specified depth. The rear is flanged ¾" on the inside and is punched for attachment of backs. The inside is pierced top and bottom for attachment of bases and tops and has two vertical rows of holes spaced on one inch centers for adjustment of shelf brackets. The outside is free of all holes, slots or bolt heads and presents a clean, smooth appearance. Uprights are so constructed as to be used for either left or right end.

INTERMEDIATE UPRIGHTS:

Intermediate uprights, formed of 20 gauge cold rolled steel, are of one piece double wall construction, ¾" wide on the face, by the specified depth. The rear has flanges extending ¾" from either side, punched for attachment of backs. In front of these flanges a small box section is formed into the upright on both sides and then welded to insure rigidity and proper spacing in the rear. Both sides are pierced top and bottom for attachment of bases and tops and have two vertical rows of holes on one inch centers for adjustment of shelf brackets.

SHELVES:

Shelves are made of #18 gauge cold rolled steel. Front and rear edges are formed down ¾", then back ½", then up 5/16". Ends are flanged down about 5/16". These flanges go behind shelf adjustment brackets to assure proper spacing of uprights.

Shelf brackets are constructed of #14 gauge cold rolled steel. Brackets have a channel formation with ½" horizontal flanges and are 11/16" high. A lug on each end engages the perforations in the upright. The ends of the shelf rest on the upper flange, the front of the shelf concealing the bracket.

BACKS:

Backs are 22 gauge cold rolled steel flanged at the bottom for rigidity. The vertical edges are punched for attachment to rear flanges of uprights.

TOPS:

Tops are made of 20 gauge cold rolled steel. The front edge is flanged down 1½" and then back 11/32" to allow for a ⅜" overhang. The rear edge is flanged down 1". An angle is welded to the underside on each end to provide for attachment to uprights.

TOP ENDS:

Top ends are made of 20 gauge cold rolled steel and are of channel formation to conform with the top and allow a ⅜" overhang at the sides. An angle is welded inside to provide for attachment to uprights and insure perfect alignment with the top.

BASES:

Bases are 16 gauge cold rolled steel, 3¼" high, flanged ⅜" on top and ¾" on the bottom, with ⅞" flanges on each end punched for securing to uprights.

Where sway braces are used in place of backs, two bases are required, one being placed at the rear to act as a spacer for the uprights.

SWAY BRACES:

Sway braces are made of ⅝" x ⅛" steel bands pierced at each end for securing to uprights and at the centre for attachment to each other.

Sway braces should be installed in approximately one-third of the units in a row with an absolute minimum of two pair in any one row.

SPECIAL SIZES:

In many instances, units can be fabricated to your requirements. Submit details in writing for quotation.



office master

JOFCO

CATALOG No. 70-A

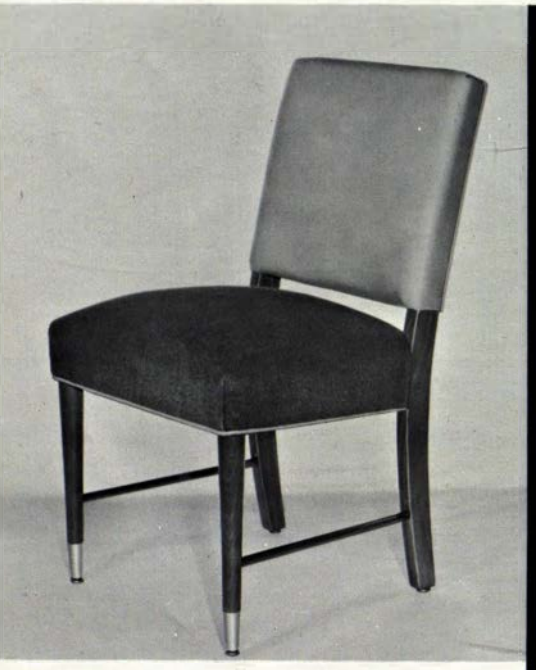
Three upholstered modern-styled chairs to match JOFCO *OFFICE MASTER* desks.

To provide complementing chairs for the Jofco OFFICE MASTER Series, three specially designed chairs have been made available.

These are Genuine Walnut upholstered in a choice of Elastic Naugahyde or combinations of Elastic Naugahyde and Mansfield or Grospoint covers. Top grain leather or top grain leather and Grospoint also available.

Features of these chairs include sleek lines, tapered legs for slim trimness, ferrules on the front legs with glides on all legs. For comfort, the arms are contoured; the back is formed and shaped for relaxed use. The spring cushion construction assures restful seating all day.

Strength and ruggedness result from the doweled construction, the glued and screwed corner blocks, and the stretchers on the side and back legs. All corners are well rounded to eliminate catching and snagging. All exposed surfaces have high-grade, wear-resisting lacquer finish. Scuff plates are standard on the Executive Arm Swivel Chair.



2523 SIDE CHAIR

Seat depth .....17"

Back height from seat.....16½"

Over-all width .....19¼"

Polyfoam seat over coil spring construction. Turned front legs with brass ferrules and brass, rubber cushion glides.



2521 GUEST ARM CHAIR

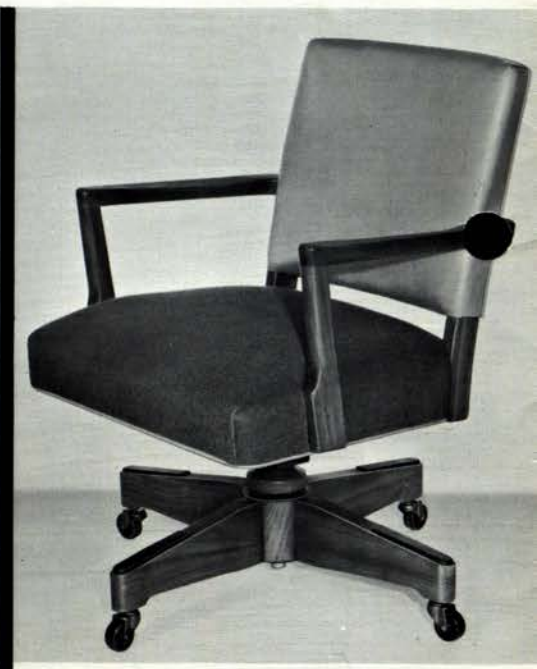
Width between arms.....21"

Seat depth .....19½"

Back height from seat.....17"

Over-all width .....24"

Polyfoam seat over coil spring construction. Turned front legs with brass ferrules and brass, rubber cushion glides.



2520 SWIVEL ARM CHAIR

Width between arms.....21"

Seat depth .....19½"

Back height from seat.....17"

Over-all width .....24"

Polyfoam seat over coil spring construction. Scuff plates. 2" ball-bearing casters.

JOFCO *matched office chairs*

JASPER OFFICE FURNITURE CO. • JASPER, INDIANA

THE OFFICE MASTER GROUP



No. CF2576-4 — CONFERENCE DESK
Size 76″ x 39″

A desk designed for the executive who has the twofold need for ample drawer space and desk-top area. The easy-to-get-to file drawer gives ready access to important papers. The extra drawer in each pedestal means better organization of work.



No. CF2576 — CONFERENCE DESK
Size 76″ x 39″ — (Working View)

Ideal for the executive who needs larger-than-average working space . . . or who has frequent conferences and meetings with his staff and associates. The file drawer in this desk, as well as other flat top desks, is in the upper left pedestal for convenience. Nylon rollers on the file drawer assure easy and quiet operation.



Approach view of the CF2576 desk demonstrates how the overhanging top on three sides makes conferences and note-taking easy for any persons grouped around the desk. Underside of top is carefully sanded, after finishing. No rough, unpleasant surfaces against hands or knees — a custom detail which owners of JOFCO desks enjoy!

EXECUTIVE DESKS



No. CF2559 — EXECUTIVE DESK — Size 58½" x 39"

Illustrating the overhang on the approach side only. This design has the unique advantage of an overhanging conference desk, yet occupies smaller floor area. The sleek, unbroken back design greets visitors with its impression of efficiency. All desks have 3-ply panels — framed in with protective rails — well rounded — giving ample protection against damage during cleaning of floors.



No. F2559-4 — EXECUTIVE DESK — Size 58½" x 30½"

This is an executive flat top desk for normal desk use. The attractive tapered feet, typical of the series — are fitted with brass ferrules. All desks in this group have adjustable glides included as standard equipment to adjust from 29" to 30". File drawers are equipped for hanging type folders. Note the specially designed pulls — finished in brushed brass — and the heavy 5-ply arm slides with genuine walnut banding on the front — the smooth finger-grip offset to blend and match with pulls.



No. F2559 — Size 58½" x 30½"

This is similar to the No. F2559-4, except there are three drawers in the right pedestal and a file drawer and box drawer in the left pedestal. The same attention to construction and design details is included. Also available in smaller desks where space is important. No. F2552 52" x 30½". No. F2548 48" x 26".



No. F2543-R — Size 43" x 30½"

This single pedestal desk occupies minimum floor area, yet gives good working room and file space. The hardware, as on all pieces in this group, includes a positive metal locking device, spring actuated, to keep drawers closed unless the Knee Space Drawer is open. This desk is useful for all clerical purposes. Especially desirable as a salesman's desk.

F2543-L — Same as above except drawer pedestal on left.

SINGLE PEDESTAL DESKS



No. FS2552-L — CONFERENCE DESK — Size 52″ x 30½″
Ideal for receptionists or information personnel, this desk, probably best of all, exemplifies the sweeping beauty of the Office Master group. The rounded top overhangs 10″ beyond the panel end providing comfortable seating for consultation purposes. There is ample footroom and sufficient knee space for larger persons. Back panel is recessed 14″ from approach side of top.
FS2552-R — Same as above except drawer pedestal on right.



Approach view of No. FS2552-L Conference Desk, illustrating the ample under-the-desk area for visitors and persons being interviewed.



No. FS2557-L — CONFERENCE DESK — Size 57″ x 30½″
A single pedestal desk that combines free-form design of the top with the grace of the Office Master styling. Ideally suited for use in devising modular arrangements, modesty panel is greatly appreciated by secretaries. Made with file drawer at top of pedestal, box drawer below.



No. ST2559-L — SECRETARIAL DESK — Size 58½" x 30½"

Available in either left or right hand pedestals. The standard JOFCO typewriter mechanism is counterbalanced — and moves in or out by finger-tip pressure. (No need to leave your chair to operate it.) Beneath is a convenience drawer — handy for personal articles — assures personal privacy. The adjustable firm base support on the compartment door supports from the floor — makes the platform rigid — free from vibration from heaviest machine, because the platform is locked into the door. The support folds upward, allowing the door to close when storing the typewriter.



GROUP A-2500

Illustrating ET2558-R Desk — with Typing Unit — consisting of: TU45 Top with FH3902 Fastening Hardware; F2522-N File Drawer Cabinet; MP-22A Modesty Shield; Stationery Drawer at top of desk pedestal.



FOR THE BUSINESS OFFICE

No. FP2543 — MACHINE DESK — Size 43″ x 30½″

The platform on this style is 23″ wide, 22″ long, and 2¾″ below the surface of the desk top. This space saving design provides a rigid foundation for the heaviest electric office machines and is especially suitable where wide carriage machines are used.



No. C2559-R — MACHINE DESK — 58½″ x 30½″

The machine platform on this special purpose desk is 24″ wide at the front; 22″ from front to the back; 16″ wide at the back. Typewriters, calculating machines, comptometers, adding machines and other office equipment have adequate room for effective operation. The platform size is generous enough for the largest electric typewriters. For added convenience and better working efficiency there is ample space for copy holders at the back of the machine.

ACCESSORY PIECES



No. CR2559 — CREDENZA — Size 58½" x 20"

More and more executives are turning to a credenza to answer space-saving problems. It provides a handy working area to supplement desk top space. Personal papers are out of sight of casual observation. Ample knee space. Open shelf area for storage of papers and materials which call for quick availability. Two large enclosed storage areas have adjustable shelves in each for the many items which need to be at the finger-tips of a busy executive. Compartments are 20" high; 16" wide; 17½" deep. Shelf area is 19" wide; 17½" deep; 4" high.



No. T2559 TABLE — Size 58½" x 30½"
No. T2543 TABLE — Size 44" x 24"

Where only work space is desired to supplement desk space, this handsome table does double-duty — giving added work area, plus an out-of-the-way surface for papers and materials which need to be readily accessible.

TABLES



No. PT2596 TABLE — Size 96″ x 43″; No. PT2576 TABLE — Size 76″ x 39″

A directors' or conference table with generous overhang at the ends and sides for comfortable seating of a maximum number of persons. Added foot space for extraordinarily tall men even beneath the pedestal ends.

PT2596 End overhang 22″; side overhang 7″ PT2576 End overhang 12″; side overhang 5″



No. PT2559 TABLE — Size 58½″ x 30½″ No. PT2552 TABLE — Size 52″ x 30½″

For executives who require extra work surfaces. Ample knee space and a spacious center drawer are added features. This is an excellent conference table for use in smaller rooms or with smaller groups. These tables have many applications; where drawer capacity of a desk is not required; as a wall table for publications, magazines; or to complete a decorating scheme in an office with supplementary planters, lamps or other accessories.

FOR THAT EXTRA TOUCH



No. TS2519 CELLARETTE — Size 22″ x 18″
A lock cabinet for personal things that doubles as a telephone stand. A convenience item that adds a grand touch to any office.



No. BC2537 BOOKCASE — Size 37″ x 14″
More and more bookcases are returning to the private offices. They mean ready access to volumes that are important to the job. They add a note of richness and "belonging." This bookcase with full glass doors provides protection for important books, and places them conveniently close at hand. Available with wood panel doors — No. BC2537W.



No. W2522 WASTEBASKET
Size 13″ x 13″



No. CO2521 COSTUMER
72″ high.

JOFCO

JASPER OFFICE FURNITURE COMPANY
JASPER, INDIANA



No. TCU30
TYPEWRITER CONVERSION UNIT
An easy-to-use device for converting any flat top desk to secretarial use. Does not prevent use of drawers under the pedestal top.

OFFICE MASTER FEATURES

1. Tapered foot design — more foot room.
2. Easier to clean under desk.
3. High brushed brass ferrules on each foot.
4. Dovetailed drawers — front and back — with custom detailed machining for smooth surfaces.
5. Drawers chemically treated to prevent shrinking and swelling.
6. File drawer in upper left pedestal for greatest convenience. Operates on nylon rollers, for easy and quiet operation.
7. File drawer equipped for hanging style folders.
8. Specially designed pulls, finished in brushed brass.
9. Paracentric key lock — metal locking device locks all pedestal drawers.
10. Large radius rounding on top and posts.
11. Knee space posts are of "Densiwood" — for harder than metal wearing quality and resistance to damage. No snagging or splintering.
12. 3-ply drawer bottoms of framed-in construction, heavily glue blocked.
13. **Wood Office Furniture Institute certified finish. No. 2 Suntone walnut is standard color. No. 1 walnut furnished at no extra charge. No. 3 walnut available at extra charge.**
14. **Oak Desks have No. 2 (Softone) oak as a standard color. No. 1 oak furnished on request at no extra charge.**
15. Panels 3-ply, ¼" thick, framed-in, with protective rails well rounded — giving ample protection against damage during cleaning of floors.
16. Adjustable height — 29" to 30".
17. Dustproof underconstruction.
18. All plywood bonded in hot plate presses under terrific pressure.
19. Urea resin glues — moisture-proof and bacteria-proof.
20. Cabinet glues — polyvinyl resin, inorganic and bacteria-proof. Will not crystallize. Superior holding power.
21. Twelve-point finishing process, cured in ovens under controlled heat and humidity.
22. All tops rubbed under three-step process, with custom finish.
23. Genuine walnut tops, panels and drawer fronts. Posts and rails of clear maple.
24. Low initial cost — lowest maintenance cost.
25. "JOFCO Desk" master-crafted construction for endurance and satisfaction.
26. Drawer fronts of 5-ply construction. Minimizes warpage — prevents sticking — better matching of parts.
27. Firm base support on typewriter compartment door — makes platform rigid — supports from floor.
28. Convenience drawer beneath typewriter compartment. Handy for personal articles — assures personal privacy!
29. Arm slides, 5-ply, heavy with genuine walnut banding on front. Smooth finger-grip offset to blend and match with pulls.
30. All tops with genuine walnut banding.
31. Exteriors of oak desks are all of white oak.
32. Space-saving sizes.

INSIDE DRAWER DIMENSIONS

DESCRIPTION	POSITION	NO.	W.	L.	D.
CF2576 — CF2559 — F2559					
Center Drawer		1	22	21½	2¼
File Drawer	Left Top	1	13	22	11½
Box Drawers		4	13	22	5
CF2576-4 — F2559-4					
Center Drawer		1	22	21½	2¼
File Drawer	Left Top	1	12½	22	11½
Box Drawers		4	13	22	5
Top Drawers		2	13	22	2
F2552					
Center Drawer		1	22	21½	2¼
File Drawer	Left Top	1	9¾	22	11½
Box Drawers		4	9¾	22	5
F2548					
Center Drawer		1	17½	17½	2¼
File Drawer	Left Top	1	9¾	18	11½
Box Drawers		4	9¾	18	5
FS2552-L — FS2552-R — ET2558-L — ET2558-R					
Center Drawer		1	22	21½	2¼
Box Drawers		3	11½	22	5
F2543-L — F2543-R (FP2543 — Box Drawers Only)					
Box Drawers		3	13	22	5
Center Drawer		1	22	21½	2¼

DESCRIPTION	NO.	W.	L.	D.
ST2559-L — ST2559-R				
Center Drawer	1	19½	21½	2¼
Box Drawers	3	11½	22	5
FS2557-L — FS2557-R				
Center Drawer	1	22	21½	2¼
Box Drawer	1	11½	22	5
File Drawer	1	11½	22	11½
C2559-R				
Box Drawers	3	11½	22	5
Center Drawer	1	17½	20½	2¾
Machine Platform		24	22	16
PT2559 — PT2552				
Center Drawer	1	22	20½	1½
T2559				
Box Drawers	2	19½	23	2¼
T2543				
Box Drawer	1	22	18	2¼

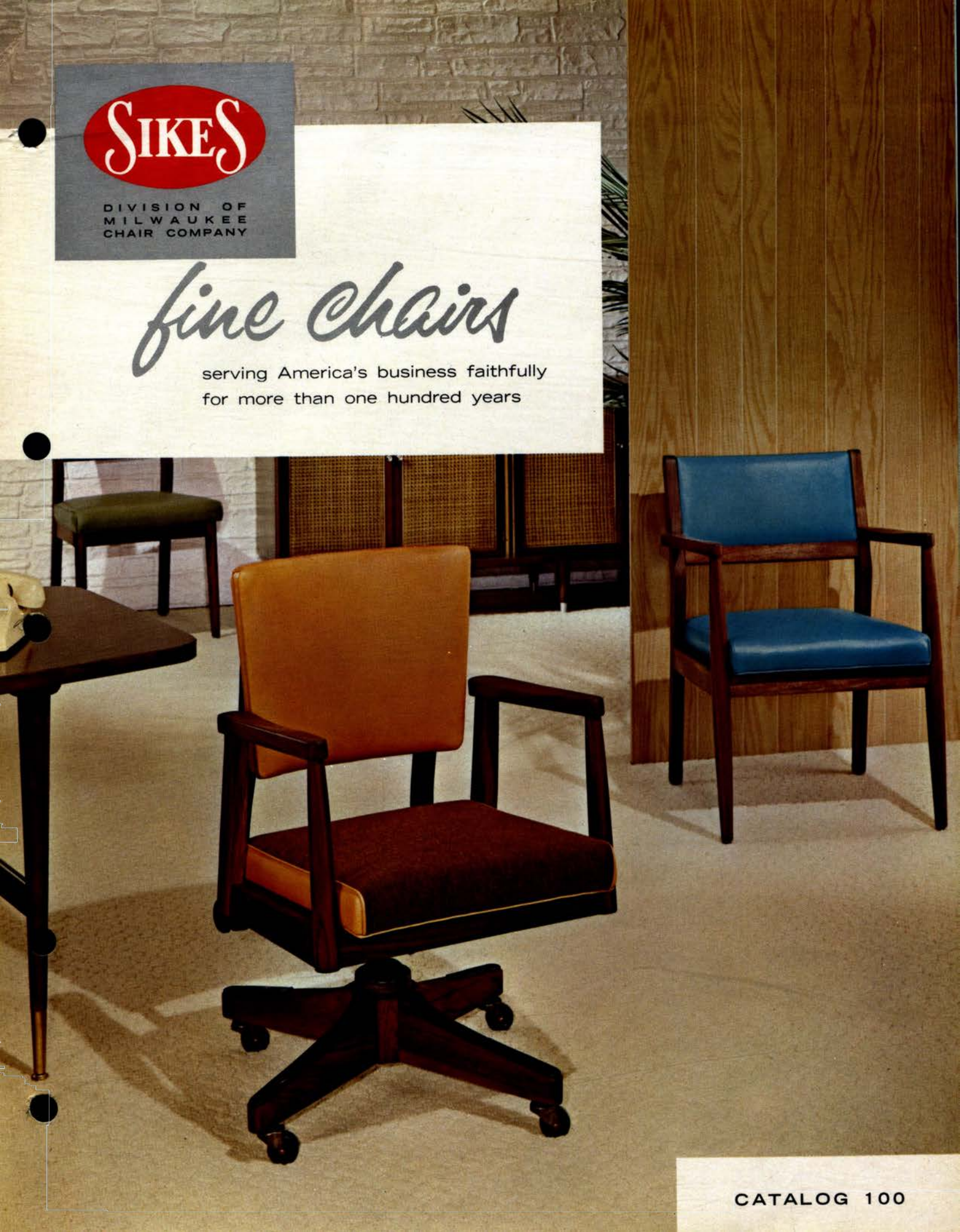
To determine knee space width — add 1" to center drawer widths above.

SIKES

DIVISION OF
MILWAUKEE
CHAIR COMPANY

fine chairs

serving America's business faithfully
for more than one hundred years



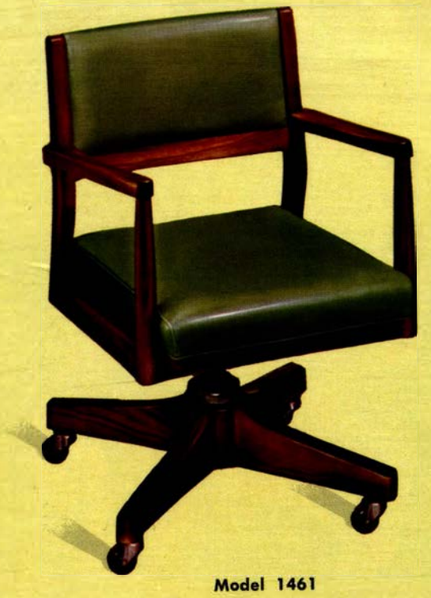
CATALOG 100

the *Townsend* series

Slim tapered legs add to the air of gracefulness of the lines of the chair back and arms. Luxuriant no-sag spring seat. Complete line of matched chairs is fashioned in genuine walnut.



Model X165



Model 1461



Model X166½



Model 1460



Model 1460½

SIKES

APPEAL

VALUE

the *Madison* series

Genuine foam rubber over bent plywood form a seat of utmost comfort and combined with the perfectly contoured back guarantee a lifetime of comfortable seating. Made of genuine walnut.



Model 1971



Model X127



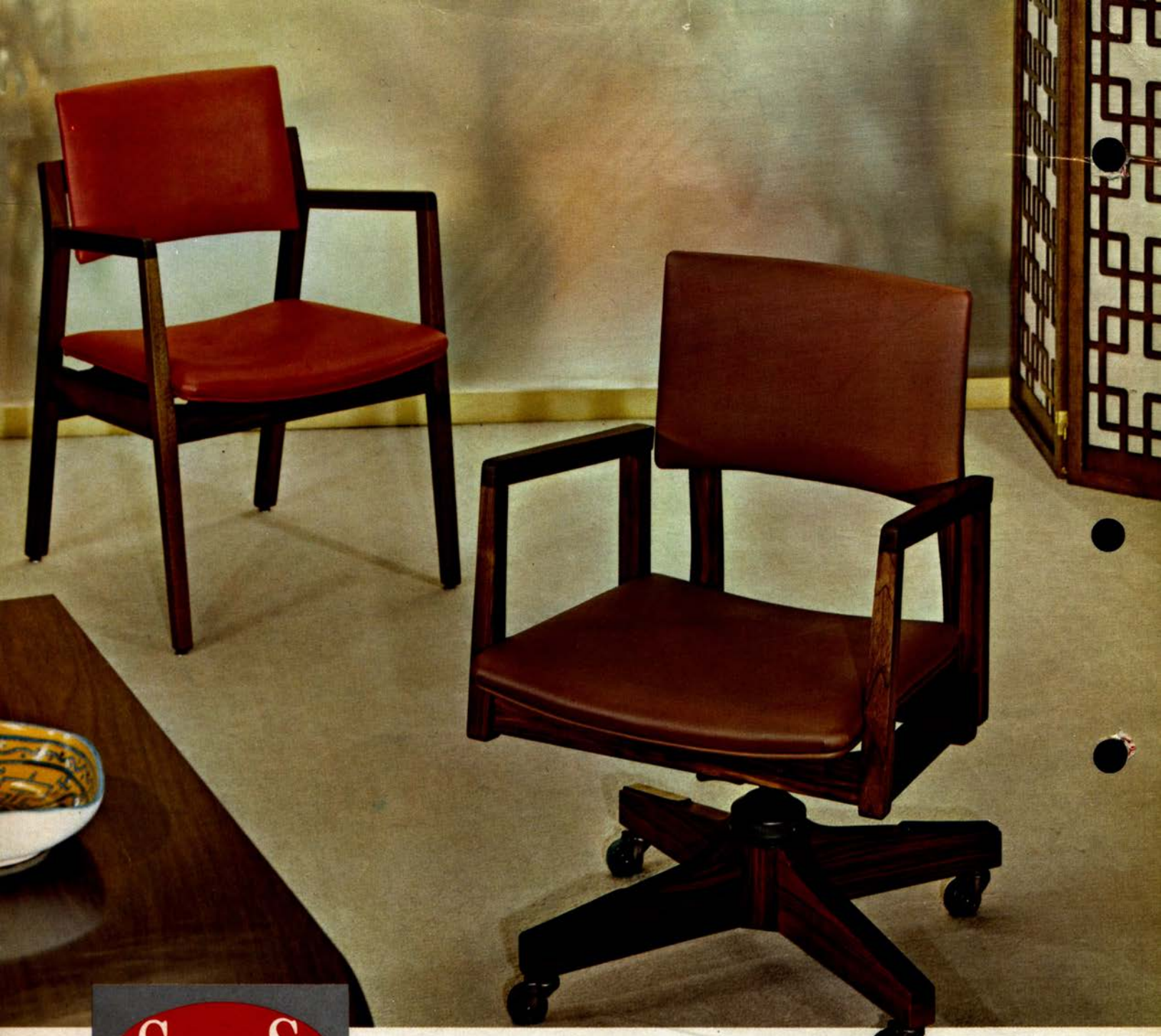
Model 1972½



Model 1972



Model X103½



SIKES

division of

THE MILWAUKEE CHAIR COMPANY

3022 WEST CENTER STREET • MILWAUKEE 45, WISCONSIN

Cat. No. 100
Sikes
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FREE PUBLIC LIBRARY

MUNICIPAL BUILDING
P. O. BOX 14, NIXON, N. J.

Township of Edison

Middlesex County, New Jersey

March 21, 1960

Mr. James E. Bryan
666 Highland Avenue
Newark-4, New Jersey

Dear Mr. Bryan:

In accordance with the terms of your letter of March 14, 1960, the Board of Trustees of the Edison Township Free Public Library wish you to continue with the preparations of our building requirements.

Mr. Tyler, president of the board, expects to be out of town until May 16, 1960. He requests that all correspondence be sent to me at the library.

Thanking you in advance, I remain -

Very truly yours,

Isabelle W. Crooker
Librarian

JAMES E. BRYAN
666 HIGHLAND AVENUE
NEWARK 4, NEW JERSEY

1 November 1960

The Board of Trustees
Free Public Library
Edison, N.J.

To:

James E. Bryan
Library Consultant

Professional services, March to October, 1960 including site and building requirements study and preparation of report.

9 days @ $75.00 per day	$675.00
Transportation, 350 miles @ 10¢ per mile	35.00
Meals (2)	3.75
Typing of draft and final report	40.00
	$753.75

November 15, 1961

Mayor Anthony M. Yelencsics & Council of
The Township of Edison
Municipal Building
Nixon, New Jersey

Dear Mayor Yelencsics & Council:

The Board of Trustees of the Edison Township Free Public Library respectfully request the amount of $296,000.00 to be provided for in the 1962 budget for the proposed new library building. A breakdown of the amounts furnished by Mr. MacWilliam, Architect, is enclosed.

Very truly youre,

Isabelle W. Crooker
Secretary & Librarian

COPY

WILLIAM H. REEVES CO.

EDISON PUBLIC LIBRARY
Edison, New Jersey

SCHEDULE OF EQUIPMENT
STEEL LIBRARY SHELVING - BRACKET-TYPE

TYPE 1 - Double-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and 10" deep closed base on each face of each section. One wood end panel 20" wide at the end of each range opening into the room.

TYPE 2 - Same as Type 1 only one section of each range to be 24" wide.

TYPE 3 - Single-Faced 84" high wall hung shelving set 6" above the finished floor. Consisting of 36" wide sections having seven 8" deep adjustable shelves. No base or finished ends are included.

TYPE 4 - Same as TYPE 3 only two sections shall be 24" wide.

TYPE 5 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 10" deep adjustable shelves and 10" deep closed base each section. One metal end panel 10" deep at each end of the range.

TYPE 6 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and a 10" deep closed base each section. One wood end panel 10" wide at the end of the range opening into the room and one corner filler at the wall.

TYPE 7 - Single-Faced bookstacks 3'-6" high, consisting of 36" wide sections and one 24" wide section having two 10" deep adjustable shelves and a 10" deep closed base. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged. One metal end panel 10" deep at each end of the range.

TYPE 8 - Single-Faced bookstacks 3'-6" high, consisting of 36" wide sections having two 10" deep adjustable shelves and a 10" deep closed base, and same as TYPE 7.

TYPE 9 - Double-Faced bookstacks 5'-0" high, consisting of 36" wide sections having four 10" deep adjustable shelves and a 10" deep closed base on each face of each section. One metal end panel 20" wide at each end of each range. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged.

EDISON PUBLIC LIBRARY

TYPE 10 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and a 10" deep closed base. One metal end panel 10" deep at the end of the range opening into the room. Metal backs are to be included for each section.

TYPE 11 - Single-Faced 3'-6" high, consisting of 36" wide sections and same as TYPE 7.

TYPE 12 - Single-Faced 84" high wall hung shelving set 6" above floor with seven 10" deep adjustable shelves.

TYPE 13 - Out

TYPE 14 - Double-Faced bookstacks 5'-0" high, freestanding, consisting of 36" wide sections having four 8" deep adjustable shelves and a 10" deep closed base. One metal end panel 10" deep at the end of the range opening into the room.

TYPE 15 - Same as TYPE 14 only metal end panels at each end of the range.

TYPE 16 - Single-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections and one 24" wide section having two 8" deep adjustable shelves and a 10" deep closed base. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops with Formica and self-edged. No end panels required but metal backs for each section are to be included. Also one $1\frac{1}{4}$" Formica covered gate with double acting hinge is to be included.

TYPE 17 - Double-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections having two 10" deep adjustable shelves over a 10" deep closed base each section. One metal end panel 10" deep at each end of each range. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged.

TYPE 18 - Single-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections having two 12" deep adjustable shelves over a 12" deep closed base each section. One metal end panel 12" wide at the end of the range opening into the room.

WILLIAM H. REEVES CO.

SPECIFICATIONS

FOR

EDISON PUBLIC LIBRARY
Edison, New Jersey

MATERIALS

All sheet steel used in the bookstack construction shall be that particular grade of full-finished, cold rolled sheet known in the trade as "furniture stock," which shall be free from scale or buckle, and rolled flat and true.

All screws used for assembling of bookstacks shall be cadmium plated.

BRACKET TYPE SHELVING

Metal bookstacks shall be of the design known as Freestanding Bracket Type, with the shelf supporting members consisting of central columns only and the adjustable shelves cantilevered therefrom.

UPRIGHT COLUMNS

Gauge: 16 Construction: One-piece welded tube $2\frac{1}{2}$" x 2" rectangular section, without protruding flanges or exposed edges.

ADJUSTABLE SHELVES

Gauge: 18 Construction: Front and back edges formed with three 90 degree bends. Front face to be 13/16" high. Ends of shelf to be turned down at 90 degrees and to have two embosses for positive engagement into slots pierced in shelf bracket.

SHELF BRACKETS

Gauge: 16 Construction: To extend full depth of shelf with bottom edge folded to 180 degree bend providing continuous support for shelf edge and smooth underside to prevent injury to hands when adjusting shelf. Front edge and upper edge of bracket to have full-beaded formation to provide a rounded meeting of edges of adjacent brackets and eliminate all raw edges. Brackets to have two (2) hooks at top and one (1) lug at bottom.

FINISHED END PANELS

Gauge: 18 Construction: Full flush exposed face of sufficient width and height to conceal shelves and upright members. Vertical edges shall have 3/4" radius bend with return of 3" parallel to face of panel. This return must extend beyond the front edge of shelf brackets.

BASE GUSSETS

Gauge: 16 Construction: Channel formation of gussets shall fit snugly around body of stack column on both sides giving full positive support to a height of $10\frac{1}{4}$". Gussets shall be adjustable to floor irregularities so that full bearing is obtained for stability.

BOTTOM SPREADERS

Gauge: 16 Construction: Channel formed, with ends turned down to engage slots for positive positioning and rigidity.

TOP TIE CHANNELS

Gauge: 16 Construction: Channel formed, bolted to tops of stack columns at each 3 foot section.

BASE SHELF & FRONT BASE STRIP

Gauge: 18 Construction: Substantially similar to adjustable shelf. Base strip to close space below base shelf to floor. Base strip to be flanged on bottom edge to provide bearing surface for stability.

STACK BRACING

Stacks shall be longitudinally braced by means of a continuous welded frame occurring in every third section of a range.

Welded frame shall be concealed within the stack members so that the specially braced section shall have the same appearance as the unbraced sections adjacent.

It is the intent of this specification that the non-sway characteristic be more effective than the diagonal rod bracing between stack columns and that the obstruction of these rods be eliminated.

FINISHING

All materials used shall be of oiled stock completely free of rust. After fabrication all parts shall be thoroughly cleaned in a hot, chemical cleaning process to provide a corrosion resistant surface which shall bond the paint. The material shall then be given a coat of the highest quality baking enamel, and baked for a period of time and at temperatures as recommended by their manufacturer to insure a hard, durable finish that will not crack or chip under normal use. Finish must meet normal flexure and hammer tests. Finish shall be electrostaticly applied. The color to be used on the stacks will be a shade of semi-gloss enamel, as approved by the architect.

ACCESSORIES

a. CARD HOLDERS: Formed of cast aluminum with provision for attachment to stack columns or finished end panels, and to receive 3" x 5" cards. Finished color to match stacks for Type One shelving. One per range.

b. BOOK SUPPORTS: (a) Wire Type: Heavy gauge spring wire formed to engage front and back edges of underside of shelf. Adjustable by hand compression to act as support for books below. Finish to be nickel plated. Furnish one for each adjustable shelf in both single-faced and double-faced except the top shelf.

(b) Plastic Type: High-impact polystyrene, molded in one piece with "wedge" back formation for strength and thickness to prevent concealment between books. Height: $6\frac{1}{4}$" Color: Red, Gray of Black. Furnish one for each top shelf both single-faced and double-faced.

WILLIAM H. REEVES CO.

EDISON PUBLIC LIBRARY
Edison, New Jersey

SCHEDULE OF EQUIPMENT
STEEL LIBRARY SHELVING - BRACKET-TYPE

TYPE 1 - Double-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and 10" deep closed base on each face of each section. One wood end panel 20" wide at the end of each range opening into the room.

TYPE 2 - Same as Type 1 only one section of each range to be 24" wide.

TYPE 3 - Single-Faced 84" high wall hung shelving set 6" above the finished floor. Consisting of 36" wide sections having seven 8" deep adjustable shelves. No base or finished ends are included.

TYPE 4 - Same as TYPE 3 only two sections shall be 24" wide.

TYPE 5 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 10" deep adjustable shelves and 10" deep closed base each section. One metal end panel 10" deep at each end of the range.

TYPE 6 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and a 10" deep closed base each section. One wood end panel 10" wide at the end of the range opening into the room and one corner filler at the wall.

TYPE 7 - Single-Faced bookstacks 3'-6" high, consisting of 36" wide sections and one 24" wide section having two 10" deep adjustable shelves and a 10" deep closed base. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged. One metal end panel 10" deep at each end of the range.

TYPE 8 - Single-Faced bookstacks 3'-6" high, consisting of 36" wide sections having two 10" deep adjustable shelves and a 10" deep closed base, and same as TYPE 7.

TYPE 9 - Double-Faced bookstacks 5'-0" high, consisting of 36" wide sections having four 10" deep adjustable shelves and a 10" deep closed base on each face of each section. One metal end panel 20" wide at each end of each range. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged.

EDISON PUBLIC LIBRARY

TYPE 10 - Single-Faced bookstacks 7'-6" high, freestanding, consisting of 36" wide sections having six 8" deep adjustable shelves and a 10" deep closed base. One metal end panel 10" deep at the end of the range opening into the room. Metal backs are to be included for each section.

TYPE 11 - Single-Faced 3'-6" high, consisting of 36" wide sections and same as TYPE 7.

TYPE 12 - Single-Faced 84" high wall hung shelving set 6" above floor with seven 10" deep adjustable shelves.

TYPE 13 - Out

TYPE 14 - Double-Faced bookstacks 5'-0" high, freestanding, consisting of 36" wide sections having four 8" deep adjustable shelves and a 10" deep closed base. One metal end panel 10" deep at the end of the range opening into the room.

TYPE 15 - Same as TYPE 14 only metal end panels at each end of the range.

TYPE 16 - Single-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections and one 24" wide section having two 8" deep adjustable shelves and a 10" deep closed base. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops with Formica and self-edged. No end panels required but metal backs for each section are to be included. Also one $1\frac{1}{4}$" Formica covered gate with double acting hinge is to be included.

TYPE 17 - Double-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections having two 10" deep adjustable shelves over a 10" deep closed base each section. One metal end panel 10" deep at each end of each range. Tops of ranges shall have $1\frac{1}{4}$" thick plywood tops covered with Formica and self-edged.

TYPE 18 - Single-Faced bookstacks 3'-6" high, freestanding, consisting of 36" wide sections having two 12" deep adjustable shelves over a 12" deep closed base each section. One metal end panel 12" wide at the end of the range opening into the room.

MARCH 2, 1964

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY, EDISON, N.J.
ORDER NO. 1476

TO ALL CONTRACTORS

WE REQUEST THAT ONE OF THE CONSTRUCTION PRINCIPALS OF YOUR FIRM APPEAR AT A JOB SITE MEETING TO BE HELD ON FRIDAY, MARCH 6, 1964 AT 11:00 A.M.

BY: JOHN MACWILLIAM, ARCHITECT

COPIES SENT TO:

THE LANFRIT CONSTRUCTION CO., INC.
N. MALTESE & SONS, INC.
DON PIZZOLATO, INC.
DUTCHER HEATING, INC.
NEAL B. HANSEN
MORRISON ZIMMER & BORTON
ROBERT K. MOSHER
MRS. ISABELLE W. CROOKER

JAMES E. BRYAN
666 HIGHLAND AVENUE
NEWARK 4, NEW JERSEY

28 March 1960

Mrs. Edward Crooker, Librarian
Free Public Library
Township of Edison
P.O.Box 14
Nixon, N.J.

Dear Mrs. Crooker:

Thank you for your letter of March 21 asking that I proceed with a building requirements and site study for the projected new library for Edison Township.

I will start working on this shortly after April 1 and hope to have a report ready by Mr. Tyler's return.

At some point I will call on you to discuss the number of readers' seats and book capacities for various services such as the children's room, young adults service, reference area, etc. Also please make a list of all functions and services you would like in the new library.

If you will give these matters some thought prior to our discussion it will be much appreciated.

Very truly yours,

James E. Bryan

James E. Bryan
Library Consultant

P.S.
Plot plans received. Thanks.

JEB:hlb

FINAL AMT.
209,000.00

PROPOSED LIBRARY FOR EDISON TOWNSHIP

COST ANALYSIS

COST OF CONSTRUCTION	$202,000.00
Area 11,500 square feet Cost per sq. ft. $17.75 Volume 147,000 cubic feet Cost per cu. ft. $1.25	
SITE WORK	13,000.00
Paving and sidewalks $5000.00 Grading and seeding 5000.00 Planting 3000.00	
CONTINGENCIES	10,000.00
Miscellaneous Items $10000.00	
TOTAL CONSTRUCTION COSTS	$225,000.00
The above costs are for construction only including air conditioning. No provision for any shelving(stacks) or library equipment is included.	
COST OF EQUIPMENT	$50,000.00
Include shelving(stacks) and all library equipment.	
FEES	16,000.00
TOTAL OTHER COSTS	$66,000.00
TOTAL COST OF PROJECT	$291,000.00

January 29,1962.

John MacWilliam
Architect

PROPOSED LIBRARY FOR EDISON TOWNSHIP

COST ANALYSIS

COST OF CONSTRUCTION ----------	$202,000.00
Area 11,500 square feet Cost per sq. ft. $17.75 Volume 147,000 cubic feet Cost per cu. ft. $1.25	
SITE WORK ----------	13,000.00
Paving and sidewalks $5000.00 Grading and seeding 5000.00 Planting 3000.00	
CONTINGENCIES ----------	10,000.00
Miscellaneous Items $10000.00	
TOTAL CONSTRUCTION COSTS	$225,000.00
The above costs are for construction only including air conditioning. No provision for any shelving(stacks) or library equipment is included.	
COST OF EQUIPMENT ----------	$50,000.00
Include shelving(stacks) and all library equipment.	
FEES ----------	16,000.00
TOTAL OTHER COSTS ----------	$66,000.00
TOTAL COST OF PROJECT ----------	$291,000.00

January 29,1962.

John MacWilliam
Architect

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY
LIBERTY 8-3131

MEMORANDUM

DATE: 4-11-1963

TO: Mrs. Isabelle W. Crooker
238 Plainfield Avenue
Edison Township, N.J.

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY ORDER No. 1476

FOR OWNERS FILE

Copies of Bid Bond returns on the foregoing named job.

JM/rm

JOHN MacWILLIAM
ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY
LIBERTY 8-3131

MEMORANDUM

DATE: 4-11-1963

TO: Mrs. Isabelle W. Crooker
238 Plainfield Avenue
Edison Township, N.J.

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY ORDER No. 1476

FOR OWNERS FILE

Copy of award notice sent to all bidders on the foregoing named job.

JM/rm

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY. LIBERTY 8-3131

DATE: 4-11-1963

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY

ORDER No.: 1476

CONTRACT AWARDED TO: NO AWARD: TO BE REBID

TO: (SEE ATTACHED LIST)

Gentlemen,

Thank you for submitting your bid.

JOHN MacWILLIAM

BY: rm/

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

GENERAL CONSTRUCTION
WILLARD DUNHAM CONSTRUCTION CO.
INGRASSIA CONSTRUCTION CO., INC.
BIRCH MONT, INC.
WINDSOR CONSTRUCTION CO.
JOHN N. WESTER & SON
WM. M. CONNOLLY & SONS
HAHR CONSTRUCTION
J.T. HOUSEMAN, INC.
THE LANFRIT CONSTRUCTION CO., INC.
MICHAEL RIESZ & CO.

STEEL & IRON
PARK STEEL & IRON CO.
GOLISH IRON WORKS, INC.
BREEN IRON WORKS, INC.
JOHN MALTESE IRON WORKS, INC.
N. MALTESE & SONS, INC.

PLUMBING & HEATING
SIG SHOR, INC.
NICHOLAS SCHWALJE, INC.
DUTCHER HEATING LTD.
DON PIZZOLATO, INC.
J.F. RAST & CO.
SARBO INC.
BORO PLUMBING & HEATING CO.

ELECTRIC
J.H. DELAPLAINE, INC.
DORSON ELECTRIC & SUPPLY CO., INC.
ARTHUR PAUL, JR.
NEAL B. HANSEN
MOLNAR ELECTRICAL CONTRACTORS, INC.
CHARLES TARR, INC.
UNGER ELECTRIC CO., INC.

JOHN MacWILLIAM
ARCHITECT

495 MAIN STREET, METUCHEN, NEW JERSEY, LIBERTY 8-3131

April 10, 1963

Perth Amboy Evening News Company
174 Jefferson Street
Perth Amboy, New Jersey

Gentlemen:

Please insert the enclosed notice to Bidders in your paper on Friday, April 12, 1963.

Proof of publication and bill are to be sent to Isabelle W. Crooker, Secretary at 238 Plainfield Avenue, Edison, New Jersey.

Very truly yours,

JOHN MacWILLIAM

JM/rm

c.c. Isabelle W. Crooker, Secretary

COPY

ADVERTISEMENT

Separate sealed bids for the branches of GENERAL CONSTRUCTION, STEEL AND IRON, PLUMBING, HEATING AND AIR CONDITIONING and ELECTRIC WORK for the construction of a Library Building to be erected on the corner of Plainfield Avenue and Division Street in Edison, New Jersey will be received by the Board of Trustees of the Free Public Library of Edison Township, Edison, Middlesex County, until 3 P.M., on the afternoon of Thursday, April 25, 1963 in the Council Room of the Edison Municipal Building, corner of Plainfield Avenue and Woodbridge Avenue, Edison, New Jersey and then at said place publicly opened and read aloud.

The Contract Documents may be examined at the office of John MacWilliam, Architect, 495 Main Street, Metuchen, New Jersey. Copies of bidding documents may be obtained from the Architect on and after Monday, April 15, 1963 upon payment of $100 for each set, which payment will be returned to all bonafide bidders upon the return of the contract documents. Non bidders will be refunded $50. It is a mandatory requirement that contract documents be returned on or before the date of the bid opening.

Each bidder must deposit with his bid, security in the amount of not less than ten (10) per cent of the base bid in the form of cash, certified check or bid bond, and subject to the conditions provided in the Instructions to Bidders. No bidder may withdraw his bid for a period of thirty (30) days after the actual date of the opening thereof.

The successful bidder will be required to furnish a Surety Company Bond in the full amount of the contract price in accordance with the requirements of the statutes of the State of New Jersey in respect to bonds of contractors on public works, NJSA 2A: 44-143 to 147 liability thereunder being limited as in said statutes provided.

BY ORDER OF: THE BOARD OF TRUSTEES
FREE PUBLIC LIBRARY OF EDISON TOWNSHIP
EDISON, NEW JERSEY

BY: ISABELLE W. CROOKER, SECRETARY

FOR OWNERS FILE

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

M E M O R A N D U M

DATE: 5-14-1963

TO: Dutcher Heating Ltd.

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

Gentlemen:

This memorandum confirms information and instructions given to your office by telephone.

The Board of Trustees of the Free Public Library, Edison, New Jersey formally awarded you the contract for: Heating & Ventilating Work

The contract price is $ 28,486.00

Comprising your Base Bid $29,567.00 and Deductive Alternates #3($760.00) and #6($321.00)

Prior to the signing of the contracts we have requested the following:

Two (2) executed copies of your Performance Bond in the full amount of the contract price. Refer to the last paragraph on the sample Bond Form enclosed. This paragraph must appear on your Bonds.

Two (2) copies of Insurance Certificates covering Workmen's Compensation, Public Liability and Property Damage.

Two (2) copies of the contract breakdown.

Two (2) copies of your Subcontractor list.

Contract Date: May 17, 1963

Bonds to be Dated: May 17, 1963

Owner: The Board of Trustees, Free Public Library, Edison, New Jersey

Contract Sum: $28,486.00

Very truly yours,

c.c. Mrs. Isabelle W. Crooker, Librarian

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

M E M O R A N D U M

DATE: 5-14-1963

TO: Don Pizzolato, Inc.

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

Gentlemen:

This memorandum confirms information and instructions given to your office by telephone.

The Board of Trustees of the Free Public Library, Edison, New Jersey formally awarded you the contract for: Plumbing Work

The contract price is $ 11,638.00

Comprising your Base Bid $11,638.00

Prior to the signing of the contracts we have requested the following:

Two (2) executed copies of your Performance Bond in the full amount of the contract price. Refer to the last paragraph on the sample Bond Form enclosed. This paragraph must appear on your Bonds.

Two (2) copies of Insurance Certificates covering Workmen's Compensation, Public Liability and Property Damage.

Two (2) copies of the contract breakdown.

Two (2) copies of your Subcontractor list.

Contract Date: May 17, 1963

Bonds to be Dated: May 17, 1963

Owner: The Board of Trustees, Free Public Library, Edison, New Jersey

Contract Sum: $11,638.00

Very truly yours,

c.c. Mrs. Isabelle W. Crooker, Librarian

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

M E M O R A N D U M

DATE: 5-14-1963

TO: N. Maltese & Sons

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

Gentlemen:

This memorandum confirms information and instructions given to your office by telephone.

The Board of Trustees of the Free Public Library, Edison, New Jersey formally awarded you the contract for: Steel & Iron Work

The contract price is $ 21,547.00

Comprising your Base Bid $21,547.00

Prior to the signing of the contracts we have requested the following:

Two (2) executed copies of your Performance Bond in the full amount of the contract price. Refer to the last paragraph on the sample Bond Form enclosed. This paragraph must appear on your Bonds.

Two (2) copies of Insurance Certificates covering Workmen's Compensation, Public Liability and Property Damage.

Two (2) copies of the contract breakdown.

Two (2) copies of your Subcontractor list.

Contract Date: May 17, 1963

Bonds to be Dated: May 17, 1963

Owner: The Board of Trustees, Free Public Library, Edison, New Jersey

Contract Sum: $21,547.00

Very truly yours,

c.c. Mrs. Isabelle W. Crooker, Librarian

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

M E M O R A N D U M

DATE: 5-14-1963

TO: The Lenfrit Construction Co., Inc.

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

Gentlemen:

This memorandum confirms information and instructions given to your office by telephone.

The Board of Trustees of the Free Public Library, Edison, New Jersey formally awarded you the contract for: General Construction Work.

The contract price is $ 105,293.00

Comprising your Base Bid $114,418.00 and Deductive Alternates #1($8,500.00) and #2($625.00)

Prior to the signing of the contracts we have requested the following:

Two (2) executed copies of your Performance Bond in the full amount of the contract price. Refer to the last paragraph on the sample Bond Form enclosed. This paragraph must appear on your Bonds.

Two (2) copies of Insurance Certificates covering Workmen's Compensation, Public Liability and Property Damage.

Two (2) copies of the contract breakdown.

Two (2) copies of your Subcontractor list.

Contract Date: May 17, 1963

Bonds to be Dated: May 17, 1963

Owner: The Board of Trustees, Free Public Library, Edison, New Jersey

Contract Sum: $105,293.00

Very truly yours,

c.c. Mrs. Isabelle W. Crooker, Librarian

JOHN MacWILLIAM, ARCHITECT
495 MAIN STREET
METUCHEN, NEW JERSEY

M E M O R A N D U M

DATE: 5-14-1963

TO: Neal B. Hansen

RE: EDISON TOWNSHIP FREE PUBLIC LIBRARY - ORDER NO. 1476

Gentlemen:

This memorandum confirms information and instructions given to your office by telephone.

The Board of Trustees of the Free Public Library, Edison, New Jersey formally awarded you the contract for: Electric Work

The contract price is $ 17,996.00

Comprising your Base Bid $17,996.00

Prior to the signing of the contracts we have requested the following:

Two (2) executed copies of your Performance Bond in the full amount of the contract price. Refer to the last paragraph on the sample Bond Form enclosed. This paragraph must appear on your Bonds.

Two (2) copies of Insurance Certificates covering Workmen's Compensation, Public Liability and Property Damage.

Two (2) copies of the contract breakdown.

Two (2) copies of your Subcontractor list.

Contract Date: May 17, 1963

Bonds to be Dated: May 17, 1963

Owner: The Board of Trustees, Free Public Library, Edison, New Jersey

Contract Sum: $17,996.00

Very truly yours,

c.c. Mrs. Isabelle W. Crooker, Librarian

FORM OF SURETY BOND

KNOW all Men by these PRESENTS, That we, the undersigned _____ as Principal, and
Name & Address of Contractor

_____
Name & Address of Surety a corporation organized under the laws of the State of New Jersey, and licensed to transact business in the State of New Jersey, as Surety, are hereby held and firmly bound unto _____ in the penal sum of
Name & Address of Owner

_____ for the payment of which, well and truly to be
Contract Price
made, we hereby jointly and severally, bind ourselves, our heirs, executors, administrators, successors and assigns.

Signed this _____ day of _____ 19

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, THAT whereas the above named Principal on the _____
Day Month Year
enter into a contract with (Name of Owner) for (Name and location of job)

which contract is made a part of this, the bond, the same as though set forth herein.

NOW, if the said (contractor) shall well and faithfully do and perform the things agreed by it to be done and performed according to the terms of said contract and shall pay all lawful claims of subcontractors, materialmen, laborers, persons, firms, or corporations, for labor performed or fuel, oils, implements or machinery furnished, used or consumed in the carrying forward, performing or completing of said contract, we agreeing and assenting that this undertaking shall be for the benefit of any subcontractor, materialman, laborer, person, firm or corporation having a just claim, as well as for the Obliges herein; then this obligation shall be void, otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

The said Surety hereby stipulates and agrees that no modifications, omissions or additions in or to the terms of said contract or in or to the plans and specifications therefor shall in any wise affect the obligation of said Surety on its bond.

X This bond is given in compliance with the requirements of the statutes of the State of New Jersey in respect to bonds of contractors on public works, NJSA 2A: 44-143 to 147 and liability hereunder is limited as in said statutes provided.

PRINCIPAL _____

_____

SURETY _____

_____

April 2, 1970

Mayor Bernard J. Dwyer
Township of Edison
Municipal Building
Edison, New Jersey 08817

Dear Mayor Dwyer:

This letter is being written with only one thought in mind. I would like to make you aware that we have had a leak in the ceiling of the Library for approximately one year.

This leak is directly over our main charge desk causing considerable inconvenience to my staff and the public. More important than our inconvenience, is the fact that the water runs down through a light fixture. I am concerned that a short circuit will result. For months, we have had ceiling tiles removed and pails up in the ceiling, but the water often by-passes these pails and drips all over the charge desk and carpet.

It distresses me to concern you with matters that should be taken care of by other employees of the township, however, I seem to be unable to get results unless I resort to this measure. I am sure you will agree that it is highly impossible to ask a group of women to continuously work around pails, water dripping from the ceiling and also not to have their working materials accessible for ready use. It might interest you to know that many of our patrons have commented on the unfavorable appearance of the Library. Certainly you as the Mayor of the Township, do not wish to hear unfavorable reports.

I would appreciate it if you would try to have these leaks fixed properly. My calls at various intervals during the past months, have brought no results. Even the roofer who checked this, gave some lame excuse as to why he could not do the repairs.

I do not like to bother you with what may seem like a small annoyance, but I feel you should know of this situation before some serious damage results. I would feel very pleased if you could visit me at the Library to discuss this and other situations that may be solved very easily.

Thank you for giving this letter your consideration.

Yours truly,

Isabelle W. Crooker
Director

Nov 9

Library Group To Discuss Plans

EDISON—The Edison Friends of the Library will hold its first fall meeting Friday at 8 p.m. at the Edison Library, 237 Plainfield Ave. Mrs. Charles Wira, president, and Mayor Anthony Yelencsics will be present to greet new members and plans for the year will be discussed.

The library is under construction, with completion scheduled next spring. When completed, the new facility will accommodate upwards of 100,000 volumes and will contain work and study rooms, exhibit areas, and reading rooms for all age groups. It will replace the present, overcrowded "store," which has housed the township library since its shift from Town Hall.

The EFL was formed in January 1962 for the purpose of maintaining an association of persons interested in focusing attention on the library and developing library services and facilities.

The Township Council appropriated $185,000 for the building of the library. The EFL has undertaken the task of raising $35,000 for the equipment necessary to furnish the building. To date, over $1,200 has been contributed. The Edison PTA's have contributed $225 so far for the children's section.

MAY 1963

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 1963

JULY 1963

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SUN	MON	TUE	WED	THU	FRI	SAT

FULL MOON 7TH
LAST QUARTER 14TH
NEW MOON 21ST
FIRST QUARTER 28TH

Memos

SMALL RED FIGURE IN UPPER LEFT SHOWS DAYS ELAPSED, INCLUDING TODAY
SMALL BLACK FIGURE IN UPPER RIGHT SHOWS DAYS REMAINING, INCLUDING TODAY

						152 214 **1**
153 213 **2**	154 212 **3**	155 211 **4**	156 210 **5** STARTED HURRAY!?★ BUILDING!!! Finally	157 209 **6**	158 208 **7**	159 207 **8**
160 206 **9**	161 205 **10**	162 204 **11**	163 203 **12** PAYDAY	164 202 **13**	165 201 **14** FLAG DAY	166 200 **15**
167 199 **16** FATHER'S DAY	168 198 **17**	169 197 **18** PAY ROLL	170 196 **19** Meeting 10 a.m. Inc	171 195 **20**	172 194 **21**	173 193 **22** SUMMER BEGINS
174 192 **23** **30** 181 185	175 191 **24**	176 190 **25**	177 189 **26** PAYDAY	178 188 **27**	179 187 **28**	180 186 **29**