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Murphy, Henry Killam
1924 - 1925

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YENCHING

TRANSFER

INDEXED

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.

SECOND EDITION—COPYRIGHT 1917 BY THE AMERICAN INSTITUTE OF ARCHITECTS, WASHINGTON, D. C.

THIS AGREEMENT made the Second
day of January in the year Nineteen Hundred and Twenty-four
by and between Peking University, a Corporation chartered by the Regents
of the State of New York, with Offices in the City of New York
hereinafter called the Owner, and Henry Killam Murphy.

hereinafter called the Architect,
WITNESSETH, that whereas the Owner intends to erect a group of University
Buildings at Peking, China, including those for the use of the Women's
College as well as the Men's College

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

The Architect agrees to perform, for the above-named work, professional ser-
vices as stated in Article 1 of the "Conditions of Agreement between Owner and
Architect," hereinafter set forth.

The Owner agrees to pay the Architect at the rate of Three (3%)
per cent, hereinafter called the basic rate, computed and payable as stated in the said
"Conditions," and to make any other payments and reimbursements arising out
of the said "Conditions."

Payments to the Architect are to be made monthly, on bills rendered by him
to the Owner, covering the proportionate share, completed during the pre-
vious month, of the whole of his professional services on each building
as defined in Article 1. The aggregate of these monthly payments by the

0356

Owner to the Architect on each building shall be, on completion of the Preliminary Studies, a sum equal to Twenty-five (25%) per cent of the total fee; on completion of the General Working Drawings, Structural Engineering Specifications and Structural Engineering Working Drawings, the aggregate of the monthly payments by the Owner to the Architect shall be a sum equal to Seventy-five (75%) per cent of the total fee; and on completion of the large-scale and Full-size Detail Drawings, the aggregate of the monthly payments by the Owner to the Architect shall be a sum equal to the total fee.

If the Architect, or any of his Assistants, shall visit Peking in connection with this work, and if the Owner shall approve of such visits when proposed, supplementary payments shall be made by the Owner to the Architect, in addition to his regular fee, as follows:- For the time spent in connection with the Peking University work, including the time required for travelling from Shanghai to Peking and return, One Hundred (\$100) Dollars Local Currency per day for the Architect, and Fifty (\$50) Dollars Local Currency per day for any of his Assistants; plus actual living and Travelling expenses for the same time. If the Architect makes a trip to the Orient from New York at the request of the Owner, a further supplementary payment shall be made by the Owner to the Architect of One Thousand (\$1000) Dollars, U.S. Currency, in addition to the supplementary payments above-named for each visit to Peking.

Whenever the Owner constructs a "repeat" building, following the general lines of a building previously designed by the Architect, but not requiring a new set of drawings, a royalty payment shall be made by the Owner to the Architect of three-tenths-of-one (0.3%) per cent, computed as defined in Article 11; and in such case the Architect shall render advisory services as may be required, without further charge.

When new drawings or modifications in drawings are required for a "repeat" building, payment shall be made by the Owner to the Architect, (in addition to the above-named royalty payment,) equivalent to the costs incurred by the Architect on such work, (as shown on his ~~The parties hereto further agree to the following:-~~ Accountant's Reports,) plus an equal amount for profit.

For any work not otherwise provided for in this Agreement, but which may be required by the Owner, payment shall be made by the Owner to the Architect on the basis described above for new drawings on "repeat" buildings.

Duplicate copies suitable for making blue-prints, will be furnished by the Architect to the Owner, of all Working Drawings and Details.

THE PARTIES HERETO FURTHER AGREE TO THE FOLLOWING:
CONDITIONS OF AGREEMENT BETWEEN OWNER AND ARCHITECT

Article 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; the drafting of forms of proposals and contracts; the issuance of certificates of payment; the keeping of accounts, the general administration of the business and supervision of the work.

2. The Architect's Fee.—The fee payable by the Owner to the Architect for the performance of the above services is the percentage hereinbefore defined as the basic rate, computed upon the cost of the work in respect of which such services have been performed, subject, however, to any modifications growing out of these Conditions of Agreement. (See Article 11.)

3. Reimbursements.—The Owner is to reimburse the Architect the costs of transportation and living incurred by him and his assistants while travelling in discharge of duties connected with the work, and the costs of the services of heating, ventilating, mechanical, and electrical engineers.

4. Separate Contracts.—The basic rate as hereinbefore defined is to be used when all of the work is let under one contract. Should the Owner determine to have certain portions of the work executed under separate contracts, as the Architect's burden of service, expense, and responsibility is thereby increased, the rate in connection with such portions of the work shall be four per cent greater than the basic rate. Should the Owner determine to have substantially the entire work executed under separate contracts, then such higher rate shall apply to the entire work. In any event, however, the basic rate shall, without increase, apply to contracts for any portions of the work on which the Owner reimburses the Engineer's fees to the Architect, and to the cost of articles not designed by the Architect but purchased under his direction.

5. Extra Services and Special Cases.—If after a definite scheme has been approved, the Owner makes a decision which, for its proper execution, involves extra services and expense for changes in or additions to the drawings, specifications or other documents; or if a contract be let by cost of labor and material plus a percentage or fixed sum; or if the Architect is put to labor or expense by delays caused by the Owner or a contractor, or by the delinquency or insolvency of either, or as a result of damage by fire he shall be equitably paid for such extra service and expense.

Should the execution of any work designed or specified by the Architect, or any part of such work be abandoned or suspended, the Architect is to be paid in accordance with or in proportion to the terms of Article 6 for the service rendered on account of it up to the time of such abandonment or suspension.

6. Payments.—Whether the work be executed or whether its execution be suspended or abandoned

in part or whole, payments to the Architect on his fee are, subject to the provisions of Article 5, to be made as follows:

Upon completion of the preliminary studies, a sum equal to 20% of the basic rate computed upon a reasonable estimated cost. 25% of the Entire Fee

Upon completion of specifications and general working drawings (exclusive of details) a sum sufficient to increase payments on the fee to 60% 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. Upon completion of

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 fee under this Article, but not including any covered by the provisions of Article 5, shall be a sum equal to the rate or rates of commission arising from this agreement, computed upon the final cost of the work.

75%
100% details,

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

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

7. The Owner's Decisions.—The Owner shall give thorough consideration to all sketches, drawings, specifications, proposals, contracts, and other documents laid before him by the Architect and, whenever prompt action is necessary, he shall inform the Architect of his decisions in such reasonable time as not to delay the work of the Architect nor to prevent him from giving drawings or instructions to contractors in due season.

8. Survey, Borings, and Tests.—The Owner shall furnish the Architect with 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.

9. Supervision of the Work.—The Architect will endeavor to guard the Owner against defects and deficiencies in the work of contractors, but he does not guarantee the performance of their contracts. The supervision of an architect is to be distinguished from the continuous personal superintendence to be obtained by the employment of a clerk of the works.

When authorized by the Owner, a clerk of the works 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 certificates.

10. Preliminary Estimates.—When requested to do so, the Architect will make or procure preliminary estimates on the cost of the work and he will endeavor to keep the actual cost of the work as low as may be consistent with the purpose of the building and with proper workmanship and material, but no such estimate can be regarded as other than an approximation.

11. Definition of the Cost of the Work.—The words "the cost of the work" as used in Articles 2 and 6 hereof are ordinarily to be interpreted as meaning the total of the contract sums incurred for the execution of the work, not including Architect's and Engineer's fees, or the salary of the Clerk of the Work, but in certain rare cases, e. g., when labor or material is furnished by the Owner below its market cost or when old materials are re-used, the cost of the work is to be interpreted as the cost of all materials and labor necessary to complete the work, as such cost would have been if all materials had been new and if all labor had been fully paid at market prices current when the work was ordered, plus contractor's profits and expenses, is taken @ \$0.50 per cubic ft.

12. 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.

13. Successors and Assignment.—The Owner and the Architect, each binds himself, his successors, executors, administrators, and assigns to the other party to this agreement, and to the successors, executors, administrators, and assigns of such other party in respect of all the covenants of this agreement.

The Architect shall have the right to join with him in the performance of this agreement, any architect or architects with whom he may in good faith enter into partnership relations. In case of the death or disability of one or more partners, the rights and duties of the Architect, if a firm, shall devolve upon the remaining partner or partners or upon such firm as may be established by him or them, and he, they or it shall be recognized as the "successor" of the Architect, and so on until the service covered by the agreement has been performed. The Owner shall have the same rights, but in his case

no limitation as to the vocation of those admitted to partnership is imposed.

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

14. Arbitration.—All questions in dispute under this agreement shall be submitted to arbitration at the choice of either party.

No one shall be nominated or act as an arbitrator who is in any way financially interested in this contract or in the business affairs of either party.

The general procedure shall conform to the laws of the State in which the work is to be erected. Unless otherwise provided by such laws, the parties may agree upon one arbitrator; otherwise there shall be three, one named in writing by each party and the third chosen by these two arbitrators, or if they fail to select a third within ten days, then he shall be chosen by the presiding officer of the Bar Association nearest to the location of the work. Should the party demanding arbitration fail to name an arbitrator within ten days of his demand, his right to arbitration shall lapse. Should the other party fail to choose an arbitrator within said ten days, then such presiding officer shall appoint such arbitrator. Should either party refuse or neglect to supply the arbitrators with any papers or information demanded in writing, the arbitrators are empowered by both parties to proceed *ex parte*.

The arbitrators shall act with promptness. If there be one arbitrator his decision shall be binding; if three, the decision of any two shall be binding. Such decision shall be a condition precedent to any right of legal action, and wherever permitted by law it may be filed in Court to carry it into effect.

The arbitrators shall fix their own compensation, unless otherwise provided by agreement, and shall assess the costs and charges of the arbitration upon either or both parties.

The award of the arbitrators must be in writing and, ~~in writing~~, it shall not be open to objection on account of the form of the proceedings or the award, unless otherwise provided by the laws of the State in which the work is to be erected.

The Owner and the Architect hereby agree to the full performance of the covenants contained herein,

IN WITNESS WHEREOF they have executed this agreement, the day and year first above written.

In Presence of

Caroline L. Lane

L. Jacquelin Gipe

E. J. Phillips

A. Haagen

as to

PEKING UNIVERSITY

Frank H. Harm

Vice President

as to

Henry William Mum

(2)

HENRY KILLAM MURPHY
ARCHITECT

1906-HENRY KILLAM MURPHY
1908-MURPHY AND DANA
1921-MURPHY, MCGILL & HAMLIN
1923-HENRY KILLAM MURPHY

HEAD OFFICE-NEW YORK CITY
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PARK AVENUE AND 42nd STREET
TELEPHONE MURRAY HILL 5800
CABLE ADDRESS "MURDAN" NEW YORK

MANILA OFFICE
PACIFIC BUILDING

MAIN ORIENTAL OFFICE-SHANGHAI
UNION BUILDING
CANTON ROAD AND THE BUND
TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
13th June 1924.

re: PEKING UNIVERSITY.

Dr. Eric M. North,
Sec'y Bd. of Trustees of Peking University,
156 Fifth Avenue, New York City.

Dear Dr. North:

In accordance with my telephone conversation with you this noon, I am giving below a tabulation of the results of the study I have been making, at Mr. Warner's suggestion, of the fees paid for the work we did two years ago, on the first four buildings for the Men's College and the first two buildings for the Women's College; and a comparison with the amounts we should have received on the new basis.

You will recall that at the time of my conference with Mr. Warner and yourself, just before Mr. Warner left for the West last month, he inquired whether the percentage rate used in the new contract approved at that conference was on the regular business basis; when I replied in the affirmative, he asked whether, in view of the Missionary character of Peking University, I would be disposed to make some reduction in the rate; and I replied that I should like to, but did not see how I could in view of the extreme under-payment on the 1921-1922 work.

Mr. Warner then suggested that I should figure up this past under-payment, with a view to covering it now in a lump-sum special payment, which would enable me to reduce the percentage rate in the new contract for all future work; and the resulting figures are shown in the following tabulation:-

0360

ANALYSIS OF FEES PAID TO ARCHITECTS UNDER 1922
CONTRACTS; COMPARED WITH NORMAL FEES ON REGULAR
BASIS, AND WITH SPECIAL FEES ON MISSIONARY BASIS
AS PROVIDED IN NEW CONTRACT.

DIVISION OF GROUP	INDIVIDUAL BUILDING	SIZE IN CUBIC FT	U.S.A. COST @ G. \$0.50	NORMAL RATE	NORMAL FEE	SPECIAL RATE	SPECIAL FEE	FEE PD. OLD CONT.	BAL. AT SPEC. RATE
Men's Col.	Dormitory	214.000	\$107.000	4 1/2%	\$4.815	4%	\$4.280	\$2.423	\$1.857
" "	Din. Dorm.	215.000	107.500	4 1/2%	4.837	4%	4.300	2.223	2.077
" "	Recit. Bldg.	537.150	268.575	4 1/2%	12.085	4%	10.743	3.720	7.023
" "	Sc. of Relig.	240.200	120.100	4 1/2%	5.404	4%	4.804	1.935	2.869
Women's "	Recit. Bldg.	363.900	181.950	4%	7.278	3 1/2%	6.368	3.751	2.617
" "	Faculty Ho.	144.250	72.125	4%	2.885	3 1/2%	2.524	1.764	760
TOTALS		\$1,714,500	\$857,250		\$37.304		\$33,019	\$15.816	\$17.203

You will note that the "Normal Rate" on the past work for the Men's College is given above at 4 1/2%, and on the Women's College at 4%. This is due to the fact that no Specifications were included in the work done two years ago for the Women's College. The new Contract, when Mr. Warner read it, also called for 4%, as it does not include Specifications. If the past underpayment, as shown in the above Analysis, is now made up, it is my idea to reduce the rate in the new Contract from the normal 4% to a special rate of 3 1/2%--a reduction in our profits of approximately 25%, in recognition of the Missionary character of the work. This reduced rate would then continue to apply throughout the entire future work, as well as on the buildings on which we are now working; and you will note that it has also been made retro-active in the above Analysis, by using the amounts shown in the "Special Fee" column, (rather than those shown in the "Normal Fee" column) as the basis of calculating the past underpayment shown in the last column "Balance at Special Rate."

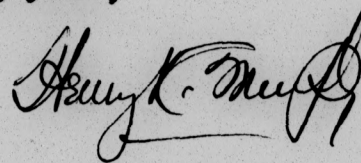
I am enclosing three copies of the new Contract, which is in the same form as the first draft which Mr. Warner and you saw at my Office, except that the rate has been left blank in typing. I have pencilled in on one copy the 4% rate

0361

which was in the first draft; which I will agree to reduce to 3 $\frac{1}{2}$ % if the past underpayments are now covered in a lump sum as suggested at our last conference. Please have your stenographer type in the rate before signing.

I am leaving for New Haven on the 6.00 (Daylight) train this evening. On receipt of a telephone call from you, I can meet you at your office ~~any time to-day up to 5:30~~, or on Monday in the middle of the day. I shall be in New Haven for the rest of next week, for my 25th Reunion; but may be in New York for a few hours on Tuesday.

Very truly yours,



HKM:AM

enclosures.

0362

HENRY KILLAM MURPHY
ARCHITECT

1906-HENRY KILLAM MURPHY
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1921-MURPHY, MCGILL & HAMLIN
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CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
24th June 1924.

re: PEKING UNIVERSITY.

Dr. Eric M. North,
Peking University,
156-5th Avenue, N.Y.C.

Dear Dr. North:

In accordance with my telephone conversation with you this afternoon, I am enclosing a bill for \$8,575 on account of our work to date on the Bashford Memorial Administration Building.

The new contract calls for a payment of 25% of the total fee "on completion of the Preliminary Studies;" and 50% additional, or 75% altogether, "on completion of the General Working Drawings, Structural Engineering Specifications and Structural Engineering Working Drawings." One of the General Working Drawings--the Foundation Plan,--was sent out by Dr. Stuart the end of April; the other General Working Drawings are now completed except for a few notes; and the Structural Engineering Drawings and Specifications will be completed, ready for our final checking, by the end of this week. We are therefore entitled, at this time, to about 70% of the percentage fee on this building.

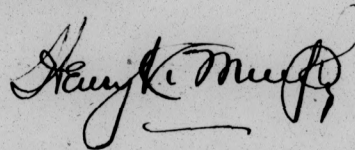
The cubage of the building is approximately 700,000 cubic feet; giving, @ \$.50 per cubic foot, \$350,000 as the U.S.A. cost. Figured at the ^{Normal} nominal Rate of 4%, the total percentage fee is \$14,000; at the "Special Rate" of 3½%, it is on \$12,500. 70% of \$12,500 is \$8,575, the amount now due on the reduced rate basis, for which I am enclosing bill on account, pending decision as to the final form of contract.

0363

I understand action on my letter to you of 18th June will not be taken until the next meeting of the Finance Committee about July 1st. As a matter of interest in connection with the tabulation of figures in the "Analysis" at the top of the second page in that letter, I have figured up ^{over} actual costs on the old work; and find that for the work on which we received \$15,816 (as noted in the next to last column) our Costs were about \$17,000. On the theory that an Architect's costs should be about half his fees, we should have received about \$34,000 for this work, or about \$18,000 more than we did receive. This independent method of calculation checks up very well with the method used in my 18th June letter, which gives \$17,203 as the "Balance at Special Rate"; (or \$21,480 at the Normal Rate.) We have already received from you \$2,000 on account of whatever amount is finally decided on.

If there are any other points in this connection on which you would like further information, before taking the matter up with the Finance Committee, please advise me.

Very truly yours,



HKM:AM

enclosure.

0364

On the 14th day of the month of May, 1900, the following persons were present at the meeting of the Board of Directors of the City of New York, held at the City Hall, New York City, at 10 o'clock in the forenoon:

On the day of the attack, the following persons were present:

RECEIVED

1967-1968

THE ABOVE INFORMATION WAS OBTAINED FROM THE FOLLOWING SOURCES: [redacted]

no se debe tener en cuenta el tiempo que se le

98155; 98156

RECEIVED BY
ERIC M. NORTH ()
(DATE)
6/25/24
TO REFERRED DATE
BY ANSWERED DATE
BY FORWARDED DATE
BY FILED DATE

0365

PEKING

June 26, 1924.

Mr. Henry K. Murphy,
Pershing Square,
Park Avenue & 42nd Street,
New York City.

My dear Mr. Murphy:

Dr. North has handed to me your letter to him of June 24th,
regarding charges on the plans for the Bashford Memorial Building.

We are enclosing herewith a check for four thousand (\$4,000)
dollars, which together with the two thousand (\$2,000) paid you in
April, makes a total of six thousand (\$6,000) dollars on the bill
which you have presented.

Inasmuch as the proposed contract will be up for discussion
at the meeting of the Finance Committee on next Tuesday, this is as
far as we can go at the present time. I hope that it will be satis-
factory to you.

Sincerely yours,

Assistant Treasurer,
Peking University.

LBM/KJL
CK. ENC.

0366

HENRY KILLAM MURPHY
ARCHITECT

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1921-MURPHY, MCGILL & HAMLIN
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TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
30th June 1924.

re: PEKING UNIVERSITY.

Leslie B. Moss, Esq.,
Assistant Treasurer of Peking University,
150 Fifth Avenue, New York City.

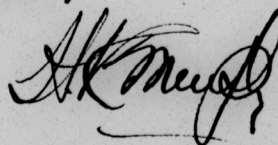
Dear Mr. Moss:

I have just returned to New York and found your letter of 26th June, enclosing check to my order for \$4000 to apply on account of bill for \$8575, dated 24th June, 1924, which I sent to Dr. North for first installment on account of my percentage fee in connection with the new Bashford Memorial for the Administration Building.

I note that the matters of the final form for the contract, and the method of arriving at the amount to be paid for reimbursements on previous work, will come up for discussion at the meeting of the Finance Committee (1st July); and that until after that meeting the \$4000 check is all that you will be able to pay on account. This is perfectly satisfactory to me.

Please note that in my letter to Dr. North, (24th June) I allocated the \$2000 paid to me in April to the account for back payment; whereas in your letter of 26th June you allocated it to the Bashford Memorial. The matter is not important; I called your attention to it merely to avoid the possibility of confusion.

Sincerely yours,



HKM:AM

0367

HENRY KILLAM MURPHY
ARCHITECT

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MANILA OFFICE
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Architect
MAIN ORIENTAL OFFICE-SHANGHAI
UNION BUILDING
CANTON ROAD AND THE BUND
TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

July 25, 1924.

RE PEKING UNIVERSITY (BASHFORD MEM.BLDG.)

Mr. Leslie B. Morse,
Assistant Treasurer, of Peking University,
150 Fifth Avenue, New York City.

Dear Mr. Morse:-

I have today received your check to my order for \$3000 on account of my commission in connection with the Bashford Memorial Administration Building at Peking; which together with payment of \$2000 received from you on 26 April, and \$4000 on 26 June, would make a total of \$9000 paid to date on account of my fee on this building.

In my letter to you of 24 June I enclosed a bill for first installment of \$8575 on account; explaining that this represented 70% of my fee figured at the special rate of 3-1/2% on a total U.S.A. cost of Gold \$350,000; and in the latter part of that letter I mentioned that I had already received from you \$2000 on account of the special payment to be made in connection with back-work. In your letter of 26 June you suggested that this \$2000 should be considered on account of the Bashford Memorial Administration Building until we finally settled on a basis for handling this matter of back-payments. On this basis, which is equally satisfactory to me, the commission on the Administration Building ^{for the present} would be figured at the normal rate of 4%, as in the ^{revised} enclosed bill ^{for \$9000}. Later, when we finally decide on the basis of the contract, all previous payments will be considered as simply on account.

HKM/H.
(Enclosure)

Very truly yours,

HKM

0368

HENRY KILLAM MURPHY
ARCHITECT

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1923-HENRY KILLAM MURPHY

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CANTON ROAD AND THE BUND
TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
2nd Sept. 1924.

re: PEKING UNIVERSITY.

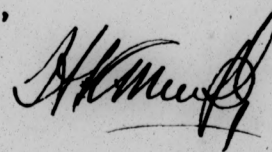
Dr. Eric North,
156-5th Ave.,
New York City.

Dear Dr. North:

I am enclosing bill for first installment of \$4000 on account of my percentage-fee in connection with the new Berry Memorial Library Building for Peking University. This building figures at approximately 300,000 cubic feet, which at G.\$0.50 per cubic foot gives a U.S.A. cost of \$150,000; on which the commission, at 4% is \$6000. As I have told Mr. Warner to-day on the telephone, our working drawings for this building are completed, and we expect to receive the completed Structural Drawings from our Engineers before the end of this week; which would make it possible for us to send out the drawings in time to catch the mail leaving New York 12th Sept., by the "President Jefferson," sailing from Seattle on 13th September.

I am enclosing for your files receipted bill for second payment of \$1000 on account of my percentage-fee on the Bashford Memorial Administration Building, for which I received your check 29th August; making a total of \$10,000 paid to date on account of that building.

Sincerely yours,



HKM:AM

enclosures.

0369

HENRY KILLAM MURPHY

ARCHITECT

100 WALL STREET
NEW YORK CITY

MANHATTAN OFFICE SHANGHAI
CANTON ROAD FOR THE BUILDING
OFFICE
CANTON ROAD FOR THE BUILDING
OFFICE

NEW YORK CITY
100 WALL STREET
NEW YORK CITY

MANHATTAN OFFICE
CANTON ROAD FOR THE BUILDING
OFFICE

New York City
Sept. 1924

RE: THE BUILDING

Dear Mr. Murphy:
New York City
Sept. 1924

I am enclosing herewith a bill for services rendered on account of the building of the new office building for the United States Customs and Border Protection at New York City. The bill is for a total of \$100.00. I am enclosing herewith a bill for services rendered on account of the building of the new office building for the United States Customs and Border Protection at New York City. The bill is for a total of \$100.00. I am enclosing herewith a bill for services rendered on account of the building of the new office building for the United States Customs and Border Protection at New York City. The bill is for a total of \$100.00.

RECORDED BY	
M. M. NORTH	
DATE	9/3/24
DATE	
DATE	
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DATE	

Sincerely yours,

W. H. C.

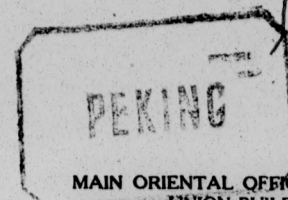
Enclosure

HENRY KILLAM MURPHY
ARCHITECT

1906-HENRY KILLAM MURPHY
1908-MURPHY AND DANA
1921-MURPHY, MCGILL & HAMLIN
1923-HENRY KILLAM MURPHY

HEAD OFFICE-NEW YORK CITY
PERSHING SQUARE BUILDING
PARK AVENUE AND 42nd STREET
TELEPHONE MURRAY HILL 5800
CABLE ADDRESS "MURDAN" NEW YORK

MANILA OFFICE
PACIFIC BUILDING



MAIN ORIENTAL OFFICE-SHANGHAI
UNION BUILDING
CANTON ROAD AND THE BUND
TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
3rd Sept. 1924.

re: PEKING UNIVERSITY.

Van Santvoord Merle-Smith, Esq.,
120 Broadway,
New York City.

My dear Mr. Merle-Smith:-

In accordance with your suggestion at the time of my telephone conversation with you last Friday, I am giving you herewith a memorandum on the details of the new business arrangement for my work as Architect of Peking University; which I understand you expect to have settled at the meeting of the finance committee the latter part of this week.

To refresh your memory, I quote below from my letter of 13th June, 1924, to Dr. Eric North:-

"You will recall that at the time of my conference with Mr. Warner and yourself, just before Mr. Warner left for the West last month, he inquired whether the percentage rate used in the new contract approved at that conference was on the regular business basis; when I replied in the affirmative, he asked whether, in view of the Missionary character of Peking University, I would be disposed to make some reduction in the rate; and I replied that I should like to, but did not see how I could in view of the extreme under-payment of the 1921-1922 work.

"Mr. Warner then suggested that I should figure up this past under-payment, with a view to covering it now in a lump-sum special payment, which would enable me to reduce the percentage rate in the new contract for all future work; and the resulting figures are shown in the following tabulation:-

"ANALYSIS OF FEES PAID TO ARCHITECTS UNDER 1922
CONTRACTS: COMPARED WITH NORMAL FEES ON REGULAR
BASIS, AND WITH SPECIAL FEES ON MISSIONARY BASIS
AS PROVIDED IN NEW CONTRACT.

DIVISION OF GROUP	INDIVIDUAL BUILDING	SIZE IN CUBIC FT	U.S.A.COST @ G.\$0.50	NORMAL RATE	NORMAL FEE	SPECIAL RATE	SPECIAL FEE	FEE PD. OLD CONT.	BAL. AT SPEC.RATE
Men's Col. Dormitory		214.000	\$107.0000	04 1/2%	\$4.815	04 %	\$4.280	\$2.423	\$1.857

Men's Col.	Dorm. Dorm.	215.000	\$107.500	@4 1/2%	\$4.837	@4 %	\$4.300	\$2.223	\$2.077
"	Recit. Bldg.	537.150	268.575	@4 1/2%	12.085	@4 %	10.743	3.720	7.023
"	Sc. of Relig.	240.200	120.100	@4 1/2%	5.404	@4 %	4.804	1.935	2.869
Women's "	Recit. Bldg.	363.900	181.950	@4 %	7.278	@3 1/2%	6.368	3.751	2.617
"	Faculty Ho.	144.250	72.125	@4 %	2.885	@3 1/2%	2.524	1.764	760
TOTALS		1,714,500	\$857,250		\$37.304		\$33,019	\$15.816	\$17.203

"You will note that the "Normal Rate" on the past work for the Men's College is given above at 4 1/2%, and on the Women's College at 4%. This is due to the fact that no Specifications were included in the work done two years ago for the Women's College. The new Contract, when Mr. Warner read it, also called for 4%, as it does not include Specifications. If the past underpayment, as shown in the above Analysis, is now made up, it is my idea to reduce the rate in the new Contract from the normal 4% to a special rate of 3 1/2%—a reduction in our profits of approximately 25%, in recognition of the Missionary character of the work."

Also from my letter of 24th June, 1924, to Dr. North:-

"As a matter of interest in connection with the tabulation of figures in the "Analysis" at the top of the second page in my letter to you of 13th June, I have figured up our actual costs on the old work; and find that for the work on which we received \$15,816 (so noted in the next to the last column) our Costs were about \$17,000. On the basis that an Architect's costs should be about half his fees, we should have received about \$34,000 for this work, or \$18,184 more than we did receive. This independent method of calculation checks up very well with the method used in my 13th June letter, which gives \$17,203 as the "Balance at Special Rate;" Or \$21,488 at the "Normal Rate."

This is the way the matter stood at the time of the conference at my office in July, attended by Dr. North, Mr. Lewis, Mr. Evans, Mr. Moss and yourself; at which you stated that the proposed basis of adjustment was accepted in principle, but that you felt that a series of payments extending over a year or more should be substituted for the lump-sum payment discussed at my first conference on this matter with Mr. Warner and Dr. North; you also asked whether I could not make a still further reduction in the percentage-rate named in the new contract from 3 1/2%, (to which I had already conditionally agreed to reduce it from 4%) to 3%.

I am anxious to have this matter settled satisfactorily to the Peking University authorities; but I have also been asked by them to be sure that the final form of settlement is entirely satisfactory to me, so that the slate may be absolutely clean for the rest of the work. Both of these results can, I think, be

0372

accomplished by a compromise between the basis named in my letters quoted above, and that proposed by you; in other words, if you will agree to cancel the suggestion for payments over an extended period, and will make, say, three payments of \$6,000 each, the first immediately, the second and third to follow as soon as funds are available, (but in any case at intervals of not more than a month between payments,) I will agree to reduce the percentage-rate in the new Contract from 4% to 3%.

At the time of my talk on this matter with Mrs. Chas. K. Roys, just before she went on her vacation the end of July, she said the Women's Board are in a position to make immediate payment of their share; which should take care of the first \$6000. I assume you would be able to raise the second \$6000 during the next four weeks; and most if not all, of the third \$6000 would be cancelled by the rebates, which will become due you from me on completion of these three installments, from the fact that my current commissions are being paid on the 4% basis, pending final adjustments; these credits amount to about \$4000 to date on bills already rendered.

I believe you already have one copy of the new contract; I am enclosing a second copy, which, together with the extra carbon of this letter herewith, will give you two complete sets for use at the coming meeting.

Sincerely yours,



HKM:AM

enclosures.

0373

PEKING

September 12, 1924.

Mr. Henry Killam Murphy,
Pershing Square Building,
Park Avenue & 42nd Street,
New York City.

My dear Mr. Murphy:

I am instructed by the Finance & Building Committee of Peking University to notify you that the proposals made by you in your letter of September 3rd to Mr. Van Santvoord Merle-Smith have been accepted by the Committee, and that we are arranging for the signature of the new contract on the 3% basis, and that we shall follow the program with reference to the payments of the \$18,000 as closely as possible. I am reasonably certain that we can make these payments at the times you suggest.

Mr. Warner will return to the city on September 16th, and we will secure his signature on behalf of the University on the contract at that time. Meanwhile, I am returning the four copies of the contract for your signature. If you will return these to me, signed and witnessed, they will then be completed as soon as Mr. Warner returns.

Cordially yours,

Secretary, Peking University.

EMN/KJL
ENC. 4

0374

PEKING

TRANS

September 18, 1924.

Mr. Henry Killam Murphy,
Pershing Square Building,
Park Avenue & 42nd Street,
New York City.

My dear Mr. Murphy:

I am returning to you herewith a duly signed and witnessed
copy of the contract made by and between you and Peking University,
dated January 2, 1924.

Very sincerely yours,

Secretary to Mr. L. B. Moss.

L.
ENC.

REGISTERED LETTER

See H K Murphy 2/2/24

0375

Murphy

HENRY KILLAM MURPHY
ARCHITECT

1906-HENRY KILLAM MURPHY
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1921-MURPHY, MCGILL & HAMLIN
1923-HENRY KILLAM MURPHY

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TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
7th Oct. 1924.

re: PEKING UNIVERSITY, (WOMAN'S COLLEGE.)

ARCHITECT'S RECOMMENDATION ON REVISION OF GENERAL PLAN
FOR ACADEMIC BUILDINGS OF WOMAN'S COLLEGE, PEKING UNIVERSITY.

On our original General Plan of Peking University, we showed the Academic Group of the Woman's College in seven buildings arranged about a Campus approximately 385 long in the clear between buildings. Early in 1922 it was decided that a less extensive Academic Group would be required, and the Campus was shortened 100 feet, from 385 to 285 feet. In place of two 132-ft. buildings on each side of the Campus with a 165-ft. building at the head, the new General Plan (dated 25th April, 1922) showed one 165-ft. building on each side, and a 132-ft. building at the head; and the building at the two ends of the Campus have since been built in accordance with this new plan.

To have an effective group the building at the head should dominate--and this is especially true in Chinese architecture. It is obviously difficult if not impossible to have the 132-ft. Sage Memorial Building already built at the head of the Woman's College Academic Group dominate properly if it is to be flanked by a pair of 165-ft. buildings, as shown on the April 1922 General Plan. On the other hand, if these single flanking buildings are much shortened, as suggested in the recent Program for the Social-Athletic Building, the empty spaces at the four corners become so great that the quadrangle loses severely in effectiveness and unity.

From the point of view of successful grouping, therefore, the best solution for the Woman's Academic Quadrangle is to have two moderate-sized buildings on each side of the Campus, thus avoiding both of the above difficulties; as these

0376

four buildings would, on the 285-ft. Campus, be small enough so there would be no question of the proper dominance of the building at the head; and would at the same time fill the space at the sides enough so there would be no question of the proper effectiveness and unity of the quadrangle.

From the point of view of the architectural effectiveness of the whole Woman's College there is still another argument in favor of two moderate-sized buildings on each side of the Academic Campus, rather than one large building; as the Dormitories already built, from designs made in the field, are so much smaller in architectural scale than the Dormitories shown on our original design that we must now do everything possible to force down the scale of the Academic Buildings grouped with them in order to recover as much as possible of the original architectural harmony and balance of the Woman's College as a whole.

From the point of view of practical planning and immediate needs, an arrangement of the remaining Academic Buildings in two pairs of moderate-sized buildings also seems preferable to an arrangement in two large single buildings. As a matter of practical planning the argument is in favor of the more flexible small units; and it happens that the immediate needs, as expressed in the recent Program for the "Social-Athletic Building," are very well met--perhaps best met--in a pair of moderate-sized buildings, one for each half of these dual functions, but so completely joined by a permanently enclosed Covered Way that people passing from the large open room of the Athletic Building to the various smaller rooms of the Social Building would not be conscious of going from one building to another.

Henry K. Murphy

HENRY KILLAM MURPHY
ARCHITECT

1906-HENRY KILLAM MURPHY
1908-MURPHY AND DANA
1921-MURPHY, MCGILL & HAMLIN
1923-HENRY KILLAM MURPHY

HEAD OFFICE-NEW YORK CITY
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TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
14th Oct. 1924.

re: PEKING UNIVERSITY, (WOMAN'S COLLEGE.)

Dr. Eric North,
150-5th Ave.,
New York City.

Dear Dr. North:-

In accordance with my conference with you on 8th Oct., I am enclosing thirteen copies of "Supplementary Memorandum", dated 11th Oct., to accompany the "Architect's Recommendation" dated 7th October, copy of which was enclosed in each of the thirteen envelopes I left with you at the time of our 8th October conference, together with blue-print of Alternative General Plans of Academic Quadrangle of the Woman's College.

This "Supplementary Memorandum" is added in order to take up the points brought out in Mr. Gibb's letters of 19th Aug. and 29th Aug. to Mr. Warner, of which Mr. Warner sent me extracts.

I feel that the point at issue is of fundamental importance, and that no error in architectural composition must be allowed to occur through reluctance on the part of the Home authorities to insist on the highest standard in this matter of architectural composition.

Very truly yours,



HKM:AM

enclosures.

0378

(continued)

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— 11 —

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1. The first step is to identify the problem or question that needs to be answered. This involves understanding the context and the specific requirements of the task.

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HENRY KILLAM MURPHY
ARCHITECT

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TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
11th Oct. 1924.

re: PEKING UNIVERSITY, (WOMAN'S COLLEGE.)

SUPPLEMENTARY MEMORANDUM TO ACCOMPANY
ARCHITECT'S RECOMMENDATION (dated 7 Oct.) FOR REVISION OF
GENERAL PLAN FOR ACADEMIC BUILDINGS OF ~~WOMAN'S COLLEGE~~.

In Mr. Gibb's letter of 19th Aug. to Mr. Warner, he makes the following points:-

(1) "Two buildings on either side of this Quadrangle would be very un-Chinese."

Mr. Gibb is correct in feeling that an odd number of buildings--one or three--is preferable to an even number--two--on general principles of composition. In the present case, however, this consideration is outweighed by the advantage of the through-vista along the Main Axis of the Woman's Group, which was a marked feature of the original scheme for the Woman's Group, and which is now restored by the Scheme of 7th October.

(2) "The Sage Memorial must be the predominating building, but almost any size building can be made for the two side buildings."

This is, of course, entirely incorrect; if it was true, successful architectural grouping would be an easy matter, instead of one of the most subtle and difficult phases of the whole art. There is no getting away from the fact that mass is ^{more} important, in groups, than detail.

(3) "The Sage Memorial has brackets under the eaves. These can and should be omitted in the side buildings."

We shall certainly omit the brackets in the side-buildings; but this difference in detail cannot be relied on to correct an error in mass.

(4) "If the building is too short, a very Chinese treatment would be

to run out from the center of either end of the building wing-walls which need on be about eight feet high, and can terminate in space at any distance from the ends of the building."

This again, would fail to correct error in mass; but would perhaps help a little if the buildings were already built on an erroneous composition; and it was necessary to do everything possible to camouflage the error.

(5) "If a building 144 feet long is going to inadequately fill the space, two buildings half this size would not seem to suit better."

This argument entirely ignores the space between the two buildings.

(6) "That would make it seem almost necessary to build two buildings the total cubage of which would greatly exceed the one building proposed."

Whether one or two buildings are built on each side, the total cubage should be fixed by the practical requirements of number and size of rooms needed.

(7) "The contrast between the Dormitories and these (Academic) buildings would not be marked, as they (the Dormitories) are set behind walls."

The low walls across the open ends of the small Dormitory Quads would not help much to disguise the lack of proportion between the two groups, which must be corrected as far as possible by keeping down the scale of the rest of the buildings to be built in Academic Group.

In Mr. Gibb's letter of 29th Aug. to Mr. Warner, he made the following points:-

(8) "A building less than 100 feet long would be impossible for a Gymnasium, and two buildings that size would crowd the available space."

100 feet is the correct length for the Gymnasium; two buildings of this size would not crowd the 285 foot space.

(9) "Buildings approximately the size of the Administration Building would be too small for the proposed use."

True; they would also be too small for effective grouping. The two buildings already built are 60 feet square and have roofs coming to an apex; while the side buildings would be 100 feet long, with roof-ridges at least 60 feet long.

(10) "We could at some future time add two sections at either end of Sage if when the whole group is finished, that building does not have the proper proportions of a main building."

Why get ourselves into such a fix when we can ensure the proper effect at once by keeping down the size of the side buildings?"

(11) "The top of the stone base of the Dean's Residence is considerably lower than that of Sage Memorial; and the base of the Gymnasium could be kept level with that of the Dean's Residence."

This difference in level is not great enough to give the Sage Memorial enough height to make it dominate properly over side buildings of a greater mass. If the Sage Memorial were placed on a terrace 5 or 6 feet higher than the rest of the group, with regular Chinese balustrades, etc., (as in our drawings for the Bashford Memorial) this point would be well taken.

Henry K. Murphy

COPY

November 28, 1924.

PEKING UNIVERSITY.

Mr. Henry Killam Murphy,
Pershing Square Building,
Park Avenue & 42nd Street,
New York City.

My dear Mr. Murphy:

In accordance with the agreement of the Finance Committee of Peking University, I am enclosing herewith our check for \$ 6,000. as the second payment upon the \$18,000. agreed to as the complete settlement of the former contract. I hope to be able to make the final \$6,000. available in the course of three or four weeks.

Will you be so kind as to send us a receipt for this, receipting the sum of \$5,328. to the credit of "PEKING UNIVERSITY-YENCHING COLLEGE COMMITTEE" and the sum of \$672. to the credit of "PEKING UNIVERSITY"? It would be a help to us if you could give us a duplicate receipt for the Yenching College Committee's amount, as they desire a receipt to file with the voucher in connection with the audit.

Cordially yours,

Secretary, Peking University.

EMN/KJL
CK. ENC.

0383

PEKING

(Copy)

Nov. 29, 1924

*Warner -
has this been done?*

Mr. H. K. Murphy
Pershing Building
Pershing Square, New York
East 42nd Street

Dear Mr. Murphy:

At our last Committee Meeting of Peking University I reported to them the subjects of acoustics for the Assembly Hall of the Bashford Memorial Building. The Committee feels that it comes under your province as architect to have matters of that kind carefully checked, so you will be as positive as it is possible to be as an architect of the building, that the hall will have no defects of that type. The Committee felt, without looking over the details of your contract, that it was a part of the architect's work by rights and should be included within your contract. If, as you expect to have this matter checked without any cost, then there is no argument. I would personally feel at fault if that Assembly Hall proved to have bad acoustic conditions, and therefore, I hope you will spare me in obviating this difficulty.

Confirming my telephone with Mr. Phillips today, I have just had a copy of the cable from Peking, suggesting that you do not plan to go to Peking just at this time. There has been no Committee action on this cable so I cannot report it as final action by the Board here. I will let you know later.

Very truly yours,

(Signed) FRANKLIN WARNER

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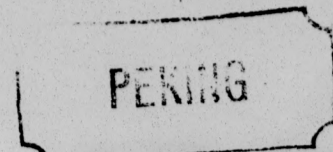
0385

HENRY KILLAM MURPHY
ARCHITECT

1906-HENRY KILLAM MURPHY
1908-MURPHY AND DANA
1921-MURPHY, MCGILL & HAMLIN
1923-HENRY KILLAM MURPHY

HEAD OFFICE-NEW YORK CITY
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UNION BUILDING
CANTON ROAD AND THE BUND
TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
23rd Dec. 1924.

re: PEKING UNIVERSITY.

Eric M. North, Esq.,
Sec'y Peking University,
150-5th Ave., New York City.

Dear Dr. North:-

Please accept my apologies for delay in sending you the special form of receipt requested in your letter of 28th Nov., for the two payments of \$6000. each which I have thus far received from you, on account of the special lump-sum payment of \$18,000 agreed upon on account of my work as Architect for Peking University.

From your letter of 28th Nov., I judge that the first installment of \$6,000 was to be credited entirely to Peking University, and that you referred only to the second installment of \$6,000 when you asked that \$5,328 be credited to "Peking University - Yenching College Committee". The enclosed statement is made out on this basis; and is in duplicate so that one copy can be kept in the files of the Woman's College, as requested.

Please note the wording of the enclosed statement, making it clear that this special lump-sum payment of \$18,000 is part of the fees I am receiving for current and future work, the other part being in the form of a percentage on each building as designed; and that this lump-sum is the consideration for which the reduction from 4% to 3% is made in my new contract dated 2nd January, 1924. I have found it necessary to make this clear in my own office, so our accountants would not make the mistake of considering that any part of the \$18,000 should be entered on our books as supplementing the payments already made for architectural work done previous to 1924.

0386

HENRY KILIAN MURPHY
ARCHITECT

THE UNIVERSITY OF CHICAGO
UNION SQUARE
CHICAGO, ILL. 60607

New York City
23rd Dec. 1924

Mr. HENRY KILIAN MURPHY

Dear Sir,

I have the honor to acknowledge the receipt of your letter of the 12th inst.

in relation to the proposed plan for the erection of a new building for the University of Chicago at the corner of Union Square and the River.

I have also the honor to acknowledge the receipt of your letter of the 15th inst.

in relation to the proposed plan for the erection of a new building for the University of Chicago at the corner of Union Square and the River.

I have also the honor to acknowledge the receipt of your letter of the 18th inst.

in relation to the proposed plan for the erection of a new building for the University of Chicago at the corner of Union Square and the River.

I have also the honor to acknowledge the receipt of your letter of the 21st inst.

in relation to the proposed plan for the erection of a new building for the University of Chicago at the corner of Union Square and the River.

I have the honor to acknowledge the receipt of your letter of the 24th inst.

in relation to the proposed plan for the erection of a new building for the University of Chicago at the corner of Union Square and the River.

I have also the honor to acknowledge the receipt of your letter of the 27th inst.

in relation to the proposed plan for the erection of a new building for the University of Chicago at the corner of Union Square and the River.

I have the honor to acknowledge the receipt of your letter of the 30th inst.

in relation to the proposed plan for the erection of a new building for the University of Chicago at the corner of Union Square and the River.

I have also the honor to acknowledge the receipt of your letter of the 31st inst.

in relation to the proposed plan for the erection of a new building for the University of Chicago at the corner of Union Square and the River.

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DEC 24 1924
JOINT OFFICE

7887

These old contracts were, of course, entirely closed by the payment of the fees called for therein.

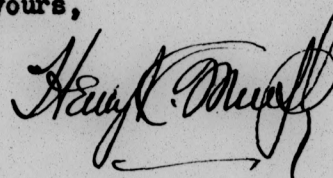
In your letter of 28th November, you said:

"I hope to be able to make the final \$6,000 available in the course of three or four weeks."

While I do not wish to press the matter, it would be a convenience if you could let me know at this time at about what date you expect to be able to pay this final installment on the \$18,000 Special Payment.

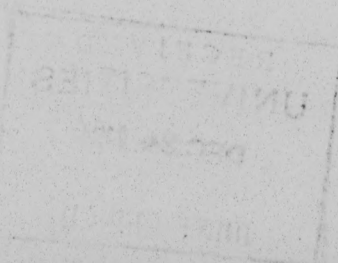
With the best wishes of the season,

Sincerely yours,



HKM:AM

enclosure.



0388

These old contracts were, of course, entirely closed by the payment of the fees

which for them.

In your letter of 20th November, you said:

"I hope to be able to make the final 50,000 available in the course of

the next few weeks."

Since I am not able to return the matter, it would be a convenience if you could

inform me of the time when you expect to be able to pay this

final instalment on the 50,000 pounds.

With the best wishes of the Committee,

Yours faithfully,

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0389

PEKING UNIVERSITY

COMPARISON OF BALANCE SHEETS OF ENDOWMENT & PLANT SECTIONS

DECEMBER 31, 1922 & 1924
(FIGURES GIVEN IN GOLD)

<u>1922</u>	<u>1924</u>
Assets	Assets
Funds and Liabilities	Funds & Liabilities
Permanent Section	Permanent Section
\$ 74,153.66	\$ 92,396.60
	<u>Endowment Funds & Investments</u>
\$ 50,094.61	a. Hall \$ 50,094.61
26,500.00	b. Harkness 37,000.00
	c. L. K. Sackett 1,000.00
	<u>Other Permanent Funds</u>
25.00	a. Burt Friant Loan Fund 25.00 100.00
	b. E.L.Richards Scholarship 1,000.00 1,000.00
	c. Mrs. C. Pardee 1,500.00
	d. Olive Pardee 3,000.00
2,465.95	Cash awaiting investment 273.01
\$ 76,619.61	\$ 93,694.61
\$ 76,619.61	TOTAL Permanent Funds & Invest. 93,694.61
	<u>Plant Section</u>
	<u>General Funds</u>
287,178.76	Mission Boards & Misc. 263,339.76
10,000.00	Miscellaneous for Land 11,000.00
	Famine Fund for Land 6,755.25
80,938.29	Land & Land Imp. & G.P. 94,691.54
218,882.15	City Site 196,882.15
	<u>Special Funds & Buildings</u>
23,502.11	Dormitory (Anonymous #115) 43,299.21 50,000.00
27,072.00	Theological Bldg. (Winde Men.) 30,512.75 27,631.36
	Harkness Temp. Fund 13,000.00
	Administration Bldg. (Bashford) 39,254.35 60,980.59
	Science Bldg. (Ch. Med. Bd.) 58,194.68 58,194.68
	Library (Berry Memorial) 8,309.80 25,000.00
	Dormitory (Finley Estate) 15,000.00 55,000.00
	Dormitory (Wheeler) 15,000.00 25,000.00
	Dormitory (Gamble) 5,000.00 43,756.65
	Dormitory (Forbes) 20,000.00
3,402.72	Recitation Building 9,045.72
2,040.64	Refectory (Buffalo) 4,299.64 600.00
	Wiant Memorial 4,008.00
	Seranton-Luce Is. 651.24 260.00
	Residences 10,000.00 114,356.50
	Mech. Instal.H.W.L. & S. 17,130.21 900.00
19,188.79	Building Operations Undistrib. 154,167.69
	Yenching Trusts Land & Land Imp. 16,800.00
	Bldg. Mach. 7,835.00
	Science Bldg. 59,990.00 59,990.00
	Gen. Bldg. Op. 186,793.32 186,793.32
	H. W. L. & S. 3,605.55
8,220.39	Equipment Sci. & Books 8,864.13 279.07

0390

(Plant Section)

	Plant Funds from Current Funds	\$ 470.47
\$ 1,477.58	Income Invest. Bldg. Funds (net)	2,405.59
784.98	" Loans to other funds	784.98
\$ 56,748.35	Building Fund Investments	\$ 12,163.75
21,756.91	Loans to Campaign Account	59,621.54
7,323.97	Cash on Hand	29,852.85
\$ 471,076.32	\$471,076.32 TOTAL PLANT FUNDS & ASSETS	\$1059,348.56

According to these figures the two years have seen the plant funds increase, apart from the Woman's College, from \$451,641.52 to \$784,324.69, and increase of \$332,683.37. In the same period, the investment in property, buildings, and equipment in Peking has increased from \$565,812.09 to \$682,686.55, an increase of \$116,874.46. If, to this is added the investment in the Woman's College plant, the total plant cost to date would represent \$957,710.42. As the equity in the old site amounts to \$196,882.15, the investment in the new plant to date is \$760,828.27 as compared with \$188,364.94 in December 31, 1922.

UNPAID PLEDGES

Residences	\$ 63,965.50
General, Buildings & Equipment	333,636.76

PEKING UNIVERSITY.

January 23, 1925.

Mr. Henry Killam Murphy,
Pershing Square Building,
Park Avenue & 42nd Street,
New York City.

My dear Mr. Murphy:

I have an indication from Peking that the cost of the Administration Building will approximate \$210,000. Local Currency. Of course, this estimate is made without having the detailed drawings. The following items are in query, and I am writing to ask you to consider whether at any point some saving can be, or is, called for by your detailed drawings as compared with the drawings which went out previously:

- (1) The railings around the terrace, if made of white marble, will cost \$14,000. Mexican more than the estimate above; if they are to be made of comparatively white granite, the estimate will not be increased.
- (2) If the roof can be of something other than complete concrete, there will be considerable economy.
- (3) Is there any equally satisfactory or less expensive plan for the beams in the large auditorium?

Of course, these estimates are made on the first drawings, but I should like to know what has been done, or can be done, on these points. It may be that I am not fully informed as to these matters, and I should appreciate word from you upon them.

Cordially yours,

Secretary, Peking University.

EMN/KJL

0392

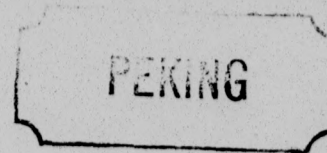
HENRY KILLAM MURPHY
ARCHITECT

1906-HENRY KILLAM MURPHY
1908-MURPHY AND DANA
1921-MURPHY, MCGILL & HAMLIN
1923-HENRY KILLAM MURPHY

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TELEPHONE ASHLAND 8080

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MAIN ORIENTAL OFFICE-SHANGHAI
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TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
5th May 1925.

re: PEKING UNIVERSITY.

Franklin H. Warner, Esq.,
52 Vanderbilt Ave.,
New York City.

Dear Mr. Warner:-

In accordance with my telephone conversation with you this morning, I
am sending you herewith, by bearer, the following:-

- (A) Lithoprint of our Front Elevation of Administration Bldg.
- (B) Ditto with flap pasted on to show change in window widths proposed
by Peking University Construction Bureau, increasing number of
divisions in each bay from four to six.
- (C) Lithoprint of our Front Elevation of Library Bldg.
- (D) Ditto with flap pasted on to show change in window widths proposed
by Peking University Construction Bureau, increasing number of
divisions in each bay from four to six; also flap showing ~~it possible~~
increase from four to ~~six~~ five

In the case of the Administration Bldg., it is absolutely impossible to
comply with the suggestion of the Bureau without ruining the architectural effect,
to achieve which so much time and money has been spent. There is absolutely no
ground for the statement that casement sash 2'-9" wide (as shown on our drawings)
are too wide to stand up in the Peking climate (which, by the way, is much less
trying than the climate further south.) Reasonably good workmanship, under reason-
ably well-qualified supervision, is all that is required to ensure good results on
these sash. To reduce the width of each sash from 2'-9" to 1'-9", as proposed by
the Bureau, would not only seriously injure the effect of the facade, but would give
a ridiculously narrow sash, (in which it would, incidentally, be impossible to carry

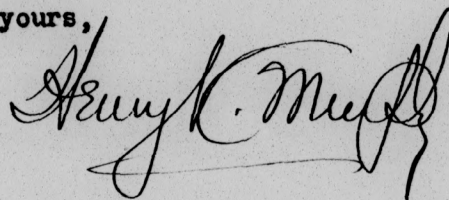
0393

out the Chinese design of muntin-bars dividing up the glass;) and would give in each bay, a very disproportionate amount of woodwork compared to amount of glass remaining --(only 1'-5")--^{or} entirely unnecessary darkening of the building that would be most unfortunate. I feel strongly that imperative orders should be sent at once to Peking that the Administration Bldg. windows must be built as shown on our drawings, regardless of how far the Bureau may have gone with their proposed deviation from the drawings.

In the case of the Library Building, we should be willing to increase the number of sash in each bay from four, as shown on our drawings, to five as shown on the right hand flap on accompanying prints. Five sash will work out well enough on the Library Building, whereas on the Administration Building these must be either four or six on account of the partitions which come in the center of the bay in many cases. Five sash in the Library would give a width for each sash, of about 2'-6", which is entirely satisfactory.

If you would like me to explain more fully to your Committee the architectural points involved, I shall be glad to meet with them at any time on Thursday or Friday of this week, or any time next week.

Sincerely yours,



HKM:AM

0394

HENRY KILLAM MURPHY ✓
ARCHITECT

1906-HENRY KILLAM MURPHY
1908-MURPHY AND DANA
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TRANSFER

New York City.
6th July 1925. J

re: PEKING UNIVERSITY, (WOMAN'S COLLEGE.)

Memo
REVISED PROGRAM OF REQUIREMENTS FOR GYMNASIUM BLDG. *C*
BASED ON H.K. MURPHY'S CONFERENCES OF JUNE AND JULY 1925
WITH MRS. FRAME AND THE HOME AUTHORITIES OF YENCHING.

As a result of study, by the Field, of the Program of Requirements contained in H.K. Murphy's Report of 16 Jan., 1925, and of the Preliminary Drawings, dated 6th March 1925, based on the 16th Jan. Program (which was in itself a revision of the original Program drawn up in 1924,) it was definitely decided, at a meeting in Mrs. Roy's office on 23rd June, to start afresh with the design of this building, on the following basis:-

(1) The building is to be exclusively a Gymnasium, all social features being transferred to a purely Social Bldg. to be undertaken later.

(2) In view of the change, the building is to be taken out of the Woman's Academic Quadrangle and placed at the Southerly end of the present Dormitory development; with its long axis running North and South midway between the third and fourth pairs of Dormitory Quads. Located here the Gymnasium will make a desirable closing feature at the end of the Athletic Grounds, will be convenient to the Dormitories, and will be less influenced in its architectural treatment by the architectural character established by the Academic buildings.

(3) The Gymnasium floor space is to be increased to provide for two simultaneous games of basket ball on full sized courts. The playing-space for each is to be 45 x 65, with a 5'-0" clear space all around each court; making the inside total clear Gym floor-space 55' x 145.

0395

(4) The Gym floor-space is to be entered at each end by stairways leading up from the Ground Floor into Foyers which will serve as observation points for visitors and for the Director, the stairways occupying two of the four corners of the building, and apparatus-storage-spaces the other two.

(5) The clear height of the Gym floor-space is to be 20'-0" under the bottom-chords of the trusses.

(6) The window-sills in the Gym-space are to be 7'-0" above the floor, giving a foot of space just below the sills for heating-coils.

(7) Daylight is to be admitted from above by making certain of the pan-tiles in the roof of glass.

Necessary?

*A second
to be
planned
subject to
use on
the field*

(8) The arrangement of Showers and Dressing Rooms is to be kept as in H.K. Murphy's Scheme of 6th March, 1925; except that students' entrance and exit to this section of the Ground Floor is to be limited to one door, for control by Matron; circulation from end to end of the Ground Floor being secured by introducing along the North side a corridor, separated from the Dressing Room space by a partition 6'-6" high. *Need corridor go whole length*

(9) The Matron's Room, Doctor's Office, Room for School Nurse, and Room for Chinese Assistant Director are all to be grouped together, near the Director's Office at the ^{East} end of the building.

(10) The Future Swimming-Pool will be located to the South of the Gymnasium Bldg., and will be entirely sunk in the ground. The only portion counting in the group, architecturally, will be the upper portion of the walls, treated on the outside like

the walls of a garden, and a flat-^{sloped} roof. Access to the Pool will be by steps leading down from the Shower Room, where students will be required to take a shower before passing into the pool.

(11) The revised detailed requirements of the Ground Floor Plan are indicated on a new set of sketches by the Physical Director, Miss Charlotte Harrison, which Mrs. Frame handed to Mr. Murphy at her conference with him on 29th June. The entirely new features in Miss Harrison's plan include:-

Rest Room for 10 beds.
Class Room 18 x 35 for Corrective Gymnastics
" " 18 x 25 "
Student Committee Room

Mr. Murphy suggested that a single large Class Room for Corrective Work should be sufficient; but this point was not settled. Mr. Murphy also suggested that the Student Committee Room be combined with a Trophy Room for the display of emblems, commemorating athletic victories, etc; probably utilizing the Foyer at the end of the second (or main) floor for this purpose.

(12) The Janitor's Quarters can be considerably reduced from size shown on 6th March plans.

(13) There is to be a Service-Room on the Ground Floor, ^{at East End} with a Dumb-Waiter leading up to the Main Floor for serving occasional banquets on the Gym Floor.

(14) There is to be a Drinking Fountain conveniently placed on each floor.

(15) All doors from Gym Floor-space are to be flush on the Gym side, and are to swing out of the Gym.

(16) It is desired to keep the cost of this building within \$40,000; and on the figures given Mr. Murphy by Dr. Eric North indicating that the recent Feking Buildings have cost about \$30.15 per cubic foot, it seems safe to figure that the Gymnasium, on the present new Program, will come within the \$40,000 appropriation.

COPY

0398

U.S. - FD
JUL 14 1925
JOINT OFFICE

0399

PEKING

TRANSFER

August 4, 1925.

Peking

Mr. H. K. Murphy,
1 Herald Square,
New York City

My dear Mr. Murphy:

Will you kindly send us a set of working drawings of the Refectory and of the Dormitory of Peking University. I find that ours have been mislaid in our office or have been sent out to China and we ought to have another set here.

I hope the sketch plan of the Women's College gymnasium will be ready soon. I should like a chance to look it over before I go on my vacation in a few days.

I would also appreciate your sending me as soon as you can the following data which I must send out to Peking in order that they may make the necessary calculations with reference to the gymnasium:

1. Cubical contents to be heated
2. Length and breadth of building
3. Number of shower baths (ultimate maximum) which must be provided with domestic hot water.
4. All data upon electricity needed for light and other purposes.

Cordially yours,

EMN:K

0400

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**HEAD OFFICE—NEW YORK CITY
PERSHING SQUARE BUILDING
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**MANILA OFFICE
PACIFIC BUILDING**

MAIN ORIENTAL OFFICE—SHANGHAI
UNION BUILDING
CANTON ROAD AND THE BUND
TELEPHONE CENTRAL 4706
CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
4th August, 1925.

TRANSFORM

Holden, Mass.

My dear Mrs. Frame:

I am enclosing a blue print of Scheme of Aug. 3rd for the new Women's College Gymnasium for Peking University, which was drawn up along the lines sketched out at the time of your conference with me in New York last month.

You will note that the outside dimensions of the outer walls, about which you asked in your letter of the 25th of July, are 59 x 181. Dr. North asked me for these figures a few days ago, before the enclosed drawing was completed; and I gave them to him as 60 x 180, which figures he cabled to Peking; at the same time cabling them that the longitudinal axis of the new building would be 100 ft. south of the south wall of the southernmost dormitory of the three groups now decided on.

You will note that the enclosed drawing shows a possible future swimming pool building, as well as a small pool inside the main building. It is my strong feeling that the former should be definitely given up for the latter, both on the ground of expense and outside appearance. The inside pool with the actual swimming area 14 x 21, is about the same size as that in the Yale Club of New York City, which is a most popular feature.

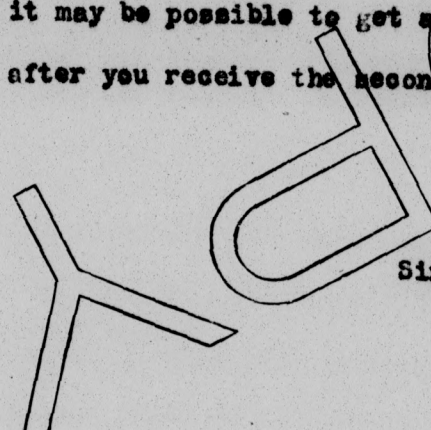
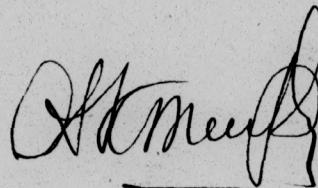
Cont'd

0401

Mrs. Frame - Cont'd.

Dr. North called at the office today and looked over the plans; and as a result of his suggestions I am now drawing out what we both think is a considerable improvement on the enclosed scheme; of which we shall mail you a print the latter part of this week. Meanwhile, however, I hope you will go over thoroughly, the size and general arrangements shown on the enclosed drawing; so that it may be possible to get approval and start working drawings soon after you receive the second scheme.

Sincerely yours,



HKM:MB

0402

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0403

HENRY KILLAM MURPHY
ARCHITECT

1906-HENRY KILLAM MURPHY
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New York City.
21st Aug. 1925.

re: PEKING UNIVERSITY
Women's College Gymnasium

Mrs. M. S. Frame,
Holden, Mass.

My dear Mrs. Frame:-

When I sent you, on 4 August, the new plan, ("Scheme of August 3") for the Yenching Gymnasium, I reported, in my letter to you accompanying the blue-print, that Dr. North had just seen the drawing, and had suggested an improvement which I would draw out and send to you.

This new revision proved more difficult than I had expected; and after a half-dozen attempts I was still without a satisfactory solution. But by slightly reducing the Shower-Room accommodations from the numbers shown on the "Scheme of 3 August", (and with the aid of the quiet which has accompanied a few days stay here at a hospital,) I have succeeded in working out Dr. North's suggestion for a central Hall leading from a North Entrance on the Campus; and feel it to be the best plan of all.

The enclosed two blue-prints of "Scheme of August 22" will, I hope, enable you to send me your final criticisms, so that we can start the working drawings. I had hoped to receive from you, before this, your criticisms of the general arrangements, as shown in our "Scheme of 3 August", so I could put into this final scheme any changes you had to suggest; but you probably expected (as I did) that I would be able to send you this second scheme much sooner.

Please note that the circulation as shown in this last scheme is very flexible; the exact arrangement finally to be followed, for the most satisfactory

0404

control, being secured by keeping certain doors usually locked— probably all of those near the West Entrance except the one to the Janitor's Room.

If it seems objectionable to have the Janitor's Room entered from the Hall leading to the "Passage", we can probably arrange to have the Janitor's Room entered only from the West Vestibule, where the food supplies are now put in (near the Dumb-Waiter leading up to the "Banquet Service" room on the second floor).

Dr. North feels that there is little likelihood that a Swimming Pool would ever be required inside the main Gymnasium Building; so I have shown an outside Pool, as before; entered, on the 22 August Scheme, through the back of the Matron's Room, which gives the necessary control. In fact the strategic position of the Matron's Room, which now has complete control of all student-features, is one of the best things in the new school.

I am sending Dr. North a copy of this letter, and a duplicate blueprint of "Scheme of 23 August".

Sincerely yours,

Harry K. Murphy

HKM/ack

0405

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JOINT OFFICE

0406

PEKING UNIVERSITY.

September 1, 1925.

TRANSFER

Mr. Henry Killam Murphy,
1 Pershing Square,
New York City.

My dear Mr. Murphy:

This is just to put into writing what I passed on to you over the telephone, namely, the desire of Mr. Gibb that the stone for the base of the Gymnasium be in size the same as that of the Sage Memorial. This will be a considerable to Mr. Gibb and I think you indicated that this could be done without disadvantage to the architectural features.

I have gone over carefully the suggested plan and I am awaiting additional word from Mrs. Frame and a conference with Mrs. Roys, before taking up the completion of these plans.

Will you please send to me a set of the working drawings for the School of Theology and the Recitation Building? I find that these are missing from our files here.

Cordially yours,

Secretary,
Peking University.

EMN/KJL

0407

PEKING

PEKING UNIVERSITY.

October 5, 1925.

TRANSFER

Mr. Henry Killam Murphy,
Pershing Square Building,
Park Avenue & 41st Street,
New York City.

My dear Mr. Murphy:

I understand from Mr. Warner that you have been waiting for definite word from me as to the action of the Committee on Finance with reference to your going to China. The Peking Committee on Finance took action on September 24th urging that you go to Peking as soon as possible.

It was the understanding of the Committee on Finance that because of other work you have on hand, the University would provide \$500. of the cost of travel to China, rather than the \$1,000. named in the contract if you should go to China exclusively upon the business of the University. In other respects, we understand that the provisions of the contract apply.

We regard it as highly desirable that you should make this trip now. I hope that you will find that both your business arrangements here and the other work in which you are interested in the Far East will make it practicable. It is clear to us that in the middle of the spring, work can begin on the Chapel, and that the studies should now be made with reference to the Gymnasium and with reference to the new type of dormitory for the group on the north side of the lake.

I have been waiting for word from you as to the modifications which are to be made in the plans in order to eliminate the strictly Chinese features of the Auditorium in the Bashford Building. I should like to send these out as soon as possible.

Have you any further word for us as to the point raised concerning the location of the stage doors at the back of the stage, especially in connection with the floor line of the Lecture Room? According to Mr. Gibb's interpretation of the plans, these doors are six feet above the floor of the Lecture Room, and therefore, are of doubtful convenience. I hope, in a day or two, to be able to put into your hands the full schedule of the projected adjustments in the plans of the Woman's College Gymnasium, and would hope that these working drawings could be substantially completed before you leave for China.

Cordially yours,

EMN/KJL

0408

HENRY KILLAM MURPHY
ARCHITECT

1906-HENRY KILLAM MURPHY
1908-MURPHY AND DANA
1921-MURPHY, MCGILL & HAMLIN
1923-HENRY KILLAM MURPHY

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New York City.
Oct. 22, 1925.

INDEXED

re: PEKING UNIVERSITY (Wom.Col. Gym)

Dr. Eric North,
Peking University,
150 Fifth Ave., N.Y.C.

TRANSFER

Dear Dr. North:-

In accordance with my conference with you at my office last night, I am sending you herewith three blue-prints of "Scheme of 21 Oct. 1925", of the 1/16" scale floor-plan of the Yenching Woman's Gymnasium.

These plans now embody all the suggestions noted in Mrs. Frame's letter to me of 26 Aug., in your letter to me of 7 Oct., in your conference with Mr. Haagensen at my office on 19 Oct., and in your conference with me last night; We have also drawn out two alternate arrangements for utilizing the space above the offices on the Exercising Floor level; one showing this space divided between gallery seats and extra rooms, and one showing the space devoted entirely to gallery seats for spectators; as I discussed with you on the telephone this afternoon. I understand that you will use the enclosed blue-prints to secure the formal approval of Mrs. Roys and the other Yenching authorities before authorizing us to proceed with the working drawings.

As you feel sure there will be no further changes, I have had our Accountant make out a statement of ^{expenses incurred for} the extra services rendered by our office in connection with the various changes in Program made by the Yenching authorities from time to time after their original approval; and have embodied the corresponding charge for this extra work in the bill, dated today, for first installment on account of our commission on this building. In accordance with your instructions to me last night, I have today sent this bill to

0409

Mrs. Roys, together with covering letter, as per copy² enclosed herewith.

As the final scheme of this Woman's Gymnasium is now settled, I can answer the questions in the last part of your letter to me of 4 Aug. (The set of blue-prints of our working drawings of the Refectory and of the Dormitory, requested in the first paragraph of that letter, were sent to you on 4 Aug.) Taking these up as given in your letter-

(1) Cubical contents to be heated:-

The total cubage of the buildings is 520,000 cubic feet. Deducting from this 70,000 cubic feet for foundations, walls, etc., we have 450,000 as the net actual cubic feet of air-contents to be heated.

(2) Length and breadth of the building:-

59 x 181 feet

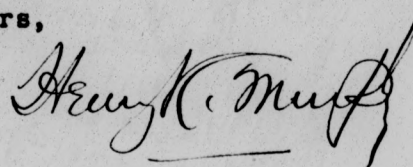
(3) Number of shower-baths (ultimate maximum) which must be provided with domestic hot water:-

32 in Main Shower Room plus 2 off Directors and Asst. Directors Offices = 34

(4) All data upon electricity needed for light and other purposes:-

We should have more detailed information as to what you want to know before trying to answer this. If you want a rough approximation of cost, or of current-consumption, we suggest assuming these to be about the same as have been found to apply in the case of Peking University buildings, of about the same size, already built. If you want something fairly accurate, we should have to make a regular layout of outlets before we could answer.

Sincerely yours,



... together with several other persons who were present at the time.
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OCT 23 1925
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... of the ...

HENRY KILLAM MURPHY
ARCHITECT

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1923-HENRY KILLAM MURPHY

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CABLE ADDRESS "MURDAN" SHANGHAI

New York City.
7 Dec., 1925.

re: PEKING UNIVERSITY (Admin.)

TRANSFER

Dr. Eric M. North,
Peking University,
150 Fifth Ave., N.Y. City.

My dear Dr. North:-

In accordance with my telephone conversation with you on 5 Dec. I have made a re-study of the stair arrangements in connection with the stage of the Bashford Memorial Building, and enclose three blue-prints of our 1/8' scale Working Drawing No. 3, (Second Floor Plan) on which we have introduced four new flights of steps; one leading up, on each side of the building, from the landing-space at the head of the stairs directly to the Stage; and one leading down, on each side of the building, from the rear doors of the Stage to the Lecture Room.

In connection with the first change, the three lower steps of the stair leading up from the Stage to the Dressing Rooms have been turned to start up at right angles to the old arrangement; the rest of this Dressing-Room stair remaining as originally shown.

In connection with the second change, I find on consulting the draftsmen that it was intended that some sort of temporary steps leading down from the rear doors of the stage should be put up ^{wherever needed} for use in dramatics; but I agree with you that these steps should be permanent, as it would sometimes be a convenience to use these rear stage doors when the stage was crowded with seats at special occasions, other than dramatics. I do not think the space occupied by the two small flights as shown on the enclosed prints will be seriously missed in the Lecture Room.

On the other point mentioned in our telephone conversation of 5 Dec.,—
Mr. Gibb's inquiry as to louvres at the ends of the middle portion of the Bashford Memorial Building, it does not seem to me that anything more is needed from us.
Mr. Gibb says, in his quoted letter to you:-

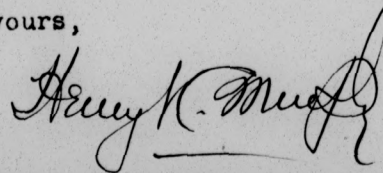
"On the End Elevations there are some louvres suggested, which we take it are meant for purposes of ventilation; but the Section of the building or any other drawings do not show what was in the Architects' mind."

On the End Elevations the exact location and size of the openings in the upper corner of each gable is shown by a dotted line; and there is a note reading: "Dotted line shows louvre opening." These openings are certainly "for purposes of ventilation"; and the word "louvres" though purely technical, is familiar to all acquainted with building as indicating an arrangement for ventilation. As is always the case in a building situated where there is a cold season, there should of course be an arrangement for controlling the natural outflow of heated air, through these louvres. (The reason these louvre-openings are not shown on the Longitudinal Section is that the Section is taken along the centre-line of the building, and so shows the solid portion of wall which divides, vertically, the two triangular openings in each gable.)

In regard to Mr. Gibb's statement that he had not received General Specifications on the Bashford Memorial Building, you are of course familiar with the fact that at the time our present contract was being drawn up it was settled that we were to prepare no General Specifications; and this item was specifically struck out from Article 1 of the printed form used; which was taken into consideration in determining the amount by which our percentage rate should be reduced, for this and other omitted services, from the regular rate.

I shall write you separately about the Berry Memorial Library Building, on which Mr. Gibb asked you about book-stacks.

Sincerely yours,



HKM/ack

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[Handwritten signature or initials]

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UNIVERSITIES
DEC 8 1925
JOINT

PEKING UNIVERSITY.

December 8, 1925.

Mr. Henry K. Murphy,
Pershing Square Building,
New York City.

TRANSFER

My dear Mr. Murphy:

I have the following from Mr. Gibb:

"Mrs. Frame has today handed us Mr. Murphy's Revised Program for the Requirements for the Women's Gymnasium, dated July 6th. We note that on page 2, paragraph 7, 'Daylight is to be admitted from above by making certain of the pan-tiles in the roof of glass'. It has been our ambition to get glass tiles so as to make all our attics more usable, but after communicating both with yourselves, with Manufacturers in China, and with Manufacturers in Europe, this correspondence covering a great many months, we have given up trying. We are surprised to find this feature in Mr. Murphy's schedule. We hope that it has not been included in the finished drawings, if so, we believe, every effort should be made to revise the drawings and so get rid of the glass tiles."

Please advise me if you have found it possible to provide satisfactory "Pan-Tiles" of glass.

Cordially yours,

Secretary,
PEKING UNIVERSITY.

EM/G

04 15

HENRY KILLAM MURPHY
ARCHITECT

1906-HENRY KILLAM MURPHY
1908-MURPHY AND DANA
1921-MURPHY, MCGILL & HAMLIN
1923-HENRY KILLAM MURPHY

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INDEXED

New York City.
10 Dec., 1925.

re: PEKING UNIVERSITY (Berry Library)

TRANSFER

Dr. Eric M. North,
Peking University,
#150 Fifth Ave., N.Y. City.

My dear Dr. North:-

Confirming my telephone conversation with you on 5 Dec. regarding book-stack construction in the Berry Memorial Library Building, on which you have received inquiries from Mr. Gibb:-

It was always our understanding that you would ship from America the regular stock metal book-stacks, which include the full construction for both tiers of stacks; the whole to rest on the concrete floor of the Attic as shown on our Working Drawings. We shipped to Peking, in 1917, for use in the Library Building of Tsing Hua College, a complete equipment of metal stacks; and believe it much better to do this in every case, rather than to make up locally a substitute which would necessarily be, by comparison, crude and probably fairly expensive.

To assist you in a full understanding of this matter, we are sending you herewith, by bearer, a copy of the book "Library Planning, Book-Stacks & Shelving", by the Sneed & Co. Iron Works, of Jersey City, whose stacks were chosen for shipment to Tsing Hua, and are known to be among the best made today. This book will give you an idea of the range of design and price, as well as of the structural features on which Mr. Gibb inquired.

I would suggest that if you decide to deal with the Sneed Iron Works, you ask them to send out to Mr. Gibb a copy of the latest edition of this book.

Sincerely yours,

Henry K. Murphy

HKM/ack

0416

HENRY KILLAM MURPHY

ARCHITECT

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