

January 7, 1930

Mr. T. D. Sheldon,
E. H. Sheldon and Co.,
Muskegon, Michigan.

Dear Mr. Sheldon:

Allow me to take this occasion, somewhat tardily, to express to you my thanks for the courtesy which was shown to me by yourself and your associates on the occasion of my visit some time ago to your plant at Muskegon. Despite the inclement weather and the haste with which I came and departed, I enjoyed myself very much and profited very much by the trip.

Since I talked with you I have worked out most of the details which were of importance to me in connection with the specifications. I am enclosing to you, therefore, a set of specifications as finally adopted. One or two words of explanation will be of advantage in connection with certain modifications in the specifications.

In the matter of ventilating ducts, page three, I have specified round asbestos flue ducts for the reason that I have found that these can be procured from the Johns-Mansville people. I was anxious to have these but I was under the impression that they could not be obtained or that there was something in the process of the manufacture which was not yet beyond experimental stage. Since my conversation with you I find that it is entirely possible to obtain these, though there will be some delay in their delivery, and that they will prove entirely satisfactory for the purpose. They will be better to look at than the square ducts, and they will be much less noisy than metal pipes, therefore I feel as though I should like to insist upon their use.

In the matter of the finish, I am specifying a finish on the furniture which corresponds to the architect's specifications on the woodwork of the building. I have come to the conclusion after some investigation and thought that varnish is probably to be preferred to lacquer, and that I may just as well specify the exact finish used on the interior woodwork.

In the matter of the fume hoods I feel that I must insist upon details of construction in accordance with those outlined in the specifications. I am not

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convinced of the equivalent quality of any asbestos material to the Johns-Manville transite, and I am not convinced that thin sheets of any type of asbestos will serve our purpose in the manufacture of the hoods not only because of the factor of fragility but also on account of the fact that the type of construction I wish is impossible in the case of the thinner materials. The special electrical outlets which are requested in the specifications (but which are not noted on the drawings) are the result of my feeling that these can better be built into the hood by the furniture contractor than they can by the electrical contractor in the building. Therefore I have specified special electrical fittings of high electrical carrying power in order to provide for our fairly large heating needs. You will probably express some surprise at my use of #1 cable, but when I tell you that our immediate requirements in the hoods consist of as much as three hot plates with a combined amperage of sixty you may not be surprised at my requirement. In any case whether or not we make a change in certain details of this sort in accordance with convenience or advisability, I should like you to bid on the specifications exactly as they are set down. Please note also that in the matter of the hoods I have requested two bids, one for the hood alone, the other for the hood plus the ventilating pipes and the blower. My reason for this is that I am obtaining a bid from a local ventilating outfit for the installation and servicing of the blowers and the pipe lines. There may or may not be advantage in this but I at least wish to determine the point.

You will note also that I have added to the items of equipment two chemical tables, two special table tops, and some stools and chairs.

The only other matter to which I wish to call your attention is the matter of details of construction throughout. There may be some question as to which methods of construction are preferable both from the point of view of quality and cost. Such matters can be discussed and decided upon at a later date. However, I should like to have a bid from you representing the carrying out of the specifications exactly as they are written. Wherever a slight departure from the specifications is made for any reason I would suggest that you state the alternate and also the alternate cost.

It is a matter of some consequence to me to decide as soon as possible on the cost of the equipment. I therefore find it desirable to request that your bid be made up as quickly as possible and that it be submitted to me on or before January 15th. I should like to have you present your bid in the form of an item-by-item proposition. I should like the latter for the reason that it may be

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necessary to either decrease or increase the number of items.
I therefore want your bid involving the cost for each item
as well as your composit bid representing the cost of the
total job as herein specified.

Very truly yours,

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