Conklin and Rossant are engaged broadly in the fields of architecture, planning and urban design. The firm has been engaged in a variety of urban redevelopment projects in such cities as Washington, Baltimore and New York. Their dual role of planners and architects has been played for Reston, for which they developed the Master Plan. They were presented the Merit Award for Townhouses at Reston in May of 1966 by the A.I.A. Homes for Better Living Awards Jury. The work in Reston is being followed up with other New Town work.

The firm is now extensively engaged in low income housing with the Lavanburg Foundation in the Bronx and with the Metro North Rehabilitation Project in East Harlem. The Lavanburg Project is significant because of its experimental nature. It is sponsored jointly by the Public Housing Administration and the Federal Housing Administration and is intended to improve the quality of all Federally aided housing in urban areas. The firm has recently completed a plan for Lower Manhattan under the auspices of the City Planning Commission for the Year 2000 Plan.

They have designed housing projects such as Butterfield House in New York City, a luxury cooperative valued at $5,000,000; the Charles Center Houses, valued at $7,500,000 and the Oakland Beach Apartment Houses in Staten Island, valued at $25,500,000. They also designed the Syracuse University Medical Center Activities Building and Alroll, an aluminum rolling mill in Oswego, New York. They have worked abroad in India, the Phillipines and Israel. A partial list of their work shows well over one hundred million gross dollar volume.

With regard to Reston's low income housing demonstration program, Conklin and Rossant is functioning as general architectural design consultant. Their primary responsibility is the design of low cost housing utilizing the technology and resources of the mobile home industry.
Mr. Rice is associated with several companies whose resources are being used in the Reston program. Conrad Engineers, a division of Construction Research and Development Corp., is the consultant of record. Conrad maintains laboratory facilities and staff in Van Nuys, California, and a research staff in New York City. Conrad has performed studies for F.H.A. and HUD, the most recent of which was their Instant Rehabilitation project in New York. Mr. Rice is President of T.Y. Lin and Associates with offices in Van Nuys, Dallas, Chicago and New York. T. Y. Lin provides structural engineering services and complete design service of parking structures. They have performed numerous special studies for various government offices and have participated in the development of precast concrete systems including the Lin Tee. Impcon (Imperial Constructors), of which Mr. Rice is also President, is staffed to construct as General Contractors or as joint venturers on experimental projects.

With regard to Reston's low income housing demonstration program, Conrad is providing consultation and advice on the following:

1. The schemes presented by the architects.
2. Existing construction technology not common to the mobile home industry but of possible use in the program.
3. Computer technology.
4. Structural systems and engineering.
5. Reports to the Department of Housing and Urban Development.
Mr. Edward K. Rice, President  
Conrad Engineers  
103 Park Avenue  
New York, New York  

Re: Contract No. H-748  
HUD VA.-LIHD-1

Dear Mr. Rice:

Reston Va., Inc. wishes to retain your company's services for work under our Demonstration Grant Contract.

Your scope of services will be generally as follow:

1. Consultation and advice in developing a comprehensive schedule for the project.

2. Provide analyses of the practicability of the schemes presented for utilizing mobile home manufacturers' engineering and production technology for the construction of low cost housing units.

3. Analyze existing construction technology not common to the mobile home industry but of possible use in conjunction with the project.

4. Advice on the use of computer technology in the project.

5. Advice and consultation on structural systems; coordination and supervision on structural engineering of final design.

6. Assist in drafting and review of interim and final reports.

Compensation for yours and Mr. Wickert's services is to be on a per diem basis of $250.00 plus travel expenses. Additional services as required are to be paid for on the basis of two times the amount shown as direct technical salaries. Total compensation shall not exceed $10,000.00 except as approved in writing by Reston Va., Inc. Attached is a form of General Conditions which are hereby made a part of this contract.

Sincerely yours,

ACCEPTED:

Hans J. Schultz  
Vice President
Reston has contracted with Professor Byron Bloomfield who is the Director of the University of Wisconsin's Environmental Design Center. He teaches graduate courses in Design Analysis, Design Synthesis, Research Problems and Methods, Design Problems, Seminar and Research. He has also been associated with Pennsylvania State University and spent five years as the Executive Director of the then newly formed Modular Building Standards Association, Washington, D.C., sponsored by the Producer's Council, Inc., the Associated General Contractors of America, the National Association of Homebuilders and the American Institute of Architects.

An environmental design team composed of four graduate students representing the fields of architecture, industrial design, interior design and landscape architecture is spending two weeks in Reston during June and again in August. During the first two week phase, the team's function is to review and evaluate the proposed schematic and preliminary designs in terms of satisfaction of environmental criteria for occupants. They will develop design solutions and written performance specifications in the light of the design elements manipulated by each of the four disciplines. During the second two week phase, they will evaluate the implementation of suggested design solutions and performance specifications. The review and evaluation will be quite detailed in relation to the specific design solution being established as the prototype.
Carolyn A. Sands: Miss Sands represents the field of interior design and is on leave of absence from her position as Assistant Professor at Wisconsin State University. She holds a Bachelor of Science Degree in Applied Art in Home Economics from Iowa State University, a Master of Arts Degree in Related Art in Home Economics from the University of Minnesota and a Master of Science Degree in Environmental Design from the University of Wisconsin.

Philip M. Bennett: Mr. Bennett represents the field of architecture and holds his Bachelor of Architecture Degree from the Illinois Institute of Technology and his Master of Science Degree in Environmental Design from the University of Wisconsin. He received the Alpha Rho Chi Medal from the Chicago Chapter of A.I.A.

Robert R. Hartmann: Mr. Hartmann represents the field of industrial design. He graduated from the Layton School of Art with honors in 1964 and holds a Bachelor of Fine Arts Degree in Industrial Design and a Master of Science Degree in Environmental Design. He has been awarded two fellowships from the University of Wisconsin.

Donald D. King: Mr. King represents the field of landscape architecture and holds his Bachelor of Science Degree from the University of Wisconsin. He was an Honors Graduate in 1965 and recently received his Master of Science Degree in Environmental Design.
Mr. Byron C. Bloomfield, Director  
Environmental Design Center  
The University of Wisconsin  
329 State Street  
Madison, Wisconsin 53706  

Dear Professor Bloomfield:

Reston Va., Inc. wishes to retain your services as a Fourth Party Contractor for work under our Demonstration Grant Contract.

Your scope of services will be generally as follow:

1. A design team of four graduate students will be in Reston from 12 June through 23 June and from 21 August through 1 September.

2. Preliminary Plan Phase (12 through 23 June):

   The team is to review proposed schematic and preliminary designs available at that time to evaluate satisfaction of environmental criteria for occupants. This criteria will reflect physiological, psychological and sociological criteria of human function.

   The team, representing the fields of architecture, industrial design, interior design and landscape architecture, will examine and evaluate proposed solutions in the light of the design elements manipulated by each of the four disciplines. Where adequate solutions are not demonstrated to be included, suggested design solutions and/or written performance specifications will be developed by the team members.

3. Working Drawings and Specification Phase (21 August through 1 September):

   The team will again return to Reston for an evaluation of the implementation of suggested design solutions and performance specifications. This review and evaluation is expected to be quite detailed in relation to the specific design solution being established as the prototype.
Compensation for the above services is to be on the basis of $600.00 per month for each of the graduate students plus travel and $100.00 per day for yourself plus travel. Living expenses will be provided by Reston Va., Inc.; any necessary supplies will be purchased and retained by Reston Va., Inc. Payment will be made at the end of each phase. Total compensation shall not exceed $5,000.00 except as approved in writing by Reston Va., Inc. Attached is a form of General Conditions which are hereby made a part of this contract.

Sincerely yours,

Hans J. Schultz  
Vice President

ACCEPTED:

HJS:c
Mr. Johnston R. Livingston has held major responsibilities in engineering, product development, marketing, sales, manufacturing and long-range planning during his business career. He was Director of Ordinance Administration at Honeywell Corporation, Assistant to the President and then Vice President of Whirlpool Corporation and a Vice President of Redman Industries. He is now an independent advisor on business planning.

With regard to Reston's low income housing demonstration program, Livingston and Associates is assisting in the development of a comprehensive program plan, directing the accumulation of market and sociological data, providing data and cost analysis on mobile home engineering and construction techniques and reviewing reports prepared for the Department of Housing and Urban Development.
RESTON

Executive Office, Reston, Virginia (ZIP 22070) * Telephone: Area Code 703, 471-4307

13 June 1967

Mr. Johnston R. Livingston
Livingston and Associates
3501 Beverly Drive
Dallas, Texas  75205

Re: Contract No. H-748
HUD VA.-LIHD-1

Dear Mr. Livingston:

Reston Va., Inc. wishes to retain your services as a Fourth Party Contractor for work under our Demonstration Grant Contract.

Your scope of services will be generally as follow:

1. Assist in developing a comprehensive program plan, time schedule and organizational plan and definition of the responsibilities of the participants in the project and allocate costs of individual participation in accordance with the budget and amount of the grant.

2. Direct the accumulation of market and sociological data and be responsible for reporting conclusions to govern the program process.

3. Provide background data and cost analysis on mobile home engineering and production techniques from general knowledge and program the accumulation of additional data necessary to successful completion of the project.

4. Assist in coordinating the efforts of participants in the mobile home industry and the technical consultants and provide continuous evaluation of the results of these efforts.

5. Assist in drafting and review of interim and final reports.

Compensation for the above services is to be on a per diem basis of $250.00 for eighteen (18) days plus direct travel expenses. Subsistence shall not exceed $25.00 per day. Total compensation shall not exceed $4500.00 plus travel and living expenses except as approved in writing by Reston Va., Inc. Attached is a form of General Conditions which are hereby made a part of this contract.

Sincerely yours,

[Signature]

Hans J. Schultz
Vice President

ACCEPTED:

[Signature]

HJS:c
Edward L. Keating, a post-graduate student of the College of Architecture of Virginia Polytechnic Institute, is in residency at Reston. Mr. Keating earned his Bachelor of Architecture Degree at VPI and has completed one year of a two year program leading to a Master's Degree in Architecture and Urban Design. He has been associated with James Sudler Associates, Architects in Denver, Colorado, John Laing and Sons Ltd., Architects in London, England, and has worked for the General Services Administration in Washington, D.C. and Denver, Colorado.

The Virginia Polytechnic Institute will perform the program evaluation, and it is felt the student's full participation in the program will give him a background which will augment their evaluation. He will be of particular assistance in evaluation of schematics, materials evaluation, architectural engineering and manufacturer coordination, reporting graphics and detailing.
GENERAL CONDITIONS TO LETTER OF AGREEMENT

Between Reston Va., Inc. (hereinafter referred to as "Reston") and ___________
(hereinafter referred to as the "Contractor") dated ___________, 196__.  

1. Reston is employing the Contractor to render certain professional services as described in the Letter of Agreement in connection with an undertaking of Reston under Demonstration Grant Contract No. H-748 entered into with the Department of Housing and Urban Development (herein called "HUD") for Project VA.-LIHD-1 under Section 207 of the Housing Act of 1961, as amended (42 U.S.C. 1436).

2. Reston hereby agrees to engage the Contractor and the Contractor hereby agrees to perform the services set forth in the Letter of Agreement in connection with the Project of Reston under the Demonstration Grant Contract.

3. The Contractor shall do, perform and carry out in a satisfactory and proper manner as determined by Reston the Scope of Services as set forth in the Letter of Agreement.

4. Reston represents that it has available or will obtain necessary surveys, studies and information for use by the Contractor to complete his obligation under the Contract. These will be furnished without charge to the Contractor, and Reston will cooperate with the Contractor in every way possible to preclude delay in the operation of his contract.

5. a. The Contractor represents that he has all personnel required in performing the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with Reston.

   b. All of the services required will be performed by the Contractor or under his supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and local law to perform such services.

   c. None of the work or services covered by this Contract shall be subcontracted without the prior written approval of Reston.

6. The services of the Contractor are to commence as soon as practicable after the execution of this Contract and shall be undertaken and completed in such sequence as to assure their expeditious completion in the light of the purposes of this Contract.

7. If, through any cause, the Contractor shall fail to fulfill in timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements or stipulations of the Contract, Reston shall thereupon have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least five days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, exhibits and reports prepared by the Contractor under this Contract shall, at Reston's option, become its property and the Contractor shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.
Notwithstanding the above, the Contractor shall not be relieved of liability to Reston for damages sustained by Reston by virtue of any breach of the Contract by the Contractor, and Reston may withhold any payments to the Contractor for the purpose of set-off until such time as the exact amount of damages due Reston from the Contractor is determined.

8. Reston may terminate this Contract at any time by a notice in writing from Reston to the Contractor. If the Contract is terminated by Reston as provided herein, the Contractor will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Contractor covered by this Contract, less payments of compensation previously made. Provided, however, that if less than sixty per cent of the services covered by this Contract have been performed upon the effective date of such termination, the Contractor shall be reimbursed (in addition to the above payment) for that portion of the actual out-of-pocket expenses (not otherwise reimbursed under this Contract) incurred by the Contractor during the Contract period which are directly attributable to the incompleted portion of the services covered by this Contract. If this Contract is terminated due to the fault of the Contractor, Paragraph 7 hereof relative to termination shall apply.

9. Reston may, from time to time, request changes in the scope of the services of the Contractor to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between Reston and the Contractor, shall be incorporated in written amendments to this Contract.

10. The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color or national origin. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, creed, color or national origin. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor shall insert a similar provision in all subcontracts for services covered by this Contract.

11. No member, officer or employee of Reston or of the locality during his tenure or for one year thereafter shall have any interest, direct or indirect, in this Contract or the proceeds thereof.

12. The Contractor covenants that he presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of his services hereunder. The Contractor further covenants that in the performance of this Contract, no person having any such interest shall be employed.

13. No Member of or Delegate to the Congress of the United States of America, and no Resident Commissioner shall be admitted to any share or part hereof or to any benefit arising therefrom.
14. Any patentable result arising out of this Contract, as well as all information, designs, specifications, know-how, data and findings, shall be made available to the Government for public use, unless HUD shall in a specific case where it is legally permissible, determine that it is in the public interest that it not be so made available.

15. No disclosure or publication concerning or based in whole or in part on data gathered under this Contract shall be made without the written consent of HUD. All published reports, data and other materials prepared under this Contract, except those prepared exclusively for the internal use of the Contractor or Reston, shall contain an appropriate notice of the Grant provided by HUD under the Demonstration Grant Contract. HUD shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other materials prepared under this Contract. Such materials shall not be subject to copyright in the United States or in any other country.

16. The Contractor shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of Reston thereto; provided, however, that claims for money due or to become due the Contractor from Reston under this Contract may be assigned to a bank, trust company or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to Reston.