

July 2, 1954

Dr. Lauren B. Hitchcock
President and Managing Director
Southern California Air Pollution Foundation
704 South Spring Street
Los Angeles 14, California

Dear Doctor Hitchcock:

I am sending you herewith two copies of a proposal based on the general discussion in your office on June 24 and on the more specific talk of Mr. Cholak with Mr. Rogers. It appears to me that this work should provide very useful information, and also that it can be carried out expeditiously without a hitch.

In order to bring to your attention the general type of agreement under which we work, and to set forth the policies of the Laboratory and of the University of Cincinnati, I enclose a short form of agreement. It is not necessary, from my standpoint, that such an agreement, or in fact any agreement, be executed between us, but it is desirable, I should think, that some formal agreement be drawn up. In any case, if you accept the proposal and if you believe it necessary or wise, I suggest that a form of agreement be drawn up to meet your requirements and to include, in principle, the provisions set forth in this.

The provisions for the payment of money can be very much as you wish. In general, we prefer that part of the sum agreed upon be paid in advance, and that installments be paid at quarterly or longer intervals. The reason for this is that, as a municipal institution, we are required by law to have money in hand to meet the bills. Since by law we must operate strictly at cost, and since our cost-accounting is precise, we refund any unexpended balance of sums advanced for the conduct of work.

I trust that all of this is clear and sufficient for your purposes. I have the approval, in principle, of Ethyl Corporation, subject to the feasibility of our proposal, to call upon their assistance in the conduct of the sampling program proposed, so that there should be no great difficulty in fixing this up.

I should like to say how pleased I was to make your acquaintance, to talk with you and your associates about matters of mutual interest. We shall do our best to cooperate with you in your work and will look forward to other meetings and associations.